

*California Automated Consortium Eligibility
System
C-IV Project*



**County Purchase SJ-01-2018
San Joaquin County – Workstation Refresh for Customer
Service Center (Quantity 7)**



I. Overview:

San Joaquin County ("County") would like to purchase seven (7) workstations without monitors, seven (7) Windows 10 Enterprise licenses, and seven (7) Microsoft Office 2016 Standard licenses (with downgrade rights) for a local technology refresh of existing equipment in production. In addition to charges for new equipment and software, this County Purchase includes ongoing recurring Production Operations Charges for central support for the County's Managed workstation image and Administrative Charges for asset-tagging, inventory, imaging, transportation, and installation of the new equipment. The scope of this County Purchase includes the following:

- Hardware Charges
 - (7) HP EliteDesk 800 G3 Small Form Factor PC, Includes:
 - Intel Core i5-7500 (7th Gen) 3.4G 6M 2400 4C CPU
 - 8GB DDR4-2400 NECC UNB
 - 256GB 2.5 Solid State Drive
 - Windows 10 Professional 64-bit
 - Slim Desktop DVD-ROM Optical Drive
 - 3-Year Manufacturer's Warranty
- Software Charges
 - (7) Windows 10 Enterprise Upgrade License with Software Assurance
 - (7) Microsoft Office 2016 Standard License (with downgrade rights)
- Production Operations Charges
 - Recurring Charges – Central Support for Managed Workstation Image
- Administrative Charges

Assumptions:

- General Assumptions
 - The Total Cost is an estimate and is subject to changes at the time of ordering. The estimate includes shipping/handling and taxes as appropriate. The final cost will be provided to the Consortium at the time of invoicing.
 - Taxes for hardware items were estimated at 8.25% and based on the initial shipping location of Rancho Cordova, California.
 - New hardware will initially be sent to the C-IV Remote Depot in Rancho Cordova, California where Contractor staff will asset-tag, inventory, and image the seven (7) workstations. Once those activities have been completed, Contractor will transport the equipment to a County-provided facility.
 - The County will be responsible for storing the equipment on this order until installation. The County-provided storage facility must be capable of storing all equipment on this order at the outset of this project.



- The Consortium will transfer ownership of the seven (7) workstations purchased under this County Purchase to the County.
- The Consortium will retain ownership of all software licenses purchased under this County Purchase.
- Hardware, Software, and Administrative Charges will be invoiced and paid in full upon receipt of equipment acceptance. Equipment acceptance must be completed by May 31, 2018 in order for Hardware Charges to be invoiced to the County for State Fiscal Year 2017/18. Otherwise, these charges will be invoiced to the County for State Fiscal Year 2018/19.
- This County Purchase includes seven (7) new workstations that will be used to replace those already in production.
 - Because the seven (7) new workstations will be used for refresh, no new software licenses (with the exception of Microsoft Windows 10 Enterprise Upgrade and Office 2016 Standard) for the workstations are included in this County Purchase.
 - If the County would like to deploy any of the seven (7) new workstations as growth, additional software licenses, software support, and monthly recurring Production Operations charges per Managed workstation would apply. These additional charges would be provided to the County in a separate County Purchase.
- The County will be responsible for monthly recurring Production Operations charges for central support for the County's C-IV-Managed workstation image that will be based on the Microsoft Windows 10 Enterprise operating system.
 - The monthly recurring operations charges will apply to the seven (7) Managed workstations once deployed and in use. The Total Cost in Section III below is based on recurring Production Operations charges commencing on March 1, 2018 and continuing through the end of the Agreement, October 31, 2019.
 - Production Operations charges will be invoiced in monthly arrears to the Consortium, who will then invoice the County.
- No new monitors are included in this County Purchase, as the County will be providing monitors from existing inventory.
- Contractor staff will be responsible for asset-tagging, inventory, imaging, and transportation of the seven (7) new workstations purchased under this County Purchase.
 - Contractor staff will be responsible for installation of the Microsoft Windows 10 Enterprise licenses and Microsoft Office 2016 Standard licenses purchased under this County Purchase.
- Contractor staff will be responsible for the deployment and installation of the seven (7) new workstations on this order.
- All Microsoft Windows 10 Enterprise Upgrade licenses are purchased with 3-year Software Assurance agreements from the date of purchase (unless noted otherwise). Once these Software Assurance agreements have expired, the County



- will be responsible for funding refreshes of these Software Assurance agreements.
- Microsoft Software Assurance agreements provide key administrator features and security, as well as maintaining up-to-date versioning of the Windows 10 Enterprise product.
 - All HP workstations are purchased with 3-year hardware support agreements from the date of purchase (unless noted otherwise). Once the hardware support agreements have expired, the County will be responsible for funding any hardware refreshes for the workstations via the execution of a separate County Purchase.
 - The County must approve this County Purchase and provide the corresponding approved Advance Planning Document ("APD") by February 28, 2018, otherwise the estimates provided in this County Purchase will not be valid and a new County Purchase will be required.
- Hardware Preparation Assumptions:
 - New equipment will be delivered by the equipment manufacturer to the C-IV Remote Depot in Rancho Cordova, California.
 - Contractor staff will un-package and verify the model of each workstation. All equipment will be asset-tagged and the asset information will be entered into CA Unicenter. Contractor will also deploy a new image onto each new refresh workstation. After these activities have been completed, Contractor will re-package the workstations for transport to the County.
 - Contractor staff will be responsible for imaging the workstations.
 - The C-IV Network Operations Center ("NOC") team will work closely with the County to create and test an image for the workstations on this order. That image will be based on the Microsoft Windows 10 Enterprise operating system.
 - The County will be responsible for assisting with testing of the workstation image.
 - Testing of the image must be completed before the workstations on this order can be imaged.
 - Contractor staff will report any defective equipment to the equipment vendor and ship the equipment to the vendor for replacement.
 - Hardware De-Installation/Installation Assumptions:
 - Contractor staff will perform all hardware installations and de-installations during normal business hours of 8:00 a.m. - 5:00 p.m., Monday through Friday (with the exception of County holidays).
 - The County will provide Contractor staff with the appropriate access badges or escorts throughout the duration of the project.
 - During the time of the installations and de-installations, the County will provide sufficient personnel on site to accompany and support



- Contractor staff with the work effort (coordination at the site, coordination with the users, storage of user files, etc.).
- The County will provide Contractor staff with suitable parking spots on site, including enclosed parking facility overnight and employee parking during the day.
- The County will provide Contractor staff with a conference room or similar secured area at the installation site for staging of the new workstations and storage of the retiring workstations.
- Contractor staff will require access to all equipment, including areas restricted to authorized personnel.
- The Contractor will work with the County to determine a roll-out schedule for installation of the equipment.
- County staff will be responsible for moving/storing users' files before the retiring equipment is removed. Users' files will no longer be accessible once the equipment has been removed.
- County staff will be responsible for ensuring that Contractor staff can access equipment placed on desks (i.e. removal of files and decorations at each cubicle must be performed by the user prior to installation/de-installation).
- Contractor staff will shut down the retiring workstations and de-install and transport those workstations to the County conference room or similar secured area for County staff to take possession.
- County staff will be responsible for wiping hard drives, as well as disposal of the retiring equipment.
- For new workstations and monitors, Contractor staff will un-package and connect all necessary cables and cords.
- Contractor staff will use existing power strips (new power strips will not be provided).
- After each new workstation has been set up on a desktop and powered on, Contractor staff will join the workstation to the domain with a new workstation ID as defined by the Central Network Operations team.
- County staff will be responsible for transferring files from the server (ex. PST, etc.). Once these activities have been completed, Contractor staff will verify installation by having the User log in and access the C-IV Application through Microsoft Internet Explorer. If the User is not available at the time of de-installation, Contractor staff will return to this cubicle at the end of the day, or on another day at the end of the installations (if not returning to that site the next day).
- County IT staff will be responsible for post-installation configuration of all new workstations (e.g., County printers and software).
- Peripheral County equipment (e.g., PDAs, speakers, etc.) will not be connected by Contractor staff.
- Any defective mice or keyboards will follow C-IV's current procedures for replacement as documented in the C-IV System Operations and Support Plan ("SOSP").



- The County will provide Contractor staff with access to fax machines. At the end of each day, Contractor staff will submit asset information to the C-IV central depot team via fax for tracking purposes.
- Trash removal and recycling will be the responsibility of County staff.

II. Schedule:

The costs associated with this County Purchase will be incurred during State Fiscal Years ("SFYs") 2017/2018 through 2019/2020.

III. Total Cost:

| Total County Purchase Charges | SFY 2017/18 | SFY 2018/19 | SFY 2019/20 | Total Cost |
|--|-----------------|--------------|--------------------|-----------------|
| | | | (6/2019 - 10/2019) | |
| Administrative Charges | \$945 | \$0 | \$0 | \$945 |
| Hardware and Software Charges | \$9,621 | \$0 | \$0 | \$9,621 |
| Hardware Charges | \$5,736 | \$0 | \$0 | \$5,736 |
| Hardware Maintenance and Support Charges | \$0 | \$0 | \$0 | \$0 |
| Software Charges | \$3,885 | \$0 | \$0 | \$3,885 |
| Software Maintenance and Support Charges | \$0 | \$0 | \$0 | \$0 |
| Production Operations Charges | \$70 | \$285 | \$121 | \$476 |
| One Time Charges | \$0 | \$0 | \$0 | \$0 |
| Recurring Charges | \$70 | \$285 | \$121 | \$476 |
| Total Charges | \$10,636 | \$285 | \$121 | \$11,042 |

IV. References:

This purchase is tracked in the Procurement Database and via CA Unicenter Change Order CO7440-2017.



COUNTY PURCHASE APPROVAL

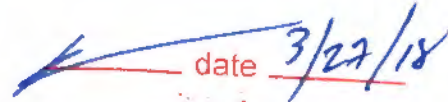
Subject: County Purchase - SJ-01-2018

The subject document is accepted as allowing Accenture LLP to proceed with the subject County Purchase.

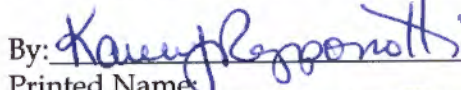
San Joaquin County

By: _____
Printed Name: _____
Title: _____
Date: _____

Notice Address:
P.O. Box 201056
Stockton, CA 95201-3006

 date 3/27/18
Ricardo Delatorre
Deputy Purchasing Agent

California Automated Consortium Eligibility System

By:  _____
Printed Name: _____
Title: CalACES Deputy Director
Date: 4/3/2018

Notice Address:
California Automated Consortium Eligibility System
11290 Pyrites Way, Suite 150
Rancho Cordova, CA 95670-4481