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01-037

AUTHORIZE A ONE YEAR SOLE SOURCE CONTRACT  
WITH HEWLETT PACKARD FOR HOST COMPUTER  
MAINTENANCE

PREPARED BY: Roger Cardinal, Manager, Procurement & Risk Services

FINANCIAL  
RESPONSIBILITY: Ray Grant, Director, Information Technology Services

APPROVED BY: Randy McEwen, Vice-President, Administrative Services  
Dan Moriarty, President

REPORT: The College has an annual contract with Hewlett-Packard (HP) for host computer maintenance services at a cost of \$150,000 per year. These services are considered to be single-source from HP as the College host computer is a HP system. Per the College's Procurement Rule #200.050, "The College may enter into a public contract for equipment repair or overhaul without competitive bidding, (b) if the service and/or parts required are for sophisticated equipment for which specially trained personnel are required and such personnel are available from only one source." These maintenance services for the HP system are available only from the manufacturer itself.

Information Technology Services (ITS) is considering either an upgrade or replacement of the host computer system in the next year. However, ITS still needs to enter into a new one-year contract with HP to continue to provide the required host computer maintenance services for at least one more year. Since total cost exceeds \$50,000, Board approval is required.

RECOMMENDATION: That the Board of Directors authorize a one year sole source host computer maintenance services contract with HP to continue to provide the required services. The contract term is from November 1, 2000 through October 31, 2001 at a total cost of \$150,000 (from General Funds).