

CITY OF EL PASO, TEXAS
AGENDA ITEM DEPARTMENT HEAD'S SUMMARY FORM

DEPARTMENT: Information Technology

AGENDA DATE: January 10, 2012

CONTACT PERSON/PHONE: Miguel Gamino, IT Director, (915)541-4288
Bruce D. Collins, Purchasing Manager, (915) 541-4308

DISTRICT (S) AFFECTED: ALL

SUBJECT:

That the Purchasing Manager for Financial Services, Purchasing Division to be authorized to issue a Purchase Order(s) to Sigma Solutions, Inc. a State Department of Information Resources (DIR) contractor under DIR State contract number DIR-SDD-1385 for Cisco Maintenance Renewals in the total amount of \$123,768.12.

BACKGROUND / DISCUSSION:

The Information Technology Department is recommending the renewal of the Cisco Maintenance contract in the amount of \$123,768.12 to Sigma. Sigma is a Department of Information Resources (DIR) vendor under Contract DIR-SDD-1385. The purchase is for the maintenance, technical support and firmware upgrades for Cisco equipment.

Sigma is a distributor of the components with the ability to timely provide the components needed within the project time table and familiar with the City's network since it has been providing the maintenance and technical support.

SELECTION SUMMARY:

This cooperative contract was competitively bid and awarded through the Department of Information Resources (DIR).

PRIOR COUNCIL ACTION:

Yes, April 26, 2011, Item 7D

AMOUNT AND SOURCE OF FUNDING:

Department: Information Technology
Amount: \$123,768.12
Funds Available: 39010351-01101-502202-39001
Funds Source: General Fund – Data Processing Services

BOARD / COMMISSION ACTION:

N/A

*****AUTHORIZATION*****

DEPARTMENT HEAD:

Miguel A. Gamiño, Information Technology Director

**COUNCIL PROJECT FORM
(COOPERATIVE CONTRACT)**

*******POSTING LANGUAGE BELOW*******

Please place the following item on the **CONSENT** agenda (under **PURCHASING REQUESTS, ETC.**) for the Council Meeting of **JANUARY 10, 2012**.

Request that the Purchasing Manager for Financial Services, Purchasing Division be authorized to issue a Purchase Order(s) to Sigma Solutions, Inc., a contractor under Department of Information Resources (DIR) contract number DIR-SDD-1385, for the maintenance, technical support and firmware upgrades for Cisco equipment. The City has made the determination that purchasing from this cooperative offers the most cost-effective pricing.

The participation by the City of El Paso in the Department of Information Resource (DIR) Cooperative Purchasing Program was approved by Mayor and City Council on February 27, 2007.

Additionally, it is requested that the City Attorney's Office review and that the City Manager be authorized to execute any related contract documents and agreements necessary to effectuate this award.

Department:	Information Technology
Award to:	Sigma Solutions, Inc. San Antonio, TX
Total Estimated Award:	\$123,768.12
Account No.:	39010351-502202-01101
Funding Source:	General Fund – Data Processing Services
District(s):	All
Reference No.:	2012-125

This is a Cooperative, unit price contract.

*******ADDITIONAL INFO BELOW*******

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SERVICE SOLUTIONS SUCCESS



To: Bruce Collins, Purchasing Manager, (915)541-4308
From: Miguel A. Gamiño Jr., Director
Information Technology _____
Authorized Signature
Date: December 13, 2011
Re: Department of Information Resources, Contract DIR-SDD-1385

The Information Technology Department recommends renewing the maintenance and technical support along with necessary equipment for the firmware upgrades for Cisco equipment. The purpose of this purchase is to:

1. Is there an urgent need for the products/services? In other words is time of the essence?

Yes, the renewal of maintenance is to allow the City of El Paso to obtain 24/7 tech support for both hardware and software, equipment replacement on all critical equipment within 4hour same day and uncritical equipment next business day replacement. The maintenance also allows downloading of firmware and software upgrades.

2. Does the purchase through the Program promote the standardization of equipment?

Yes, the maintenance, support and equipment provide for standardization and continued upgrades for firmware Cisco equipment.

3. Does the purchase through the program support local business? If not is there a comparable product/service available locally?

Yes, Sigma has their corporate office in San Antonio, Texas and a local office in El Paso, Texas. Additionally, Sigma is the distributor of the components which are needed to enhance the standardization of equipment and allow for more utilization of the tools being provided by the infrastructure installed within the project time constraints.

4. Do the available vendors have prior work experience and/or familiarity with the City Of El Paso?

Yes, the vendor has been providing consistent product and service with a long history of conducting business with the City of El Paso.

5. Is the pricing reasonable as compared to other similar products/work performed for the City Of El Paso in the past or as quoted from other companies?

Yes, the prices were reviewed and determined to be reasonable and have been established through the States DIR contract services by using a competitive bidding process in the awarding of the contract. The participation by the City of El Paso in the Texas Department of Information Resources was approved by Mayor and City Council on February 27, 2007. The standard factors used to determine the use of a Cooperative Purchasing program were approved City Council on June 24, 2008.

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District 8
Corney Carlisle Niland

City Manager
Joyce A. Wilson



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