



## Legislation Text

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**File #:** 24-0853, **Version:** 1

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Chief Administrative Office, Procurement and Contracts Division, recommending the Board consider the following for the purchase of Dell tablets, 2-in-1 devices on an "as needed" basis:

- 1) Waive formal bid requirements in accordance with Procurement Policy C-17, Section 3.4.4, Exempting the Competitive Bidding process on account of a piggyback contract being available with all associated requirements;
- 2) Authorize the Purchasing Agent to utilize the State of California's competitively bid Contract 1-21-70-08B, Supplement 3 for the acquisition of Dell tablets, 2-in1 devices through Granite Data Solutions for use by all County Departments;
- 3) Authorize the Purchasing Agent to increase contract 7726 for the countywide purchase of Dell tablets, 2-in1 devices by \$101,000, bringing the contract value to \$200,000 through the term of July 31, 2025;
- 4) Authorize the Purchasing Agent to increase contract 7726 on an "as needed" basis during the awarded period as long as funding is available within the requesting department's budget; and
- 5) Authorize the Purchasing Agent to extend the term of contract 7726 if the State of California Department of General Services extends their Statewide Contract 1-21-70-08B for the purchase of Dell tablets, 2-in1 devices contingent upon County Counsel approval.

**FUNDING:** General Fund.

### **DISCUSSION / BACKGROUND**

The County of El Dorado purchases Dell tablets, 2-in1 devices through the State of California Department of General Services, Procurement Division's agreement with Granite Data Solutions, contract 1-21-07-08B, with a contract term of May 03, 2023 through July 31, 2025. There is a current need by Information Technologies and the Public Defender to purchase approximately \$30,000 in Dell tablets, 2-in1 devices. CAO Procurement and Contracts Division and Information Technologies are recommending that a change order be approved to increase contract 7726 by \$101,000 to cover anticipated purchases through the remaining term of the contract. This will increase the contract value to \$200,000. The requested increase for the purchase order contract will accommodate the specific needs identified by departments and provide flexibility to accommodate any additional needs prior to the end of the contract term. Over the term of the contract, departments have purchased over \$90,000 in Dell tablets, 2-in1 devices.

### **ALTERNATIVES**

The Board could choose to not approve the recommended increase, causing operational impacts to departments by delaying or disallowing future Dell tablet, 2-in1 device purchases.

### **PRIOR BOARD ACTION**

N/A

### **OTHER DEPARTMENT / AGENCY INVOLVEMENT**

CAO Procurement & Contracts Division and Information Technologies have worked with requesting departments to estimate the need for future Dell tablet, 2-in1 device purchases based on department

requirements.

**CAO RECOMMENDATION**

Approve as recommended.

**FINANCIAL IMPACT**

Each County department that uses the requested agreement is responsible for ensuring that sufficient appropriations are included in their approved budget.

**CLERK OF THE BOARD FOLLOW UP ACTIONS**

N/A

**STRATEGIC PLAN COMPONENT**

N/A

**CONTACT**

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