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## *Memorandum*

TO: BATA Oversight Committee

DATE: October 12, 2011

FR: Executive Director

RE: Purchase Order – Advanced Toll Collection and Accounting System (ATCAS) Software Licensing and Maintenance: Compucom Systems, Inc.

Staff requests that the Committee authorize the Executive Director to execute a purchase order with Compucom Systems, Inc. (“Compucom”) a Microsoft software government reseller, for software maintenance and licensing fees for the Advanced Toll Collection and Accounting System for state-owned toll bridges. The BATA ATCAS includes Microsoft software which is used for processing of toll collection transactions, security, monitoring, and reporting. A software licensing and maintenance agreement is needed to ensure that BATA has a license to use Microsoft products and receive software product updates and technical support.

For FY 2011-12, Microsoft has proposed a three year enterprise volume licensing and maintenance program at a one-time cost of \$170,000 which will include server and desktop software. The Microsoft Enterprise Volume Licensing and software maintenance procurement will be accomplished through Compucom using the Riverside County Municipal Information Systems Association of California (MISAC) contract, which is a collaborative intergovernmental procurement vehicle which is available for the use of all government agencies in the state.

### **Recommendation**

Staff requests that the Committee authorize the Executive Director to execute a purchase order with Compucom in an amount not to exceed \$170,000 to provide software licensing and support for ATCAS.

A handwritten signature in black ink, appearing to read "Steve Heminger", is written over a horizontal line.

Steve Heminger

SH:VC

## REQUEST FOR COMMITTEE APPROVAL

### Summary of Purchase Order

Work Item No.: 1252

Vendor: Compucom Systems, Inc., Rancho Cordova, CA

Work Project Title: Advanced Toll Collection and Accounting System

Purpose of Project: Computer software licensing and maintenance

Brief Scope of Work: Vendor will provide Microsoft Enterprise Licensing and software maintenance for desktop and servers for a three-year period.

Project Cost Not to Exceed: \$170,000

Funding Source: BATA Operations Budget

Fiscal Impact: Project is included in the BATA FY 11/12 Operations Budget

Motion by Committee: That the Executive Director or his designee is authorized to issue a purchase order to CompuCom Systems, Inc. for a computer software licensing and maintenance agreement and the Chief Financial Officer is authorized to set aside funds up to \$170,000 for such purchase order.

BATA Oversight Committee:

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Bill Dodd, Chair

Approved: Date: October 12, 2011