



STAFF REPORT

Report To: Board of Supervisors

Meeting Date: July 21, 2022

Staff Contact: Carol Akers, Purchasing & Contract Administrator and Frank Abella, Chief Information Officer

Agenda Title: For Possible Action: Discussion and possible action regarding authorization for the Carson City Information Technology Department (“IT”) to purchase hardware components, software and related services to support the capital and operational needs of Carson City’s various offices and departments during Fiscal Year (“FY”) 2023, for a total aggregate amount not to exceed \$1,209,200.11 through the following eight joinder contracts: (1) 4400006644 between Insight Public Sector, Inc. and Fairfax County, Virginia; (2) AR3227 between Cisco Systems, Inc. and the State of Utah; (3) MNWNC-108 between Dell Marketing LP and the State of Minnesota; (4) R210401 between CDW Government LLC and Texas’ Region 4 Education Service Center; (5) MNWNC-119 between Microsoft Corporation and the State of Minnesota; (6) ADSPO16-130651 between SHI International Corp. and the State of Arizona; (7) 47QSWA18D0050 between Genetec, Inc. and the United States General Services Administration; and (8) AR3232 between Juniper Networks (US) Inc. and the State of Utah. (Carol Akers, cakers@carson.org and Frank Abella, fabella@carson.org)

Staff Summary: IT relies on joinder contracts with vendors to purchase hardware, software and related services to meet the needs of the City’s various departments and offices. Each FY, IT seeks authority from the Board of Supervisors (“Board”) to utilize purchases under appropriate joinder contracts to meet the City’s technological needs. 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 2023 budgets of various City departments and offices, 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 as requested.

Board's Strategic Goal

Efficient Government

Previous Action

N/A

Background/Issues & Analysis

IT anticipates the need to purchase approximately \$1,209,200.11 in software, hardware and services through the vendors and contracts identified below during FY 2023. This amount was derived by looking at the City's history of yearly purchases and considering the CIP projects that were approved for FY 2023.

Through the FY 2023 budget process, the Board approved \$588,000 for IT's Capital Improvement Projects ("CIP") and \$995,000 was budgeted across various City departments and offices for hardware, software and services. There is also \$17,747 that will be rolled forward from FY 2022 for the printer refresh program for a total amount of \$1,600,747.

A contract with Trace3 for \$391,546.89 will be brought to the Board as a separate agenda item in August 2022; therefore, the request for this agenda item is \$1,209,200.11.

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 (ConvergeOne is an authorized dealer)

<https://www.naspoaluepoint.org/portfolio/data-communications-2019-2026/cisco-systems-inc/>

3. Contract No. MNWNC-108 (expires 2/28/23) between Dell Marketing LP and the State of Minnesota
The new joinder contract will be brought back to this Board for approval.

<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 2/28/23) between Microsoft Corporation and the State of Minnesota
The new joinder contract will be brought back to this Board for approval.

<https://www.naspoaluepoint.org/portfolio/computer-equipment-peripherals-related-services-2015-2021/microsoft/>

6. Contract No. ADSPO16-130651 (expires 9/30/22) between SHI International Corp. and the State of Arizona

The new joinder contract will be brought back to this Board for approval.

<https://www.naspoaluepoint.org/portfolio/software-var-2016-2022/shi-international-corp/>

7. Contract No. 47QSWA18D0050 (expires 5/21/2023) between Genetec, Inc. and the United States General Services Administration (PowerComm is an authorized dealer)

<https://www.gsaelibrary.gsa.gov/ElibMain/home.dohttp://www.gsaelibrary.%20gsa.gov/ElibMain/pdf/contractorInfo.do?contractNumber=47QSWA18D0050&contractorName=GENETEC+INC&executeQuery=NO;>

https://www.gsaadvantage.gov/ref_text/47QSWA18D0050/0X8LED.3SYD2_47QSWA18D0050_GENETECTERMSMASPA0039MAY2022.PDF

8. Contract No. AR3232 (expires 9/30/2024) between Juniper Networks (US) Inc. and the State of Utah (ConvergeOne is an authorized dealer)

<https://www.naspoaluepoint.org/portfolio/data-communications-2019-2026/juniper-networks-us-inc/>

Staff will return to this Board to seek new joinder contracts for the FY 2023 purchase authority if staff determines a replacement is necessary for any of the joinder contracts expiring during FY 2023.

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

Applicable Statute, Code, Policy, Rule or Regulation

NRS 332.115(1)(a)-(d), (g)-(i) and 332.195

Financial Information

Is there a fiscal impact? Yes

If yes, account name/number: Multiple citywide accounts that were approved in the FY 2023 budget.

Is it currently budgeted? Yes

Explanation of Fiscal Impact: The not to exceed amount of \$1,209,200.11 will be expended from various accounts in multiple City departments. See attached spreadsheet for more detailed information.

Alternatives

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

Attachments:

[FY23 IT Joinder Estimated Breakdown Final.pdf](#)

Board Action Taken:

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

(Vote Recorded By)

FY 22 Expenditures to date		
Insight Public Sector		\$ 51,530.00
ConvergeOne, Inc. (Cisco)		\$ 173,232.00
Dell		\$ 399,732.00
CDW Government LLC		\$ 229,217.00
SHI International Corporation		\$ 69,869.00
EyeP Solutions (Genetec)		\$ 9,237.35
	Total	\$ 932,817.35

FY 23 Available Budget		
Printer Refresh	2101002-507717	\$ 17,747.00
FY 23 Approved CIP	2101006-506506	\$ 588,000.00
Hardware Maintenance	1010710 500432	\$ 126,682.00
PC Refresh	1010710 500683	\$ 130,000.00
Operating Hardware / Software	1010710 500685	\$ 97,000.00
Citywide Software Accounts	Miscellaneous	\$ 1,798,000.00
Citywide Small Equipment Accounts	Miscellaneous	\$ 237,230.00
	Total	\$ 2,994,659.00

FY 23 Projects (Capital)		
Hardware Maintenance (Printer Refresh)		\$ 17,747.00
FY 23 Approved CIP		\$ 588,000.00
Trace3 Contract (will be brought as a separate agenda item)		\$ (391,546.89)
	Total	\$ 214,200.11

FY 23 Anticipated Operational Expenses		
Insight Public Sector		\$ 80,000.00
Cisco/Meraki		\$ 75,000.00
Dell (Hardware, Peripherals)		\$ 200,000.00
CDW Government LLC		\$ 125,000.00
Microsoft		\$ 165,000.00
SHI International Corporation		\$ 200,000.00
Genetec		\$ 100,000.00
Juniper Networks		\$ 50,000.00
	Total	\$ 995,000.00

FY 23 Estimated Grand Total	\$ 1,209,200.11
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