

CHIEF ADMINISTRATIVE OFFICE
Procurement and Contracts Division

Date Received

12/3/2024

NON-COMPETITIVE PURCHASE REQUEST JUSTIFICATION

Required for all (non-emergency) sole source acquisitions in excess of \$5,000.00 and sole source service requests in excess of \$100,000.00.

This justification document consists of three (3) pages. All information must be provided and all questions must be answered. **Department Head approval is required.**

Requesting Department Information

Department:	Org Code:	
10-Information Technologies	1040000	
Contact Name:	Subobject:	User Code:
Audra Anderson / Dave Dannenbrink		
Telephone:	Fax:	
x5144		

Required Supplier / Vendor Information

Vendor / Supplier Name:	Vendor / Supplier Address:
EDP Environments Inc	
Contact Name:	
Lynn McDonald	
Estimated Purchase Price/Contract Amount:	Vendor / Supplier Email Address:
\$108,750	lhmcDonald@edpinc.com
Telephone:	Fax:
916-316-5616	

Provide a brief description of the request, including all goods and/or services the vendor/supplier will provide and supporting exemption reference from Board Policy C-17 - Procurement Policy:

We are triggering the clause in contract 7666 to extend the term for a third year, increasing the NTE by \$36,250, making the new NTE \$108,750.

3.4.2.f - EDP, a local provider, has serviced EDC Data Center equipment since 2011.

3.4.5 - EDP's current service contract allows us to extend a third year of service per Article II.

Department Head:

Amanda Earnshaw Digitally signed by Amanda Earnshaw
Date: 2024.12.02 09:47:34 -08'00'

Signature

Purchasing Agent:

Michele Weiner
Michele Weiner (Dec 31, 2024 12:36 PST)

Signature

Board of Supervisors:

Date:	
Item:	

P&C Assignment:

Assigned To:	Timmi King
Date:	12/3/24

A. The good/service requested is restricted to one supplier for the reason stated below:

1. Why is the acquisition restricted to this goods/services supplier? (Explain why the acquisition cannot be competitively sourced. Explain how the supplier is the only source for the acquisition.)

This contract covers the maintenance of two different types of systems: 1) Uninterruptable Power Supplies (UPS) and 2) Computer Room Air Conditioning (CRAC). This vendor has qualified technicians for both types of systems eliminating the need for separate service contracts. EDP is a local provider who has serviced the EDC Data Center equipment since 2011 and is very familiar with our systems needs.

2. Provide the background of events leading to this acquisition.

Our current contract with EDP allows for an additional year of maintenance services at the existing rate. We are looking to extend the contract per the provisions in Contract 7666, Article II.

3. Describe the uniqueness of the acquisition. (Why was the goods/services supplier chosen?)

EDP has serviced the County Data Center's large UPS and CRAC Liebert-branded systems since 2011. In 2022, a new system using a different manufacturer was installed and the vendor had no issues adding the maintenance for this new system to the contract and providing qualified technicians to service both the current and new systems. EDP provides preventative maintenance including cleaning, monitoring, warranty repairs, equipment adjustment and replacement to ensure reliability. EDP provides emergency service 24/7, 365 days per year. EDP preventative maintenance programs are designed to minimize client downtime.

4. What are the consequences of not purchasing the goods/services or contracting with the proposed supplier?

The UPS and CRAC systems in place protect all the infrastructure and associated County data within that infrastructure. It is vitally important that we continue to use a vendor that is familiar with our equipment needs and has proven they can provide timely and professional service to ensure we have expertly maintained data center equipment to provide the County with superior data protection.

5. What market research was conducted to substantiate no competition, including the evaluation of other items or service providers? (Provide a narrative of your efforts to identify other similar or appropriate goods/services, including a summary of how the department concluded that such alternatives are either inappropriate or unavailable. The name and addresses of suppliers contacted and the reasons for not considering them must be included OR an explanation of why the survey or effort to identify other goods/services was not performed.)

We recently required a large number of battery replacements for the Data Center UPS system. We asked for a specific battery model to replace the batteries and we were only able to get a quote from one other out-of-state vendor. The other company quoted similar batteries, but not the exact model requested. EDP was able to provide the batteries as requested, and was able to do the replacement work and validations to ensure the new equipment was working properly. Having a local resource able to service our equipment, for both routine maintenance and emergency service, is imperative to safeguard County assets and data.

B. Price Analysis:

1. How was the price offered determined to be fair and reasonable? (Explain what basis was used for comparison and include cost analysis as applicable.)

The servicing of UPS and CRAC systems requires highly skilled technical knowledge. EDP is a local vendor who has provided EDC with reliable service for the past 13 years. Triggering the third year of maintenance service in our current contract maintains stable pricing for yet another year.

2. Describe any cost savings or avoidance realized (one-time or ongoing) by acquiring the goods/services from this supplier.

The vendor agreed during the development of Contract 7666 to provide a third year of service per provisions in Article II, keeping maintenance costs stable for another year. The third year of service will make the contract value over \$100,000, requiring Board approval to process.