



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: July 1, 2021

Staff Contact: Carol Akers, Purchasing & Contract Administrator and Nancy Paulson, City Manager

Agenda Title: For Possible Action: Discussion and possible action regarding (1) the purchase of hardware components, software and services for various City Departments for a total aggregate amount not to exceed \$945,000 through joinder contracts with the following vendors: Insight Public Sector, Inc., Cisco Systems, Inc., Dell Marketing LP, CDW Government LLC, Microsoft, SHI International, Corp., Genetec, Inc. and Juniper Networks, (US) Inc.; and (2) authorization for the Purchasing and Contracts Administrator to extend the SHI International Corp. joinder contract when it is renewed. (Carol Akers; cakers@carson.org and Nancy Paulson, npaulson@carson.org)

Staff Summary: The Carson City Information Technology Department (“IT”) relies on joinder contracts with vendors to perform a majority of the City’s purchases of hardware, software and services needed for various City Departments in a given fiscal year (“FY”). Each year those joinder contracts are brought to the Board of Supervisors for approval. While many of the individual purchases and projects are not significant, when aggregated over the course of the year, they are substantial. The amount to be expended under these joinder contracts will be funded through the approved FY 2022 budgets of various City Departments, as has been the case in prior years.

Agenda Action: Formal Action / Motion

Time Requested: Consent

Proposed Motion

I move to approve the purchase authority requested, and to authorize the Purchasing and Contracts Administrator to extend the City’s participation in the SHI International Corp. joinder contract if the underlying contract is renewed and the terms do not substantively change.

Board's Strategic Goal

Efficient Government

Previous Action

None

Background/Issues & Analysis

IT anticipates the need to purchase approximately \$945,000 in software, hardware and services from these vendors for FY 2022. This amount was approved in the FY 2022 budget, based on \$300,000 in anticipated expenditures for Capital Improvement Projects (“CIP”), and \$645,000 in requests for hardware, software and services from various City Departments, coming to a total amount of approximately \$945,000. This amount was derived from looking at the City’s history of yearly purchases and considering the CIP projects that were approved for FY 2022.

This is an annual request. The purchase amount exceeds \$50,000 and therefore requires Board of Supervisors' approval.

Joinder contracts being utilized:

1. Contract No. 4400006644 (expires 4/30/23) between Insight Public Sector, Inc. and Fairfax County, Virginia
<https://public.omniapartners.com/suppliers/insight-public-sector-inc/contract-documentation>
2. Contract No. AR3227 (expires 9/30/24) between Cisco Systems, Inc. and the State of Utah
<https://www.naspoaluepoint.org/portfolio/data-communications-2019-2026/cisco-systems-inc/>
3. Contract No. MNWNC-102 (expires 7/31/22) between Dell Marketing LP and the State of Minnesota
<https://www.naspoaluepoint.org/portfolio/computer-equipment-peripherals-related-services-2015-2021/dell-marketing-lp/>
4. Contract No. R210401 (expires 5/31/24) between CDW Government LLC and Texas' Region 4 Education Service Center
<https://public.omniapartners.com/suppliers/cdw-g/contract-documentation>
5. Contract No. MNWNC-119 (expires 7/31/22) between Microsoft and the State of Minnesota
<https://www.naspoaluepoint.org/portfolio/computer-equipment-peripherals-related-services-2015-2021/microsoft/>
6. Contract No. ADSPO16-130651 (expires 1/7/22) between SHI International Corp. and the State of Arizona
<https://www.naspoaluepoint.org/portfolio/software-var-2016-2021/shi-international-corp/>
7. Contract No. 47QSWA18D0050 (expires 5/21/2023) between Genetec, Inc. and the U.S. General Services Administration
https://www.gsaadvantage.gov/ref_text/47QSWA18D0050/0W8MTJ.3RYZSA_47QSWA18D0050_GENETECTERMSMASPA34MAY2021.PDF
8. Contract No. AR3232 (expires 9/30/2024) between Juniper Networks, (US) Inc. and the State of Utah
<https://www.naspoaluepoint.org/portfolio/data-communications-2019-2026/juniper-networks-us-inc/>

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115 and 332.195

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Multiple city-wide accounts that were approved in the FY 2022 budget.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: The not to exceed amount of \$945,000 will be expended from various accounts in multiple City departments. Each City Department will manage its own budget account to ensure it does not exceed the budget amount.

Alternatives

Do not approve the purchase authority and provide direction to staff.

Attachments:

[FY22 IT Joinder Budget Breakdown.pdf](#)

Board Action Taken:

Motion: _____ 1) _____ Aye/Nay
 _____ 2) _____

(Vote Recorded By)

FY21 Expenditures up to 6/17/2021		
Insight Public Sector		\$ 26,942.23
ConvergeOne, Inc. (Cisco)		\$ 825,448.30
Dell		\$ 249,183.45
CDW Government LLC		\$ 128,893.88
SHI International Corporation		\$ 101,251.43
EyeP Solutions (Genetec)		\$ 9,237.35
Juniper Networks		\$ -
	Total	\$ 1,340,956.64

Approvals		
Annual FY21	\$ 900,000.00	BOS 8/20/2020
ConvergeOne 203000059 Phone system	\$ 300,000.00	BOS 7/16/2020
CARES ACT-Authorized Emergency purchase Cyber Security-backup & recovery system	\$ 245,000.00	BOS 11/19/2020
	Total	\$ 1,445,000.00

FY22 Projects		
Office 365	1010710 500433	\$ 138,000.00
PC Refresh	1010710 500683	\$ 130,000.00
Hardware Maintenance	1010710 500432	\$ 76,682.00
Software Maintenance	1010710 500433	\$ 150,318.00
CIP		\$ 300,000.00
Miscellaneous Department Requests		\$ 150,000.00
	Total	\$ 945,000.00