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## FINANCE, BUDGET AND EFFICIENCY

### COMMITTEE RECOMMENDATION

The Committee concurred with the staff recommendation to acquire all microcomputer (PC) hardware, software and peripherals included in the FY 1995-96 budget, through an existing contract of a government agency for an amount not to exceed \$5,000,000.

FBE 6

FBE 6



July 27, 1995

Los Angeles County  
Metropolitan  
Transportation  
Authority

**TO: FINANCE, BUDGET & EFFICIENCY COMMITTEE**

**THROUGH: FRANKLIN E. WHITE**

**FROM: JUDITH T. PIERCE**

**SUBJECT: AUTHORIZE ACQUISITION OF ALL MICROCOMPUTER  
(PC), HARDWARE, SOFTWARE AND PERIPHERALS FOR  
FY96**

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#### **RECOMMENDATION**

Consider Chief Executive Officer's report containing a recommendation and authorization to acquire all microcomputer (PC) hardware, software and peripherals budgeted for FY96 through the California Multiple Award System (CMAS) contract No. 3-94-70-0031 of the State of California with VANSTAR Corporation with the amount not to exceed \$5,000,000.

#### **DBE PARTICIPATION**

The state CMAS does not require MBE/WBE participation. However, VANSTAR Corporation has MBE/WBE CMAS vendors and suppliers whom the Authority could award portions of this procurement subject to the review and approval of the Equal Opportunity Department. Contract Compliance, shall review all awards to verify that the Authority's MBE/WBE goals are met.

#### **IMPACT ON BUDGET OBJECTIVES**

This procurement is funded in the FY96 Operating Budget and under grant No. CA-98-9932.

#### **ALTERNATIVES CONSIDERED**

The alternative is to formally compete the procurement via a request for proposals (RFP). This process is more expensive, and redundant, in terms of time and effort when compared to the benefits of preapproved vendors, prenegotiated pricing with the manufacturers and service providers which are found to be competitive by GSA and the flexibility of buying products and services under one master contract.

## BACKGROUND

### A. Justification

Information and Technology Services (ITS) submitted a request for Capital Grant in fiscal year 1996 which was subsequently approved by the Board of Directors to finance a workstation replacement program. Also, for FY96 all other funds for computer hardware, software and peripherals were put in the ITS budget.

The workstation replacement program will provide the MTA with up-to-date technology and provide an enabling base platform for agency-wide application of electronic mail, work group scheduling, work flow processes, common databases, Imaging, geographic information, site licensing for software products including word processing, spreadsheets, presentation graphics and networking. It will further benefit the Authority by:

1. Increased productivity and reliability inherent in more up-to-date technology through electronic storage and retrieval of information resulting in staff time expended in analyzing and supporting decision making instead of tracking, retrieving and compiling data.
2. Less repair and maintenance cost as new equipment is warranted for three years.
3. Lower software license fee (site license versus single user license).
4. Enhance connectivity for all microcomputer users which will make information (operating, financial, planning, administration data) from various applications (operator timekeeping, equipment maintenance, materiel management, financial information, geographic information, imaging, etc.) available at the desktop for knowledge based analysis and decision support
5. Provide the infrastructure to enable desktop users to mine and act upon external information available through on-line

services, databases, government agencies and scientific papers to acquire competitive intelligence necessary for completing assigned tasks.

In addition, the lease of equipment at this time prior to the relocation to the Gateway building will provide additional benefits through:

- a. A cost savings between \$100,000 and \$200,000 having the new equipment delivered and installed at the Gateway building.
  - b. A cost avoidance between \$500,000 and \$750,000 by not having to reconfigure obsolete computers (8088, 286 and 386SX) to be installed and used at the Gateway building.
  - c. Increased productivity and smooth transition by utilizing the infrastructure (network, connectivity) at the new building immediately upon relocation.
- B. Procurement Process

Pursuant to current FTA Guidelines, grantees are encouraged to participate with other local governmental agencies through interagency agreements and in other ways that save grantee funds.

Through a competitive process, the State of California has established a contract with VANSTAR Corporation for PC hardware, software and peripherals. Utilization of the California Multiple Award System is consistent with FTA guidelines.

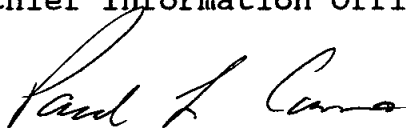
**CONCLUSION**

It is in the best interest of the Authority to proceed with the recommended action.

Prepared by:



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Chief Information Officer



PAUL L. COMO, Director  
Procurement