CalSAWS Consortium,
C-IV Project

County Purchase SB-03-2021
San Bernardino County – Workstation and Laptop Refresh with Dual Monitors (Quantity 1,339)

I. Overview:

San Bernardino County ("County") would like to purchase 110 workstations with dual monitors, as well as 1,229 laptops with docking stations and dual monitors for a refresh of existing equipment in production. This County Purchase includes Hardware Charges and Hardware Support Charges for the new equipment and Administrative Charges for equipment asset-tagging, inventory, imaging, transportation, and installation. The scope of this County Purchase includes the following:

- Hardware Charges
  - (110) HP EliteDesk 800 G6 Small Form Factor PC, includes:
    - Intel Core i5 10500 3.1 GHz 6C 35W CPU
    - 8GB (2x4GB) DDR4 2666 DIMM Memory
    - 256GB M.2 2280 PCIe NVMe TLC Solid State Drive
    - DVD-ROM ODD
    - USB Keyboard and Mouse
    - Windows 10 Professional 64-bit
    - 3-Year Manufacturer's Warranty
  - (1,229) HP Elite Dragonfly Notebook 13.3"
    - Full High Definition ("FHD") (1920x1080) BrightView LED Ultra-Wide View Angle ("UWVA") 1000 Touchscreen, SureView3
    - Intel Core i7-1165G7 (1.9GHz, up to 4.8 GHz, 8MB Cache, 4 Core)
    - SSD 256GB M.2 PCIe NVMe
    - Clicksafe Universal Combination Laptop Lock
  - (1,229) California Monitor Recycling Fee (per Laptop)
  - (1,229) HP Docking Station
  - (2,000) HP EliteDisplay E190i 18.9-inch Monitor (includes 3-year Manufacturer's Warranty)
  - (2,000) California Monitor Recycling Fee (per Monitor)
  - (678) NEC 1Display AccuSync AS194MI-BK 19" Monitor, includes 3-year Manufacturer's Warranty
  - (678) California Monitor Recycling Fee (per Monitor)
  - (1,229) 15.6-inch Essential Frontloader Laptop Carrying Case
  - (1,229) B580 Bluetooth Wireless Mouse
  - (1,229) Jabra Evolve 40 UC Stereo Headset

- Hardware Support Charges
  - (1,229) HP Elite Dragonfly Notebook – 3 years of Hardware Support

- Administrative Charges

Assumptions:

- *General Assumptions*
  - The Total Charges are an estimate and are subject to changes at the time of ordering. The estimate includes shipping/handling and taxes as appropriate. The final charges will be provided to the Consortium at the time of invoicing.
  - New equipment will initially be sent to a storage facility in Rancho Cordova, California where Contractor staff will asset-tag and inventory the equipment, as well as image the 110 workstations and 1,229 laptops. Once those activities have been completed, Contractor will transport the equipment to a County-provided storage facility for staging purposes.
  - This County Purchase does not include Facilities Charges for the storage of the equipment on this order. It is assumed that the County will execute County Purchase SB-01-2021 preceding or in conjunction with the execution of this County Purchase, SB-03-2021. If County Purchase SB-01-2021 is not executed prior to or in conjunction with the execution of SB-03-2021, additional charges for equipment storage would apply and require a revision to this County Purchase.
  - The County will be responsible for providing a secure storage facility that has the capacity to store up to 1,000 workstations and laptops (approximately a four-week supply for this refresh project) throughout the duration of this project. That facility will be used to store workstations and laptops that have been imaged and also will serve as a staging area for redistributing the equipment to the various County sites.
    - The storage facility must be loading-dock accessible.
    - The County will provide Contractor staff with access to that facility during 7:00 a.m. – 4:30 p.m., Monday through Friday (with the exception of County holidays), throughout the duration of the project.
    - Contractor staff will make regular deliveries of equipment to the County storage facility until the workstation and laptop refresh is complete.
    - The County will be responsible for equipment that is stored in the facility when Contractor staff is not on-site.
  - Taxes for hardware items were estimated at 8.25% and based on the initial shipping location of Rancho Cordova, California.
  - Shipping/handling charges for equipment items were estimated at a rate of 3.0%.

- The Consortium will transfer ownership of all hardware purchased under this County Purchase to the County.
- Hardware, Hardware Support, and Administrative Charges will be invoiced and paid in full upon receipt of equipment acceptance.
    - Equipment acceptance must be completed by May 31, 2021 in order for Hardware, Hardware Support, and Administrative Charges to be invoiced to the County for SFY 2020/21. Otherwise, these charges will be invoiced to the County for SFY 2021/22.
- Contractor staff will be responsible for asset-tagging, inventory, imaging and transportation of the equipment purchased under this County Purchase. In addition, Contractor staff will be responsible for imaging the 110 refresh workstations and 1,229 refresh laptops and on this order.
- Contractor will be responsible for the installation and deployment of the 110 refresh workstations and 1,229 refresh laptops purchased under this County Purchase. Contractor will work with the County to determine a schedule for equipment delivery and installation following approval of this County Purchase.
- During installation, Contractor will replace one (1) existing VGA video cable with one (1) DisplayPort cable for each new workstation and laptop.
- This County Purchase includes 110 workstations and 1,229 laptops that will be used to replace those already in production.
    - Because the 110 workstations and 1,229 laptops will be used for refresh, no new software licenses (with the exception of Microsoft Windows 10 Professional) for the workstations and laptops are included in this County Purchase, as the workstations and laptops would assume the software of the piece of equipment it replaces.
    - If the County would like to deploy any of the 110 workstations or 1,229 laptops 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.
- This County Purchase includes cable locks for the 110 refresh laptops on this order.
    - Cable lock installation will include routing the cable lock through existing furniture. This County Purchase does not include scope associated with Contractor affixing a base component for the cable lock to the furniture.

        - Cable lock installation will take place at the same time as the laptop installation.
    - This County Purchase does not include any equipment for infrastructure upgrades. If the County requires additional network infrastructure equipment to support the workstations on this order, then a separate County Purchase will be required.
    - All HP workstations, laptops, and monitors are purchased with three (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 support renewals or hardware refreshes for the workstations and laptops via the execution of a separate County Purchase.
    - All NEC monitors are purchased with three (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 support renewals or hardware refreshes for the workstations and laptops 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 April 12, 2021, 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 storage facility in Rancho Cordova, California.
    - Contractor staff will un-package and verify the model of each laptop and workstation. All equipment will be asset-tagged, and the asset information will be entered into CA Service Desk Manager or equivalent. Contractor will also deploy a new image onto each refresh workstation and laptop. After these activities have been completed, Contractor will re-package the workstations and laptops for transport to the County.
    - Contractor staff will be responsible for imaging the workstations and laptops on this order.
        - The C-IV Network Operations Center ("NOC") team will work closely with the County to deploy the image for the workstations and laptops on this order. That image will be based on the County's existing licensing for the Microsoft Windows 10 Enterprise operating system.

- Contractor staff will report any defective equipment to the equipment vendor and ship the equipment to the vendor for replacement.

- *Hardware De-Installation/Installation Assumptions:*
  - The County will open a separate CA Service Desk Manager Change Order or equivalent for each site location to track the deployment of the equipment.
  - Contractor staff will perform all hardware de-installations/installations during normal business hours of 8:00 a.m. – 5:00 p.m., Monday through Friday (with the exception of County holidays).
  - The County will provide Contractor staff with suitable parking spots on site, including an enclosed parking facility overnight and employee parking during the day.
  - Contractor will work with the County to determine a roll-out schedule for the de-installation/installation of the equipment following approval of this County Purchase.
  - The County will provide Contractor staff with the appropriate access badges or escorts in order to stay on schedule.
  - During the time of the de-installations/installations, the County will provide sufficient personnel on site to accompany and support the Contractor staff with the work effort (coordination at the sites, coordination with the users, storage of user files, etc.).
  - County staff will be responsible for ensuring that Contractor staff can access equipment placed on desks (i.e., removal of files and decorations at each cubicle must be performed by the user prior to de-installation/installation).
  - Contractor staff will require access to all equipment, including areas inaccessible to unauthorized personnel.
  - County staff will be responsible for moving/storing users' files before the retiring equipment is removed. Users' files will no longer be accessible once the equipment has been removed.
  - The County will provide Contractor staff with a conference room or similar secured area at each site for staging of the new equipment, as well as storage of the retiring workstations prior to their transport to the County warehouse for County staff to take possession.
  - Contractor staff will shut down the retiring workstations and de-install and transport those workstations to the County warehouse for County staff to take possession.
  - County staff will be responsible for wiping hard drives, as well as disposal of the retiring equipment.
  - For new workstations and laptops, Contractor staff will un-package and connect all necessary cables and cords.

        - Contractor will replace one (1) existing VGA video cable with one (1) DisplayPort cable for each new workstation and laptop during the installation process.
    - Contractor staff will use existing power strips. New power strips will not be provided.
    - After each new workstation or laptop and docking station has been set up on a desktop and powered on, Contractor staff will join the workstation to the domain with a new workstation ID as defined by the Central Network Operations team.
    - Any defective mice or keyboards will follow the C-IV Project's current procedures for replacement as documented in the C-IV System Operations and Support Plan ("SOSP").
    - County staff will be responsible for transferring files from the server (ex., PST, etc.). Once these activities have been completed, Contractor staff will verify installation by having the user log in and access the C-IV Application through Microsoft Internet Explorer. If the user is not available at the time of de-installation, Contactor staff will return to this cubicle at the end of the day, or on another day, to verify the installation.
    - County IT staff will be responsible for post-installation configuration of all new laptops and workstations (e.g., County printers and software).
    - Peripheral County equipment (e.g., PDAs, speakers, etc.) will not be connected by Contractor staff.
    - The County will provide Contractor staff with access to fax machines. At the end of each day, Contractor staff will submit asset information to the C-IV Central Depot team via fax for tracking purposes.
    - Trash removal will be the responsibility of the Contractor staff. Contractor-provided dumpster(s) will be located at the County warehouse for trash/recycling disposal. County will provide sufficient space and access for the Contractor-provided dumpster(s) near the County warehouse.

II. Schedule:

The charges associated with this County Purchase will be incurred during State Fiscal Year ("SFY") 2020/21.

III. Total Charges:

Total County Purchase Charges	SFY 2020/21	SFY 2021/22	Total Charges
Administrative Charges	**$243,698**	**$0**	**$243,698**
Hardware and Software Charges	**$4,523,944**	**$0**	**$4,523,944**
Hardware Charges	$4,296,972	$0	$4,296,972
Hardware Maintenance and Support Charges	$226,972	$0	$226,972
Software Charges	$0	$0	$0
Software Maintenance and Support Charges	$0	$0	$0
Production Operations Charges	**$0**	**$0**	**$0**
One Time Charges	$0	$0	$0
Recurring Charges	$0	$0	$0
Facilities Charges	**$0**	**$0**	**$0**
Total Charges	**$4,767,642**	**$0**	**$4,767,642**

IV. References:

This purchase is tracked via CA Service Desk Manager Change Order CO5647-2020

COUNTY PURCHASE APPROVAL

Subject: **County Purchase – SB-03-2021**

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

San Bernardino County - IT

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

San Bernardino County – Budget Authority

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

San Bernardino County - Purchasing

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

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CalSAWS Consortium

By:_____
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Title:_____
Date:_____

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