



# County of Monterey

Board of Supervisors  
Chambers  
168 W. Alisal St., 1st Floor  
Salinas, CA 93901

## Board Report

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**File #: 16-479, Version: 1**

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- a. Approve and authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute Countywide Service Agreements based on the criteria set forth in RFP No. 10524. The Agreement is between the County of Monterey and EDX Information Systems, Inc. for the provision of Desktop Solution Services for the County of Monterey on an as-needed basis for the initial term of three (3) years from the date of execution through and including May 2, 2019. The aggregate amount over the term of all Agreements shall not exceed \$1,500,000 annually, in accordance with the terms and conditions set within each Agreement;
- b. Approve and authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute a Lease Agreement with IBM Credit LLC, which shall be a third-party lessor to the Countywide Service Agreement with EDX Information Systems, Inc. for Desktop Solution Services. The Lease Agreement shall be for the initial term of three (3) years from the date of execution through and including May 2, 2019;
- c. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute, after one year, similar additional Agreements for Desktop Solution services with qualified contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not affect the total aggregate amount authorized. Any additional Agreements shall terminate May 2 2019;
- d. Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to exercise the option to execute future Amendments and extend the Countywide Service Agreement(s) for two (2) additional one (1) year periods in accordance with the terms and conditions set within each Agreement, where there is no significant change to the Scopes of Work and no cost increase in excess of five percent (5%) of the agreed upon costs as per the original Countywide Service Agreement; and
- e. Approve and authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to continue the use of a previously Board approved (A-11704) Warranty Self-Maintainer Agreement with Lenovo, the computer manufacturer as selected per RFP #10524, in which the County will perform computer maintenance on purchased or leased computer equipment for the initial term of three (3) years from the date of execution through and including May 2, 2019.

### RECOMMENDATION:

It is recommended that the Board of Supervisors:

- a) Approve and authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute Countywide Service Agreements based on the criteria set forth in RFP #10524. The Agreement is between the County of Monterey and EDX Information Systems, Inc. for the provision of Desktop Solution Services for the County of Monterey on an as-needed basis for the initial term of three (3) years from the date of execution through and including May 2, 2019. The aggregate amount over the term of all Agreements shall not exceed \$1,500,000 annually, in accordance with the terms and conditions set within each Agreement; and
- b) Approve and authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute a Lease Agreement with IBM Credit LLC, which shall be a third-party lessor to the Countywide Service Agreement with EDX Information Systems, Inc. for Desktop Solution Services. The Lease Agreement shall be for the initial term of three (3) years from the date of execution through and including May 2, 2019; and
- c) Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to execute, after one year,

similar additional Agreements for Desktop Solution services with qualified contractors who meet the minimum requirements and comply with the County of Monterey standard terms and conditions, where each individual agreement does not affect the total aggregate amount authorized. Any additional Agreements shall terminate May 2, 2019; and

- d) Authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to exercise the option to execute future Amendments and extend the Countywide Service Agreement(s) for two (2) additional one (1) year periods in accordance with the terms and conditions set within each Agreement, where there is no significant change to the Scopes of Work and no cost increase in excess of five percent (5%) of the agreed upon costs as per the original Countywide Service Agreement; and
- e) Approve and authorize the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor to continue the use of a previously Board approved (**A-11704**) Warranty Self-Maintainer Agreement with Lenovo, the computer manufacturer as selected per RFP #10524, in which the County will perform computer maintenance on purchased or leased computer equipment for the initial term of three (3) years from the date of execution through and including May 2, 2019.

#### SUMMARY/DISCUSSION:

Approval of the recommended action will enable the County to assure a reliable source of Computer Desktop Solution systems to the County of Monterey, either through direct purchase or leasing via a third party Lessor Agreement. The initial term of the Agreement(s) shall be three (3) years from the date of execution through and including May 2, 2019, with the option to extend two (2) additional one (1) year periods, in accordance to the terms and conditions set within the Agreement(s).

Also associated with this Countywide Service Agreement is a Warranty Self-Maintainer Agreement between the County and the selected computer manufacturer, in which County technicians will become trained and certified to work on warranted computer equipment. This program has been utilized in the past and is of great benefit to the County because equipment repair is done on site rather than being removed from the user and shipped back and forth. This results in cost savings to the County which have been estimated to be approximately \$12,000 annually. The Warranty Self-Maintainer Agreement with Lenovo was previously approved by the Board of Supervisors on May 25<sup>th</sup>, 2010. The Self-Maintainer program with Lenovo remains intact and follows the program renewal cycle that Monterey County adheres to. Whereas the existence of a new Agreement resulting from RFP #10524 serves as a procurement vehicle only, the Self-Maintainer program with Lenovo remains unchanged and stays in place as long as Monterey County continues with the annual certification process.

The Agreement(s) is based upon the County requirements as set forth in the terms and conditions of RFP #10524. Each Agreement will be included on the Countywide Service Agreement schedule, so that departments can see these resources are available, eliminating the need for individual agreements with each County department. The aggregate amount to be spent for all identified Agreements over the three (3) year term is not to exceed \$1,500,000 annually. Copies of the Agreements are on file with the Clerk of the Board.

Additionally, it is recommended that the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor be authorized to enter into additional similar contracts after one year, with other vendors who otherwise meet the qualifications of RFP #10524 and agree to the same terms and conditions as approved vendors. Such additional Agreements would be structured so that each such Agreement would terminate at the same time as the Agreements presented before the Board approval today. Finally, it is recommended that the Contracts/Purchasing Officer or the Contracts/Purchasing Supervisor be authorized to exercise the option to extend the Countywide Service Agreement(s) for two (2) additional one (1) year periods in accordance with the terms and conditions set within each Agreement, where there is no significant change to the Scopes of Work and no cost increase in excess of five percent (5%) of the agreed upon costs as per the original Countywide Service Agreement(s). If additional amounts are needed (whether in the initial term or in any extension periods), the matter will be brought back to the Board.

OTHER AGENCY INVOLVEMENT:

County Counsel has approved each Agreement as to form. The Auditor's Office has approved each Agreement as to fiscal provisions.

FINANCING:

Funds for these services are contained within the approved budget allocations of the departments utilizing the services. Expenditures will depend on the actual services requested by individual County departments.

Prepared by: DeAundra Lewelling, Management Analyst II, 4998

Approved by: Dianah Neff, Director of Information Technology, 6923

Attachments:

EDX Information Systems, Inc.

IBM Third Party Master Lease Agreement

Lenovo Self-Maintainer Agreement (*A-11704*)

Opinion of Counsel Letter