



City of Austin, Texas

Price Agreement No.: C050079

Purchasing Office

Date Issued: December 16, 2004

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--Procurement Assistant

Contracting Agency:

Purchasing Office

CSN/SCC, Commodity Code No.:

20453, 2045373, 20454, 20460, 20477, 20767, 20775

Commodity/Service:

Computer Hardware through DIR

Estimated Dollar Value:

**Not to Exceed \$ 7,028,067.00**

Cash Payment Terms:

Net 30

F.O.B. Point:

Destination

Contract Period:

December 16, 2004 through October 15, 2005

Extension Options:

One 12-month extensions

Source, Address, Phone and  
Vendor Number:

Various Vendors through the  
Texas Department of Information Resources  
DEP7020655 1  
See attached list

Buyer Name and Signature:

12/17/2004

Maureen McKeon, Supervisor  
Purchasing Office, (512) 974-2001  
FSD- Purchasing Office

Date

Reference File  
Requisition No(s).  
Tracking No(s).  
Agenda Item No.:  
Agenda Date

C050079  
RX 560IS002441  
MM04100005  
47  
12/16/2004



**INSTRUCTIONS AND SUPPLEMENTAL PROVISIONS / CLAUSES  
FOR PRICE AGREEMENT NOTICES**

**1.0 RELEASE OR ORDERING METHOD:**

User department shall use the Purchase Release (PG) (form FIN9059) in releasing against and payment for goods or services covered by this Agreement. Refer to LGFS Procedures Manual, AP-05 for details. When giving a "verbal" release, provide the Supplier the Purchase Release (PG) number and assigned Price Agreement number and request that such numbers be included on his invoice. Also, require supplier to indicate name of user department on all supplier documents.

**2.0 INVOICING AND PAYMENT:**

Purchase Releases. The Supplier shall furnish the user Department a copy of invoice. The Purchase Release (PG) shall then be processed in accordance with AP-07, Processing Payments forwarded to Accounts Payable within two (2) working days after user receipt of invoice.

**3.0 TIMELY DELIVERY:**

Orders for delivery shall be placed with the supplier by the user department or Purchasing Office. Supplier shall make delivery of the units or services requested in the time specified in the terms of the contract. If the order for delivery is not met, the user department is to contact the applicable buyer by memorandum for disposition, citing details and forward a copy of the Purchase Release transmitted to the Supplier.

**4.0 UNSATISFACTORY PERFORMANCE:**

Departments incurring consistent unsatisfactory performance under an Agreement shall notify the appropriate Buyer in writing, outlining all the facts in such cases. Only by such notice can the Buyer remedy unsatisfactory performance.

**5.0 MATERIAL DISCREPANCY RESOLUTION AND REPORTING:**

The user department by this Notice is hereby delegated responsibility and authority to administer the resolution of significant material discrepancies as may be encountered. Reference Procedure P-8.3, Receiving and Inspecting Materials. Two copies of completed form PSD 5186, Material Discrepancy Report are to be forwarded to the affected Buyer.

**6.0 CHANGES TO AGREEMENT:**

Any and all changes to this Agreement are subject to review and advance approval of the Purchasing Office prior to any commitments including, but not necessarily limited to the addition of associated equipment, scope of work, increased services, upgrading, exercising of extensions or price changes. The user department shall institute no changes without the prior written approval of the Purchasing Office.

**7.0 CONTRACT ADMINISTRATION:**

Administration of this contract for the City shall be the responsibility of the Contract Administrator; Purchasing's involvement with the source shall occur only on an exception basis as may become necessary.

The Requisitioner shall be the Contract Administrator unless Purchasing is notified otherwise by the user department.



(If applicable, the Contract Administrator shall establish milestones enabling him to determine if the source is working on schedule.)

All communications between the Contract Administrator and the source shall be in writing with a copy sent to the Purchasing Office.

If substandard performance should occur (or milestones are not met) the source shall be advised in writing to correct the problem; a copy of this communication shall be sent to the Purchasing Office.

Should substandard performance not be corrected within a reasonable amount of time after the source has been made aware of the problem, the Contract Administrator shall withhold payment and advise the Purchasing Office of the situation.

## Attachment A- Vendor List

Brand	Type of Hardware	Current Vendors
APC	Uninterruptible Power Supply (UPS)	Analytical
Dell	Desktop, Servers, Laptops, SAN systems Monitors, Printers, Projectors, Scanners, KVM	Austin Ribbon & Computer Commonwealth Computer Dell QA Systems SHI-Govt Solutions Vintage IT Services xNet Systems
HP	Printers, Plotters, Projectors, Scanners	Amherst Computer Products Analytical Austin Ribbon & Computer CDW Government Comnet Systems Hewlett Packard (WSCA)  Micro System Enterprises Pante Technology SHI-Govt Solutions US Tech ValCom Computer Center West Technology
IBM	Servers, Data Storage	IBM QA Systems Vintage IT Services
Motion Computing	Tablets	Austin Ribbon and Computer SHI-Govt Solutions
Toshiba	Ruggedized laptops	Analytical
Various Brands	Projectors	Analytical Austin Ribbon and Computer Dell QA Systems SHI-Govt Solutions Vintage IT Services xNet Systems
	Scanners	Analytical Austin Ribbon & Computer CDW Government Comnet Systems Pante Technology SHI-Govt Solutions West Technology