

METROPOLITAN EXPOSITION-RECREATION COMMISSION


RESOLUTION NO. 96-44

Authorizing the General Manager to issue a contract for the purchase of personal computers for the upgrade of the MERC computer system. The Metropolitan Exposition-Recreation Commission finds:

1. That the Metropolitan Exposition-Recreation Commission authorized the General Manager to issue a Request for Proposals (RFP) to obtain pricing and availability for personal computers, software, support hardware and maintenance to upgrade the MERC computer system in order to utilize the Windows based ConCentRics programs.
2. That MERC solicited proposals from 36 different companies to provide personal computers and received 19 which were deemed responsive to the RFP.
3. That the RFP's were evaluated by an Evaluation Committee comprised of 3 MERC employees and a Metro MIS employee. This Committee reviewed and evaluated each of the 19 proposals to determine which best met the requirements of the MERC RFP.
4. That the Committee selected four finalist which submitted their personal computer products for on site bench mark testing and demonstration.
5. That based upon the on-site bench mark testing, reference checks regarding product reliability, maintenance and customer service satisfaction, and other criteria established by the Committee, the Committee selected the Pioneer-Standard Electronics, Inc. proposal. The proposal is a Tatung Corporation-Mini-Tower 133 Mhz, 32MB with 1.2 GB personal computer, 15" monitor, Windows 95 software installed and 3 years of on-site maintenance at a cost of \$2,560.00 per unit.
6. That the Metropolitan Exposition-Recreation Commission has the authority to delegate the contracting authority to the General Manager.
7. That the MERC computer system upgrade, which includes this purchase of 85 personal computers for a total of \$217,600, is in the adopted budget for fiscal year 1996-97.

BE IT THEREFORE RESOLVED that the Metropolitan Exposition-Recreation Commission authorizes the General Manager to issue a contract with Pioneer-Standard Electronics, Inc. for the purchase of 85 personal computers, at \$2,560 per unit based on the specifications covered in the RFP.

Passed by the Commission on June 21, 1996.


Chairman
Secretary/Treasurer

Approved As to Form:
Daniel B. Cooper, General Counsel

By:


Mark B. Williams
Senior Assistant Counsel

MERC STAFF REPORT

Page 1 of 2

Agenda Item/Issue: Authorizing the General Manager to issue a Contract for the purchase of personal computers for the upgrade of the MERC Computer System.

Date: June 21, 1996

Presented by: Jim Waki
Heather Teed

BACKGROUND AND ANALYSIS: As previously reported, the MERC computer system was determined to be inadequate to utilize ConCentRics Windows based software. Current terminals would have to be replaced by personal computers in order to operate the new programs.

Approval of Resolution No. 96-24 (April 10, 1996) authorized the General Manager to issue an RFP for personal computer hardware, software and on-site maintenance to upgrade the MERC system.

Staff solicited proposals from a total of 36 businesses of which 7 were certified DBE/MBE businesses, 3 as ESB and the balance unclassified or large businesses. Out of these requests, a total of 19 proposals were received. Several were considered non-responsive for either failing to complete the prescribed RFP forms or taking exception to the standard MERC contract terms and conditions. After budgetary review, several proposals exceeded the budgeted expenditure amount of \$3,250 per personal computer. As a result, 14 proposals were submitted to the RFP Evaluation Committee for their consideration.

The Evaluation Committee consisted of representatives from OCC, PCPA, MERC Admin., and Metro MIS. Metro's representative was included to provide technical assistance for the Committee but did not vote on selections. The Committee used a scoring system whereby certain factors such as network configuration, system expansion capabilities, hardware reliability and maintenance cost were evaluated and awarded points. After the first Committee meeting, the number of proposals which received at least 25 out of a possible 30 points were selected to continue in the evaluation process. This resulted in 6 proposals.

Staff contacted customer references for each of the 6 remaining proposals to determine hardware, software, maintenance and overall customer service satisfaction. Based on review of the reference check results, the Committee narrowed the selection to 4 proposals. The Committee requested products for demonstration from each of the four. Staff evaluated each PC by using the Windows 95

"bench mark" software program. From this bench mark program staff were also able to compare hardware and other features of each computer.

Results of the "bench mark" tests were reviewed with the Evaluation Committee. The Committee then scored the final 4 proposal, based on total hardware reliability, maintenance cost, delivery and support service. Final scores, based on a total possible of 100, were fairly close: 84.5, 87.6, 87.8 and 92.9. The highest scored proposal was that submitted by Pioneer-Standard Electronics, Inc. This proposal is a Tatung Corporation Mini-Tower 133 Mhz, 32MB, 1.2 GB personal computer, with a 15" monitor, Windows 95 software installed and 3 years of on-site maintenance at a proposed cost of \$2,560.00 per unit.

FISCAL IMPACT: The proposed cost of \$2,560.00 per personal computer is below the expense of \$3,250.00 per unit included in the 1996/97 budget. For 85 personal computers, the total cost of this contract is \$217,600. The total computer system upgrade is budgeted at \$381,926, which includes additional items such as training.

RECOMMENDATION: Staff recommends that the Commission approve Resolution 96-44 which authorizes the General Manager to issue a contract with Pioneer-Standard Electronics, Inc. for the purchase of personal computers as detailed in their proposal.