

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**

804



FROM: Purchasing and Fleet Services Department

SUBMITTAL DATE:
October 22, 2008

SUBJECT: APPROVE THE PROFESSIONAL SERVICE AGREEMENTS WITH MICROSOFT CORPORATION AND NOVELL, INC. TO PROVIDE INFORMATION TECHNOLOGY SERVICES FOR COUNTY AGENCIES

RECOMMENDED MOTION: In accordance with Ordinance 459.4, move that the Board of Supervisors:

1. Approve and execute the professional service agreements with Microsoft Corporation and Novell, Inc. for a total annual aggregate amount not to exceed \$600,000 annually with the option to renew annually until 2013, and;
2. Authorize the Purchasing Agent to move the funds amongst the awarded vendors, to sign amendments, and exercise renewal options for amounts plus increases not to exceed the annual CPI rates, and;
3. Direct the Clerk of the Board to return three (3) original signed copies to the Purchasing and Fleet Services Department.

BACKGROUND: The County Information Technology (RCIT) on occasion requires contract personnel from the manufacturer, Microsoft and Novell, Inc., to support proprietary development projects and/or requirements for skills not available internally or through any other consulting source.

(Continued on Page 2)

Robert J. Howdyshe

Robert J. Howdyshe, Director
Purchasing and Fleet Services Department

FINANCIAL DATA	Current F.Y. Total Cost:	\$ 600,000	In Current Year Budget:	Yes
	Current F.Y. Net County Cost:	\$ 0	Budget Adjustment:	No
	Annual Net County Cost:	\$ 0	For Fiscal Year:	FY 08/09

SOURCE OF FUNDS:	Positions To Be Deleted Per A-30	<input type="checkbox"/>
	Requires 4/5 Vote	<input type="checkbox"/>

C.E.O. RECOMMENDATION:

APPROVE

BY: *Serena Chow*

Serena Chow

County Executive Office Signature

FORM APPROVED COUNTY COUNSEL
BY: *Pamela J. Walls*
DATE: 12/22/08
Departmental Concurrence

Policy
 Consent
 Dept's Recomm.:
 Policy
 Consent
 Per Exec. Ofc.:

Prev. Agn. Ref.: _____ District: _____ Agenda Number: _____

ATTACHMENTS FILED
WITH THE CLERK OF THE BOARD

3.26

BOARD OF SUPERVISORS

FORM 11: APPROVE THE PROFESSIONAL SERVICE AGREEMENTS WITH MICROSOFT CORPORATION AND NOVELL, INC. TO PROVIDE INFORMATION TECHNOLOGY SERVICES FOR COUNTY AGENCIES

PAGE 2

BACKGROUND (Continued)

The Purchasing Department solicited competitive bids for information technology consulting services to be utilized by all county agencies for the vendors to provide various information technology consulting services as outlined within RFP PUARC933. Microsoft and Novell, Inc. will provide the manufacturer's proprietary technical knowledge, along with the needs of County business to help architect, implement, and deploy technologies and solutions.

PRICE REASONABLENESS

Purchasing released a Request for Proposal (RFP), mailed the RFP to vendors, and advertised on the Internet. Purchasing received fifty-eight (58) responses. Purchasing formed an evaluation committee consisting of seven Information Technology Departments to review and score the proposals. The team evaluated and scored the proposals based on evaluation criteria set forth in the RFP, overall responsiveness, and general understanding of the RFP requirements, price reasonableness, contractor experience, staffing base, references, financial status, and the vendor's ability to meet the County's needs. Of the proposal responses from vendors, two of them, Microsoft Corporation and Novell Inc., were requested by the evaluation committee to be awarded due to the County's need for authorized/certified vendors to perform specialized work on their network systems that only the Manufacturer can provide.

Microsoft Corporation is providing the County a 13% discount from their Commercial hourly rate, in addition to providing the County with their lowest public sector rate.

Novell is providing the County a 17% discount on their quoted Enterprise Applications Development hourly rate.

REVIEW/APPROVAL: County Counsel concurs with this request.

Form 11 Attachment Contract/Lease/Purchase Summary Data

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Contract | <input type="checkbox"/> Lease | <input type="checkbox"/> Purchase Order |
| <input checked="" type="checkbox"/> Approval/Renewal | <input type="checkbox"/> Approval/Renewal | <input type="checkbox"/> Sole Source |
| <input type="checkbox"/> Sole Source | <input type="checkbox"/> Multi-Year Lease | <input type="checkbox"/> Other Than Low Bid |
| <input checked="" type="checkbox"/> Personal Services | <input type="checkbox"/> Equipment | <input type="checkbox"/> Change Order |
| <input type="checkbox"/> Independent Contractor | <input type="checkbox"/> Real Property | |
| <input type="checkbox"/> Other than low Bid | <input type="checkbox"/> Change Order | |
| <input type="checkbox"/> Change Order | | |

User Department:	All County Departments
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Vendor/Lessor Name:	Microsoft Corporation Novell Inc.
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Vendor/Lessor Location:	Microsoft One Microsoft Way Redmond, WA 98052 Novell 1800 South Novell Place, MS H-544, Provo, UT 84606
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Selection Committee Member Names (RFP's Only)
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John Naccarato, Sheriff IT; David Ung, Assessor Martin Smith, IT Security Office; Mike Lee, CHA Ranee Engle & Babette Besselievre, DPSS IT Shirion Shropshire & John Pantoja, RCIT Mary Cain & Melissa Heller-Booth, OASIS
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Local Preferences Applied:	X Yes
Effectuated Award?	X No

Applicable Board Policy # 459.4

Comments:

RFQ/RFP Process:
Date Mailed: 09/17/07
Response Date: 10/18/07

Bidding Process:
Bid Range:
\$125.00 to \$300.00

of Responses: 58
of Qualified Responses: 54

Responsive and
Responsible Bid Range: \$125.00 to \$300.00
Local Preference Award Cost: 0
(5% maximum preference)
Local Preference FYTD: Cost: 0