

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

Consent Agenda item

FROM: Gari Browning

DATE: December 10, 2008

SUBJECT: Approve Purchase Orders 8568 and 8567 to Hewlett Packard (HP) Direct

Information Technology seeks to purchase new personal computers for Student Services staff and administrators as part of the Student Services Building Project. The equipment currently used in many of the Student Services areas has or is reaching the end of its useful life. The Information Technology Department requested proposals from several firms capable of meeting the requirements. The IT Department and its consultants conducted extensive analysis of equipment specifications and determined that HP products fit the exact performance, interoperability, cost and implementation requirements compatible with the new building. HP products also match the existing units placed at the Newark Center, thus reducing compatibility and service issues.

Purchasing the new computers requested now will allow IT to prepare and deploy these systems prior to individuals and departments moving into the new building, greatly reducing a potential bottleneck. All systems, including desktops, can take advantage of both wired and wireless network connections, increasing the flexibility of where staff can be located as well as allowing for more time to resolve any problems with hardwired connections after construction is complete.

The purchases include 125 desktop computers, 67 mobile workstations, 7 notebooks and related equipment. By purchasing in volume direct from HP during the current economic downturn the district takes advantage of significant price reductions and incentives.

These products are included in the Western States Contracting Alliance (WSCA) contract number A63309 that is available for public entity use in California. Ohlone College has utilized these contracts in the past.

Board Policy requires advance Board approval for all purchases in excess of the limits specified in Public Contract Code Section 20651 (currently \$72,400.00.) Public Contract Code Section 20652 allows the District to purchase materials and equipment through other public agencies' contracts, provided that "...the board has determined it to be in the best interests of the district..."

Funds for this acquisition have been approved and are budgeted in Measure A Bond fund 42, Group II Equipment - SSB.

RECOMMENDATION:

The President/Superintendent recommends that the Board of Trustees determine that it is in the best interests of the district to utilize WSCA contract A63309 with HP Direct and approve Purchase Order number 8568 in the amount of \$100,865.63 and Purchase Order Number 8567 in the amount of \$175,877.05 for the purchase of desktop, laptop and associated IT equipment related to the new Student Services Building.