



State of Iowa Enterprise Desktop and Laptop Purchasing Standard

June 7, 2007

http://das.ite.iowa.gov/standards/enterprise_it/01_desktop_laptop_purchasing.html

Purpose

This standard establishes a requirement for DAS participating agencies, except for those agencies exempted under Iowa Code 8A.302, to purchase desktops and laptops via the current Western States Contracting Alliance (WSCA) contract amendment.

Overview

The State of Iowa uses many contracts to maximize the savings made when purchasing a variety of goods and services. One of these contracts is the WSCA contract amendment developed for purchasing desktops and laptops. The new contract amendment became effective on December 14, 2006 and runs through August 31, 2007. The title of the document is Amendment 1 to WSCA/NASPO Participating Addendum between the State of Iowa and Hewlett-Packard Company #A63309-IA. This contract may be renewed for one year after that date, remaining in effect until August 31, 2008. The Technology Governance Board (TGB) is establishing this standard to maximize the savings on desktop and laptop purchases within the enterprise. The TGB further expects that processes similar to the approach used to award this contract will be used in the future in order to maximize savings opportunities for the State.

Scope

This standard sets a timeline within which all state agencies must purchase their desktops and laptops through the WSCA contract amendment and establishes a waiver process for agencies to purchase desktops and laptops outside the amendment.

Except for those agencies exempted under Iowa Code 8A.302, this standard applies to all agencies as defined by Iowa Code Chapter 8A, Section 101. Non-participating agencies are encouraged to follow the guidelines in this and other enterprise level policies, standards, guidelines, processes and procedures.

Definitions

Selected terms used in the Enterprise Desktop and Laptop Purchasing Standard are defined below:

- **Western States Contracting Alliance (WSCA):** WSCA was formed in October 1993 by the state purchasing directors from fifteen western states. WSCA's primary purpose is to establish the means by which participating states may join together in cooperative multi-state contracting in order to achieve cost-effective and efficient acquisition of quality products and services. Cooperative purchases are developed by member states.

- **Technology Governance Board (TGB):** The TGB was established in 2005 by the state to facilitate information technology decisions within the executive branch of Iowa State Government, and the board's decisions are based on business drivers supporting customer requirements. The TGB meets monthly to review IT-related RFPs and to discuss matters related the board's mission. Included within the board's duties are development of information technology standards and development or rules, processes, and procedures for implementation of aggregate purchasing among agencies.

Enterprise Desktop and Laptop Purchasing Standard

1. **Desktop and Laptop Purchasing.** At the beginning of FY 08 (July 1, 2007) and continuing until another amendment is developed, DAS participating agencies will be required to use the current WSCA amendment (or similar future agreement) for desktop and laptop purchases.
2. **Waiver Process:** A waiver may be obtained through the TGB to purchase desktops and laptops outside the terms of the WSCA amendment. DAS participating agencies will need to come before the TGB prior to making these types of non-standard purchases. A business case must be presented by the requesting agency in order to gain a waiver from the TGB to purchase non-standard desktops or laptops.

Within the agency's business case must be:

- the cost, manufacturer and number of items for the anticipated purchase
- the comparable cost of the desktops or laptops through the WSCA contract amendment
- the business need for purchasing outside the terms of the WSCA amendment
- other items pertinent to the board's discussion

The TGB is a public body meeting on the second Thursday of the month and must follow open meeting requirements. Requests for waivers must come to the TGB coordinator no later than the first of the month to be included on the published agenda for the monthly TGB meeting.

3. **Assessment.** The TGB will periodically review reports available within the I/3 system to determine desktop and laptop purchases are being made by DAS participating agencies via the WSCA contract amendment. If violations of this standard are identified, the agency will receive written notification from the TGB and be expected to appear at the next regularly scheduled meeting to present their business case.

Effective Date

Agencies must be fully compliant with this standard no later than July 1, 2007. However, they are encouraged to implement this standard as soon as possible to increase the available savings with desktop and laptop purchases.

Enforcement

This standard will be enforced by the TGB in the manner outlined above.



Iowa Technology Governance Board

Desktop and Laptop Purchasing Waiver # _____

Presented to Technology Governance Board (TGB)

Date Prepared: _____

(In reference to State of Iowa Enterprise Desktop and Laptop Purchasing Standard, dated June 7, 2007)

Agency:

Agency name:

Agency CFO or contact name:

Projected purchasing date:

Cost:

Name of item:

Cost of item:

Manufacturer:

Number of items with projected purchase:

Comparable cost of similar items purchased through the WSCA amendment:

Business need for purchasing outside the WSCA amendment:

Other items pertinent for the board's discussion:

How can your agency take advantage of the contract?

Contact HP or an authorized reseller for special pricing based on volume purchases, agency or state standards, or special projects, and we will provide the most aggressive fixed or firm fixed pricing. This is the same pricing you would obtain through the Request for Proposal/Request for Bid (RFP/RFB) or bid process but with the added savings of not devoting valuable time and money to the creation, distribution, and evaluation of an RFP/RFB.

Make a better purchasing decision for the citizens of Iowa. Get the most out of your IT budget by visiting www.hp.com/buy/iowa.

How to purchase through the State of Iowa contract

Get quotes or product information:

Web: www.hp.com/buy/iowa

Contact the HP inside sales team by:

Phone: State and local government:

1.888.202.GOV2

Education:

1.800.88.TEACH

Fax: 1.800.825.2329

Aaron J. Bennis, Account Manager

515.440.1268, aaron.j.bennis@hp.com

Ronald Cook, Inside Sales Rep

888.202.4682, ext. 15515,

ronald.cook@hp.com

Or contact one of the HP local authorized resellers listed on the website under Order Information.

Ashley Super, PA III, State of Iowa Contract Administrator 515.281.7073,
Ashley.Super@iowa.gov

Make sure you include the contract number—A63309— on all purchase orders to receive all the special terms and conditions that have been negotiated on behalf of Iowa agencies, schools, and universities.

- 1 This system may require upgraded and/or separately purchased hardware, drivers and/or software to take full advantage of Windows Vista functionality. Check www.windowsvista.com/getready for details. Certain Windows Vista product features require advanced or additional hardware. Windows Vista Upgrade Advisor can help you determine which features of Windows Vista will run on your computer. To download the tool, visit www.windowsvista.com/upgradeadvisor. For Windows Vista system requirements, visit www.windowsvista.com/systemrequirements.
- 2 Dual-core/quad-core is a new technology designed to improve performance of multi-threaded software products and hardware-aware multi-tasking operating systems, and may require appropriate operating system software for full benefits; check with software provider to determine suitability. Not all customers or software applications will necessarily benefit from use of this technology.
- 3 64-bit computing on Intel architecture requires a computer system with a processor, chipset, BIOS, operating system, device drivers and applications enabled for Intel 64 architecture. Processors will not operate (including 32-bit operation) without an Intel 64 architecture-enabled BIOS. Performance can vary depending on your hardware and software configurations. See www.intel.com/info/em64t for more information.
- 4 For hard drives, 1 GB = 1 billion bytes. Actual formatted capacity is less. Up to 8 GB (for XP) and up to 10 GB (for Vista) are reserved for system recovery software.
- 5 Don't copy copyright-protected materials.

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State of Iowa—
Smart Buy Standards



Big savings on IT—without the time
and expense of issuing RFPs/RFBs

These standards were developed by the Joint Chief Information Officers of Iowa and competitively bid and awarded to HP.

Desktop PCs



HP Compaq dc5800 Microtower PC

\$400* Part no.: build to order on www.hp.com/buy/iowa

- Intel® Pentium® Dual-Core Processor
- Genuine Windows® XP Professional
- Genuine Windows Vista® Business capable
- 80 GB⁴ SATA 3.0Gb/s 1st Hard drive
- 1 GB PC2-5300 (DDR2-667) Memory
- SATA 16X/48X DVD-ROM⁵ 1st Drive
- 3-year (parts/labor/next business day on-site) limited warranty



HP Compaq dc5800 Microtower PC

\$700* Part no.: build to order on www.hp.com/buy/iowa

- Intel® Core™2 Quad^{2,3} processor
- Genuine Windows® XP Professional
- Genuine Windows Vista® Business capable
- 80 GB⁴ SATA 3.0 Gb/s 1st Hard drive
- 2 GB PC2-5300 (DDR2-667) 2X1GB Memory
- SATA 16X/48X DVD-ROM⁵ 1st Drive
- 3-year (parts/labor/next business day on-site) limited warranty

Notebooks



HP Compaq 6710p Notebook

\$800* Part no.: build to order on www.hp.com/buy/iowa

- Intel® Core™ 2 Duo^{2,3} processor
- Genuine Windows® XP Professional
- Genuine Windows Vista® Business capable
- 80 GB⁴ 5400RPM
- 1024 GB DDR 667 RAM
- 15.0-inch diagonal WXGA Widescreen Brightview Display
- Combo DVD/CDRW⁵ Drive
- 3-year (parts/labor/next business day on-site) limited warranty



HP Compaq 6510b Notebook

\$800* Part no.: build to order on www.hp.com/buy/iowa

- Intel® Core™2 Duo^{2,3} processor
- Genuine Windows® XP Professional
- Genuine Windows Vista® Business capable
- 80 GB⁴ 5400RPM Hard Drive
- 1024 GB DDR 667 RAM
- 14.1-inch diagonal WXGA Widescreen Brightview Display
- Combo DVD/CDRW⁵ Drive
- 3-year (parts/labor/next business day on-site) limited warranty

Monitors



HP L1710 17-inch diagonal LCD monitor

\$149* Part no.: GS917AA#AA



HP L1910 19-inch diagonal LCD monitor

\$190* Part no.: GS918AA#ABA



HP LP2065 20-inch diagonal LCD monitor

\$365* Part no.: EF227A4

HP was recently awarded the State of Iowa server bid. HP is offering great prices on the ML and DL series of servers, plus blades servers. Please contact your account manager or local partner for details.



Summary of Mandatory State of Iowa HP Workstation Standards

	Model Number	Price each
Basic Desktop	dc5700 or dc5800 Intel Pentium Dual Core, 1 GB Memory	\$400.00
High End Desktop	dc5700 or dc5800 Intel Core2 Quad, 2 GB Memory	\$700.00 (reduced from \$750)
17" Monitor	17" - L1706 or 1710	\$149.00 (reduced from \$160)
19" Monitor	19" - L1906 or 1910	\$190.00 (reduced from \$200)
20" Monitor	20" - LP2065	\$365.00 (reduced from \$384)
24" Monitor	24" - LP2465	\$664.00
14" Laptop	nc6320 or 6710p	\$800.00
15" Laptop	nc6400 or 6510b	\$800.00 (reduced from \$900)

Tuesday, April 15, 2008