



CITY OF POMONA COUNCIL REPORT

November 19, 2018

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted By: Onyx Jones, Finance Director/City Treasurer

Subject: **Authorize Citywide As-needed Purchases of Computer Equipment, Related Peripherals and Services Utilizing a NASPO ValuePoint Cooperative Agreement, Contract No. MNWNC-108, Awarded to Dell Marketing, L.P.**

SUMMARY

Recommendation – That the City Council authorize Citywide as-needed purchases of Computer Equipment (Desktops, Laptops, Tablets, Servers, and Storage including Related Peripherals) and Services utilizing a NASPO ValuePoint (formally WSCA-NASPO Master Agreement) Contract No. MNWNC-108 awarded to Dell Marketing, L.P. (Dell), valid through March 31, 2020 and any subsequently awarded extension terms.

Fiscal Impact – None with the proposed action. Funding for computer equipment desktops, laptops, tablets, servers, and storage including related peripherals and services are appropriated each fiscal year within each Department's operating budget. Expenditures are limited annually by each Department's budgeted appropriations. On average citywide expenditures total \$87,000.

Public Noticing Requirements – Section 2-973 of the Purchasing Ordinance authorizes the Purchasing Manager to join with other units of government in cooperative purchasing plans so that the best interest of the City shall be served thereby. The Purchasing Manager is authorized to recommend a cooperative or "piggyback" purchase on an awarded contract for services or equipment entered into by other governmental agencies (municipality, county or state) through a competitive bid process, provided all products or equipment requested meet the technical specifications of the awarded bid.

EXECUTIVE SUMMARY

The purchase of computer equipment, desktops, laptops, tablets, servers, and storage including peripherals and services from Dell have gradually increased over the years to an amount in excess of \$30,000 annually, which requires City Council approval. The recommended Council action will authorize city staff to continue purchasing as-needed computer equipment, storage,

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related peripherals and services from Dell utilizing a NASPO ValuePoint (formally WSCA-NASPO Master Agreement) Contract# MNWNC-108 (Contract Summary is attached) with uninterrupted service to City Departments.

DISCUSSION

The Information Technology Department (IT) has determined Dell computer equipment as the standard for Citywide computer needs based on performance, ease of maintenance and reliability. Dell leads the industry in hardware visualization with the leading Virtual Machine requirements that the City's network infrastructure requires. On-going continuity is essential in maintaining the future network requirements. Standardizing on Dell has increased efficiency, performance and reliability.

Purchasing desktop PC's, standalone servers and virtual machines from Dell directly has allowed IT to maintain the City's electronic infrastructure to a high technical level and has resulted in peak performance. Each month the IT Director establishes a set of standard computer equipment, which is quoted by Dell against the contract pricing awarded in the NASPO ValuePoint cooperative agreement. Based on need, Departments submit purchase requests for standard equipment that is placed by either the IT Department or Purchasing Division. Expenditures for technology are limited to amounts approved in the annual adopted budget.

The State of Minnesota, Department of Administration, Materials Management Division publicly posted a Request for Proposal on behalf of the State of Minnesota and NASPO ValuePoint Cooperative Procurement Program resulting in a master agreement award. Dell was awarded the Master Agreement. Contract No. MNWNC-108 for computer equipment that includes desktops, laptops, tablets, servers, storage, related peripherals and services. Staff has reviewed the procurement process conducted by the lead agency and determined that the process meets the City of Pomona's requirement for utilizing cooperative agreements.

The current NASPO ValuePoint Master Price Agreement is in effect through March 31, 2020, with the potential for additional renewal periods. Therefore, staff recommends that the City Council approve continuing with the NASPO ValuePoint 2015-2020 Master Agreement Contract No. MNWNC-108 master agreement awarded to Dell for as-needed purchases of computer equipment desktops, laptops, tablets, servers, storage, related peripherals and services, which will be limited to each department's approved budgeted appropriations.

Attachment: NASPO ValuePoint Contract Summary