



**Contra  
Costa  
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: March 1, 2016

Subject: Authorize Purchasing Agent to Issue Purchase Order

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**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 an amount not to exceed \$856,113, to procure 600 personal computers over the period February 1, 2016 through June 30, 2016.

**FISCAL IMPACT:**

\$856,113: 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) and upgraded PCs in the public use labs to support Windows 7 and Office 2010, 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

☐ RECOMMENDATION OF BOARD

ADMINISTRATOR

COMMITTEE

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Action of Board On: **03/01/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

**VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor

Candace Andersen, District II Supervisor

Mary N. Piepho, District III Supervisor

Karen Mitchoff, District IV 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 1, 2016

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

By: Chris Heck, Deputy

Contact: V. Kaplan, 3-1514

cc:



CONSEQUENCE OF NEGATIVE ACTION:

The Employment and Human Services Department will not have enough computers for staff and public use labs.

CHILDREN'S IMPACT STATEMENT:

None.

ATTACHMENTS

Agenda item Request 24711 Attachment