



**Contra
Costa
County**

To: Board of Supervisors

From: Kathy Gallagher, Employment & Human Services Director

Date: May 12, 2020

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 (EHSD) Information Technology Unit, a purchase order with OmniPro Systems, Inc. of San Francisco in an amount not to exceed \$432,282 to procure 500 personal computers.

FISCAL IMPACT:

This contract will increase expenditures by up to \$432,282 and will be paid out of Administrative Overhead, which is 44% Federal, 51% State, and 5% County.

BACKGROUND:

EHSD's Information Technology (IT) Division, as part of its process of replacing outdated personal computers (PC), is using mini or tiny PC's. These units are small in size but have the same amount of computing power as a large PC. The mini or tiny PC is mounted on the back of a monitor and takes much less room than a conventional PC. The mini or tiny PCs save space on staff workstations and make ergonomic set up of workstations more effective.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **05/12/2020** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Diane Burgis, 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: May 12, 2020

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

By: June McHuen, Deputy

Contact: L. Gonzales (925)
608-4968

cc:

The use of the mini or tiny PCs also allow for more efficient

BACKGROUND: (CONT'D)

use of space in EHSD buildings, while providing a powerful computing capability to staff to perform their job assignments.

Additionally, the small size of the mini or tiny PCs makes it easier to deploy them for staff working from home as part of EHSD's response to the COVID-19 crisis. The computing power of the mini or tiny PCs makes working from home more effective and maintain a high level of productivity.

This Board Order is being submitted in accordance with Administrative Bulletin No. 611.0., which requires County Departments to get Board approval for single item purchases greater than \$200,000.

CONSEQUENCE OF NEGATIVE ACTION:

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