PROPOSAL: Establish List of Prequalified Vendors to Provide Computer, Network, Printer, Hardware and Software

SYNOPSIS: On November 5, 2021, the Board approved the release of a Request for Qualifications and Quotations (RFQQ) to prequalify vendors for computer, network, printer, hardware and software. As a result of successful responses to this RFQQ, eleven vendors were identified as capable of providing these products. This action is to approve these eleven vendors to provide these products for a two-year period. Funds ($300,000) for these purchases are included in the FY 2021-22 Budget.

COMMITTEE: Administrative, January 14, 2022; Recommended for Approval

RECOMMENDED ACTION:
Approve list of prequalified vendors in the Attachment for a two-year period to provide computer, network, printer, hardware and software.

Wayne Nastri
Executive Officer

Background
On November 5, 2021, South Coast AQMD released a Request for Qualifications and Quotations (RFQQ) #Q2022-01 for computer, network, printer, hardware and software. The purpose of this RFQQ was to invite eligible vendors to submit quotations for seven categories, consisting of: 1) computer equipment (desktop and file server); 2) parts (desktop and file server); 3) software (desktop and network); 4) printers; 5) printer parts; 6) network LAN/WAN equipment; 7) desktop computer hardware upgrade systems; and 8) audio visual equipment. Vendors could bid on any one, or all, of the categories. The selected vendors resulting from this RFQQ would be used to compile a prequalified vendor list. Purchase orders may be placed with any or all of the vendors on the prequalified vendor list. The prequalified vendor list will be in effect for a period of two years, and will expire on February 7, 2024. Orders for equipment purchased...
under this RFQQ will be placed with the vendors who are determined to be the most advantageous to the South Coast AQMD at the time of placing the order. It is expected that product orders will be placed throughout the duration of the qualification period. Consideration will be given to cost advantage, technical superiority, length of warranty, and services provided.

**Outreach**
In accordance with the South Coast AQMD’s Procurement Policy and Procedure, a public notice advertising the RFQQ and inviting bids was published in the Los Angeles Times, the Orange County Register, the San Bernardino Sun, and Riverside County’s Press Enterprise newspapers to leverage the most cost-effective method of outreach to the South Coast Basin.

Additionally, potential bidders may have been notified utilizing the South Coast AQMD’s own electronic listing of certified minority vendors. Notice of the RFQQ has been emailed to the Black and Latino Legislative Caucuses and various minority chambers of commerce and business associations, and placed on South Coast AQMD’s website ([http://www.aqmd.gov](http://www.aqmd.gov)).

**Bid Evaluation**
Eighty-six copies of the RFQQ were mailed out and eleven vendors responded when final bidding closed at 1:00 p.m. on December 7, 2021. Of the eleven complete responses, three are near-zero compliant; five are women-owned business enterprises; five are minority-owned business enterprises; six are local business enterprises; and four are small business enterprises. All eleven bids met the minimum requirements specified in the RFQQ and are recommended for prequalification in the appropriate categories.

The Attachment lists the eleven vendors prequalified to provide computer, network, and printer hardware and software, and desktop computer hardware upgrades.

**Panel Composition**
The evaluation panel consisted of four staff from Information Management: a Systems and Programming Supervisor, two IT Supervisors and a Senior Information Technology Specialist. Of the four panelists, three are Asian-Pacific Islanders and one is Hispanic; all are male.

**Resource Impacts**
Funds for the purchase of desktop computer hardware upgrade systems are included in the FY 2021-22 Budget.

**Attachment**
List of Prequalified Vendors for Computer, Network, Printer, Hardware and Software, and Desktop Computer Hardware Upgrades
### ATTACHMENT A

List of Prequalified Vendors for Computer, Network, and Printer Hardware and Software, and Desktop Computer Hardware Upgrades

<table>
<thead>
<tr>
<th>Vendor</th>
<th>Cat 1</th>
<th>Cat 2</th>
<th>Cat 3</th>
<th>Cat 4</th>
<th>Cat 5</th>
<th>Cat 6</th>
<th>Cat 7</th>
<th>Cat 8</th>
<th>Cisco Certified Partner</th>
<th>Dell Partner</th>
<th>Toshiba Partner</th>
<th>HPE Enterprise Partner</th>
<th>Misc Equip Partner</th>
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</table>

Categories of Supplies and Services:
1. Computer Systems
2. Computer Parts
3. Computer Software
4. Printers
5. Printer Parts/Accessories
6. Network Equipment
7. Desktop Computer Hardware Upgrade Systems
8. Audio Visual Equipment