



DALLAS COUNTY
PURCHASING DEPARTMENT

DALLAS COUNTY
COMMISSIONERS COURT

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October 23, 2007

TO: Dallas County Commissioners Court
 THROUGH: Shannon Brown, Purchasing Agent *SB*
 FROM: Linda Boles, Purchasing Supervisor
 SUBJECT: Request for Proposals for Dallas County Desktop Technical Support, RFP No. 2007-117-3023

Background/Issue

On August 13, 2007, by authorization of the Commissioners Court, six (6) proposals were received and opened for the aforementioned RFP. The six (6) firms submitting proposals were as follows: AT&T, Buchanan Associates, CyberDyne Systems, Just Technical Associates, Pi Systems, LLC and Unisys Corporation. The purpose of this briefing is to recommend the firms determined susceptible for award consideration and authorize staff to proceed to step two of the approved High Technology procedures established for RFP No. 2007-117-3023.

On September 4, 2007, the Purchasing Department briefed the Commissioners Court with the recommendation to render CyberDyne Systems and Unisys Corporation susceptible firms for award consideration and advancement to step two of the RFP process. On September 18, 2007, Court Order No. 2007-1859 was authorized by the Commissioners Court advancing the aforementioned two firms to step two of the RFP process (Best and Final Offers and contract negotiations).

The purpose of this briefing is to present the Evaluation Committee's unanimous award recommendation on the firm evaluated and rendered to offer the best value to the County with respect to RFP No. 2007-117-3023 Request for Proposals for Dallas County Desktop Technical Support.

Operational Impact

On October 1, 2007, Best and Final Offer letters were sent to the two firms requesting responses to seven key negotiation points. The negotiation points were as follows:

1. What is your minimal transition time and does all work need to happen prior to go live?
2. Where is your warehouse located and what access would Dallas County have to it?
3. What specific activities/procedures would you implement to maintain inventory accuracy by department?
4. What additional benefits could Dallas County expect by contracting with your firm for this service?
5. Identify and submit resumes for any changes to key personnel proposed for this project.
6. If there are changes in the Minority/Women Business Compliance Documents, explain the changes and re-submit the appropriate M/WBE forms included in the RFP.
7. Attached with this letter is a draft of the contract outlining standard requirements, terms and conditions of which

GOVERNMENT
EXHIBIT NO.

327

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your firm will need to comply with. Please review and provide any comments and/or exceptions.

Cost Quotation Assumptions

- Pricing will be valid for 180 days from the date of the BAFO.
- Be clear about what product/services are included in your proposed price.
- This will be a three (3) year contract with a thirty day no fault termination clause.

Responses were received on October 12, 2007. On October 16, 2007, the Evaluation Committee met to discuss each firm's BAFO response and vote which firm offered the best value to the County. The evaluation committee unanimously voted that Unisys Corporation offered the County the best overall proposal.

Legal Impact

This request for qualifications was conducted under Local Government Code 262.030. In accordance with the language outlined within this section and made part of the proposal, the contents of all proposals are to be kept confidential until such time that a contract is awarded. A summary of the committee's unanimous recommendation has been provided to the Commissioners Court for their exclusive viewing. Should the Commissioners wish to discuss any of these matters and/or have legal questions to pose to counsel they may do so in closed session pursuant to Texas Government Code §551.0725 and/or 551.071 (1)(b).

Recommendation

The Purchasing Department recommends the Court accept the Evaluation Committee's recommendation to render Unisys Corporation as the susceptible firm for award consideration and authorize staff to proceed with entering into formal contract negotiations for RFP No. 2007-117-3023 Request for Proposals for Dallas County Desktop Technical Support.

Should the Court concur a Court Order will be scheduled on the next available Formal Agenda.