

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

**DEPARTMENT:** Information Technology

**AGENDA DATE:** August 9, 2011

**CONTACT PERSON NAME/PHONE:** Bruce D. Collins, 541-4313; Miguel Gamino, 541-4288

**DISTRICT(S) AFFECTED:** ALL

**SUBJECT:**

Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue a Purchase Orders to Dell Marketing, LLP, a State Department of Information Resources (DIR) contractor under Contract Number DIR-SDD-890, for a total amount of \$200,000.00 for Dell hardware and related accessories for various City Departments as the need arises.

**BACKGROUND / DISCUSSION:**

The City of El Paso has the general authority to access the contracts of other governmental agencies available through local, regional, and State cooperative purchasing programs. The City of El Paso can use those contracts that offer the best fit and overall value based on the City's specific needs and requirements.

**PRIOR COUNCIL ACTION:**

**Has the Council previously considered this item or a closely related one?**

Yes, March 23, 2010, El Paso City Council authorized expenditures in the amount of \$600,000 for Dell Computers and related services for various City departments as the need arose. Participation by the City of El Paso in the DIR Program was approved by City Council on February 27, 2007.

**AMOUNT AND SOURCE OF FUNDING:**

\$200,000.00; Funding is available from various City departments and funding sources.

**BOARD / COMMISSION ACTION:**

Enter appropriate comments or N/A

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\*\*\*\*\*REQUIRED AUTHORIZATION\*\*\*\*\*

**DEPARTMENT HEAD:**

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

*Information copy to appropriate Deputy City Manager*

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To: Bruce D. Collins, Financial Services

Date: July 19, 2011

Re: Texas Department of Information Resources, Contract DIR-SDD-890

Request that the Purchasing Manager, Financial Services, Purchasing Division, be authorized to issue Purchase Orders to Dell Marketing, LLP a State Department of Information Resources (DIR) contractor under Contract Number DIR-SDD-890, for a total amount of \$200,000.00 for Dell hardware and related accessories for various City Departments as the need arises.

1. *Is there an urgent need for the product/service? In other words, is time of the essence?*

This approval is to facilitate any computer or related accessory purchase(s) needed by any requesting city department(s).

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

Yes, the City of El Paso is standardized on Dell Computers.

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

This purchase is being made directly through the Manufacturer (Dell Marketing LP) and there are no other manufacturers available locally.

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

Yes. Dell has long been a vendor we've used for technology and support services.

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. Price reasonableness has been established because the cooperative purchasing agency used a competitive bidding process in the awarding of this bid.

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 by City Council on June 24,



Two Civic Center Plaza  
El Paso, TX 79901  
(915) 541-0000

Mayor  
John F. Cook

City Council

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Ann Morgan Lilly

District 2  
Susie Byrd

District 3  
Emma Acosta

District 4  
Carl L. Robinson

District 5  
Rachel Quintana

District 6  
Eddie Holguin Jr.

District 7  
Steve Ortega

District 8  
Beto O'Rourke

City Manager  
Joyce A. Wilson

All

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**Dell Marketing LP**

URL [Vendor Website](#)  
 Vendor ID 1742616805400  
 HUB Type Non HUB

DIR Contract Number DIR-SDD-890  
 Contract Term End Date 1/13/2013  
 Contract Exp Date 1/13/2013

**Dell Marketing LP**

Contact [Tracy Selberg](#)  
 Phone (512) 788-1653  
 Fax 512-283-9092

**DIR**

Contact [Aiko Morales](#)  
 Phone (512) 475-0515  
 Fax (512) 475-4759

**How to Order**

1. For product and pricing information, visit the [Dell Marketing LP website](#) or contact [Ashleigh Lane](#) at (512) 723-1033. Reseller Vendors are also available through this Contract. Select from any Reseller Vendor contacts listed below to also obtain product and pricing information.
2. Generate a purchase order, made payable to Dell Marketing LP or any Reseller Vendor listed below. You must reference Contract Number **DIR-SDD-890** on your purchase order.
3. Email or fax your purchase order and quote form to Dell Marketing LP at (512) 283-9092 or any Reseller Vendor listed below.
4. Note: All customer purchase orders must reference contract number **DIR-SDD-890** and Contract Code **#48ABO** when submitted to Dell or Reseller Vendor listed below.

**Contract Overview**

[Get Adobe Reader](#)

Contract: [DIR-SDD-890](#)

**Standard Terms and Conditions PDF - 151 KB**

This appendix contains the standard DIR Terms and Conditions for the contract as of the date identified. Any initial exceptions to these Terms will be contained in the original contract. All subsequent changes or updates to the Terms and Conditions will be reflected in contract amendments.

**HUB Subcontracting Plan (HSP) PDF - 89 KB | Updated 06/10/2010**

The purpose of the HUB Program is to promote full and equal business opportunities for all businesses in State contracting in accordance with the goals specified in the State of Texas Disparity Study. The HSP identifies all authorized resellers and/or all subcontractors performing services.

**Pricing PDF - 55 KB | Updated 06/10/2010**

Pricing for available products and/or services under this contract are limited to those identified in the appendix.

**Available Brands**

Antenna Plus, LLC  
 Anthro  
 Appsense  
 Arcana Development  
 Audiocodes  
 ...

**Available Products & Services**

Computer Peripherals  
 Computers  
 Computers - Desktop  
 Computers - Laptops  
 Computers - Portable  
 Computers: Servers

**Additional Contract Information**

- [Appendix D, Customer Master Services Agreement \(65 KB\)](#)
- [Appendix E, Master Lease Agreement Revised December 2009 \(2594 KB\)](#)
- [Lease Purchase Schedule \(51 KB\)](#)
- [Dell Flex Lease Purchase Schedule \(64 KB\)](#)
- [True Lease Schedule \(46 KB\)](#)

**Reseller Vendor Contacts**

Vendor Name	Vendor ID	HUB Type	Contact Name	Phone/Fax	Address
Advant Tech Solutions	1421606450200	Woman Owned	<a href="#">Cindy Moreno</a>	Phone: 832-595-8785 Fax: 832-202-2899	17424 W Grand Parkway Ste 418 Sugarland, TX 77479
Austin Ribbon & Computer Supplies, Inc.	1742339797900	Woman Owned	<a href="#">Matt Breedlove</a>	Phone: 512-452-0651 Fax: 512-452-0691	9211 Waterford Centre Blvd, Suite 202 Austin, TX 78758
Checkpoint Services, Inc.	1742775490200	Woman Owned	<a href="#">Kristen Cox</a>	Phone: 915-581-1185 Fax: 915-585-7751	1790 Commerce Park, Suite A-1 El Paso, TX 79912
Commonwealth Computer Company	1742748769300	Black/Male	<a href="#">Bill Broadus</a>	Phone: 210-698-3825 Fax: (210) 698-3231	24165 Ih 10 West Suite 217-616 San Antonio, TX 78257