



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: March 31, 2015

Subject: Authorize Purchasing Agent to Issue Purchase Order

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Employment and Human Services Department, Information Technology Unit, a purchase order with OmniPro, Inc., of San Francisco in the amount not to exceed \$389,074, to procure 250 personal computers over the period March 23, 2015 through June 15, 2015.

FISCAL IMPACT:

\$389,074: 100% Administrative Overhead (10% County; 45% State; 45% Federal)

BACKGROUND:

The Employment and Human Services Department, Information Technology Unit (IT), has replaced some user personal computers (PC) to support Windows 7, and with more employees projected to be hired in the coming months and the need to train these staff, the Department must acquire additional computers and monitors.

In accordance with Administrative Bulletin No. 611.0, County Departments are required to get Board approval for single item purchases greater than \$100,000.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **03/31/2015** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: Candace Andersen, District II
Supervisor

Mary N. Piepho, District III
Supervisor

Karen Mitchoff, District IV
Supervisor

ABSENT: John Gioia, District I
Supervisor

Federal D. Glover, District V
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: March 31, 2015

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Earl Maciel 3-1648

cc:

CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department will not have enough computer for staff.

CHILDREN'S IMPACT STATEMENT:

None

ATTACHMENTS

quote

justification

mandatory

supplemental