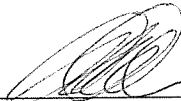
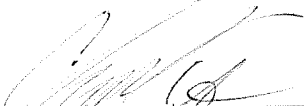


Halifax Regional Council
July 2nd, 2002

TO: Mayor Kelly and Members of Halifax Regional Council

SUBMITTED BY: 
George McLellan, Chief Administrative Officer


Chuck Keith, Director of Information Services

DATE: June 25th, 2002

SUBJECT: **Request for Proposal # 02-013 - PC Desktop Leasing and Support.**

ORIGIN

The Halifax Regional Municipality publicly advertised request for proposals on February 9th, 2002 for PC Desktop Leasing and Support.

RECOMMENDATION

It is recommended that :

1. Council authorize the award of Proposal # 02-013 to the highest ranking proponent, IMP Solutions for a three(3) year lease program for the acquisition and support of Desktop hardware.
2. Council authorize staff to exercise the option to extend the agreement for an additional two(2) years (1 year renewals) subject to an annual performance review.
3. Council authorize staff to complete a contractual agreement with IMP Solutions as per the terms and conditions of the Request for Proposal.

BACKGROUND

The Halifax Regional Municipality over the past five years has standardized on **Enterprise Tier 1** equipment (as defined by Gartner Group) and technology across the organization. In an effort to smooth out the acquisition cycle, making migration to newer technologies a process rather than a project, HRM has evolved from Capital purchases of technology to continually refreshing technology through a lease arrangement. To continue to meet this goal, HRM requested proposals from qualified companies to acquire, manage and maintain our desktop environment.

Currently HRM has 1,800 computers deployed over our wide area network. The (Intel based) computers and the peripheral equipment are currently supplied under lease. Support for the hardware is provided by the vendor. The types of technology that HRM currently leases and wishes to continue to acquire through this RFP are: desktop computer systems, CD, CD RW, notebook computer systems (with optional port replicators), printers (laser printers, ink jets, dot matrix), PDAs, scanners, plotters, projectors, digital cameras, networking equipment (switches, routers etc), servers (Intel and Unix servers).

DISCUSSION

Call for proposals for PC Desktop Leasing and Support were advertised and closed on March 12, 2002 with six(6) companies submitting proposals. From the six(6) submissions the following four(4) were shortlisted for evaluation.

GE Capital ITS
IMP Solutions
XWAVE
Dell Canada

The evaluation team consisted of staff from IS, Tourism and Financial Services. All proposals were evaluated on five(5) key areas: project team, management tools, proposed technology, services and cost. All four(4) proposals illustrated areas of strength, however the evaluation team considered the IMP Solutions proposal to be consistently strong in all areas.

BUDGET IMPLICATIONS

Funds are available in the 2002/2003 Operating Budget in account # A410-6706.

MULTI-YEAR FINANCIAL IMPLICATIONS

This report complies with the Municipality's Multi-Year Financial Strategy, the approved Operating, Capital and Reserve policies and procedures regarding withdrawals from the utilization of Capital and Operating reserves, as well as any relevant legislation.

ALTERNATIVES

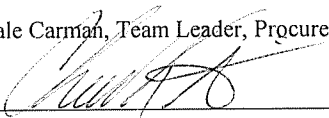
Acquisition of this equipment through a capital purchase. Staff have reviewed the option of purchasing the Desktop equipment and utilizing in-house support using the same criteria as the IMP proposal and have determined this to be more costly. This is not a recommended alternative.

ATTACHMENTS

Appendix A - Summary of Evaluation Criteria

Additional copies of this report, and information on its status, can be obtained by contacting the Office of the Municipal Clerk, at 490-4210 (TEL) or 490-4208 (FAX).

Report prepared by: Dale Carman, Team Leader, Procurement 490-6476

Report approved by: 
Chuck Keith, Director, Information Services 490-6555

**APPENDIX A
PROPOSAL EVALUATION CRITERIA**

	Dell Canada	IMP Solutions	XWAVE	GE CAPITAL
1) Project Team - Background: A) Relevant skills of Project Team B) Proven ability to successfully implement proposed solution in a municipal setting. C) Comprehension of Total Cost of Ownership objectives of HRM D) References Possible 30 points	20	17	18	20
2) Management Tools / Order Fulfillment: A) Order processing system B) Order tracking system C) Reporting capabilities D) Order fulfillment capabilities Possible 20 points	17	20	11	6
3) Technology Proposed: A) Cross platform image B) Multiple operating system options Possible 10 points	8	9	9	9
4) Services: A) Warranty / Maintenance services, options B) Installation / De-installation services, processes C) Integrates with existing infrastructure D) Moves, adds and changes Possible 20 points	8	15	17	15
5) Cost* (36 month lease) Possible 20 points	19.6 \$1,579,941.00	20.0 \$1,551,545.00	19.3 \$1,607,500.00	16.7 1,863,379.61
6) Total Score (possible 100 points) * Recommended Proponent	72.6	81.0*	74.3	66.7

* Cost - All proponents were provided with a costing model for the replacement of 1,665 Desktops and 185 Laptops over the next 36 month period. These costs include the acquisition, installation, maintenance, de-installation and disposal of the equipment. It should be noted that printers and other peripheral equipment are not included in the costing model but will continue to be acquired through this leasing agreement.