



Legislation Text

File #: 21-1791, **Version:** 1

Chief Administrative Office, Procurement and Contracts Division, and Information Technologies Department recommending the Board:

- 1) Continue to waive formal bid requirements in accordance with Purchasing Ordinance 3.12.160, Exceptions from the Competitive Bidding Process, Section D;
- 2) Authorize continued use of State of California Department of General Services (DGS) contract 1-17-70-02A;
- 3) Approve Supplement 10 of DGS contract 1-17-70-02A, which updates Attachment A Contract Pricing for the purchase of Dell laptop computers and equipment;
- 4) Authorize the Purchasing Agent to increase contract 2075 with PC Specialists, Inc. dba Technology Integration Group by \$400,000 bringing the purchase contract value to \$2,215,000; and
2) Authorize the Purchasing Agent to increase the purchase contract on an "as needed" basis during the awarded period as long as funding is available within the requesting department's budget.

FUNDING: Various General Fund and Non-General Funds.

DISCUSSION / BACKGROUND

The County purchases Dell laptop computers and equipment from PC Specialists, Inc. through the State of California Department of General Services procurement contract 1-17-70-02A with a contract term of 7/01/2017 through 06/30/2022. Countywide purchase contract 2075 piggybacks on of the DGS contract. Contract 2075 originally had a not-to-exceed (NTE) amount of \$40,000. Board approved change orders over the life of the contract have increased the NTE to \$1,815,000, with most of increases occurring during the COVID pandemic to allow for the purchase of laptops and equipment for telework and other special circumstances. Increasing contract 2075 by \$400,000 will bring the purchase contract value to \$2,215,000. Board approval of the increase will allow the County to continue to utilize the DGS contract to purchase Dell laptops and equipment.

ALTERNATIVES

The Board could not approve the requested extension to the term, thereby disallowing additional laptop computer and equipment purchases. The Board could also require the County to initiate its own competitive bid process. These alternatives would result in significant operational impacts to departments by delaying or disallowing laptop computer equipment purchases.

PRIOR BOARD ACTION

- 02/12/2019 Legistar 19-0145 - Increase contract by \$100,000
- 09/01/2020 Legistar 20-1121 - Increase contract by \$570,000
- 09/22/2020 Legistar 20-1194 - Increase contract by \$400,000
- 01/12/2021 Legistar 20-1684 - Increase contract by \$250,000
- 06/08/2021 Legistar 21-0821 - Extend contract through June 30, 2022

OTHER DEPARTMENT / AGENCY INVOLVEMENT

County Counsel

CAO RECOMMENDATION

Approve as recommended.

FINANCIAL IMPACT

Various General Fund and Non-General Funds.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Good Governance

CONTACT

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