COLORADO
LEGISLATIVE
COUNCIL
STAFF

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REQUEST FOR INFORMATION

May 2, 2012

To Interested Vendors,

The Colorado General Assembly is requesting information from you regarding the cost to purchase / lease laptop and desktop computers. The plan calls for the acquisition of approximately 300 leased desktop and laptop computers to be deployed in the General Assembly's *5* staff agencies.

Target Deadlines

May 15, 2012	Request for Information delivered to vendors.
June 1, 2012	Deadline for vendors to respond to RFI in writing.
June 14, 2012	Deadline to select vendor.
June 14, 2012	Lease negotiations begin with vendor's finance company.
June 29, 2012	Deadline to complete purchase negotiations with vendor.
July 31, 2012	All PC equipment DELIVERED to the General Assembly.

Equipment

Included in this RFI are the documents that detail the equipment and minimum specifications needed for each agency. The details of the basic configurations are found in the Desktop and Laptop Minimum Specifications documents. Also attached is a summary of the equipment needed by each agency in addition to optional accessories that may be required.

Warranty/Support

All equipment must be covered with a four year parts and labor warranty. Please detail the type and duration of the technical support that will be provided with this equipment if different from warranty. In addition, include any shipping and handling charges along with any guarantee concerning repair and/or parts turn-around time. Accidental Damage Protection and Asset Tracking should be included but priced separately as an option.

Spare Equipment

Please provide any information regarding spare parts or extra equipment (e.g. chassis, hard drives, mother boards, etc...) you might provide as part of any eventual agreement.

Asset Recovery

Please include details on any asset recovery program your company may offer to assist the General Assembly with old equipment that will be replaced as a result of this new lease agreement. The General Assembly is especially interested in any arrangement that would result in costs and/or credits being built in to this contract effort (not as a separate arrangement).

Encryption

Please include details on any whole disk encryption program your company may offer to assist the General Assembly with complete drive security. The General Assembly is especially interested in any arrangement that would result in costs and/or credits being built in to this contract effort (not as a separate arrangement).

Delivery

Delivery and receipt of all equipment must occur no later than July 31th, 2012. Full deliveries on an agency by agency basis can be made prior to July 31th, 2012. However, **no** deliveries may take place prior to July 1, 2012.

It is the responsibility of the vendor, after consultation with General Assembly staff to verify the accuracy of equipment delivered**.** Please provide an explanation on how you propose to verify the accuracy of delivered equipment.

Response and Process

Vendors are encouraged to contact Legislative Council IT staff between May, 2012 and June, 2012 for questions or clarifications regarding this Request for Information. Response documents must include all information requested above including the total cost of equipment with the lease rate and delivery and any other fees, charges, or associated costs. Incomplete submissions may not be considered.

Upon receipt of your response the LCS-IT will likely request evaluation units of proposed models to aid our assessment of each submission if an evaluation unit has not already been provided.

Lastly, the LCS-IT would consider proposals for equipment in addition to that required by the Minimum Specification documents in the response.

The Colorado General Assembly reserves the right to cancel this entire Request for Information or individual phases at any time, without notice or penalty.
The State may, insofar as it is deemed beneficial and necessary, award one or more contract(s) as a result of this RFI.

These documents must be received no later than 5:00 pm on June 1, 2012. Please deliver your response to:

Legislative Council Services – Information Technology
1370 Grant St Suite 200
Denver, CO 80203
Attn: Zack Wimberly

2012 Business Requirements - All Agencies

	Desktop Requests	Laptop Requests
HOU	30	9
SEN	19	12
LLS	26	27
LCS	30	48
OSA	6	68
JBC	3	15
TOTAL	**114**	**179**

These numbers are subject to change

2012 Lease - Staff Desktop Minimum Sp

Windows 7 Professional Operating System
Intel Core i5, i7 processor, or AMD Equivalent
4GB DDR3 (2 DIMMS)
300GB SATA Hard Drive 7200 RPM
CD-RW + DVD-RW Combo Drive
Integrated Ethernet NIC
Integrated Sound
Integrated Video
4 USB ports
USB Optical Scroll Mouse
PS/2 or USB Keyboard
Small Form Factor Case
Warranty

Optional Accessories:

19 in. LED/LCD Flat Panel Monitor
23 in. LED/LCD Flat Panel Monitor
External 2 Piece Speakers
Dual monitor video card
Wireless Network Interface Card

2012 - Staff Laptop Minimum Specifications

Models:
14 in. Wide Screen LED/LCD Panel
15.4 in. Wide Screen LED/LCD Panel (chassis has integrated numeric keypad)

Minimum Specifications for each model:
Windows 7 Professional Operating System 64 bit
Intel Core i5, i7 processor, or AMD equivalent with vPro
4GB DDR3 SDRAM (2 DIMMS)
200 GB Hard Drive
CD-RW + DVD-RW Combo Drive
Internal 802.11a/b/g/n Wireless Network Adapter
Internal Ethernet Network Adapter
Internal 56K V.92 Modem
Internal Sound and Speakers
Integrated Video
3 USB ports
Extended Life Primary Battery (9 cell or equivalent)
Extra AC Adapter
Warranty

Optional Accessories: (Quantity's may vary)

19 in. LED/LCD Flat Panel Monitor
23 in. LED/LCD Flat Panel Monitor
External 2 Piece Speakers
Carrying Case
Docking Station/Port Replicator
Extended Life Primary Battery (9 cell or equivalent)
Primary Battery (WithWarranty)
Keyboard
Wired Mouse
Wireless Notebook Mouse

Optional Software Consideration:
TPM asset recovery
Encryption