

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

DEPARTMENT: Library

AGENDA DATE: December 21, 2010

CONTACT PERSON NAME AND PHONE NUMBER: Bruce D. Collins – Purchasing Manager, (915) 541-4313
Debbie Hamlyn, Interim Library Director/Deputy City
Manager, (915) 541-4686.

DISTRICT(S) AFFECTED: All

SUBJECT:

Award the following solicitation: DIR-SDD-890 for 261 Dell OptiPlex 980DTs and 150 Dell Latitude E5510s
To: Checkpoint Services of El Paso, TX
Estimated Expenditures: \$569,792.04

BACKGROUND / DISCUSSION:

The Library is recommending the award of the above to Checkpoint Services, Inc. It includes 261 personal computers, 150 laptop computers, and related equipment to meet the City's obligation to the ARRA Broadband Technology Opportunities Program (BTOP) Public Computer Center (PCC) grant number 48-42-B10570. This purchase will be done to meet the grant deadline of March 31, 2010 for retrofitting the first 34 Public Computer Centers.

PRIOR COUNCIL ACTION:

N/A

AMOUNT AND SOURCE OF FUNDING:

Department: Library
Amount: \$569,792.04
Funds Available: Dept #53150073 - Acct # 508010– Fund# 07079-Grant #48-42-B10570
Funds Source: ARRA BTOP Virtual Village

BOARD / COMMISSION ACTION:

N/A

*****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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SERVICE SOLUTIONS SUCCESS

December 6, 2010



To: Bruce D. Collins, Purchasing Manager
Michael Plum, Procurement Analyst

From: Debbie Hamlyn, Deputy City Manager

Re: Purchase of hardware, software, supplies and services to retrofit 34 centers as mandated by the ARRA Broadband Technology Opportunities Program (BTOP) Public Computer Centers (PCC) grant number 48-42-B10570, Department of Information Resources (DIR) Contract No. DIR-SDD-890.

The Library recommends utilizing Department of Information Resources (DIR) contract number DIR-SDD-890 to issue purchase order(s) to Checkpoint Services Inc. for the amount of \$569,792.04 for 261 personal computers, 150 laptops, and related equipment to meet the City's obligation to the ARRA Broadband Technology Opportunities Program (BTOP) Public Computer Centers (PCC) grant number 48-42-B10570. This purchase will be done to retrofit the first 34 PCCs. The following are the factors used to evaluate the use of this procurement program as the best approach:

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

Yes, there is a grant deadline of December 31, 2010 dictating the purchase of the referenced items.

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

Yes, hardware standardization will continue to be preserved with the use of these three contracts.

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

Yes, local business is being supported. Checkpoint Services Inc., a HUB, is located in El Paso, TX.

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

Yes, Checkpoint Services Inc. has been servicing the City of El Paso and El Paso businesses for years. It is a reliable vendor whose deliverables are expected to arrive timely to help us meet this and other grant deadlines.

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?*

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

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

Mayor
John F. Cook

City Council

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District 2
Susie Byrd

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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



FINANCIAL SERVICES DEPARTMENT, PURCHASING DIVISION

2 CIVIC CENTER PLAZA, 7TH FLOOR, EL PASO, TX 79901 MAIN: 915-541-4308 FAX: 915-541-4347 www.elpasotexas.gov

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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 1/13/2011
 Contract Exp Date 1/13/2013

Dell Marketing LP

Contact [Ashleigh Lane](#)
 Phone (512) 723-1033
 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 #48AB0** 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
- Appsense
- Arcana Development
- Audiocodes
- BDA
- Brother

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	Cindy Moreno	Phone: 832-595-8785 Fax: 832-202-2899	17424 W Grand Pkwy Richmond, TX 77479
Austin Ribbon & Computer Supplies, Inc.	1742339797900	Woman Owned	Matt Breedlove	Phone: 512-452-0651 Fax: 512-452-0691	9211 Waterford Centre Blvd, Suite 202 Austin, TX 78758
Checkpoint Services, Inc.	1742775490200	Woman Owned	Kristen Cox	Phone: 915-581-1185 Fax: 915-585-7751	1790 Commerce Park, Suite A-1 El Paso, TX 79912

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Dept. of Information Resources
300 W. 15th St. Ste. 1300
Austin, TX 78701 [MAP](#)
512.475.4700

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