

**CITY OF SAN MATEO
RESOLUTION NO. ____ (2024)**

**APPROVING AN ALTERNATIVE PURCHASING PROCEDURE FOR AN AGREEMENT WITH CDW GOVERNMENT LLC,
FOR THE PURCHASE OF TELEPHONE HARDWARE, SOFTWARE, AND SERVICES FOR A FIVE-YEAR TERM**

WHEREAS, San Mateo Municipal Code section 3.60.070(h)(3) provides that the City may use an alternative purchasing procedures if the City Council makes a finding concurrent with the award for the contract that the procedures are in the best interest of the City; and

WHEREAS, the City's telephone system is comprised of hardware which is due for substantial upgrades, and annual software subscriptions; and

WHEREAS, the City's Department of Information Technology has determined Zoom Calling, a cloud-based telephone subscription is the most cost-effective option to replace the City's outdated telephone system; and

WHEREAS, the City's Department of Information Technology has determined that CDW Government LLC best meets the City's needs to deliver and implement the telephone system due to the quality of their customer support and services; and

WHEREAS, the City, as a local government agency, may participate in the Sourcwell purchasing cooperative, which is a government agency that allows participants to pay less through competitively solicited, evaluated, and awarded contracts that leverage the cooperative buying power of local government agencies; and

WHEREAS, based on the above, the City's Department of Information Technology recommends entering into a five-year agreement with CDW Government LLC for the purchase and implementation of a Zoom Calling telephone system.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, FINDS and RESOLVES that:

1. This Council action is not a project subject to CEQA, because it can be seen with certainty that there is no possibility that the purchase of telephone hardware, software, and services may have a significant effect on the environment. (CEQA Guidelines Section 15061(b)(3).)
2. Pursuant to Municipal Code section 3.60.070 (h)(3), the purchase of a Zoom Calling agreement with CDW Government LLC utilizing the Sourcwell procurement service is in the best interest of the City because:
 - Sourcwell procurement service offers competitively priced agreements for goods and services that are pre-negotiated through cooperative purchasing that leverages the purchasing power of government agencies; and;
 - Utilizing the Sourcwell procurement service avoids costs normally associated with the development of highly technical bid specifications, while assuring that competitive prices were received.
3. An agreement with CDW Government LLC for five (5) years of telephone hardware and services in a total amount not to exceed \$517,633 is approved, in accordance with the terms of the Sourcwell contract #121923-CDW.

4. The Director of Information Technology is authorized to execute the agreement in substantially the form presented on behalf of the City.