

**BOARD OF COUNTY COMMISSIONERS  
LAKE COUNTY, FLORIDA  
OFFICE OF THE COUNTY MANAGER  
AGENDA ITEM COVER SHEET**

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**DATE:** 11/25/2020

**TO:** Jo Anne Drury, Interim County Manager  
**THRU:**

**MEETING DATE:** 1/26/2021

**ITEM TYPE:** Consent Item

**ITEM ID:** 12704

**BY:** Sandra Rogers, Senior Contracting Officer

**SUBJECT:** Utilization of Contracts for Information Technology Related Purchases

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**RECOMMENDATION/REQUIRED ACTION:**

Request approval:

1. For the continued utilization of various State of Florida Information Technology related hardware and software contracts on an as-needed basis.
2. To authorize the Office of Procurement Services to execute all supporting documentation.

The estimated annual fiscal impact is \$1,200,100.00 (expenditure) and is within and will not exceed the Fiscal Year 2021 Budget.

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**BACKGROUND SUMMARY:** The Office of Procurement Services, in coordination with the Information Technology (IT) Department, requests approval to utilize all State of Florida IT-related hardware and software contracts to continue technology integrity, ensure manufacturer support of purchased items, and enhance levels of virus/ransomware prevention.

There is a widespread gray market selling imposter products at low prices resulting in the inability to obtain valid warranties or support and the possibility of embedded malware. To avoid such purchases, the Information Technology Department recommends budgeted IT equipment be purchased from bona fide and vetted vendors via existing State of Florida contracts. These contracts are fully backed by original equipment manufacturers and are authorized distributors of licensed products and software.

The State of Florida contracts allow competition within the contracted pool of vendors, including the following well-known software and hardware companies:

- Microsoft Corporation.
- SHI International Corp. (Software House International)
- CDW Government, Inc. (CDWG)

- Insight Public Sector, Inc.
- PC Solutions & Integration, Inc.

Continuation of this purchasing structure will support:

- Equipment consistency throughout the County.
- Assurance of product compliance to the County's operational requirements.
- Simplification and efficiency of system repair and maintenance processes.
- Ease of product returns without costly restocking fees.

Countywide Fiscal Year 2020 expenditures under these same contracts were \$1,395,972.47.

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Fiscal Impact: \$1,200,100.00 (expenditure) No immediate fiscal impact.

Account No.:

Advertised Date:

Paper:

Attachments:

1.	State of Florida IT Contracts sample (PDF)
2.	FY 2020 Purchase Orders, State of Florida Purchases

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**STAFF APPROVALS AND DATES:**

Sandra Rogers	Created/Initiated - 11/25/2020
Ron Falanga	Approved - 11/25/2020
Katherine Jarocki	Approved - 11/25/2020
Shelly Coates	Approved - 12/3/2020
Erikk Ross	Approved - 1/7/2021
Jennifer Barker	Approved - 1/7/2021
Allison Teslia	Approved - 1/7/2021
Todd Thornton	Approved - 1/7/2021
Jennifer Barker	Approved - 1/8/2021
Melanie Marsh	Approved - 1/11/2021
Angela Harrold	Final Approval - 1/11/2021

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**ACTION TAKEN BY BOARD:**

Action: New

Continued/Deferred Until:

Other: