

PROCUREMENT OFFICER'S DETERMINATION  
INTERGOVERNMENTAL COOPERATIVE PURCHASING  
CONTRACT NO. 218022-H  
CISCO NETWORK SWITCHES UPGRADE  
ADVANCED COMPUTER CONCEPTS

**I. EXECUTIVE SUMMARY**

This Determination has been executed pursuant to COMAR 21.05.09, Intergovernmental Cooperative Purchasing, to procure Cisco Network Switches Upgrade under an intergovernmental cooperative purchasing agreement of the Department of Information Technology (DOIT), Hardware 2012 Master Contract No. 060B2490022, from Advanced Computer Concepts for a price of \$95,963.90.

**II. PROPOSALS RECEIVED**

<u>Offeror</u>	<u>Price</u>
Advanced Computer Concepts	\$95,963.90 (Awardee)
DSR Computer Sales & Service	\$97,063.35
EN-NET Services	\$105,243.52
HCGI	\$115,857.00

**III. BACKGROUND**

The current Cisco Network Switches are obsolete; therefore, ISD is in need of replacements/upgrades.

The MDOT MPA solicited all 52 Master Contractors listed on the DOIT Hardware 2012 Contract. The MDOT MPA received 4 proposals and 3 No Bid Response Forms. The 3 Master Contractors that submitted a No Bid Response Form were not certified Maryland SBEs. This contract was designated as an SBR procurement only.

ISD has recommended Advanced Computer Concepts for award based on lowest price and the delivery date of these products. I concur with the recommendation of ISD. The Office of the Attorney General reviewed and approved this determination on January 30, 2018.

**IV. DETERMINATION**

- A. DOIT Hardware 2012 Master Contract meets the requirements of an intergovernmental cooperative purchasing agreement under COMAR 21.05.09.01B(2)(a).
- B. It is in the best interest of the MDOT MPA to utilize the DOIT contract because doing so will provide cost benefits to the State; DOIT has already competitively solicited for the Hardware 2012 Master Contract; under the DOIT contract the State is paying \$96,917.10 less than the manufacturer's suggested retail price for these products, according to the prices provided by

Advanced Computer Concepts. It will promote administrative efficiencies as DOIT has already deemed Advanced Computer Concepts responsible and it is not intended as a means to evade the purposes set forth under COMAR 21.01.01.03.

- C. The award amount is within the funding available.
- D. Making an award under DOIT Hardware 2012 Master Contract No. 060B2490022 will save MDOT MPA the considerable time it will take to prepare a solicitation for public advertisement, obtain necessary approvals prior to publication, publish the solicitation, receive and evaluate proposals, and then complete an award. It will also provide MDOT MPA with contract pricing, procedures, and services identical to those provided by DOIT to other State agencies.
- E. Based on the aforementioned information and in accordance with the State Procurement Regulations, COMAR 21.05.03.04F, "the procurement officer shall make a determination recommending award of the contract to the responsible Offeror whose proposal is determined to be the most advantageous to the State, considering price and the evaluation factors set forth in the request for proposals" it is my determination that Advanced Computer Concepts should be awarded the Cisco Network Switches Upgrade contract in the amount of \$95,963.90.
- F. Since this procurement constitutes a procurement of information technology supplies for which MDOT MPA has an unlimited delegation of procurement authority from the Board of Public Works (the "BPW"), approval of the award by the Maryland Port Commission and the BPW are not required.

## V. APPROVAL REQUIRED

COMAR 21.05.09.05 provides: "Before awarding or participating in an intergovernmental cooperative purchasing agreement, the procurement officer shall obtain the approval of the primary procurement unit head, and any other approvals as required under this title."

*I request your approval, as unit head, to procure as described in this determination, subject to completion of all other requirements of procurement law, fund certification, execution and approval of the contract (including approval by the Office of the Attorney General for form and legal sufficiency), etc.*

  
Margie A. Koppelman  
Procurement Officer

1-31-2018  
Date

APPROVED:

  
James J. White, Executive Director

02-05-18  
Date