

SAN BENITO COUNTY
REQUISITION/SOLICITATION FORM



Vendor ID	Phone	Name County of San Bernardino	P. O. Number
		Address PO 268 W Hospitality Ln	
		City, State, Zip San Bernardino, CA 92415-0018	
Ship to address:		1111 San Felipe Rd. Ste. 206, Hollister, CA 95023	

Description : Refresh of 25 HP Desktops and 25 HP Monitors

(Be specific and concise in 40 characters)

OBJ.CODE	Specification such as type, model, size, hp, parts ID, Veh no., etc.	QTY	Unit Cost.	Total Price
	HP EliteDesk 800 G4 Small Form Factor PC-3 Yrs of Hardware Support	25	\$835.00	\$20,875.00
	HP EliteDisplay E273M 27 inch Monitor	25	\$289.00	\$7,225.00
	California Monitor Recycling Fee	25	\$6.00	\$150.00
	Administrative Charges	1	\$2,950.00	\$2,950.00

Division HNSA/Eligibility <i>C-IV Refresh</i>	Subtotal	\$31,200.00		
Location / Facility	Tax 8.25%	\$2,318.25		
Asset identification	Shipping			
	P.O. Total***	\$33,518.25		
Fund	Activity	ORG Key	Object Code	Amount
		<i>321.80.2285.1000.619.142</i>		\$33,518.25

SOLICITATION SUMMARY

Date	Vendor Name /City, State	Contact Name/ Phone	Time Available	Quote/Bid \$
		()		
		()		
		()		

My signature below certifies that this solicitation summary accurately reflects the process used for this purchase, and that supporting documentation is in the project file.

Quotes (\$1000 to \$3,000)	Board of Supervisor Approval >\$10,000	Sole Source (Complete form and attach)
Quotes (\$3, 000 to \$10,000)	Contract Invoice	Fixed Asset - >\$3,000
Signature & Date of:	Preparer <i>J. Ramos 2/11/19</i>	Supervisor <i>[Signature]</i>
Signature & Date of:	Information Technology Manager	Department Head <i>[Signature]</i>
	CAO <i>[Signature]</i>	<i>2/22/19</i>



California Health and Human Services Agency
Office of Systems Integration
Statewide Automated Welfare System (SAWS) Project
2525 Natomas Park Drive, Suite 200
Sacramento, California 95833
(916) 263-3900, Fax (916) 263-0510



EDMUND G.
BROWN JR.
GOVERNOR

February 14, 2019

Shawni Ramos
Health & Human Services Agency
San Benito County
1111 San Felipe Road
Hollister, CA 95023

Re: Workstation Refresh

Dear Ms. Ramos:

This approves your request received February 05, 2019 to purchase hardware and administrative charges for the San Benito County Health & Human Services Agency. I understand that this acquisition will be competitively procured in accordance with State and Federal procurement policies.

Estimated one-time maintenance and operations costs in the amount of **\$33,518** are approved.

This approval is contingent upon the availability of state and federal funds. For claiming purposes, *this approval is for maintenance and operation costs only. **These costs are not eligible to be claimed as developmental costs.** Account number **35-19-9946** has been assigned as a project identification number for your internal tracking and audit purposes only. Please do not use the project identification number when claiming maintenance and operation costs. Costs should be tracked internally through your county's processes.* If you have questions regarding the claiming of costs, please e-mail them to fiscal.systems@dss.ca.gov.

If you have other questions or concerns, please contact me at (916) 263-0474 or Sudakshina Biswas at (916) 263-0478 or Sudakshina.Biswas@osi.ca.gov.

Sincerely,

JESSIE BUAN
SAWS Project

cc: Analyst, Fiscal Policy Bureau, CDSS
Analyst, County Expense Claim, CDSS



*California Automated Consortium
Eligibility System,
C-IV Project*



**County Purchase SA-01-2019
San Benito County – Workstation Refresh with
Monitors (Quantity 25)**

I. Overview:

San Benito County ("County") would like to purchase twenty-five (25) workstations and twenty-five (25) monitors for a refresh of existing equipment in production. In addition to charges for the new equipment, this County Purchase also includes Administrative Charges for asset-tagging, inventory, imaging, and transportation of the new equipment. The scope of this County Purchase includes the following:

- Hardware Charges
 - (25) HP EliteDesk 800 G4 Small Form Factor PC, includes:
 - Intel Core i5 8500 3.0ghz 2666MHz 6C 65W CPU
 - 8GB (2x4GB) DDR4 2666 DIMM Memory
 - 256GB SATA TLC Solid State Drive
 - 9.5mm DVD-ROM 8/6 G3 SFF G4 MT
 - Windows 10 Professional 64-bit
 - 3-Year Manufacturer's Warranty
 - (25) HP EliteDisplay E273M 27-inch Monitor (includes 3-year Manufacturer's Warranty)
 - (25) California Monitor Recycling Fee
- Administrative Charges

Assumptions

- General Assumptions:
 - The Total Cost is an estimate and is subject to changes at the time of ordering. The estimate includes shipping/handling and taxes as appropriate. The final cost will be provided to the Consortium at the time of invoicing.
 - Taxes for hardware items were estimated at 8.25% and based on the initial shipping location of Rancho Cordova, California.
 - New hardware will initially be sent to the C-IV Remote Depot in Rancho Cordova, California where Contractor staff will asset-tag and inventory the equipment, and image the twenty-five (25) refresh workstations. Once those activities have been completed, Contractor will transport the equipment to a County-provided storage facility.
 - The County will be responsible for storing the equipment on this order until installation. The County-provided storage facility must be capable of storing all equipment on this order at the outset of this project.
 - The Consortium will transfer ownership of all hardware purchased under this County Purchase to the County.
 - Hardware, and Administrative Charges will be invoiced and paid in full upon receipt of equipment acceptance.

- Equipment acceptance must be completed by May 31, 2019 in order for Hardware Charges to be invoiced to the County for State Fiscal Year 2018/19. Otherwise, these charges will be invoiced to the County for State Fiscal Year 2019/20.
 - This County Purchase includes twenty-five (25) new workstations, which will be used to replace those already in production.
 - Because the twenty-five (25) workstations will be used for refresh, no new software licenses (with the exception of Microsoft Windows 10 Professional) for the workstations are included in this County Purchase, as the workstation would assume the software of the piece of equipment it replaces.
 - If the County would like to deploy any of the twenty-five (25) new workstations as growth, additional software licenses, software support, and monthly recurring Production Operations Charges per Managed workstation would apply. These additional charges would be provided to the County in a separate County Purchase.
 - Contractor staff will be responsible for asset-tagging, inventory, and transportation of the twenty-five (25) workstations and twenty-five (25) monitors purchased under this County Purchase. In addition, Contractor staff will be responsible for imaging the twenty-five (25) refresh workstations.
 - County IT staff will be responsible for installation and deployment of the workstations and monitors on this order.
 - All HP workstations and monitors are purchased with 3-year hardware support agreements from the date of purchase (unless noted otherwise). Once the hardware support agreements have expired, the County will be responsible for funding any hardware refreshes for the workstations via the execution of a separate County Purchase.
 - The County must approve this County Purchase and provide the corresponding approved Advance Planning Document (“APD”) by March 2, 2019, otherwise the estimates provided in this County Purchase will not be valid and a new County Purchase will be required.
- Hardware Preparation Assumptions:
 - New equipment will be delivered by the equipment manufacturer to the C-IV Remote Depot in Rancho Cordova, California.
 - Contractor staff will un-package and verify the model of each workstation and monitor. All equipment will be asset-tagged, and the asset information will be entered into CA Unicenter. Contractor will also deploy a new image onto each new refresh workstation. After these activities have been completed, Contractor will re-package the equipment for transport to the County.
 - Contractor staff will be responsible for imaging the workstations.

- The C-IV Network Operations Center (“NOC”) team will work closely with the County to create and test an image for the workstations on this order. That image will be based on the Microsoft Windows 10 Enterprise operating system.
- The County will be responsible for assisting with testing of the workstation image.
- Testing of the image must be completed before the workstations on this order can be imaged.
- Contractor staff will report any defective equipment to the equipment vendor and ship the equipment to the vendor for replacement.

II. Schedule:

The costs associated with this County Purchase will be incurred during State Fiscal Year (“SFY”) 2018/19.

III. Total Cost:

Total County Purchase Charges	SFY 2018/19	Total Cost
Administrative Charges	\$2,950	\$2,950
Hardware and Software Charges	\$30,568	\$30,568
Hardware Charges	\$30,568	\$30,568
Hardware Maintenance and Support Charges	\$0	\$0
Software Charges	\$0	\$0
Software Maintenance and Support Charges	\$0	\$0
Production Operations Charges	\$0	\$0
One Time Charges	\$0	\$0
Recurring Charges	\$0	\$0
Total Charges	\$33,518	\$33,518

IV. References:

This purchase is tracked in the Procurement Database and via CA Unicenter Change Order CO7239-2019.



COUNTY PURCHASE APPROVAL

Subject: County Purchase - SA-01-2019

The subject document is accepted as allowing Accenture LLP to proceed with the subject County Purchase.

San Benito County - IT

By: _____
Printed Name: _____
Title: _____
Date: _____

Notice Address:
1111 San Felipe Road, Suite 206
Hollister, CA 95023

California Automated Consortium Eligibility System

By: _____
Printed Name: _____
Title: _____
Date: _____

Notice Address:
California Automated Consortium Eligibility System
11290 Pyrites Way, Suite 150
Rancho Cordova, CA 95670-4481

1. Charges Summary

Total County Purchase Charges	SFY 2018/19	Total Cost
Administrative Charges	\$2,950	\$2,950
Hardware and Software Charges	\$30,568	\$30,568
Hardware Charges	\$30,568	\$30,568
Hardware Maintenance and Support Charges	\$0	\$0
Software Charges	\$0	\$0
Software Maintenance and Support Charges	\$0	\$0
Production Operations Charges	\$0	\$0
One Time Charges	\$0	\$0
Recurring Charges	\$0	\$0
Total Charges	\$33,518	\$33,518

* The County will reimburse the C-IV Project for all charges. The charges associated with this County Purchase should not impact the C-IV Project Budget.

2. Admin Charges

Task Description	Quantity	Rate per Unit	Total Cost
Total			\$2,950
Equipment asset-tagging, inventory, imaging, and transportation (per workstation)	25	\$ 69.00	\$1,725
Equipment asset-tagging, inventory, and transportation (per monitor)	25	\$ 49.00	\$1,225
Insert tasks above here. Do not modify this line.			

3. HW and SW

Line	Item Description	Quantity	Unit Cost	Hardware	Software	Hardware Support	Software Support	Estimated Tax	Estimated Shipping/ Handling	Total
Hardware and Software Purchases										
1	HP EliteDesk 800 G4 Small Form Factor PC, Includes: • Intel Core i5 8500 3.0ghz 2666MHz 6C 65W CPU • 8GB (2x4GB) DDR4 2666 DIMM Memory • 256GB SATA TLC Solid State Drive • 9.5mm DVD-ROM 8/6 G3 SFF G4 MT • Windows 10 Professional 64-bit • 3-Year Manufacturer's Warranty	25	\$835.00	\$20,875.00				\$1,722.19	\$0.00	\$22,597.19
2	HP EliteDisplay E273M 27-inch Monitor (Includes 3-year Manufacturer's Warranty) (Part # 1FH51A8#ABA)	25	\$289.00	\$7,225.00				\$596.06	\$0.00	\$7,821.06
3	California Monitor Recycling Fee	25	\$6.00	\$150.00				\$0.00	\$0.00	\$150.00
	Total			\$28,250.00	\$0.00	\$0.00	\$0.00	\$2,318.25	\$0.00	\$30,568.25

x-check

	Total	Total (Rounded)
Hardware Total	\$30,568.25	\$30,568
Hardware Support Total	\$0.00	\$0
Software Total	\$0.00	\$0
Software Support Total	\$0.00	\$0

Estimated Total	\$30,568.25	\$30,568
x-check 1	\$0.00	

*

* The County will reimburse the C-IV Project for all charges. The charges associated with this County Purchase should not impact the C-IV Project Budget.