



Legislation Text

File #: 19-0145, **Version:** 1

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

- 1) Waive formal bid requirements in accordance with Purchasing Ordinance 3.12.160 Section D;
- 2) Authorize the Purchasing Agent to utilize the State of California's competitively bid Contract No. 1-17-70-02A (Laptop Computers Dell) for the acquisition of laptops and related products for use by all County Departments;
- 3) Authorize the Purchasing Agent to increase FENIX contract #2075 for the countywide purchase of laptops by \$100,000, bringing the contract value to \$195,000 through the contract term of 6/30/2020; and
- 4) Authorize the Purchasing Agent to increase the countywide 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 Fund.

DISCUSSION / BACKGROUND

The County of El Dorado purchases laptop computers through the State of California Department of General Services, Procurement Division's agreement with PC Specialists, Inc., DBA Technology Integration Group (TIG) contract 1-17-70-02A, with a contract term is 07/01/2017 through 06/30/2020.

Information Technologies has reviewed the need for laptops and related equipment with all County Departments through the term of the contract and is recommending that a change order be approved to increase FENIX Contract #2075 by \$100,000 to cover anticipated purchases. This will increase the contract value to \$195,000. The requested increase for this blanket purchase order will accommodate the specific needs identified by departments and provide some flexibility to accommodate any additional needs that become known prior to the end of the contract term.

Over the course of the past year, departments have purchased over \$81,000 in laptops. The bulk of these purchases were made by the Sheriff's department (\$40K) and Health and Human Services (\$30K).

Following Board approval, the Procurement and Contracts Division will increase the contract value to \$195,000 for FENIX contract #2075 for the countywide purchase of laptops, per the terms of State contract 1-17-70-02A.

ALTERNATIVES

The Board could choose to not approve the recommended increase, causing operational impacts to departments by delaying or disallowing future computer equipment purchases.

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

Information Technologies has worked with requesting departments to estimate the costs of future laptop equipment purchases for replacement equipment and changing program needs and specific department requirements.

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

Technology purchases are budgeted within individual departments and programs and may be part of general funds or grant-awarded programs. Sufficient funds are available in the respective departments' FY 2018-19 budgets, therefore no budget transfer is recommended.

CLERK OF THE BOARD FOLLOW UP ACTIONS

N/A

STRATEGIC PLAN COMPONENT

Infrastructure

CONTACT

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