



**M E M O R A N D U M**  
**INFORMATION TECHNOLOGY DEPARTMENT**  
County of Placer

TO: Honorable Board of Supervisors  
FROM: Jarrett Thiessen, Chief Information Officer  
SUBJECT: Information Technology Support Services – Various Firms

DATE: February 16, 2021

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**ACTION REQUESTED**

1. Approve task orders with multiple vendors from qualified list number 100227 for the laptop deployment project in the aggregate amount of \$303,680 funded by the Information Technology FY 2020-21 Final Budget
2. Authorize change orders in the not to exceed amount of \$30,368 consistent with the Procurement Policy.
3. Authorize the Purchasing Manager to sign all required documents, subject to departmental concurrence and available funding.

**BACKGROUND**

The Information Technology (IT) Department requests this Board's approval of four tasks orders with IT consulting firms for a short-term project in which the consultants will be configuring, imaging, and deploying laptops to replace existing desktop computer systems in order to enable County employees to be more mobile in light of COVID-19 and planned power shutdowns.

On August 27, 2019, the Board of Supervisors approved RFQ No. 100227 to establish a prequalified list of information technology support services consultants for countywide use. The firms on the qualified list executed master service agreements, under which individual task orders may be executed. The Department solicited informal quotes for this project from the firms on the qualified list. Responses were submitted by Amick Brown, LLC; DirectApps, Inc; Randstad Technologies, LLC; TEKsystems, Inc.; and Zeek Technologies (Zeektek).

Based on the informal quotes received, the IT Department recommends the use of seven individual consultants from four firms: two consultants from Amick Brown, LLC; two consultants from Randstad Technologies, LLC; two consultants from TEKsystems, Inc.; and one consultant from Zeek Technologies LLC.

The aggregate amount of the task orders for the laptop deployment project exceed the Purchasing Managers authority therefore your Boards approval is required.

**FISCAL IMPACT**

Funding is provided through the FY 2020-21 Information Technology Department's Final Budget. Funds are not encumbered until services are provided against the contract.

