

**MEMORANDUM
COUNTY OF PLACER
DEPARTMENT OF ADMINISTRATIVE SERVICES
PROCUREMENT SERVICES DIVISION**

TO: Honorable Board of Supervisors
FROM: Brett Wood, Purchasing Manager *Brett Wood*
DATE: November 5, 2013
SUBJECT: PC Purchases – Dell Computer Corporation and Hewlett-Packard Company

ACTION REQUESTED

1. Authorize the purchase of personal computers and related peripherals for all County departments from Dell Computer Corporation and Hewlett-Packard Company utilizing competitively bid cooperative agreements awarded by the WSCA-NASPO Cooperative Purchasing Organization (WSCA-NASPO) and effective through August 31, 2014, funded by each department's approved budget for the fiscal year as of the date of purchase, and authorize the Purchasing Manager to sign all purchase orders, blanket purchase orders, and related documents for the term of the respective WSCA-NASPO agreements, including any extensions or renewals.

BACKGROUND

The Administrative Services' Information Technology Division is tasked with managing and maintaining the County's robust Countywide data network, on which resides a wide variety of database applications and files. In 2002 the IT Division established Dell brand equipment as the standard for PCs and laptops which require access to the Countywide network. Standardizing on one manufacturer, along with technological standards, assures compatibility and effective service and support for the County's computer equipment.

On February 26, 2002 the Placer County Board of Supervisors approved a recommendation to purchase personal computers (PCs), laptops, and related peripheral equipment from Dell Computer Corporation on an as-needed basis through a competitively bid agreement awarded by the Western States Contracting Alliance (WSCA), now called the WSCA-NASPO Cooperative Purchasing Organization LLC (WSCA-NASPO). The Placer County Board of Supervisors also authorized the Purchasing Manager to sign purchase orders, blanket purchase orders, and related documents through the term of the WSCA agreement. WSCA has extended and renewed the contract with Dell on a periodic basis. The current WSCA-NASPO Contract No. B27160 is effective through August 31, 2014.

Administrative Services' Information Technology Division has recently examined Hewlett-Packard (HP) equipment as alternative options to the current Dell brand equipment and has approved certain HP models and configurations for use on the County's network. The equipment is available on a competitively bid and awarded WSCA-NASPO Contract No. B27164. The pricing under this agreement is comparable to the pricing currently available under the WSCA-NASPO contract with Dell.

FISCAL IMPACT

There is no immediate fiscal impact resulting from this action. Departments are responsible for assuring funds are available in their current budgets prior to submitting a purchase request to Procurement for processing.

cc: Jerry Gamez, Director of Administrative Services
Kathy Buchanan, Deputy Director of Information Technology

