

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: February 10, 2010

Board Item: V-A-11

**Contract with Sands Enterprises, Inc. for a
Business Continuity / Disaster Recovery Project Manager**

Action by Consent

Action

Information

Contract# 12824A

Based on the Business Continuity Plan (BCP) Assessment, and the BCP Roadmap that were developed in 2009, further BCP advancements are planned for 2010, beginning with a comprehensive Business Impact Analysis (BIA) for Denver Water. The BIA will identify and document all mission critical activities and systems, along with their respective recovery time objectives and recovery point objectives. This BIA is foundational for the development of specific business continuity plans and disaster recovery strategies and capabilities.

The Business Continuity / Disaster Recovery Project Manager will coordinate the work of key Denver Water business stakeholders, Information Technology stakeholders and technicians, and Disaster Recovery/Business Continuity Architects to identify the business processes required to ensure a timely recovery in the event of a business disruption.

Beverly Scott, of Sands Enterprises, Inc. has previously been engaged through Solution Partners, Inc. as an IT Infrastructure Project Manager. Based on the excellent work and high value that Beverly has contributed to Denver Water in that role, she is an ideal project manager to lead our BCP / DR initiative going forward. Services provided under this contract with Sands Enterprises, Inc. will be charged at the rate of \$85.00/hour. Funding for this contract extension is budgeted in the IT Business Continuity project budget (MPC 3HN0028).

Recommendation:

It is recommended the Board approve this contract with Sands Enterprises, Inc, for the project management services of Beverly Scott, for a one year period, for an amount not to exceed \$170,000.

Approvals:



Chris Dermody,
Director of Information Technology

Respectfully submitted,



H. J. Barry, Manager

Patricia L. Wells,
General Counsel