

Item# 53c

**City of Carson City  
Agenda Report**

**Date Submitted:** February 10, 2009

**Agenda Date Requested:** February 19, 2009

**Time Requested:** Consent

**To:** Mayor and Supervisors

**From:** Purchasing & Contracts

**Subject Title:** Action to determine that Contract No. 0809-186 is a contract for hardware and associated peripheral equipment and devices for computers and/or software for computers and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-186 a request to enter into a price agreement with Insight Public Sector, Inc. through January 31, 2010 as provided in FY 2008/2009. *(Sandy Scott)*

**Staff Summary:** This contract will allow the Information Technology (IT) Department to purchase hardware from Insight Public Section, Inc., and will complement the IT Departments membership in the Western States Contracting Alliance (WSCA) by increasing purchasing options while insuring competitive prices in the future. Insight Public Sector, Inc., offers the following benefits: overall low prices; past proven ability to deliver products in a timely manner; established a positive relationship with staff over the past few years; a top five IBM and HP reseller; on-line ordering and status information; and are a stable, well-established, and high volume company.

**Type of Action Requested:** (check one)

Resolution

Ordinance

Formal Action/Motion

Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to determine that Contract No. 0809-186 is a contract for hardware and associated peripheral equipment and devices for computers and/or software for computers and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-186 a request to enter into a price agreement with Insight Public Sector, Inc. through January 31, 2010 as provided in FY 2008/2009. *(Sandy Scott)*

**Explanation for Recommended Board Action:** Pursuant to NRS 332.115 subsection 1 (g) and (h), staff is requesting the Board of Supervisors declare that the contract is not adapted to award by competitive bidding.

**NRS 332.115 Contracts not adapted to award by competitive bidding; purchase of equipment by local law enforcement agency, response agency or other local governmental agency; purchase of goods commonly used by hospital.**

1. Contracts which by their nature are not adapted to award by competitive bidding, including contracts for:  
(g) Hardware and associated peripheral equipment and devices for computers;  
(h) Software for computers;  
are not subject to the requirements of this chapter for competitive bidding, as determined by the governing body or its authorized representative.

**Applicable Statue, Code, Policy, Rule or Regulation:** NRS 332.115 subsection 1(g) and (h)

**Fiscal Impact:** Contract will be used City-wide and each department budgets their own purchases.

**Explanation of Impact:** Contract will be used City-wide and each department budgets their own purchases.

**Funding Source:** Contract will be used City-wide and each department budgets their own purchases.

**Alternatives:** Not award the contract and provide other direction

**Supporting Material:** Price Agreement for IBM/Lenovo and Hewlett Packard Product Lines dated December 22, 2008.

**Prepared By:** Sandy Scott, Purchasing & Contracts Coordinator

**Reviewed By:** Kevin Haggerty Date: 2/10/09  
(Information Technology)  
Bill Walker Date: 2-10-09  
(City Manager)  
Melanie Burkett Date: 2-10-09  
(District Attorney)  
Mark Almon Date: 2-10-09  
(Finance Director)

**Board Action Taken:**

Motion: \_\_\_\_\_ 1) \_\_\_\_\_ Aye/Nay  
2) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

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**Type of Action Requested:** (check one)

Resolution                       Ordinance  
 Formal Action/Motion               Other (Specify)

**Does This Action Require A Business Impact Statement:**  Yes  No

**Recommended Board Action:** I move to determine that Contract No. 0809-186 is a contract for hardware and associated peripheral equipment and devices for computers and/or software for computers and therefore not suitable for public bidding pursuant to NRS 332.115 and to approve Contract No. 0809-186 a request to enter into a price agreement with Insight Public Sector, Inc. through January 31, 2010 as provided in FY 2008/2009. *(Sandy Scott)*

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**Prepared By:** Sandy Scott, Purchasing & Contracts Coordinator

<b>Reviewed By:</b> _____	Date: _____
(Information Technology)	
_____	Date: _____
(City Manager)	
_____	Date: _____
(District Attorney)	
_____	Date: _____
(Finance Director)	

**Board Action Taken:**

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

\_\_\_\_\_  
(Vote Recorded By)

# Insight

PUBLIC SECTOR

December 22, 2008

SENT VIA U.S. MAIL AND VIA  
E-MAIL TO [SSCOTT@CI.CARSON-CITY.NV.US](mailto:SSCOTT@CI.CARSON-CITY.NV.US)

Sandy Scott, Purchasing & Contracts Manager  
Carson City Purchasing & Contracts  
201 North Carson Street, Suite 11  
Carson City, NV 89701

Re: *Price Agreement for IBM/Lenovo and Hewlett Packard Product Lines*

Dear Ms. Scott:

Insight Public Sector, Inc. (IPS) is pleased to enter into a Price Agreement with Carson City for a period of one year. The pricing structure as outlined below shall remain fixed for the term of February 1, 2009 through January 31, 2010.

IBM Servers, Storage & Printer Categories	IPS Standard Purchase Cost plus 5.01%
Lenovo PCs, Workstations & Notebook Categories	IPS Standard Purchase Cost plus 5.01%
IBM/Lenovo Accessories & Consumables Categories	IPS Standard Purchase Cost plus 10.01%
Hewlett Packard PCs, Printers, Workstations & Notebooks Categories	IPS Standard Purchase Cost plus 5.01%
Hewlett Packard Accessories & Consumables Categories	IPS Standard Purchase Cost plus 10.01%

Where there is negotiated contract pricing available under the terms and conditions of contract vehicles such as WSCA or GSA, IPS will offer the lesser of price pursuant to either the aforementioned pricing structure or that contract vehicle.

To best serve Carson City, your primary contacts for this Price Agreement will be:

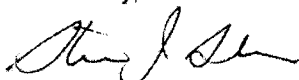
Sashi Silbergleith, Account Executive  
P: 800-467-4448 x5086  
F: 480-760-8607  
E: [sashi.silbergleith@insight.com](mailto:sashi.silbergleith@insight.com)

Brian Louderback, Regional Sales Manager  
P: 800-467-4448 x5703  
F: 480-760-8387  
E: [brian.louderback@insight.com](mailto:brian.louderback@insight.com)

Should you have any questions or concerns regarding this contract, please do not hesitate to contact Erica Falchetti, Contracts Manager, at 800-543-2437 or [erica.falchetti@insight.com](mailto:erica.falchetti@insight.com).

Thank you for your continued business.

Sincerely,



Steve Sibon  
Vice President

cc: Kevin Haggerty, Director of Information Services (via e-mail)