COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles
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Gloria Molina
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Zev Yaroslavsky
Don Knabe
Michael D. Antonovich
Commissioners

Carlos Jackson
Executive Director

June 20, 2006

Honorable Board of Commissioners
Community Development Commission
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Commissioners:

APPROVE A MAINTENANCE SERVICE AGREEMENT WITH INSIGHT PUBLIC SECTOR (ALL DISTRICTS) (3 Vote)

CIO RECOMMENDATION: (X) APPROVE
( ) APPROVE WITH MODIFICATION ( ) DISAPPROVE

IT IS RECOMMENDED THAT YOUR BOARD:

1. Approve and authorize the Executive Director of the Community Development Commission to execute a one-year Maintenance Service Agreement (Agreement) with Insight Public Sector, Inc., in substantially the form of the attached, to provide replacement parts, maintenance and technical support service for network equipment, to be effective following approval as to form by County Counsel and execution by all parties.

2. Authorize the Executive Director to use $53,105 included in the Commission's approved Fiscal Year 2005-2006 budget for the purposes described above.

3. Authorize the Executive Director to execute all necessary administrative amendments to the Agreement and to extend the Agreement term for a maximum of two additional years, in one-year increments, at the same yearly amount of $53,105, using funds to be approved through the annual budget process.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION:

The purpose of this action is to award an Agreement to Insight Public Sector, Inc. to provide replacement parts, maintenance and technical support services on current Cisco network equipment.

FISCAL IMPACT/FINANCING:

There is no impact on the County general fund. The maximum amount for all three years of the Agreement, if fully extended, will not exceed the aggregate amount of $159,315.

For the first year of services under the Agreement, the Commission will use $53,105 in funds included in the Commission's approved Fiscal Year 2005-2006 budget.

After the first year, the Commission may extend the Agreement for an additional two years, in one-year increments, at the same yearly compensation, contingent upon the provision of satisfactory service and availability of funds. Funds for years two and three of the Agreement, if extended, will be included in the Commission's approved budget through the annual budget process.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS:

Under the terms of the proposed Agreement, the Commission will purchase Cisco SMARTnet and SMARTnet Onsite Solutions, which will provide technical support and replacement parts for 53 pieces of network equipment, including routers, servers, switches and other communication devices. The equipment is located at the Commission's main office and remote sites. The Commission's IT personnel will continue to provide maintenance and install the replacement parts.

Under the Agreement, the Commission will receive technical support from the Cisco Technical Assistance Center for hardware configuration, software updates and replacement parts. In addition, Cisco SMARTnet and SMARTnet Onsite Solutions will provide support via telephone or e-mail 24-hours a day, seven days a week for priority issues.

Should Insight Public Sector, Inc. require additional or replacement personnel during the term of the Agreement, it will give consideration for any such employment openings to participants in the County's Department of Public Social Services' Greater Avenues for Independence (GAIN) Program and General Relief Opportunity for Work (GROW) Program who meet the minimum qualification for the open positions. Insight Public Sector, Inc. will contact the County's GAIN/GROW Division for a list of participants by job category.

The Agreement includes a provision granting the Commission the option to execute two additional one-year extensions provided services are satisfactory and funds are available.

The Agreement has been reviewed by County Counsel. In addition, the recommendation to approve the Agreement has been approved by the County Chief Information Officer (CIO), based on the attached analysis.

ENVIRONMENTAL DOCUMENTATION:

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3) because it involves administrative activities that will not have a physical impact or result in any physical changes to the environment. The action is not subject to the provisions of California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

CONTRACTING PROCESS:

On April 27, 2006, an Invitation for Bids (IFB) was initiated to identify a vendor that is recognized as a Silver Certified Partner or better in the Cisco Partner Locator to provide Cisco SMARTnet and SMARTnet Onsite Solutions. Notice of the IFB was provided to 325 computer services vendors identified from the Commission's vendor list, posted on the ISD website, available for download by the public, and an announcement appeared in the Los Angeles Times newspaper.

On May 11, 2006, two bids were received and publicly opened. An evaluation committee consisting of Commission staff reviewed the bids based on price, recognition as a Silver Certified Partner or better in the Cisco Partner Locator, and acceptance of the standard Commission IT Agreement. Insight Public Sector, Inc. submitted the lowest bid that adhered to the minimum requirements of the IFB and is, therefore, being recommended for award of the Agreement.

The Summary of Outreach Activities is provided in Attachment A.

IMPACT ON CURRENT SERVICES:

Maintenance of current equipment is necessary to keep the Commission's information technology network infrastructure fully operational for conducting daily business with minimal disruption to end users. Without a maintenance agreement, the Commission's network administrators would lack expert assistance to help diagnose and resolve issues and would be required to identify and replace malfunctioning components on a case-by-case basis. Approving the Agreement will provide network administrators with ready access to replacement parts and to telephone/email support, software updates and documentation.

Respectfully submitted,

CARLOS JACKSON
Executive Director
COMMUNITY DEVELOPMENT COMMISSION
OF THE COUNTY OF LOS ANGELES

Reviewed by:

JON W. FULLINWIDER
Chief Information Officer
COUNTY OF LOS ANGELES

Attachments: 3

ATTACHMENT A

SUMMARY OF OUTREACH ACTIVITIES

Maintenance Service Agreement for Network Equipment

On April 27, 2006, the following outreach was initiated to identify vendors to provide Cisco SMARTnet and SMARTnet Onsite Solutions.

A. Advertising

An announcement appeared in the Los Angeles Times newspaper, the County's Internal Services Department (ISD) website and the Commission's website.

B. Distribution of Invitation for Bids (IFB) Packets

The complete IFB packet was posted on the ISD website, and available for download by the public. IFB packets were also available at the Commission's reception desk located at 2 Coral Circle, Monterey Park. In addition, the Commission's vendor list was used to mail a letter to 298 vendors and email 27 vendors that provide computer services, informing them of the IFB and the locations from which the IFB could be picked up or downloaded.

C. Bids Results

On May 11, 2006, a total of two bids were received and publicly opened. The bid results are as follows:

Company	Bid Amount
Insight Public Sector, Inc.	$ 53,105.04
AT&T	$ 54,939.56

D. Review of Proposals

On May 11, 2006, an Evaluation Committee consisting of Commission staff reviewed the bids according to criteria stated in the IFB. Insight Public Sector, Inc. submitted the lowest bid that adhered to the minimum requirements of the IFB and is, therefore, being recommended for award of the Agreement.

E. Minority/Female Participation – Firm Selected

Name	Ownership	Employees
Insight Public Sector, Inc.	Non-minority	Total: 2,888 553 minorities 157 women 19% minorities 5% women

F. Minority/Female Participation – Firm Not Selected

Name	Ownership	Employees
AT&T	Non-minority	Total: 150,198 99,344 minorities 46,012 women 66% minorities 31% women

The Commission conducts ongoing outreach to minorities and women in the Agreement award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Commission.

The recommended award of Agreement is being made in accordance with the Commission policies, and without regard to race, creed, color, or gender.

MAINTENANCE SERVICE AGREEMENT BETWEEN THE COMMUNITY DEVELOPMENT COMMISSION OF THE COUNTY OF LOS ANGELES AND INSIGHT PUBLIC SECTOR, INC.

This Agreement ("Agreement") is made and entered into this _____ day of _____, 2006, by and between the Community Development Commission of the County of Los Angeles ("Commission") and Insight Public Sector, Inc. a public corporation ("Contractor").

RECITALS

WHEREAS, Contractor is in the business of providing Cisco SMARTnet services.

WHEREAS, Contractor is recognized as a Silver Certified Cisco Partner reseller and specializes in providing network services for systems manufactured by Cisco Systems, Inc. ("Cisco");

WHEREAS, as a Silver Certified Cisco Partner, Contractor is able to leverage discounts on Cisco products and services, and

WHEREAS, on May 11, 2006, in response to Commission's Invitation for Bids (IFB No. AS06-006), Contractor submitted a responsive bid (the "Bid") and has been selected to provide to Commission the hereinafter-described Cisco SMARTnet services.

NOW, THEREFORE, based on the foregoing Recitals and in consideration of the mutual covenants set forth herein, the receipt and sufficiency of which is hereby acknowledged, Commission and Contractor agree as follows:

AGREEMENT

1. TERM

The term of this Agreement shall commence as of the day and year first above written and shall continue in full force and effect for one (1) year thereafter, unless sooner terminated or extended, in whole or in part, as provided in this Agreement ("Initial Term"). The Executive Director of the Commission (the "Executive Director) shall have the option, which may be exercised in the Executive Director's sole discretion, to extend the term of this Agreement for up to two (2) additional one-year periods (each, an "Option Term"), by notifying Contractor in writing at least thirty (30) days prior to the expiration of the Initial Term or then current Option Term, as the case may be; provided that if the Executive Director does not exercise the first Option Term, the remaining Option Term shall automatically lapse. The Initial Term, as extended by all or any Option Terms, is referred to collectively as the "Term."

Any extension of the term of this Agreement shall be set forth in an amendment to this Agreement signed by the authorized officers of the Commission and Contractor.

2. CONTRACTOR'S RESPONSIBILITIES

Contractor agrees to perform in a professional manner, to the satisfaction of the Executive Director, all the work requested by the Commission and described in the statement of work (the "Statement of Work") attached hereto as Appendix A and incorporated herein by this reference (such work, the "Services").

3. COMPENSATION

Contractor shall submit invoices to the Commission upon the receipt and acceptance by the Commission of Services as specified in the Statement of Work and the bid sheet. (the "Bid Sheet") attached hereto as Appendix B and incorporated herein by this reference. Contractor shall submit the invoices to the following address, unless otherwise directed by the Commission:

Emilio Salas, Director
Administrative Services
Community Development Commission
Of the County of Los Angeles
2 Coral Circle
Monterey Park, CA 91755

Contractor agrees to provide Services to the Commission under this Agreement during the Initial Term for a contract sum not to exceed Fifty-Three Thousand One Hundred Five Dollars and Four Cents ($53,105.04). The maximum contract sum under this Agreement, including all Option Terms if exercised, shall be an amount not to exceed One Hundred Fifty-Nine Thousand Three Hundred Fifteen Dollars and Twelve Cents ($159,315.12).

Contractor shall be paid in accordance with the Commission's standard accounts payable system.

The invoices submitted by Contractor for Services rendered hereunder and received and accepted by the Commission shall be subject to the written approval by the Executive Director, which approval shall be granted in the Executive Director's sole discretion.

Contractor shall have no claim against the Commission for payment of any money or reimbursement, of any kind whatsoever, for any Service provided by Contractor to the Commission after the expiration or other termination of this Agreement. Should Contractor receive any such payment, it shall immediately notify the Commission and shall immediately repay all such funds to the Commission. Payment by the Commission for services rendered after expiration or termination of this Agreement

shall not constitute a waiver of the Commission's right to recover such payment from Contractor. This provision shall survive the expiration or other termination of this Agreement.

4. SOURCES AND APPROPRIATION OF FUNDS

Contractor acknowledges that the Commission's obligation under this Agreement is payable only and solely from funds appropriated through the U.S. Department of Housing and Urban Development (HUD) and, for the purpose of this Agreement, all funds are appropriated every fiscal year beginning July 1.

In the event this Agreement extends into succeeding fiscal years and funds have not been appropriated, this Agreement will automatically terminate as of June 30 of the current fiscal year. The Commission will endeavor to notify Contractor in writing within ten (10) days of its receipt of non-appropriation notice.

5. TERMINATION FOR IMPROPER CONSIDERATION

The Commission may, by written notice to Contractor, immediately terminate the right of Contractor to proceed under this Agreement, if it is found that consideration, in any form, was offered or given by Contractor, either directly or through an intermediary, to any Commission officer, employee or agent with the intent of securing this Agreement or securing favorable treatment with respect to the award, amendment or extension of this Agreement of the making of any determinations with respect to Contractor's performance pursuant to this Agreement. In the event of such termination, the Commission shall be entitled to pursue the same remedies against Contractor as it could pursue in the event of default by Contractor.

Contractor shall immediately report any attempt by a Commission officer or employee to solicit such improper consideration. The report shall be made either to the Commission's Executive Director or to the County Auditor-Controller's Employee Fraud Hotline at (800) 544-6861.

Among other items, such improper consideration may take the form of cash, discounts, service, the provision of travel or entertainment, or tangible gifts.

6. ASSIGNMENT BY CONTRACTOR

Contractor shall not assign its rights or delegate its duties under this Agreement, or both, whether in whole or in part, without the prior written consent of the Commission, in its sole discretion, and any attempted assignment or delegation without such consent shall be null and void. For purposes of this paragraph, Commission consent shall require a written amendment to this Agreement which is formally approved and executed by the parties. Any payments by the Commission to any approved delegate or assignee on any claim under this Agreement shall be deductible, at the Commission's sole discretion, against the claims, which Contractor

may have against the Commission. However, the Commission reserves the right to assign this Contract to another public agency without the consent of Contractor.

Shareholders, partners, members, or other equity holders of Contractor may transfer, sell, exchange, assign, or divest themselves of any interest they may have therein. However, in the event any such sale, transfer, exchange, assignment, or divestment is affected in such a way as to give majority control of Contractor to any person(s), corporation, partnership, or legal entity other than the majority controlling interest therein at the time of execution of this Agreement, such disposition is an assignment requiring the prior written consent of the Commission in accordance with applicable provisions of this Agreement.

Any assumption, assignment, delegation, or takeover of any of Contractor's duties, responsibilities, obligations, or performance of same by any entity other than Contractor, whether through assignment, subcontract, delegation, merger, buyout, or any other mechanism, with or without consideration for any reason whatsoever without the Commission's express prior written approval, shall be a material breach of this Agreement which may result in the termination of this Agreement. In the event of such termination, the Commission shall be entitled to pursue the same remedies against Contractor as it could pursue in the event of default by the Contractor.

7. CONFIDENTIALITY OF REPORTS

Contractor shall keep confidential all reports, information and data received, prepared or assembled pursuant to performance hereunder. Such information shall not be made available to any person, firm, corporation or entity without the prior written consent of the Commission.

8. SUBCONTRACTING

Contractor shall not subcontract any part of the work covered by this Agreement or permit subcontracted work to be further subcontracted without prior written approval by the Commission.

9. INSURANCE

Contractor shall procure and maintain at Contractor's expense for the duration of this Agreement the following insurance against claims for injuries to persons or damage to property, which may arise from or in connection with the performance of the work by Contractor, its agents, representatives, employees or subcontractors.

A. GENERAL LIABILITY INSURANCE (written on ISO policy form CG 00 01 or its equivalent) with limits of not less than the following:

General Aggregate	$2,000,000
Products/Completed Operations Aggregate	$1,000,000

Personal and Advertising Injury	$1,000,000
Each Occurrence	$1,000,000

The Community Development Commission of the County of Los Angeles, the Housing Authority of the County of Los Angeles, the County of Los Angeles, and their officials and employees, shall be covered as insured with respect to: liability arising out of activities performed by or on behalf of Contractor; products and completed operations of Contractor; premises owned, leased or used by Contractor.

B. AUTOMOBILE LIABILITY INSURANCE (written on ISO policy form CA 00 01 or its equivalent) with a limit of liability of not less than $1 million for each incident. Such insurance shall include coverage of all "owned", "hired" and "non-owned" vehicles, or coverage for "any auto".

C. WORKERS' COMPENSATION and EMPLOYER'S LIABILITY insurance providing worker's compensation benefits, as required by the Labor Code of the State of California.

In all cases, the above insurance also shall include Employer's Liability coverage with limits of not less than the following:

Each Accident	$1,000,000
Disease-policy limit	$1,000,000
Disease-each employee	$1,000,000

D. PROFESSIONAL LIABILITY INSURANCE: If applicable, in an amount of not less than $1,000,000 aggregate combined single limit, unless requirement has been waived in writing. This extends coverage claim arising from negligent professional activities such as medical treatments, psychiatric or financial counseling, etc. These exposures are excluded under the general liability form. In cases where the activities or financial for the Operating Agency present no meaningful professional exposure, CDC Risk Management may waive compliance with this contract provision upon written request.

Any self-insurance program and self-insured retention must be separately approved by the Commission.

Each insurance policy shall be endorsed to state that coverage shall not be canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice has been given to the Commission.

Acceptable insurance coverage shall be placed with carriers admitted to write insurance in California or carriers with a rating of or equivalent to A: VIII by A.M. Best &

Company. Any deviation from this rule shall require specific approval in writing by the Commission.

All coverage for subcontractors shall be subject to the requirements stated herein and shall be maintained at no expense to the Commission.

Contractor shall furnish the Commission with certificates of insurance and with original endorsements affecting coverage as required above. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.

Failure on the part of Contractor to procure or maintain insurance required by this Agreement shall constitute a material breach of contract upon which the Commission may immediately terminate this Agreement.

10. INDEMNIFICATION

Contractor shall indemnify, defend and hold harmless the Community Development Commission of the County of Los Angeles, Housing Authority of the County of Los Angeles (Housing Authority), County of Los Angeles (County), and their elected and appointed officers, employees, and agents from and against any and all liability, including but not limited to demands, claims, actions, fees, costs, and expenses (including attorney and expert witness fees), arising from or connected with Contractor's acts and/or omissions arising from and/or relating to this Agreement.

11. COMMISSION'S QUALITY ASSURANCE PLAN

The Commission will evaluate Contractor's performance under this Agreement on not less than an annual basis. Such evaluation will include assessing Contractor's compliance with all contract terms and performance standards. Contractor deficiencies, which Commission determines are severe or continuing and that may place performance of this Agreement in jeopardy, if not corrected, will be reported to the Board of Commissioners. The report will include improvement/corrective action measures taken by the Commission and Contractor. If improvement does not occur consistent with the corrective measure, the Commission may terminate this Agreement, pursuant to Paragraph 14 or Paragraph 15 hereof, or impose other remedies as specified in this Agreement.

12. TERMINATION FOR CONVENIENCE

The Commission reserves the right to cancel this Agreement for any reason at all upon thirty (30) days prior written notice to Contractor. In the event of such termination, Contractor shall be entitled to a prorated portion paid for all satisfactory work unless such termination is made for cause, in which event, compensation if any, shall be adjusted in such termination.

13. TERMINATION FOR CAUSE

This Agreement may be terminated by the Commission upon written notice to Contractor for just cause (failure to perform satisfactorily) with no penalties incurred by the Commission upon termination or upon the occurrence of any of the following events in A, B, C or D:

A. Should Contractor fail to perform all or any portion of the work required to be performed hereunder in a timely and good workmanlike manner or properly carry out the provisions of this Agreement in their true intent and meaning, then in such case, notice thereof in writing will be served upon Contractor, and should Contractor neglect or refuse to provide a means for satisfactory compliance with this Agreement and with the direction of the Commission within the time specified in such notice, the Commission shall have the power to suspend or terminate the operations of Contractor in whole or in part.

B. Should the Contractor fail within five (5) days to perform in a satisfactory manner, in accordance with the provisions of this Agreement, or if the work to be done under this Agreement is abandoned for more than three (3) days by the Contractor, then notice of deficiency thereof in writing will be served upon Contractor by the Commission. Should the Contractor fail to comply with the terms of this Agreement within five (5) days, upon receipt of said written notice of deficiency, the Executive Director of Commission shall have the power to suspend or terminate the operations of the Contractor in whole or in part.

C. In the event that a petition of bankruptcy shall be filed by or against the Contractor.

D. If, through any cause, the Contractor shall fail to fulfill, in a timely and proper manner, the obligations under this Agreement, or if the Contractor shall violate any of the covenants, Contracts, or stipulations of this Agreement, the Commission shall thereupon have the right to terminate this Agreement by giving written notice to Contractor of such termination and specifying the effective date thereof, at least five (5) days before the effective date of such termination. In such event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs and reports prepared by Contractor under this Agreement shall, at the option of the Commission become its property and Contractor shall be entitled to receive just and equitable compensation for any work satisfactorily completed.

15. CONTRACTOR'S WARRANTY OF ADHERENCE TO COMMISSION'S CHILD SUPPORT COMPLIANCE PROGRAM

Contractor acknowledges that the Commission has established a goal of ensuring that all individuals who benefit financially from the Commission through a contract, are in compliance with their court-ordered child, family, and spousal support obligations in order to mitigate the economic burden otherwise imposed upon the taxpayers of the County of Los Angeles.

As required by Commission Child Support Compliance Program and without limiting Contractor's duty under this Agreement to comply with all applicable provisions of law, Contractor warrants that it is now in compliance and shall, during the term of this Agreement, maintain compliance with employment and wage reporting requirements as required by the Federal Social Security Act (42 USC Section 653a) and California Unemployment Insurance Code Section 1088.5, and shall implement all lawfully served Wage and Earnings Withholding Orders or CSSD Notices of Wage and Earnings Assignment for Child or Spousal Support, pursuant to Code of Civil Procedure Section 706.031 and Family Code Section 5246(b).

16. TERMINATION FOR BREACH OF WARRANTY TO COMPLY WITH COMMISSION'S CHILD SUPPORT COMPLIANCE PROGRAM

Failure of Contractor to maintain compliance with the requirements set forth in Paragraph 15, "*CONTRACTOR'S WARRANTY OF ADHERENCE TO COMMISSION'S CHILD SUPPORT COMPLIANCE PROGRAM*" shall constitute default under this Agreement. Without limiting the rights and remedies available to Commission under any other provision of this Agreement, failure of Contractor to cure such default within 90 calendar days of written notice shall be grounds upon which Commission may terminate this Agreement pursuant to Paragraph 15 - "TERMINATION FOR CAUSE" and pursue debarment of Contractor, pursuant to Commission Policy.

17. POST MOST WANTED DELINQUENT PARENTS LIST

Contractor acknowledges that the County places a high priority on the enforcement of child support laws and the apprehension of child support evaders. Contractor understands that it is County's and Commission's policy to strongly encourage all Contractors to voluntarily post an entitled "L.A.'s Most Wanted: Delinquent Parents" poster in a prominent position at Contractor's place of business. The Child Support Services Department (CSSD) will supply Contractor with the poster to be used.

18. INDEPENDENT CONTRACTOR

This Agreement does not, is not intended to, nor shall it be construed to create the relationship of agent, employee or joint venture between the Commission and Contractor.

19. EMPLOYEES OF CONTRACTOR

Workers' Compensation: Contractor understands and agrees that all persons furnishing services to the Commission pursuant to this Agreement are, for the purposes of Workers' Compensation liability, employees solely of Contractor. Contractor shall bear sole responsibility and liability for providing Workers' Compensation benefits to any person for injuries arising from an accident connected with services provided to the Commission under this Agreement.

Professional Conduct: The Commission does not and will not condone any acts, gestures, comments or conduct from Contractor's employees, agents or subcontractors which may be construed as sexual harassment or any other type of activities or behavior that might be construed as harassment. The Commission will properly investigate all charges of harassment by residents, employees or agents of the Commission against any and all Contractor's employees, agents or subcontractors providing services for the Commission. Contractor assumes all liability for the actions of Contractor's employees, agents or subcontractors and is responsible for taking appropriate action after reports of harassment are received by Contractor.

20. DRUG-FREE WORKPLACE ACT OF THE STATE OF CALIFORNIA

Contractor certifies under penalty of perjury under the laws of the State of California that Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990.

21. SAFETY STANDARDS AND ACCIDENT PREVENTION

Contractor shall comply with all applicable federal, state and local laws governing safety, health and sanitation. Contractor shall provide all safeguards, safety devices and protective equipment and take any other needed actions, as its own responsibility, reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of this Agreement.

22. COMPLIANCE WITH LAWS

Contractor agrees to be bound by all applicable federal, state and local laws, regulations, and directives as they pertain to the performance of this Agreement, including but not limited to, the Housing and Community Development Act of 1974, as amended by the Cranston-Gonzalez National Affordable Housing Act, 1990, and the 24 CFR Part 85, and the Americans with Disabilities Act of 1990. If the compensation under this Agreement is in excess of $100,000 then Contractor shall comply with applicable standards, orders, or requirements issued under section 306 of the Clean Air Act (42 U.S.C. 18579h), section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency Regulations (40 CFR part 15).
Contractor must obtain and present all relevant state and local insurance, training and licensing pursuant to services required within this Agreement.

Contractor shall comply with the following laws in Sections 23-32, inclusive, and 41-42.

23. CIVIL RIGHTS ACT OF 1964, TITLE VI (NON-DISCRIMINATION IN FEDERALLY-ASSISTED PROGRAMS)

Contractor shall comply with the Civil Rights Act of 1964 Title VI which provides that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

24. SECTION 109 OF THE HOUSING AND COMMUNITY DEVELOPMENT ACT OF 1974

Contractor shall comply with Section 109 of the Housing and Community Development Act of 1974 which states that no person in the United States shall, on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this title.

25. AGE DISCRIMINATION ACT OF 1975 AND SECTION 504 OF THE REHABILITATION ACT OF 1973

Contractor shall comply with the Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, which require that no person in the United States shall be excluded from participating in, denied the benefits of, or subject to discrimination under this Agreement on the basis of age or with respect to an otherwise qualified disabled individual.

26. EXECUTIVE ORDER 11246 AND 11375, EQUAL OPPORTUNITY IN EMPLOYMENT (NON-DISCRIMINATION IN EMPLOYMENT BY GOVERNMENT CONTRACTORS AND SUBCONTRACTORS)

Contractor shall comply with Executive Order 11246 and 11375, Equal Opportunity in Employment, which requires that during the performance of this Agreement, Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex or national origin. Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated fairly during employment, without regard to their race, color, religion, sex or national origin. Such action shall include, but not be limited to the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the non-discrimination clause.

Contractor will, in all solicitations or advertisements for employees placed by or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex or national origin.

Contractor will send to each labor union or representative of workers with which he has a collective bargaining contract or other contract or understanding, a notice to be provided by the agency of Contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment. Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations and relevant orders of the Secretary of Labor.

Contractor will furnish all information and reports required by the Executive Order and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to its books, records, and accounts by the Commission and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

In the event of Contractor's noncompliance with the non-discrimination clauses of this Agreement or with any of such rules, regulations or orders, this Agreement may be canceled, terminated or suspended in whole or in part and Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in the Executive Orders and such other sanctions may be imposed and remedies invoked as provided in the Executive Order or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.

Contractor will include the provisions of these paragraphs in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of the Executive Order No. 11246 of September 24, 1965, that such provisions will be binding upon each subcontractor or vendor. Contractor will take such actions with respect to any subcontract or purchase order as the Commission may direct as a means of enforcing such provisions including sanctions for noncompliance, provided however, that in the event Contractor becomes involved in, or is threatened with litigation by a subcontractor or vendor as a result of such direction by the Commission, Contractor may request the United States to enter into such litigation to protect the interests of the United States.

27. GREATER AVENUES FOR INDEPENDENCE (GAIN) PROGRAM AND GENERAL RELIEF OPPORTUNITY FOR WORK (GROW) PROGRAM

Should Contractor require additional or replacement personnel after the effective date of this Agreement, Contractor shall give consideration for any such employment openings to participants in the County's Department of Public Social Services' Greater Avenues for Independence (GAIN) Program or General Relief Opportunity for Work (GROW) Program who meet Contractor's minimum qualifications for the

open position. Contractor shall contact the County's GAIN/GROW Division at (626) 927-5354 for a list of GAIN/GROW participants by job category.

28. FEDERAL LOBBYIST REQUIREMENTS

Contractor is prohibited by the Department of Interior and Related Agencies Appropriations Act, known as the Byrd Amendments, and HUD's 24 CFR Part 87, from using federally appropriated funds for the purpose of influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, loan or cooperative contract, and any extension, continuation, renewal, amendment or modification of said documents.

Contractor must certify in writing on the Federal Lobbyist Requirements Certification form that they are familiar with the Federal Lobbyist Requirements and that all persons and/or subcontractors acting on behalf of Contractor will comply with the Lobbyist Requirements.

Failure on the part of Contractor or persons/subcontractors acting on behalf of Contractor to fully comply with the Federal Lobbyist Requirements may be subject to civil penalties.

29. NOTICE TO EMPLOYEES REGARDING THE FEDERAL EARNED INCOME CREDIT

Contractor shall notify its employees, and shall require each subcontractor to notify its employees, that they may be eligible for the Federal Earned Income Credit under the federal income tax laws. Such notice shall be provided in accordance with the requirements set forth in Internal Revenue Service Notice 1015.

30. USE OF RECYCLED-CONTENT PAPER PRODUCTS

Consistent with the Board of Supervisors' policy to reduce the amount of solid waste deposited at the County landfills, Contractor agrees to use recycled-content paper to the maximum extent possible on the Project.

31. CONTRACTOR RESPONSIBILITY AND DEBARMENT

A. A responsible contractor is a contractor, consultant, vendor, or operating agency who has demonstrated the attribute of trustworthiness, as well as quality, fitness, capacity and experience to satisfactorily perform the contract. It is the policy of the Commission, Housing Authority, and County to conduct business only with responsible contractors.

B. Contractor is hereby notified that if the Commission acquires information concerning the performance of Contractor on this or other contracts which indicates that Contractor is not responsible, the Commission may, in addition to other remedies provided in the contract, debar Contractor from bidding or proposing on, or being awarded, and/or performing work on Commission contracts for a specified period of time, which generally will not to exceed five (5) years but may exceed five (5) years or be permanent if warranted by circumstances, and terminate any or all existing contracts Contractor may have with the Commission.

C. The Commission may debar a contractor, consultant, vendor or operating agency if the Board of Commissioners finds, in its discretion, that the contractor, consultant, vendor, or operating agency has done any of the following: (1) violated any term of a contract with the Commission, Housing Authority, or County, or a nonprofit corporation created by the Commission, Housing Authority, or County (2) committed any act or omission which negatively reflects on the its quality, fitness or capacity to perform a contract with the Commission, Housing Authority, or County or any other public entity, or a nonprofit corporation created by the Commission, Housing Authority, or County, or engaged in a pattern or practice which negatively reflects on same, (3) committed an act or offense which indicates a lack of business integrity or business honesty, or (4) made or submitted a false claim against the Commission, Housing Authority, County, or any other public entity.

D. If there is evidence that Contractor may be subject to debarment, the Commission will notify Contractor in writing of the evidence, which is the basis for the proposed debarment and will advise Contractor of the scheduled date for a debarment hearing before the Contractor Hearing Board.

E. The Contractor Hearing Board will conduct a hearing where evidence on the proposed debarment is presented. Contractor and/or Contractor's representative shall be given an opportunity to submit evidence at that hearing. After the hearing, the Contractor Hearing Board shall prepare a tentative proposed decision, which shall contain a recommendation regarding whether Contractor should be debarred, and, if so, the appropriate length of time of the debarment. Contractor and the Commission shall be provided an opportunity to object to the tentative proposed decision prior to its presentation to the Board of Commissioners.

F. After consideration of any objections, or if no objections are submitted, a record of the hearing, the proposed decision and any other recommendation of the Contract Hearing Board shall be presented to the Board of Commissioners. The Board of Commissioners shall have the right to modify, deny or adopt the proposed decision and recommendation of the Hearing Board.

G. If a Contractor has been debarred for a period longer than five (5) years, that Contractor may, after the debarment has been in effect for at least five (5) years, submit a written request for review of the debarment determination to reduce the period of debarment or terminate the debarment. The Commission may, in its discretion, reduce the period of debarment or terminate the debarment if it finds that Contractor has adequately demonstrated one or more of the following: (1) elimination of the grounds for which the debarment was imposed; (2) a bona fide change in ownership or management; (3) material evidence discovered after debarment was imposed; or (4) any other reason that is in the best interests of the Commission.

H. The Contractor Hearing Board will consider a request for review of the debarment determination only where (1) Contractor has been debarred for a period longer than five (5) years; (2) the debarment has been in effect for at least five (5) years; and (3) the request is in writing, states one or more of the ground for reduction of the debarment period or termination of the debarment, and includes supporting documentation. Upon receiving an appropriate request, the Contractor Hearing Board will provide notice of the hearing on the request. At the hearing, the Contractor Hearing Board shall conduct a hearing where evidence on the proposed reduction of debarment period or termination of debarment is presented. This hearing shall be conducted and the request for review decided by the Contractor Hearing Board pursuant to the same procedures as for a debarment Hearing.

   The Contractor Hearing Board's proposed decision shall contain a recommendation on the request to reduce the period of debarment or terminate the debarment. The Contractor Hearing Board shall present its proposed decision and recommendation to the Board of Commissioners. The Board of Commissioners shall have the right to modify, deny or adopt the proposed decision and recommendation of the Contractor Hearing Board.

I. These terms shall also apply to subcontractors and subconsultants of County, Commission, or Housing Authority contractors, consultants, vendors and operating agencies.

32. COMPLIANCE WITH JURY SERVICE PROGRAM

1. Unless Contractor has demonstrated to the Commission satisfaction either that Contractor is not a "Contractor" as defined under the Jury Service Program or that Contractor qualifies for an exception to the Jury Service Program, Contractor shall have and adhere to a written policy that provides that its Employees shall receive from Contractor, on an annual basis, no less than five (5) days of regular pay for actual jury service. The policy may provide that Employees deposit any fees received for such jury service with Contractor or that Contractor deduct from the Employee's regular pay the fees received for jury service.

2. For purposes of this Section, "Contractor" means a person, partnership, corporation or other entity which has a contract with the County or a subcontract with a County contractor and has received or will receive an aggregate sum of $50,000 or more in any 12-month period under one or more County contracts or subcontracts. "Employee" means any California resident who is a full time employee of Contractor. "Full time" means 40 hours or more worked per week, or a lesser number of hours if: 1) the lesser number is a recognized industry standard as determined by the County, or 2) Contractor has a long-standing practice that defines the lesser number of hours as full-time. Full-time employees providing short-term, temporary services of 90 days or less within a 12-month period are not considered full-time for purposes of the Jury Service Program. If Contractor uses any subcontractor to perform services for the County under the Agreement, the subcontractor shall also be subject to the provisions of this Section. The provisions of this Section shall be inserted into any such subcontract and a copy of the Jury Service Program shall be attached to the subcontract.

3. If Contractor is not required to comply with the Jury Service Program when the Agreement commences, Contractor shall have a continuing obligation to review the applicability of its "exception status" from the Jury Service Program, and Contractor shall immediately notify County if Contractor at any time either comes within the Jury Service Program's definition of "Contractor" or if Contractor no longer qualifies for an exception to the Program. In either event, Contractor shall immediately implement a written policy consistent with the Jury Service Program. The County may also require, at any time during the term of this Agreement and at its sole discretion, that Contractor demonstrate to the County's satisfaction that Contractor either continues to remain outside of the Jury Service Program's definition of "Contractor" and/or that Contractor continues to qualify for an exception to the Program.

4. Contractor's violation of this Section of the contract may constitute a material breach of the Agreement. In the event of such material breach, County may, in its sole discretion, terminate the Agreement and/or bar Contractor from the award of future County contracts for a period of time consistent with the seriousness of the breach.

33. ACCESS AND RETENTION OF RECORDS

Contractor shall provide access to the Commission, the Federal Grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives to any books, documents, papers and records of Contractor which are directly pertinent to this Agreement for the purpose of making audits, examinations, excerpts and transcriptions.

Contractor is required to retain the aforementioned records for a period of five (5) years after the Commission pays final payment and other pending matters are closed under this Agreement.

34. CONFLICT OF INTEREST

Contractor represents, warrants and agrees that to the best of its knowledge, it does not presently have, nor will it acquire during the term of this Agreement, any interest direct or indirect, by contract, employment or otherwise, or as a partner, joint venture or shareholder (other than as a shareholder holding a one percent (1%) or less interest in publicly traded companies) or affiliate with any business or business entity that has entered into any contract, subcontract or arrangement with the Commission. Upon execution of this Agreement and during its term, as appropriate, Contractor shall, disclose in writing to the Commission any other contract or employment during the term of this Agreement by any other persons, business or corporation in which employment will or may likely develop a conflict of interest between the Commission's interest and the interests of the third parties.

35. SEVERABILITY

In the event that any provision herein is held to be invalid, void, or illegal by any court of competent jurisdiction, the same shall be deemed severable from the remainder of this Agreement and shall in no way affect, impair or invalidate any other provision contained herein. If any such provision shall be deemed invalid due to its scope or breadth, such provision shall be deemed valid to the extent of the scope or breadth permitted by law.

36. INTERPRETATION

No provision of this Agreement is to be interpreted for or against either party because that party or that party's legal representative drafted such provision, but this Agreement is to be construed as if drafted by both parties hereto.

37. WAIVER

No breach of any provision hereof can be waived unless in writing. Waiver of any one breach of any provision shall not be deemed to be a waiver of any breach of the same or any other provision hereof.

38. PATENT RIGHTS

The Commission will hold all the patent rights with respect to any discovery or invention, which arises or is developed in the course of, or under this Agreement.

39. COPYRIGHT

No report, maps, or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of Contractor. All such documents become the property of the Commission and the Commission holds all the rights to said data.

40. NOTICES

The Commission shall provide Contractor with notice of any injury or damage arising from or connected with services rendered pursuant to this Agreement to the extent that Commission has actual knowledge of such injury or damage. Commission shall provide such notice within ten (10) days of receiving actual knowledge of such injury or damage.

Notices provided for in this Agreement shall be in writing and shall be addressed to the person intended to receive the same, at the following address:

The Commission:	Mr. Emilio Salas, Director Administrative Services Division Community Development Commission of the County of Los Angeles 2 Coral Circle Monterey Park, CA 91755
Contractor:	Cecil Payne Vice President Operations Insight Public Sector, Inc. 6820 S. Harl Avenue Tempe, AZ 85283

Notices addressed as above provided shall be deemed delivered three (3) business days after mailed by U.S. Mail or when delivered in person with written acknowledgement of the receipt thereof. Contractor and the Commission may designate a different address or addresses for notices to be sent by giving written notice of such change of address to all other parties entitled to receive notice.

41. NOTICE TO EMPLOYEES REGARDING THE SAFELY SURRENDERED BABY LAW

Contractor shall notify and provide to its employees, and shall require each subcontractor to notify and provide to its employees, a fact sheet regarding the Safely Surrendered Baby Law, its implementation in Los Angeles County, and where and how to safely surrender a baby. The fact sheet is set forth in *Appendix D – Required Contract Notices* of this Agreement and is also available on the Internet at www.babysafela.org for printing purposes.

42. CONTRACTOR'S ACKNOWLEDGMENT OF COMMISSION'S COMMITMENT TO THE SAFELY SURRENDERED BABY LAW

Contractor acknowledges that the Commission places a high priority on the implementation of the Safely Surrendered Baby Law. Contractor understands that it is the Commission's policy to encourage all Commission Contractors to voluntarily post the Commission's "Safely Surrendered Baby Law" poster in a prominent position at Contractor's place of business. Contractor will also encourage its Subcontractors, if any, to post this poster in a prominent position in the Subcontractor's place of business. The Department of Children and Family Services of the County of Los Angeles will supply Contractor with the poster to be used.

43. CONTRACTOR'S CHARITABLE CONTRIBUTIONS COMPLIANCE

The Supervision of Trustees and Fundraisers for Charitable Purposes Act regulates entities receiving or raising charitable contributions. The "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919) increased Charitable Purposes Act requirements. By requiring Contractors to complete the Charitable Contributions Certification as included in *Appendix C – Required Contract Forms*, the Commission seeks to ensure that all Commission contractors that receive or raise charitable contributions comply with California law in order to protect the Commission and its taxpayers. A Contractor that receives or raises charitable contributions without complying with its obligations under California law commits a material breach subjecting it to either contract termination or debarment proceedings, or both.

44. ENTIRE AGREEMENT

This Agreement with Appendix A through D constitutes the entire understanding and agreement of the parties. This Agreement includes the following attachments:

A. Appendix A – Statement of Work
B. Exhibit A – List of Equipment (covered under Agreement)
C. Appendix B – Bid Sheet
D. Appendix C – Required Contract Forms
E. Appendix D – Required Contract Notices

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SIGNATURES

IN WITNESS WHEREOF, Contractor and the Commission have executed this Agreement through their duly authorized officers this _____day of _____, ____.

COMMUNITY DEVELOPMENT COMMISSION
OF THE COUNTY OF LOS ANGELES

By_____

Carlos Jackson
Executive Director

INSIGHT PUBLIC SECTOR, INC.

By_____

Cecil Payne
Vice President Operations

APPROVED AS TO FORM:
Raymond G. Fortner, Jr.
County Counsel

By_____

Deputy

APPROVED AS TO PROGRAM:
ADMINISTRATIVE SERVICES DIVISION

By_____

Emilio Salas
Director

APPENDIX A

STATEMENT OF WORK

APPENDIX A

STATEMENT OF WORK

1.0 GENERAL BACKGROUND

Services provided under the Agreement include Cisco SMARTnet and SMARTnet Onsite Solutions provided by Contractor, a Silver Certified Cisco Partner. Exhibit A (List of Equipment) to this Statement of Work identifies covered items and Appendix B (Bid Sheet) to the Agreement identifies costs under the Agreement.

2.0 GENERAL REQUIREMENT

2.1 Contractor is a reseller for Cisco SMARTnet and SMARTnet Onsite Solutions. In addition, Contractor requires having recognition as a Silver Certified Partner or better in the Cisco Partner Locator. Contractor shall be fully responsible and liable for all Cisco products and services provided to the Commission hereunder.

2.2 Cisco SMARTnet and SMARTnet Onsite will improve productivity, increase operational efficiency, and extend the life of network assets.

2.3 Contractor shall supply technical support services and hardware maintenance for the following items:
(See Exhibit A (List of Equipment) to this Statement of Work for a list of items)

3.0 SPECIFIC REQUIREMENT

3.1 The supplier shall supply the following items:

3.1.1 Telephone callback within one hour by the Technical Assistance Center for all hardware, configuration and software problems, from 9am to 5pm local time, Monday through Friday, excluding Cisco-observed holidays.

3.1.2 24 hour, 7-day Priority 1 and 2 telephone support. Priority 1 issues involve an existing network or application down or where there is a critical impact to the customer organization. Priority 1 issues receive full-time resources to resolve the situation. Priority 2 issues involve network or applications that are severely degraded or business operations being negatively impacted by unacceptable performance. Priority 2 issues will receive full-time resources during standard business hours.

3.1.3 Email inquiries and responses

3.1.4 Software updates via Cisco Connection Online (CCO) for Internet Operating Systems

3.1.5 One set of new manuals with each software update, or CD Documentation for each unit under contract, upon request (welcome kits are sent to customer by Cisco internal)

3.1.6 Registered access to Cisco Connection Online for online tools and information

4.0 MAINTENANCE SCHEDULE

4.1 Non-Onsite levels do not include a Field Engineer for installation:

4.1.1 *SNT* Smartnet Standard NBD: Next Business Day delivery of advance replacement parts Monday through Friday excluding Cisco observed holidays provided the request is received prior to 3pm local time.

4.1.2 With Advanced Replacement (AR), products are replaced first and then the customer sends back the defective piece in the replacement's box

4.2 Onsite levels include a Field Engineer along with the replacement product and include all parts, labor and material required for hardware maintenance:

4.2.1 *C4P* Smartnet Onsite 24x7x4: Four hour onsite service and parts, 24 hours a day, 365 days a year, including Cisco and locally observed holidays for onsite hardware maintenance.

Exhibit A – List of Equipment

Service Level	Item Name	Serial #	Start Date*	End Date**
C4P	PIX-525-UR-BUN	44405231151	5/31/2006	6/1/2007
C4P	PIX-501-50-BUN-K9	88807402516	5/31/2006	6/1/2007
C4P	WS-C424M	ACT0304044W	5/31/2006	6/1/2007
C4P	WS-C424M-BU	ACT0305030F	5/31/2006	6/1/2007
C4P	WS-C424M-BU	ACT030804FT	5/31/2006	6/1/2007
C4P	WS-C424M-BU	ACT041003KA	5/31/2006	6/1/2007
C4P	WS-C424M-BU	ACT041206QY	5/31/2006	6/1/2007
C4P	CVPN3015-NR-BUN	CAM91261077	5/31/2006	6/1/2007
C4P	WS-C3524-XL-EN	FAA0501I0DD	5/31/2006	6/1/2007
C4P	WS-C3524-XL-EN	FAA0501W0LC	5/31/2006	6/1/2007
C4P	WS-C3524-PWR-XL-EN	FAA0545P0AB	5/31/2006	6/1/2007
C4P	WS-C2924-XL-EN	FAB0502V1NP	5/31/2006	11/1/2006
C4P	WS-C2924-XL-EN	FAB0502V398	5/31/2006	11/1/2006
C4P	WS-C2950-12	FAB0518Q110	5/31/2006	6/1/2007
C4P	WS-C4507R	FOX06411EM1	5/31/2006	6/1/2007
C4P	WS-C4507R	FOX072700E2	5/31/2006	6/1/2007
C4P	WS-C4507R	FOX083703V7	5/31/2006	6/1/2007
C4P	CISCO2621	JAB04098672	5/31/2006	6/1/2007
C4P	CISCO2650	JAB050780C9	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0524K6KD	5/31/2006	6/1/2007
C4P	CISCO2621	JMX0525K2TB	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0545K7UY	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0546K9UG	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K71E	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K71F	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K721	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K723	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K724	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K725	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K72J	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K72L	5/31/2006	6/1/2007
C4P	CISCO2620	JMX0549K72M	5/31/2006	6/1/2007
C4P	CAG-VG200	JMX0605K4PA	5/31/2006	6/1/2007
C4P	CISCO1751-VPN/K9-A	JMX0650E03B	5/31/2006	6/1/2007
C4P	CISCO2620XM	JMX0713L2CB	5/31/2006	6/1/2007
C4P	CISCO2620XM	JMX0733L232	5/31/2006	6/1/2007

C4P	CISCO2620XM	JMX0733L233	5/31/2006	6/1/2007
C4P	WS-C6509-2500AC=	TBM06044888	5/31/2006	6/1/2007
C4P	AIR-AP352E2C	VDF0535S23N	5/31/2006	6/1/2007
C4P	MCS-7825-1133-HW		5/31/2006	6/1/2007
C4P	PIX-525-FO-BUN	88808062471	5/31/2006	6/1/2007
C4P	PIX-501-50-BUN-K9	88808351871	5/31/2006	6/1/2007
C4P	PIX-501-50-BUN-K9	88808352065	5/31/2006	6/1/2007
C4P	WS-C3524-XL-EN	FAA0501G05X	5/31/2006	6/1/2007
C4P	WS-C4507R	FOX083500V0	5/31/2006	6/1/2007
C4P	CAG-VG200	JMX0728L31J	5/31/2006	6/1/2007
C4P	CISCO3661	JAB0528817A	5/31/2006	6/1/2007
SNT	CP-7960G	INM0549ADEX	5/31/2006	6/1/2007
SNT	CP-7960G	INM0549AE4B	5/31/2006	6/1/2007
SNT	CP-7960G	INM0549AFBH	5/31/2006	6/1/2007
SNT	CP-7960G	INM0549AH31	5/31/2006	6/1/2007
SNT	CP-7960G	INM0549AHGP	5/31/2006	6/1/2007
SNT	CP-7960G-CH1	INM0618A0RG	5/31/2006	6/1/2007

* Start Date for SMARTnet will begin when Purchase Order has been created
** End Date will be based 12 months from Start Date

APPENDIX B

BID SHEET

IFB NO. AS06-006 SMARTnet Quotation

Vendor Name: Insight Public Sector, Inc. Quotation # _____

Date: May 10, 2006 Total Price: $ 53,105.04

To: Los Angeles County, Community Development Commission
Administrative Services Division/Information Technology
Maryann Robles
2 Coral Circle
Monterey Park, CA 91755-7404
Tel: (323) 838-5061
Fax: (323) 890-8586

Please list the item price for each service level item.

Service Level	Item Name	Serial #	Start Date*	End Date**	Total
SNT	CP-7960G	INM0549ADEX	5/31/2006	6/1/2007	$6.52
SNT	CP-7960G	INM0549AE4B	5/31/2006	6/1/2007	$6.52
SNT	CP-7960G	INM0549AFBH	5/31/2006	6/1/2007	$6.52
SNT	CP-7960G	INM0549AH31	5/31/2006	6/1/2007	$6.52
SNT	CP-7960G	INM0549AHGP	5/31/2006	6/1/2007	$6.52
SNT	CP-7960G-CH1	INM0618A0RG	5/31/2006	6/1/2007	$6.52
C4P	PIX-525-UR-BUN	44405231151	5/31/2006	6/1/2007	$2,999.20
C4P	PIX-501-50-BUN-K9	88807402516	5/31/2006	6/1/2007	$187.45
C4P	WS-C424M	ACT0304044W	5/31/2006	6/1/2007	$198.86
C4P	WS-C424M-BU	ACT0305030F	5/31/2006	6/1/2007	$198.86
C4P	WS-C424M-BU	ACT030804FT	5/31/2006	6/1/2007	$198.86
C4P	WS-C424M-BU	ACT041003KA	5/31/2006	6/1/2007	$198.86
C4P	WS-C424M-BU	ACT041206QY	5/31/2006	6/1/2007	$198.86
C4P	CVPN3015-NR-BUN	CAM91261077	5/31/2006	6/1/2007	$1,304.00
C4P	WS-C3524-XL-EN	FAA0501 I0DD	5/31/2006	6/1/2007	$433.58
C4P	WS-C3524-XL-EN	FAA0501W0LC	5/31/2006	6/1/2007	$433.58
C4P	WS-C3524-PWR-XL-EN	FAA0545P0AB	5/31/2006	6/1/2007	$456.40
C4P	WS-C2924-XL-EN	FAB0502V1 NP	5/31/2006	11/1/2006	$153.62
C4P	WS-C2924-XL-EN	FAB0502V398	5/31/2006	11/1/2006	$153.62
C4P	WS-C2950-12	FAB0518Q 1 1 0	5/31/2006	6/1/2007	$79.87
C4P	WS-C4507R	FOX06411EM1	5/31/2006	6/1/2007	$4,300.76
C4P	WS-C4507R	FOX072700E2	5/31/2006	6/1/2007	$4,300.76
C4P	WS-C4507R	FOX083703V7	5/31/2006	6/1/2007	$4,300.76
C4P	CISCO2621	JAB04098672	5/31/2006	6/1/2007	$638.96
C4P	CISCO2650	JAB050780C9	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0524K6KD	5/31/2006	6/1/2007	$638.96
C4P	CISCO2621	JMX0525K2TB	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0545K7UY	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0546K9UG	5/31/2006	6/1/2007	$638.96

C4P	CISCO2620	JMX0549K71E	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0549K71F	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0549K721	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0549K723	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0549K724	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0549K725	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0549K72J	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0549K72L	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620	JMX0549K72M	5/31/2006	6/1/2007	$638.96
C4P	CAG-VG200	JMX0605K4PA	5/31/2006	6/1/2007	$489.00
C4P	CISCO 1 751 -VPN/K9-A	JMX0650E03B	5/31/2006	6/1/2007	$285.25
C4P	CISCO2620XM	JMX0713L2CB	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620XM	JMX0733L232	5/31/2006	6/1/2007	$638.96
C4P	CISCO2620XM	JMX0733L233	5/31/2006	6/1/2007	$638.96
C4P	WS-C6509-2500AC=	TBM06044888	5/31/2006	6/1/2007	$10,595.00
C4P	AIR-AP352E2C	VDF0535S23N	5/31/2006	6/1/2007	$195.60
C4P	MCS-7825-1133-HW		5/31/2006	6/1/2007	$782.40
C4P	PIX-525-FO-BUN	88808062471	5/31/2006	6/1/2007	$815.00
C4P	PIX-501-50-BUN-K9	88808351871	5/31/2006	6/1/2007	$187.45
C4P	PIX-501-50-BUN-K9	88808352065	5/31/2006	6/1/2007	$187.45
C4P	WS-C3524-XL-EN	FAA0501G05X	5/31/2006	6/1/2007	$433.58
C4P	WS-C4507R	FOX083500V0	5/31/2006	6/1/2007	$4,300.76
C4P	CAG-VG200	JMX0728L31J	5/31/2006	6/1/2007	$489.00
C4P	CISCO3661	JAB0528817A	5/31/2006	6/1/2007	$2,706.25

SubTotal	$53, 105.04
Tax (if applicable)	$0
Delivery/Freight Charges	$0
TOTAL	$53,105.04

* Start Date for SMARTnet will begin when Purchase Order has been created
** End Date will be based 12 months from Start Date

Comments:

Contact Person: Chris Letsinger

Phone: 800-467-4448 x5820

Email cletsing@insight.com

APPENDIX C

REQUIRED CONTRACT FORMS

PARTNERS & RESELLERS

Partner Locator

Partner Details

Company	INSIGHT DIRECT USA INC
Certifications	- Gold Certified Partner
Specializations	- VPN Security Specialization - Wireless LAN Specialization - IP Communications Specialization
Other Authorizations	-ATP - Optical - Metro Transport -ATP-Outdoor Wireless Mesh -Registered Partner -Customer Satisfaction Excellence
HQ Address	444 Scott Drive Suite 310 Bloomingdale IL 60108
Phone Number	630-924-6700
Country	USA
URL	www.corp.insight.com

Please note that partner supplied data is not verified by Cisco

Partner Description

A Cisco Gold Partner since 2000 and with over 50 certified Cisco sales and services professionals in 15 locations across the U.S., Insight assists organizations with consulting, design, configuration, implementation, and a wide array of professional services.

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Cisco Systems, Inc.

PROSPECTIVE PROPOSER REFERENCES

List Five (5) References where the same or similar scope of services were provided in order to meet the Minimum Requirements stated in this solicitation.

Name of Firm	Address of Firm	Contact Person	Telephone #	Fax #
Intertech – State of MN IT Agency	658 Cedar, St. Paul, MN 55155-1617	Jim Johnson	(651) 296-6325	( )
Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
State of MN # 426490	01/2001 – 06/2006	IPS provides this client Cisco products and services		$2-3M per Year
Name of Firm	**Address of Firm**	**Contact Person**	**Telephone #**	**Fax #**
City of Columbus, Ohio	50 W. Gay Street, 1st Floor, Columbus, Ohio 43215-9036	Jack Yost	(614) 645-6542	( )
Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
SA001372	05/2005 – 12/2007	IPS provides the City Cisco products and services, and provides Cisco engineering services to support DOT as needed		$500K per Year
Name of Firm	**Address of Firm**	**Contact Person**	**Telephone #**	**Fax #**
State of Wisconsin	101 E. Wilson Street, 6th Floor, Madison, WI 53707-7867	Lyman Fuson	(608) 266-2605	( )
Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
15-20664-501	09/2005 – 08/2006	IPS holds the state contract for Cisco Hardware, Software, and Smartnet		1st Quarter - $100K
Name of Firm	**Address of Firm**	**Contact Person**	**Telephone #**	**Fax #**
LA Cnty Internal Srvcs Dept. ISD	1100 North Eastern Avenue, Rm 220, Los Angeles, CA 90063	Martin Sandoval	(323) 267-2468	(323) 526-1451
Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
N/A	2005	Sold $2M last year in Cisco Hardware to ISD and related departments		$2M
Name of Firm	**Address of Firm**	**Contact Person**	**Telephone #**	**Fax #**
City of Santa Monica	1717 4th Street Ste. 250, Santa Monica, CA 90401	Sabrina Salazar	(310) 458-8381	( )
Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
N/A	2005 and 2006	IPS has been selling hardware for their parks and libraries		2005 $500K and 2006 (1st Quarter) $100K

PROSPECTIVE PROPOSER LIST OF CONTRACTS

List of all public entitles for which the Contractor has provided service within the last three (3) years. Use additional sheets if necessary.

Name of Firm	Address of Firm	Contact Person	Telephone #	Fax #
Hennepin County Medical Center	701 Park Avenue, Minneapolis, MN 554145	Michael Jung	(612) 873-7542	( )
Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
N/A	01/2001 – 06/2006	IPS holds the state contract for Cisco Hardware, Software, and Smartnet		$500K
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Intertech – State of MN IT Agency	658 Cedar, St. Paul, MN 55155-1617	Jim Johnson	(651) 296-6325	( )
Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
State of MN # 426490	01/2001 – 06/2006	IPS provides this client Cisco products and services		$2-3M per Year
Name of Firm	**Address of Firm**	**Contact Person**	**Telephone #**	**Fax #**
State of Wisconsin	101 E. Wilson Street, 6th Floor, Madison, WI 53707-7867	Lyman Fuson	(608) 266-2605	( )
Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
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Name of Firm	**Address of Firm**	**Contact Person**	**Telephone #**	**Fax #**
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SA001372	05/2005 – 12/2007	IPS provides the City Cisco products and services, and provides Cisco engineering services to support DOT as needed		$500K per Year

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Name of Contract No.	**# of Years / Term of Contract**	**Type of Service**		**Dollar Amt.**
SA001372	05/2005 – 12/2007	IPS provides the City Cisco products and services, and provides Cisco engineering services to support DOT as needed		$500K per Year

Community Development Commission
Of the County of Los Angeles

Vendor Application

Please complete the Information as completely as possible with a separate application for each company and return with the Organization Information Form and W-9 to:

Community Development Commission
Attn: Central Services Vendor List
2 Coral Circle * Monterey Park, CA 9 1 755-7425
Phone: (323) 890-7339 * Fax: (323) 890-8578

X New Applicant ☐ Update of Firm's Information

FOR OFFICE USE ONLY
Received.
Vendor Number:
Date:
Updated By:

Name of Company: Insight Public Sector, Inc.

Contact Person: Chris Letsinger

Company Address: 6820 S. Harl Avenue Tempe Az 85283
(P.O. Box will not be accepted) Street City State Zip + 4

Billing Address/Remit To:
(if different from above) Street City State Zip + 4

Phone Number (800) 467-4448 x 5820 Fax Number (480) 760-8104 Email cletsing@insight.com

☐ Federal I.D. ☐ Social Security No. ☐ Federal Non-Profil No. (Section 501(c)(3)) 36-3949000
(Attach a copy of IRS 501 (c)(3) N on-Profit letter.)

TYPE OF OWNERSHIP (check all applicable)

☐ Sole Proprietorship ☐ Partnership X Corporation ☐ Non-Profit ☐ Franchise ☐ Limited Liability Company
☐ Other

TYPE OF BUSINESS (check all applicable)

☐ Manufacturer ☐ Distributor ☐ Construction Contractor ☐ Consultant ☐ Broker/Agent X Vendor
☐ Other

PRODUCTSISERVICES PROVIDED

Please review the attached Vendor Commodity Codes List and select the codes, which apply to the type(s) of product(s) and/or service(s) provided by your company.

CODE	PRODUCT/SERVICE	CODE	PRODUCT/SERVICE
PR.010	Computer Consulting	SU.010	Computer Supplies
SE.106	Computer Disk Data Recovery		
EQ.013	Computer Hardware		
SE.017	Computer Maintenance/Repair		
EQ.012	Computer Printers		
PR.063	Computer Programming		
SU.009	Computer Software		

THE INFORMATION PROVIDED IS HEREBY TRUE AND ACCURATE BASED ON FACTS AVAILABLE AS OF THIS DATE.

Signature [signature] Title Proposal Manager Date April 13, 2006

(Application is NOT valid unless signed and dated)

Rev. 2/22106

COMMUNITY DEVELOPMENT COMMISSION
COUNTY OF LOS ANGELES
VENDOR COMMODITY CODES

Please choose the appropriate Commodity Code (s) and enter on the CDC Vendor Application under "Products/Services Provided." Commodity types have been coded as follows:

CO - Contractors SE - Services SU - Supplies

EQ - Equipment MA - Materials PR - Professional Services/Consultants

In the case that the product and/or service that your Company provides is not included on this list, please identify under the "Code" section the commodity type as coded above and write in the description of your business.

SE.092	ACCOUNTING SERVICES
SE.001	ADVERTISING
SU.049	AIR CLEANER SUPPLIES
SE.089	AIR CLEANING SERVICES
EQ.001	AIR CONDITIONERS-EQUIPMENT
CO.001	AIR CONDITIONING CONTRACTOR
PR.079	AIR QUALITY CONSULTANTS
SE.002	ALARMS/SECURITY
SE.003	AMBULANCE SERVICES
SE.099	ANSWERING SERVICES
SE.088	APARTMENT MANAGEMENT
MA.024	APPLIANCE PARTS
EQ.002	APPLIANCES
PR.001	APPRAISALS, PROPERTY
PR.002	ARCHITECTS
PR.003	ARCHITECTURAL DESIGN CONSULTANT
PR.046	ASBESTOS CONSULTANT
CO.002	ASBESTOS CONTRACTOR
PR.004	ATTORNEY SERVICES
SE.109	AUCTIONEER
PR.078	AUCTIONEERS'
SU.001	AUDIO TAPES
EQ.003	AUDIO VISUAL EQUIPMENT
SE.004	AUDIO VISUAL REPAIR
SE.112	AUDIOVISUAL RENTAL
PR.005	AUDITING FINANCIAL
EQ.050	AUTO EQUIPMENT
SU.002	AUTO GLASS
SU.003	AUTO PARTS
SE.005	AUTO SERVICE
EQ.004	AUTOMOBILES
SU.004	AWARDS/TROPHIES
MA.001	AWNINGS
SE.006	BACKFLOW DEVICE INSPECTION SVC
PR.052	BANKING SERVICES
SU.054	BANNERS
PR.073	BAR CODE SYSTEMS
CO.047	BATH REFINISHING
EQ.005	BICYCLE PARKING RACKS
PR.006	BID BROKERS/BUSINESS DEVELOPMENT
SU.005	BINDERS
SE.007	BINDERY SERVICES
SE 008	BLUEPRINTING
SU.006	BLUEPRINTING SUPPLIES
CO.003	BOARD UP SERVICES
EQ.006	BOILERS
PR.007	BOND COUNSEL
PR.057	BOND UNDERWRITING
SU.007	BOXES (SHIPPING, STORAGE, GIFTS)
MA.002	BUILDING MATERIALS
SE.009	BUSINESS CARD PRINTERS
PR.008	BUSINESS VALUATIONS
SE.010	BUSING
MA.025	CABINETS
SE.011	CABLE TV SERVICE
EQ.007	CALCULATORS / ADDING MACHINES
SE.116	CARPET DAMAGE RESTORATION
SE.012	CAR WASHING / DETAILING
CO.004	CARPENTRY
SE.013	CARPET / FLOOR CLEANING
MA.003	CARPET, RUGS
EQ.056	CASH REGISTERS
SE.014	CATERING
SE.015	CELLULAR PHONE SERVICE
EQ.008	CELLULAR PHONES
EQ.057	CHEMICAL STORAGE UNITS
EQ.009	CHILD CARE EQUIPMENT
CO.005	CIVIL ENGINEERING CONTRACTOR
PR.009	CIVIL ENGINEERS
SE.016	COLLECTION SERVICES
PR.074	COLOR CODING SYSTEMS
EQ.010	COMMUNICATION SYSTEMS
PR.010	COMPUTER CONSULTING
SE.106	COMPUTER DISK DATA RECOVERY
SE.107	COMPUTER DRAFTING SERVICES
EQ.011	COMPUTER FURNITURE
EQ.013	COMPUTER HARDWARE
SE.017	COMPUTER MAINTENANCE / REPAIR
SU.011	COMPUTER PAPER
EQ.012	COMPUTER PRINTERS
PR.063	COMPUTER-PROGRAMMING
SU.008	COMPUTER RIBBON SUPPLIER
SU.009	COMPUTER SOFTWARE
SU.010	COMPUTER SUPPLIES
PR.011	COMPUTER TRAINING
CO.006	CONCRETE / ASPHALT CONTRACTOR
PR.012	CONFERENCE / SEMINAR PLANNING
PR.065	CONFERENCE / MEETING LOCATION
SE.115	CONSTRUCTION CHUTES SERVICES
SE.086	CONSTRUCTION INSPECTION SERVICES
PR.013	CONSTRUCTION MANAGEMENT
EQ.014	COPY MACHINE
SU.012	COPY MACHINE SUPPLIES
SE.018	COPYING / INSTANT PRINTING
PR.014	CPR TRAINING
SE.019	CREDIT INFORMATION SERVICES
SE.102	CUSTOM FURNITURE
SE.020	DAY CARE SERVICES
SU.013	DECALS, BUMPER STICKERS
SE.021	DESK TOP PUBLISHING
PR.015	DEVELOPERS
PR.016	DEVELOPMENT ENGINEERING
SE.022	DISASTER PLANNING SERVICE
EQ.060	DISPLAYS, TRADESHOW / CONFERENCE
SE.117	DOCUMENT IMAGING
SE.108	DOCUMENT STORAGE
MA.004	DOORS
SU.043	DRAFTING SUPPLIES
MA.023	DRINKING FOUNTAINS
CO.007	DRYWALL CONTRACTOR
PR.017	ECONOMIC DEVELOPMENT CONSULTANT
CO.008	ELECTRICAL CONTRACTOR
PR.018	ELECTRICAL ENGINEER
SU.014	ELECTRICAL SUPPLIES
CO.009	ELEVATOR CONTRACTOR
SE.023	ELEVATOR MAINTENANCE SERVICE
SU.015	EMBROIDERED SHIRTS, ETC
EQ.015	EMERGENCY EQUIPMENT
PR.058	ENERGY CONSERVATION CONSULTANT
PR.053	ENERGY CONSULTING
CO.028	ENGINEERING CONTRACTOR A LICENCE
SE.024	ENVELOPES PRINTING
SU.050	ENVELOPE SUPPLIER
PR.019	ENVIRONMENTAL ANALYSIS
PR.069	ENVIRONMENTAL WASTE CONTROL
EQ.016	EQUIPMENT RENTALS
SE.087	EQUIPMENT REPAIR
CO.010	ESCAVATING CONTRACTOR
SE.025	ESCROW SERVICES
SE.026	EVICTION SERVICES
PR.020	FACILITIES MAINTENANCE
PR.076	FACILITY MANAGEMENT SERVICE
SU.016	FAX MACHINE SUPPLIES
EQ.017	FAX MACHINES
CO.011	FENCING CONTRACTOR
MA.005	FIBERGLASS
PR.070	FILE CONVERSION SERVICES
PR.072	FILING SYSTEMS
SE.027	FILM PROCESSING
PR.021	FINANCIAL CONSULTANT
SE.028	FIRE ALARM TESTING
EQ.020	FIRE ALARMS
SE.029	FIRE EXTINGUISHER TESTING
EQ.018	FIRE EXTINGUISHERS
PR.022	FIRE PREVENTION
EQ.019	FIRE SPRINKLER SYSTEMS
SU.017	FIRST AID SUPPLIES
CO.012	FLOOD CONTROL SYSTEMS / SEWER
MA.006	FLOOR COVERING
CO.013	FLOORING CONTRACTOR
SE.030	FLORISTS
EQ.021	FOLDING CHAIRS, TABLES
SE.105	FOOD SERVICE SUPPLIES
CO.049	FOUNDATION / DRILLING CONTRACTOR
CO.014	FRAMING CONTRACTOR
SE.031	FURNITURE REFINISHERS
EQ.022	FURNITURE, OFFICE
MA.007	GARAGE / ROLL-UP DOORS
MA.008	GARBAGE DISPOSALS
SU.048	GASOLINE
CO.015	GENERAL CONSTRUCTION CONTRACTOR
CO.016	GENERAL CONSTRACTORS B LICENCED
PR.023	GENERAL DESIGN ENGINEERING
CO.045	GEOTECHNICAL ENGINEERING CONTR
MA.009	GLASS SUPPLIES & FABRICATION
SE.032	GRAFFITI REMOVAL
SE.033	GRAPHIC DESIGNERS
SU.018	GRAPHIC SUPPLIES
EQ.055	HAND DRYERS
MA.010	HARDWARE
CO.017	HAULING
PR.049	HAZARDOUS WASTE CONSULTANT
CO.018	HAZARDOUS WASTE REMOVAL
SE.034	HEALTH/FITNESS SERVICES
SU.019	HEALTHCARE PRODUCTS
CO.019	HEATING CONTRACTOR
SE.118	HOUSING SERVICES
EQ.051	HVAC EQUIPMENT
MA.011	HVAC SUPPLIES
EQ.023	INDUSTRIAL EQUIPMENT
MA.021	INDUSTRIAL MATERIALS
SU.047	INDUSTRIAL SUPPLIES
SE.035	INSPECTION PROPERTY
CO.020	INSULATION
SU.020	INSULATION SUPPLIES
PR.024	INSURANCE
MA.012	IRON
CO.021	IRRIGATION CONTRACTORS
SE.036	IRRIGATION SERVICES
SU.021	IRRIGATION SUPPLIES
CO.022	JANITORIAL CONTRACTORS
SU.022	JANITORIAL SUPPLIES
EQ.024	KITCHEN EQUIPMENT
EQ.059	LABEL DISPENSERS
SE.037	LAMINATION
EQ.049	LAMPS
PR.025	LANDSCAPE ARCHITECTURE
CO.023	LANDSCAPE CONTRACTOR
EQ.039	LANDSCAPE EQUIPMENT
SE.038	LANDSCAPE MAINTENANCE
SU.023	LANDSCAPE SUPPLIES
PR.062	LANGUAGE CONSULTANT
SE.039	LAUNDRY EQUIPMENT SERVICES
PR.080	LEAD ABATEMENT CONSULTANT
CO.050	LEAD ABATEMENT CONTRACTOR
SE.040	LEAD-BASED PAINT TESTING
PR.026	LEGAL SEC / COURT RECORDING
CO.048	LENNOX CONTRACTORS
SU.024	LIGHTING SUPPLIES
SE.114	LINEN CHUTES SERVICES
SU.044	LOCKS
SE.082	LOCKSMITH
SE.041	LOT CLEAN-UP
PR.027	LOW / MOD INCOME HOUSING DEVELOP
MA.013	LUMBER
SE.080	MACHINING
EQ.047	MAILING EQUIPMENT
SE.042	MAILING SERVICES
SU.025	MAILING SUPPLIES
PR.050	MANAGEMENT CONSULTING
PR.066	MANUFACTURED HOUSING
PR.047	MAPPING
PR.028	MARKETING

Form **W-9**
(Rev. January 2002)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give form to the requester. Do not send to the IRS.

Print or type See Specific Instructions on page 2.

Name
INSIGHT PUBLIC SECTOR, INC.

Business name, if different from above

Check appropriate box: ☐ Individual/ Sole proprietor ☒ Corporation ☐ Partnership ☐ Other ▶ ..... ☒ Exempt from backup withholding

Address (number, street, and apt. or suite no.)
444 SCOTT DRIVE

Requester's name and address (optional)

City, state, and ZIP code
BLOOMINGDALE, IL 60108

List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. For individuals, this is your social security number (SSN). **However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 2.** For other entities, it is your employer identification number (EIN). If you do not have a number, see **How to get a TIN** on page 2.

Note: *If the account is in more than one name, see the chart on page 2 for guidelines on whose number to enter.*

Social security number
			–			–		

or

Employer identification number
3 6 – 3 9 4 1 0 1 0

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), **and**
2. I am not subject to backup withholding because: **(a)** I am exempt from backup withholding, or **(b)** I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or **(c)** the IRS has notified me that I am no longer subject to backup withholding, **and**
3. I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item **2** above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, **item 2** does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 2.)

Sign Here Signature of U.S. person ▶ Pam Potter Date ▶ 4/11/06

Purpose of Form

A person who is required to file an information return with the IRS must get your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to give your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify the TIN you are giving is correct (or you are waiting for a number to be issued).
2. Certify you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee.

If you are a foreign person, use the appropriate Form W-8. See **Pub. 515,** Withholding of Tax on Nonresident Aliens and Foreign Entities.

Note: *If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.*

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 30% of such payments **after** December 31, 2001 (29% **after** December 31, 2003). This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will **not** be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester, or
2. You do not certify your TIN when required (see the Part II instructions on page 2 for details), or
3. The IRS tells the requester that you furnished an incorrect TIN, or
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions on page 2 and the separate **Instructions for the Requester of Form W-9.**

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a **nonresident alien or a foreign entity** not subject to backup withholding, give the requester the appropriate completed Form W-8.

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 30% of such payments (29% **after** December 31, 2003; 28% **after** December 31, 2005). This is called "backup withholding." Payments that may be subject to backup withholding include interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will **not** be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester, or

2. You do not certify your TIN when required (see the Part II instructions on page 4 for details), or

3. The IRS tells the requester that you furnished an incorrect TIN, or

4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or

5. You do not certify to the requester that you are not subject to backup withholding under **4** above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See the instructions below and the separate **Instructions for the Requester of Form W-9.**

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of $50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a $500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of Federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Name

If you are an individual, you must generally enter the name shown on your social security card. However, if you have changed your last name, for instance, due to marriage without informing the Social Security Administration of the name change, enter your first name, the last name shown on your social security card, and your new last name.

If the account is in joint names, list first, and then circle, the name of the person or entity whose number you entered in Part I of the form.

Sole proprietor. Enter your **individual** name as shown on your social security card on the "Name" line. You may enter your business, trade, or "doing business as (DBA)" name on the "Business name" line.

Limited liability company (LLC). If you are a single-member LLC (including a foreign LLC with a domestic owner) that is disregarded as an entity separate from its owner under Treasury regulations section 301.7701-3, **enter the owner's name on the "Name" line.** Enter the LLC's name on the "Business name" line.

Other entities. Enter your business name as shown on required Federal tax documents on the "Name" line. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on the "Business name" line.

Note: *You are requested to check the appropriate box for your status (individual/sole proprietor, corporation, etc.).*

Exempt From Backup Withholding

If you are exempt, enter your name as described above and check the appropriate box for your status, then check the "Exempt from backup withholding" box in the line following the business name, sign and date the form.

Generally, individuals (including sole proprietors) are not exempt from backup withholding. Corporations are exempt from backup withholding for certain payments, such as interest and dividends.

Note: *If you are exempt from backup withholding, you should still complete this form to avoid possible erroneous backup withholding.*

Exempt payees. Backup withholding is **not required** on any payments made to the following payees:

1. An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2);

2. The United States or any of its agencies or instrumentalities;

3. A state, the District of Columbia, a possession of the United States, or any of their political subdivisions or instrumentalities;

4. A foreign government or any of its political subdivisions, agencies, or instrumentalities; or

5. An international organization or any of its agencies or instrumentalities.

Other payees that **may be exempt** from backup withholding include:

6. A corporation;

7. A foreign central bank of issue;

8. A dealer in securities or commodities required to register in the United States, the District of Columbia, or a possession of the United States;

9. A futures commission merchant registered with the Commodity Futures Trading Commission;

10. A real estate investment trust;

11. An entity registered at all times during the tax year under the Investment Company Act of 1940;

12. A common trust fund operated by a bank under section 584(a);

13. A financial institution;

14. A middleman known in the investment community as a nominee or custodian; or

15. A trust exempt from tax under section 664 or described in section 4947.

The chart below shows types of payments that may be exempt from backup withholding. The chart applies to the exempt recipients listed above, **1** through **15.**

If the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt recipients except for **9**
Broker transactions	Exempt recipients **1** through **13.** Also, a person registered under the Investment Advisers Act of 1940 who regularly acts as a broker
Barter exchange transactions and patronage dividends	Exempt recipients **1** through **5**
Payments over $600 required to be reported and direct sales over $5,000 [1]	Generally, exempt recipients **1** through **7** [2]

[1] See **Form 1099-MISC**, Miscellaneous Income, and its instructions.

[2] However, the following payments made to a corporation (including gross proceeds paid to an attorney under section 6045(f), even if the attorney is a corporation) and reportable on Form 1099-MISC are **not exempt** from backup withholding: medical and health care payments, attorneys' fees; and payments for services paid by a Federal executive agency.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a **resident alien** and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see **How to get a TIN** below.

If you are a **sole proprietor** and you have an EIN, you may enter either your SSN or EIN. However, the IRS prefers that you use your SSN.

If you are a single-owner **LLC** that is disregarded as an entity separate from its owner (see **Limited liability company (LLC)** on page 2), enter your SSN (or EIN, if you have one). If the LLC is a corporation, partnership, etc., enter the entity's EIN.

Note: *See the chart on page 4 for further clarification of name and TIN combinations.*

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get **Form SS-5,** Application for a Social Security Card, from your local Social Security Administration office or get this form on-line at **www.ssa.gov/online/ss5.html.** You may also get this form by calling 1-800-772-1213. Use **Form W-7,** Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or **Form SS-4,** Application for Employer Identification Number, to apply for an EIN. You can get Forms W-7 and SS-4 from the IRS by calling 1-800-TAX-FORM (1-800-829-3676) or from the IRS Web Site at **www.irs.gov.**

If you are asked to complete Form W-9 but do not have a TIN, write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: *Writing "Applied For" means that you have already applied for a TIN* ***or*** *that you intend to apply for one soon.*

Caution: *A disregarded domestic entity that has a foreign owner must use the appropriate Form W-8.*

Community Development Commission of the County of Los Angeles
Organization Information Form

1 **FIRM/ORGANIZATION INFORMATION:** If you will be utilizing subcontractors, please copy and forward this document to them for completion as well, On final analysis and consideration of award, contractor/vendor will be selected without regard to race/ethnicity, color, religion, sex, **national origin, age, sexual** orientation or disability.

FIRM NAME: Insight Public Sector, Inc.

Business Structure: ▫ Sole Proprietorship ▫ **Partnership** X Corporation ▫ Non-Profit ▫ Franchise ▫ Other (Please Specify) _____

Total Number of Employees (including owners): 2888

Race/Ethnic Composition of Firm. Please distribute the above total number of individuals into the following categories

Race/Ethnic Composition	Owners/Partners/ Associate Partners		Managers		Staff	
	Male	Female	Male	Female	Male	Female
Black/African American			12	4	101	43
Hispanic/Latino			6	6	129	59
Asian/Pacific Islander/Filipino			10	0	142	43
American Indian			2	2	24	12
White			322	122	1607	728
Other _____						

My firm is recognized as a:

▫ Disabled Veteran Business ▫ Small Business

11. **PERCENTAGE OF OWNERSHIP IN FIRM:** Please indicate by percentage (%) how ownership of the firm is distributed. *N/A Company is Publicly Owned*

	Black/African American	Hispanic/ Latino	Asian/ Pacific Islander/Filipino	American Indian	White	Other
Men	%	%	%	%	%	%
Women	%	%	%	%	%	%

III. DECLARATION: I DECLARE UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE. I UNDERSTAND THAT THE COMMISSION RESERVES THE RIGHT TO AUDIT THE ABOVE INFORMATION AT ANY TIME AND THAT I WILL NOTIFY THE COMMISSION IF THERE ARE ANY CHANGES IN THIS FIRM'S OWNERSHIP FROM WHAT WAS STATED ON THIS FORM.

Print Authorized Name	Authorized Signature	Title	Date
Cecil Payne		Vice President Operations	4/13/2006

EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

Insight Public Sector, Inc.
Vendor's Name

6820 S. Harl Avenue, Tempe, AZ 85283
Address

36-3949000
Internal Revenue Service Employer Identification Number

GENERAL

The Contractor certifies and agrees that all persons employed by such firm, its affiliates, subsidiaries, or holding companies are and will be treated equally by the firm without regard to or because of race, religion, ancestry, national origin, or sex and in compliance with all anti-discrimination laws of the United States of America, the State of California, and all local ordinances. The Contractor further certifies that all subcontractors, suppliers, vendors and distributors with whom the Contractor has a contractual relationship are also in compliance with all applicable federal, state and local anti-discriminatory laws.

VENDOR'S CERTIFICATION

1. The vendor has a written policy statement prohibiting discrimination in all phases of employment.

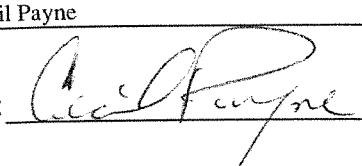
2. The vendor periodically conducts a self-analysis or utilization analysis of its work force.

3. The vendor has a system for determining if its employment practices are discriminatory against protected groups.

4. Where problem areas are identified in employment practices, the vendor has a system for taking reasonable corrective action, to include establishment of goals of timetables.

Authorized Official:

Name: Cecil Payne Title: Vice President Operations

Signature:  Date: April 13, 2006

COMMUNITY DEVELOPMENT COMMISSION
CONTRACTOR EMPLOYEE JURY SERVICE PROGRAM
APPLICATION FOR EXEMPTION AND CERTIFICATION FORM

The Community Development Commission's (Commission) solicitation for this contract/purchase order (Request for Proposal or Invitation for Bid) is subject to the Commission's Contractor Employee Jury Service Program (Program). All bidders or proposers, whether a contractor or subcontractor, must complete this form to either 1) request an exemption from the Program requirements or 2) certify compliance. Upon review of the submitted form, the Commission will determine, in its sole discretion, whether the bidder or proposer is exempted from the Program.

Company Name: Insight Public Sector, Inc.		
Company Address: 6820 S. Harl Avenue		
City:Tempe	**State: AZ**	**Zip Code:** 85283
Telephone Number: 800-467-4448 x5820		
Solicitation For (Type of Goods or Services): Value-Add Computer Reseller and Service Solution Provider		

if you **believe the Jury Service Program does not apply to your business,** *check the* **appropriate box in Part I (attach documentation to support your claim); or, complete Part II to certify compliance with the Program. Whether you complete Part I or Part II, please sign and date this form below.**

Part I: Jury Service Program Is Not Applicable to My Business

- ☐ My business does not meet the definition of "contractor," as defined in the Program as it has not received an aggregate sum of $50,000 or more in any 12-month period under one or more Commission contracts or subcontracts (this exemption is not available if the contract/purchase order itself exceeds $50,000). I understand that the exemption will be lost and I must comply with the Program if my revenues from the Commission will exceed an aggregate sum of $50,000 in any 12-month period.

  - ☐ My business is a small business as defined in the Program. It 1) has ten or fewer employees; and, 2) has annual gross revenues in the preceding twelve months which, if added to the annual amount of this contract, is $500,000 or less; and, 3) is not an affiliate or subsidiary of a business dominant in its field of operation, as defined below. I understand that the exemption will be lost and I must comply with the Program if the number of employees in my business and my gross annual revenues exceed the above limits.

"Dominant in its field of operation" means having more than ten employees, including full-time and part-time employees, and annual gross revenues in the preceding twelve months, which, if added to the annual amount of the contract awarded, exceed $500,000.

"Affiliate or subsidiary of a business dominant in its field of operation" means a business which is at least 20 percent owned by a business dominant in its field of operation, or by partners, officers, directors, majority stockholders, or their equivalent, of a business dominant in that field of operation.

- ☐ My business is subject to a Collective Bargaining Agreement (attach agreement) that expressly provides that it supersedes all provisions of the Program.

OR

Part II - Certification of Compliance

- ☒ My business has and adheres to a written policy that provides, on an annual basis, no less than five days of regular pay for actual jury service for full-time employees of the business who are also California residents, or my company will have and adhere to such a policy prior to award of the contract.

I declare under penalty *of* perjury under the laws *of* the State *of* California that the information stated above is true and correct.

Print Name: Cecil Payne	Title: Vice President Operations
Signature: Cecil Payne	**Date: April 13, 2006**

FEDERAL LOBBYIST REQUIREMENTS CERTIFICATION

Name of Firm: Insight Public Sector, Inc. Date: April 13, 2006

Address: 6820 S. Harl Avenue

State: AZ Zip Code: 85283 Phone No. 800-467-4448 x5820

Acting on behalf of the above named firm, as its Authorized Official, I make the following Certification to the Department of Housing and Urban Development (HUD) and the Community Development Commission, County of Los Angeles:

1) No Federal appropriated funds have been paid, by or on behalf of the above named firm to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of and Federal grant, loan or cooperative agreement, and any extension, continuation, renewal, amendment, or modification thereof, and;

2) If any funds other than Federal appropriated funds have paid or will be paid to any person for influencing or attempting to influence an officer or employee or any agency, a Member of Congress an officer or employee of Congress or an employee of a Member of Congress in connection with this Federal contract, grant loan, or cooperative agreement, the above named firm shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying", in accordance

3) The above name firm shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreement) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into the transaction imposed by Section 1352 Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to acivil penalty of not less than $1 0,000 and not more than $1 00,000 for each such failure.

Authorized Official:

Name: Cecil Payne Title: Vice President Operations

Signature: Cecil Payne Date: April 13, 2006

CHARITABLE CONTRIBUTIONS CERTIFICATION

Insight Public Sector, inc.
Company Name

6820 S. Harl Avenue, Tempe, AZ 85283
Address

36-3949000
Internal Revenue Service Employer Identification Number

California Registry of Charitable Trusts "CT" number (if applicable)

The Nonprofit Integrity Act (SB 1262, Chapter 919) added requirements to California's Supervision of Trustees and Fundraisers for Charitable Purposes Act, which regulates those receiving and raising charitable contributions.

CERTIFICATION	YES	NO
Proposer or Contractor has examined its activities and determined that it does not now receive or raise charitable contributions regulated under California's Supervision of Trustees and Fundraisers for Charitable Purposes Act. If Proposer engages in activities subjecting it to those laws during the term of a Community Development Commission (CDC) and/or Housing Authority contract, it will timely comply with them and provide the CDC and/or Housing Authority a copy of its initial registration with the California State Attorney General's Registry of Charitable Trusts when filed.	(X)	(□)

OR

	YES	NO
Proposer of Contractor is registered with the California Registry of Charitable Trusts under the CT number listed above and is in compliance with its registration and reporting requirements under California law. Attached is a copy of its most recent filing with the Registry of Charitable Trusts as required by Title 1 1 California Code of Regulations, sections 300-301 and Government Code sections 12585-12586.	(□)	(X)

Signature

April 13, 2006
Date

Cecil Payne, Vice President Operations
Name and Title (please type or print)

SOLICITATION NAME: Insight Public Sector, Inc. **NO.:** ASO6-006

CERTIFICATION OF NO CONFLICT OF INTEREST FOR EVALUATION COMMITTEE MEMBERS

Note: This certification is to be executed and submitted to the Procurement Coordinator before initiation of the evaluation process.

The Community Development Commission of the County of Los Angeles and the Housing Authority of the County of Los Angeles acknowledges that special circumstances may develop in the procurement of services or goods that may unduly influence the evaluation of the procurement and present a possible conflict of interest.

Should any of the following circumstances occur, or you feel that the perception of possible conflict of interest issues may arise, please acknowledge below with a brief explanation, declaring yourself ineligible. Or, indicate that you have no conflict of interest, sign & date this form.

[ ] I, an immediate family member or close acquaintance have a financial interest in one or more of the companies that submitted a bid/proposal.

[ ] I had first hand knowledge of solicitation requirements directly or indirectly (Statement of Work, Evaluation Criteria and weights assigned) and may have a close relationship to one or more of the companies submitting a bid/proposal.

[ ] A prior relationship(s) with the proposer(s) may unduly influence my decision, whether in a positive or negative way.

[ ] Other:

_____

_____

[X] I have no conflict of interest that would unduly influence the evaluation process.

Cecil Payne
Print Name of Evaluator

Signature of Evaluator

Date: May 10, 2006

ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY) 04/19/2006

PRODUCER
Aon Risk Services, Inc. of Northern California
199 Fremont Street
Suite 1400
San Francisco CA 94105 USA

PHONE (415) 486-7000 FAX (415) 486-7029

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURED
Insight Enterprises, Inc.
1305 West Auto Drive
Tempe AZ 85284 USA

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A:	Sentry Ins A Mutual Company	24988
INSURER B:	Federal Insurance Company	20281
INSURER C:		
INSURER D:		
INSURER E:		

Holder Identifier :

Certificate No : 570017451863

COVERAGES

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE(MM\DD\YY)	POLICY EXPIRATION DATE(MM\DD\YY)	LIMITS	
B		GENERAL LIABILITY [X] COMMERCIAL GENERAL LIABILITY CLAIMS MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [ ] POLICY [X] PRO-JECT [ ] LOC	35780374	04/15/06	04/15/07	EACH OCCURRENCE	$1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurence)	$1,000,000
						MED EXP (Any one person)	$10,000
						PERSONAL & ADV INJURY	$1,000,000
						GENERAL AGGREGATE	$2,000,000
						PRODUCTS - COMP/OP AGG	$2,000,000
B		AUTOMOBILE LIABILITY [X] ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON OWNED AUTOS	73520761	04/15/06	04/15/07	COMBINED SINGLE LIMIT (Ea accident)	$1,000,000
						BODILY INJURY (Per person)	
						BODILY INJURY (Per accident)	
						PROPERTY DAMAGE (Per accident)	
		GARAGE LIABILITY [ ] ANY AUTO				AUTO ONLY - EA ACCIDENT	
						OTHER THAN AUTO ONLY : EA ACC	
						AGG	
B		EXCESS /UMBRELLA LIABILITY [X] OCCUR [ ] CLAIMS MADE [ ] DEDUCTIBLE [ ] RETENTION	79812857	04/15/06	04/15/07	EACH OCCURRENCE	$2,000,000
						AGGREGATE	$2,000,000
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	900574903	04/15/06	04/15/07	X WC STATUTORY LIMITS [ ] OTHER	
						E.L. EACH ACCIDENT	$1,000,000
						E.L. DISEASE-EA EMPLOYEE	$1,000,000
						E.L. DISEASE-POLICY LIMIT	$1,000,000
		OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Evidence of coverage only.

CERTIFICATE HOLDER

Evidence of Coverage
:
: CA 0000 USA

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT. BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Attachment to ACORD Certificate for Insight Enterprises, Inc.

The terms, conditions and provisions noted below are hereby attached to the captioned certificate as additional description of the coverage afforded by the insurer(s). This attachment does not contain all terms, conditions, coverages or exclusions contained in the policy.

INSURED

Insight Enterprises, Inc.
1305 West Auto Drive
Tempe AZ 85284 USA

INSURER
INSURER
INSURER
INSURER
INSURER

ADDITIONAL POLICIES If a policy below does not include limit information, refer to the corresponding policy on the ACORD certificate form for policy limits.

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER POLICY DESCRIPTION	POLICY EFFECTIVE DATE	POLICY EXPIRATION DATE	LIMITS	
		AUTOMOBILE LIABILITY					
B			73520761	04/15/06	04/15/07	Comprehensive Deduct	$500
						Collision Deductible	$500

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

Certificate No : 570017451863

APPENDIX D

REQUIRED CONTRACT NOTICES

BACKGROUND AND RESOURCES:
CALIFORNIA CHARITIES REGULATION

There is a keen public interest in preventing misuse of charitable contributions. California's "Supervision of Trustees and Fundraisers for Charitable Purposes Act" regulates those raising and receiving charitable contributions. The "Nonprofit Integrity Act of 2004" (SB 1262, Chapter 919) tightened Charitable Purposes Act requirements for charitable organization administration and fundraising.

The Charitable Purposes Act rules cover California public benefit corporations, unincorporated associations, and trustee entities. They may include similar foreign corporations doing business or holding property in California. Generally, an organization is subject to the registration and reporting requirements of the Charitable Purposes Act if it is a California nonprofit public benefit corporation or is tax exempt under Internal Revenue Code § 501(c)(3), and not exempt from reporting under Government Code § 12583. Most educational institutions, hospitals, cemeteries, and religious organizations are exempt from Supervision of Trustees Act requirements.

Key new Charitable Purposes Act requirements affect executive compensation, fundraising practices and documentation. Charities with over $2 million of revenues (excluding grants and service-contract funds a governmental entity requires to be accounted for) have new audit requirements. Charities required to have audits must also establish an audit committee whose members have no material financial interest in any entity doing business with the charity.

Organizations or persons that receive or raise charitable contributions are likely to be subject to the Charitable Purposes Act. A bidder/proposer on Commission and/or Housing Authority contracts must determine if it is subject to the Charitable Purposes Act and certify either that:

- It is not presently subject to the Act, but will comply if later activities make it subject, or,
- If subject, it is currently in compliance.

RESOURCES

The following resource references are offered to assist bidders/proposers who engage in charitable contributions activities, however, each bidder/proposer is responsible to research and determine its own legal obligations and properly complete the Charitable Contributions Certification form.

In California, supervision of charities is the responsibility of the Attorney General, whose website, http://caag.state.ca.us/, contains much information helpful to regulated charitable organizations.

1. LAWS AFFECTING NONPROFITS

The "Supervision of Trustees and Fundraisers for Charitable Purposes Act" is found at California Government Code §§ 12580 through 12599.7. Implementing regulations are found at Title 11, California Code of Regulations, §§ 300 through 312. In California, charitable solicitations ("advertising") are governed by Business & Professions Code §§ 17510 through 17510.95. Regulation of nonprofit corporations is found at Title 11, California Code of Regulations, §§ 999.1 through 999.5. (Amended regulations are pending.) Links to all of these rules are at: http://caag.state.ca.us/charities/statutes.htm.

2. SUPPORT FOR NONPROFIT ORGANIZATIONS

Several organizations offer both complimentary and fee-based assistance to nonprofits, including in Los Angeles, the *Center for Nonprofit Management,* 606 S. Olive St #2450, Los Angeles, CA 90014 (213) 623-7080 http://www.cnmsocal.org/, and statewide, the *California Association of Nonprofits,* http://www.canonprofits.org/. Both organizations' websites offer information about how to establish and manage a charitable organization.

The above information, including the organizations listed, is for informational purposes only. Nothing contained in this sub-section shall be construed as an endorsement by the Commission of such organizations.

LISTING OF CONTRACTORS DEBARRED IN LOS ANGELES COUNTY

Vendor Name:	ADVANCED BUILDING MAINTENANCE
Alias:	
Debarment Start Date:	June 14, 2005 **Debarment End Date:** June 13, 2008
Principal Owners and/or Affiliates:	Michael Sullivan / Erlinda Sullivan

Vendor Name:	LA INTERNET CORPORATION
Alias:	2X, Inc. a.k.a. LA Internet, Inc., 2X Access, Internet Business International (Referred to collectively as "LA Internet")
Debarment Start Date:	September 9, 2003 **Debarment End Date:** September 8, 2006
Principal Owners and/or Affiliates:	Ken Reda / Albert Reda / Louis Cherry

Vendor Name:	MTS ADVANCED CORP.
Alias:	
Debarment Start Date:	February 8, 2005 **Debarment End Date:** February 7, 2008
Principal Owners and/or Affiliates:	Emir Khan / Zulaine Hernandez

Department of the Treasury
Internal Revenue Service

Notice 1015

(Rev. December 2003)

Have You Told Your Employees About the Earned Income Credit (EIC)?

What Is the EIC?

The EIC is a refundable tax credit for certain workers.

A change to note. Workers **cannot** claim the EIC if their 2003 investment income (such as interest and dividends) is over $2,600.

Which Employees Must I Notify About the EIC?

You must notify each employee who worked for you at any time during the year and from whom you did not withhold income tax. However, you do not have to notify any employee who claimed exemption from withholding on **Form W-4,** Employee's Withholding Allowance Certificate.

Note: *You are encouraged to notify each employee whose wages for 2003 are less than $34,692 that he or she may be eligible for the EIC.*

How and When Must I Notify My Employees?

You must give the employee one of the following:

- The IRS **Form W-2,** Wage and Tax Statement, which has the required information about the EIC on the back of **Copy B.**
- A substitute Form W-2 with the same EIC information on the back of the employee's copy that is on Copy B of the IRS Form W-2.
- **Notice 797,** Possible Federal Tax Refund Due to the Earned Income Credit (EIC).
- Your written statement with the same wording as Notice 797.

If you are required to give Form W-2 and do so on time, no further notice is necessary if the Form W-2 has the required information about the EIC on the back of the employee's copy. If a substitute Form W-2 is given on time but does not have the required information, you must notify the employee within 1 week of the date the substitute Form W-2 is given. If Form W-2 is required but is not given on time, you must give the employee Notice 797 or your written statement by the date Form W-2 is required to be given. If Form W-2 is not required, you must notify the employee by February 9, 2004.

You must hand the notice directly to the employee or send it by First-Class Mail to the employee's last known address. You will not meet the notification requirements by posting Notice 797 on an employee bulletin board or sending it through office mail. However, you may want to post the notice to help inform all employees of the EIC. You can get copies of the notice by calling 1-800-829-3676, or from the IRS website at **www.irs.gov.**

How Will My Employees Know If They Can Claim the EIC?

The basic requirements are covered in Notice 797. For more detailed information, the employee needs to see the 2003 instructions for Form 1040, 1040A, 1040EZ, or **Pub. 596,** Earned Income Credit (EIC).

How Do My Employees Claim the EIC?

Eligible employees claim the EIC on their 2003 tax return. Even employees who have no tax withheld from their pay or owe no tax can claim the EIC and get a refund, but they must file a tax return to do so. For example, if an employee has no tax withheld in 2003 and owes no tax but is eligible for a credit of $791, he or she must file a 2003 tax return to get the $791 refund.

How Do My Employees Get Advance EIC Payments?

Eligible employees who expect to have a qualifying child for 2004 can get part of the credit with their pay during the year by giving you a completed **Form W-5,** Earned Income Credit Advance Payment Certificate. You **must** include advance EIC payments with wages paid to these employees, but the payments are not wages and are not subject to payroll taxes. Generally, the payments are made from withheld income, social security, and Medicare taxes. For details, see **Circular E (Pub. 15),** Employer's Tax Guide.

Notice 1015
(Rev. 12-2003)

No shame.
No blame.
No names.

Newborns can be safely given up at any Los Angeles County hospital emergency room or fire station.

In Los Angeles County:
1-877-BABY SAFE
1-877-222-9723
www.babysafela.org

State of California
Gray Davis, Governor

Health and Human Services Agency
Grantland Johnson, Secretary

Department of Social Services
Rita Saenz, Director

Los Angeles County Board of Supervisors
Gloria Molina, Supervisor, First District
Yvonne Brathwaite Burke, Supervisor, Second District
Zev Yaroslavsky, Supervisor, Third District
Don Knabe, Supervisor, Fourth District
Michael D. Antonovich, Supervisor, Fifth District

This initiative is also supported by First 5 LA and INFO LINE of Los Angeles.

What is the Safely Surrendered Baby Law?

California's Safely Surrendered Baby Law allows parents to give up their baby confidentially. As long as the baby has not been abused or neglected, parents may give up their newborn without fear of arrest or prosecution.

How does it work?

A distressed parent who is unable or unwilling to care for a baby can legally, confidentially and safely give up a baby within three days of birth. The baby must be handed to an employee at a Los Angeles County emergency room or fire station. As long as the child shows no signs of abuse or neglect, no name or other information is required. In case the parent changes his or her mind at a later date and wants the baby back, workers will use bracelets to help connect them to each other. One bracelet will be placed on the baby, and a matching bracelet will be given to the parent.

What if a parent wants the baby back?

Parents who change their minds can begin the process of reclaiming their newborns within 14 days. These parents should call the Los Angeles County Department of Children and Family Services at 1-800-540-4000.

Can only a parent bring in the baby?

In most cases, a parent will bring in the baby. The law allows other people to bring in the baby if they have legal custody.

Does the parent have to call before bringing in the baby?

No. A parent can bring in a baby anytime, 24 hours a day, 7 days a week so long as the parent gives the baby to someone who works at the hospital or fire station.

Does a parent have to tell anything to the people taking the baby?

No. However, hospital personnel will ask the parent to fill out a questionnaire designed to gather important medical history information, which is very useful in caring for the child. Although encouraged, filling out the questionnaire is not required.

What happens to the baby?

The baby will be examined and given medical treatment, if needed. Then the baby will be placed in a pre-adoptive home.

What happens to the parent?

Once the parent(s) has safely turned over the baby, they are free to go.

Why is California doing this?

The purpose of the Safely Surrendered Baby Law is to protect babies from being abandoned by their parents and potentially being hurt or killed. You may have heard tragic stories of babies left in dumpsters or public bathrooms. The parents who committed these acts may have been under severe emotional distress. The mothers may have hidden their pregnancies, fearful of what would happen if their families found out. Because they were afraid and had nowhere to turn for help, they abandoned their infants. Abandoning a baby puts the child in extreme danger. It is also illegal. Too often, it results in the baby's death. Because of the Safely Surrendered Baby Law, this tragedy doesn't ever have to happen in California again.

A baby's story

At 8:30 a.m. on Thursday, July 25, 2002, a healthy newborn baby was brought to St. Bernardine Medical Center in San Bernardino under the provisions of the California Safely Surrendered Baby Law. As the law states, the baby's mother did not have to identify herself. When the baby was brought to the emergency room, he was examined by a pediatrician, who determined that the baby was healthy and doing fine. He was placed with a loving family while the adoption process was started.

Every baby deserves a chance for a healthy life. If someone you know is considering abandoning a newborn, let her know there are other options.

It is best that women seek help to receive proper medical care and counseling while they are pregnant. But at the same time, we want to assure parents who choose not to keep their baby that they will not go to jail if they deliver their babies to safe hands in any Los Angeles County hospital ER or fire station.

Sin pena.
Sin culpa.
Sin peligro.

Los recién nacidos pueden ser entregados en forma segura en la sala de emergencia de cualquier hospital o en un cuartel de bomberos del Condado de Los Angeles.

En el Condado de Los Angeles:
1-877-BABY SAFE
1-877-222-9723
www.babysafela.org

Estado de California
Gray Davis, Gobernador

Agencia de Salud y Servicios Humanos
(Health and Human Services Agency)
Grantland Johnson, Secretario

Departamento de Servicios Sociales
(Department of Social Services)
Rita Saenz, Directora

Consejo de Supervisores del Condado de Los Angeles
Gloria Molina, Supervisora, Primer Distrito
Yvonne Brathwaite Burke, Supervisora, Segundo Distrito
Zev Yaroslavsky, Supervisor, Tercer Distrito
Don Knabe, Supervisor, Cuarto Distrito
Michael D. Antonovich, Supervisor, Quinto Distrito

Esta Iniciativa tambien esta apollada por First 5 LA y INFO LINE de Los Angeles.

¿Qué es la Ley de Entrega de Bebés Sin Peligro?

La Ley de Entrega de Bebés Sin Peligro de California permite a los padres entregar a su recién nacido confidencialmente. Siempre que el bebé no haya sufrido abuso ni negligencia, padres pueden entregar a su recién nacido sin temor a ser arrestados o procesados.

¿Cómo funciona?

El padre/madre con dificultades que no pueda o no quiera cuidar de su recién nacido puede entregarlo en forma legal, confidencial y segura, dentro de los tres días del nacimiento. El bebé debe ser entregado a un empleado de una sala de emergencias o de un cuartel de bomberos del Condado de Los Angeles. Siempre que el bebé no presente signos de abuso o negligencia, no será necesario suministrar nombres ni información alguna. Si el padre/madre cambia de opinión posteriormente y desea recuperar a su bebé, los trabajadores utilizarán brazaletes para poder vincularlos. El bebé llevará un brazalete y el padre/madre recibirá un brazalete igual.

¿Qué pasa si el padre/madre desea recuperar a su bebé?

Los padres que cambien de opinión pueden empezar el proceso de reclamar a su recién nacido dentro de los 14 días. Estos padres deberán llamar al Departamento de Servicios para Niños y Familias (Department of Children and Family Services) del Condado de Los Angeles, al 1-800-540-4000.

¿Sólo los padres podrán llevar al recién nacido?

En la mayoría de los casos, los padres son los que llevan al bebé. La ley permite que otras personas lleven al bebé si tienen la custodia legal del menor.

¿Los padres deben llamar antes de llevar al bebé?

No. El padre/madre puede llevar a su bebé en cualquier momento, las 24 horas del día, los 7 días de la semana, mientras que entregue a su bebé a un empleado del hospital o de un cuartel de bomberos.

¿Es necesario que el padre/madre diga algo a las personas que reciben al bebé?

No. Sin embargo, el personal del hospital le pedirá que llene un cuestionario con la finalidad de recabar antecedentes médicos importantes, que resultan de gran utilidad para los cuidados que recibirá el bebé. Es recomendado llenar este cuestionario, pero no es obligatorio hacerlo.

¿Qué ocurrirá con el bebé?

El bebé será examinado y, de ser necesario, recibirá tratamiento médico. Luego el bebé se entregará a un hogar preadoptivo.

¿Qué pasará con el padre/madre?

Una vez que los padres hayan entregado a su bebé en forma segura, serán libres de irse.

¿Por qué California hace esto?

La finalidad de la Ley de Entrega de Bebés Sin Peligro es proteger a los bebés del abandono por parte de sus padres y de la posibilidad de que mueran o sufran daños. Usted probablemente haya escuchado historias trágicas sobre bebés abandonados en basureros o en baños públicos. Es posible que los padres que cometieron estos actos hayan estado atravesando dificultades emocionales graves. Las madres pueden haber ocultado su embarazo, por temor a lo que pasaría si sus familias se enteraran. Abandonaron a sus recién nacidos porque tenían miedo y no tenían adonde recurrir para obtener ayuda. El abandono de un recién nacido lo pone en una situación de peligro extremo. Además es ilegal. Muy a menudo el abandono provoca la muerte del bebé. Ahora, gracias a la Ley de Entrega de Bebés Sin Peligro, esta tragedia ya no debe suceder nunca más en California.

Historia de un bebé

A las 8:30 a.m. del jueves 25 de julio de 2002, se entregó un bebé recién nacido saludable en el St. Bernardine Medical Center en San Bernardino, en virtud de las disposiciones de la Ley de Entrega de Bebés Sin Peligro. Como lo establece la ley, la madre del bebé no se tuvo que identificar. Cuando el bebé llegó a la sala de emergencias, un pediatra lo revisó y determinó que el bebé estaba saludable y no tenía problemas. El bebé fue ubicado con una buena familia, mientras se iniciaban los trámites de adopción.

Cada recién nacido merece una oportunidad de tener una vida saludable. Si alguien que usted conoce está pensando en abandonar a un recién nacido, infórmele qué otras opciones tiene.

Es mejor que las mujeres busquen ayuda para recibir atención médica y asesoramiento adecuado durante el embarazo. Pero al mismo tiempo, queremos asegurarles a los padres que optan por no quedarse con su bebé que no irán a la cárcel si dejan a sus bebés en buenas manos en cualquier sala de emergencia de un hospital o en un cuartel de bomberos del Condado de Los Angeles.

COUNTY OF LOS ANGELES

Policy on Doing Business

With Small Business

Forty-two percent of businesses in Los Angeles County have five or fewer employees. Only about 4% of businesses in the area exceed 100 employees. According to the Los Angeles Times and local economists, it is not large corporations, but these small companies that are generating new jobs and helping move Los Angeles County out of its worst recession in decades.

WE RECOGNIZE

The importance of small business to the County...

- in fueling local economic growth
- providing new jobs
- creating new local tax revenues
- offering new entrepreneurial opportunity to those historically under-represented in business

The County can play a positive role in helping small business grow...

- as a multi-billion dollar purchaser of goods and services
- as a broker of intergovernmental cooperation among numerous local jurisdictions
- by greater outreach in providing information and training
- by simplifying the bid/proposal process
- by maintaining selection criteria which are fair to all
- by streamlining the payment process

WE THEREFORE SHALL:

1. Constantly seek to streamline and simplify our processes for selecting our vendors and for conducting business with them.

2. Maintain a strong outreach program, fully coordinated among our departments and districts as well as other participating governments to: a) inform and assist the local business community in competing to provide goods and services; b) provide for ongoing dialogue with and involvement by the business community in implementing this policy.

3. Continually review and revise how we package and advertise solicitations, evaluate and select prospective vendors, address subcontracting and conduct business with our vendors, in order to: a) expand opportunity for small business to compete for our business; and b) to further opportunities for all businesses to compete regardless of size.

4. Insure that staff who manage and carry out the business of purchasing goods and services are well trained, capable and highly motivated to carry out the letter and spirit of this policy.

CIO ANALYSIS

AGREEMENT WITH INSIGHT PUBLIC SECTOR
FOR MAINTENANCE SERVICES
(ALL DISTRICTS) (3 VOTES)

CIO RECOMMENDATION: ☒ APPROVE ☐ APPROVE WITH MODIFICATION ☐ DISAPPROVE

Contract Type:
☒ New Contract ☐ Contract Amendment ☐ Contract Extension
☐ Sole Source Contract ☐ Hardware Acquisition ☐ Other

New/Revised Contract Term: Base Term: 1 Yrs # of Option Yrs 2

Contract Components:
☐ Software ☐ Hardware ☐ Telecommunications
☒ Professional Services

Project Executive Sponsor: Carlos Jackson, Director, CDC

Budget Information :

Y-T-D Contract Expenditures	$0
Requested Contract Amount	$53,105.04
Aggregate Contract Amount	$53,105.04

Project Background:

Yes	No	Question
☐	☒	Is this project legislatively mandated?
☒	☐	Is this project subvented? If yes, what percentage is offset? 100%
☐	☒	Is this project/application applicable to (shared use or interfaced) other departments? If yes, name the other department(s) involved.

Strategic Alignment:

Yes	No	Question
☒	☐	Is this project in alignment with the County of Los Angeles Strategic Plan?
☒	☐	Is this project consistent with the currently approved Department Business Automation Plan?
☒	☐	Does the project's technology solution comply with County of Los Angeles IT Directions Document?
☒	☐	Does the project technology solution comply with preferred County of Los Angeles IT Standards? Consistent with County preferred vendor.
☐	☒	This contract and/or project and its milestone deliverables must be entered into the Information Technology Tracking System (ITTS).

Project/Contract Description:

To provide Cisco SMARTnet maintenance and technical support on current Cisco network equipment.

Background:

The Commission will purchase Cisco SMARTnet to provide maintenance on 53 pieces of network equipment such as routers, servers, switches and other communication equipment located at 2 Coral Circle and remote sites.

Project Justification/Benefits:

Under the Maintenance Service Agreement, Insight Public Sector, Inc. will provide Cisco SMARTnet technical support for hardware configuration, software updates and replacement parts. In addition, Cisco SMARTnet will provide support via telephone or e-mail for priority issues 24-hours a day, 7 days a week.

Project Metrics

All services will be provided on a 24/7 basis according to the maintenance schedule for the two types of contract services purchased under this agreement, Cisco SMARTnet and Cisco SMARTnet Onsite Solutions.

Impact If Proposal Is Not Approved

The maintenance service on current equipment is necessary to make the Commission's information technology network infrastructure fully operational for conducting daily business with minimal disruption to end-users.

Alternatives Considered:

Service obtained via a competitive bid.

Project Risks:

None

Risk Mitigation Measures:

None

Financial Analysis:

There is no impact on the County general fund. The purchase will be funded with $53,105.04 included in the Commission's approved Fiscal Year 2006-2007 budget. The Agreement, which provides for services only, will be payable on an annual basis, in advance.

CIO Concerns:

None

CIO Recommendations:

This office recommends that your Board approve this Agreement.

CIO APPROVAL

Date Received: June 7, 2006

Prepared by: JL for Janette Parker

Date: June 8, 2006

Approved:

Date: June 8, 2006

P:\Drafts\CDC_10 Cisco SMARTnet_CIO Board Analysis.doc