



April 12, 2019

Krista Lee Carsner, Director
Fiscal Review Committee
Rachel Jackson Building, 8th Floor
320 Sixth Avenue North
Nashville, TN 37243

Mike Perry, Chief Procurement Officer
Central Procurement Office
Department of General Services
Tennessee Tower, 3rd Floor
Nashville, TN 37243

Justin P. Wilson, Comptroller of Treasury
Comptroller Procurement Compliance
Suite 1400, James K. Polk Building
505 Deaderick Street
Nashville, TN 37243-1402

RE: Proposed Amendment 1 to Edison Agency Term Contract ID 50394

Dear Director Carsner, Chief Perry, and Comptroller Wilson:

The Department of Safety and Homeland Security (TDOSHS) is requesting the approval to amend the current three (3) year contract with Pomeroy IT Solutions Sales Company, DBA Getronics, (Edison Contract ID 50394) for the continued purchasing of all-in-one desktops, as well as, extended warranty provisions for any desktops purchased under the contract.

The current contract is for the purchase of all in-one desktops currently being utilized at different Drivers Services locations throughout the State. While the contract provides for an initial warranty period, the contract does not offer extended warranties for these devices. The amendment will allow the agency to purchase extended warranties for the devices that were previously purchased under this contract, as well as, continue to purchase desktops for any Driver Services locations that may be in need of these specific computers over the next few years.

In addition to adding the option to purchase extended warranties, and current models of the desktops, the agency seeks to add appropriate funding, as well as, extend the contract for two additional years, for a maximum Term of Sixty (60) months. The current maximum liability of Five Hundred Twenty Thousand Dollars and No Cents (\$520,000) will be increased

to Six Hundred Twenty Thousand Dollars and No Cents (\$620,000).

The Department of Safety and Homeland Security respectfully submits the above referenced request for consideration and approval.

Sincerely,

A handwritten signature in blue ink that reads "Sonya Hadley". The signature is fluid and cursive, with a large loop at the end of the last name.

Sonya Hadley, Budget Director

Cc: Shoney Naquin, Procurement Supervisor
Sandra Braber-Grove, Assistant General Counsel

Supplemental Documentation Required for
Fiscal Review Committee

*Contact Name:	Shoney Naquin	*Contact Phone:	(615) 251-5238
*Presenter's name(s):	Sandra Braber-Grove, Sonya Hadley, Assistant Commissioner Lori Bullard		
Edison Contract Number: <i>(if applicable)</i>	50394	RFS Number: <i>(if applicable)</i>	34901-27309-9460
*Original or Proposed Contract Begin Date:	June 13, 2016	*Current or Proposed End Date:	June 12, 2021
Current Request Amendment Number: <i>(if applicable)</i>	01		
Proposed Amendment Effective Date: <i>(if applicable)</i>	June 11, 2019		
*Department Submitting:	Safety and Homeland Security		
*Division:	Budget		
*Date Submitted:	April 12, 2019		
*Submitted Within Sixty (60) days:	Yes		
<i>If not, explain:</i>	N/A		
*Contract Vendor Name:	Pomeroy IT Solutions Sales Company, dba Getronics		
*Current or Proposed Maximum Liability:	\$620,000.00		
*Estimated Total Spend for Commodities:	\$0		
*Current or Proposed Contract Allocation by Fiscal Year: (as Shown on Most Current Fully Executed Contract Summary Sheet)			
FY: 2016 – FY2021 (Due to this being an Agency Term Contract, there were no specific amounts allocated per FY year)			
\$ 620,000.00			
*Current Total Expenditures by Fiscal Year of Contract: (attach backup documentation from Edison)			
FY: 2016 – FY2021 (Due to this being an Agency Term Contract, there were no specific amounts allocated per FY year)			
\$220,865.00			
IF Contract Allocation has been greater than Contract Expenditures, please give the reasons and explain where surplus funds were spent:	Not Applicable		
IF surplus funds have been carried forward, please give the reasons and provide the authority for the carry forward provision:	Not Applicable		
IF Contract Expenditures exceeded Contract Allocation, please give the reasons and explain how funding	Not Applicable		

Supplemental Documentation Required for
Fiscal Review Committee

was acquired to pay the overage:			
*Contract Funding Source/Amount:			
State:	\$620,000.00	Federal:	\$0.00
<i>Interdepartmental:</i>	\$0.00	<i>Other:</i>	\$0.00
If “ <i>other</i> ” please define:		Not Applicable	
If “ <i>interdepartmental</i> ” please define:		Not Applicable	
Dates of All Previous Amendments or Revisions: <i>(if applicable)</i>		Brief Description of Actions in Previous Amendments or Revisions: <i>(if applicable)</i>	
Not Applicable		Not Applicable	
Method of Original Award: <i>(if applicable)</i>		Invitation to Bid	
*What were the projected costs of the service for the entire term of the contract prior to contract award? How was this cost determined?		\$520,000.00; This cost was determined based on the then market value of the specific type of desktops that were being acquired through the competitive procurement solicitation event. The agency took into consideration the amount of desktops that were needed at the time of Contract Execution and determined that \$520,000 should have been the projected costs.	
*List number of other potential vendors who could provide this good or service; efforts to identify other competitive procurement alternatives; and the reason(s) a sole-source contract is in the best interest of the State.		The Contract between the Tennessee Department of Safety and Homeland Security and Pomeroy IT Solutions Sales Company, Inc. is not a sole source contract and was awarded through the Invitation to Bid (“ITB”) competitive solicitation process. The Contractor was selected because it had the lowest cost proposal of all other bidders during the competitive solicitation event.	

Purchase Orders against a Cont	2
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Contract Number = 0000000000000000000050394

Contract	Contract Line #	Unit	PO No.	Line	SetID
0000000000000000000050394		1 34901	0000031464	1	SHARE
0000000000000000000050394		1 34901	0000031804	1	SHARE

SetID SHARE **Contract Version**
 Contract ID 0000000000000000000050394 Version 1
 *Status

Administrator/Buyer kippk1022001 Kippine K Smith

▼ **Authored Document**

Authored Status Executed Document Version 0.00

▼ **Header** ?

Contract Style Purchase Order
 Process Option Purchase Order
 Supplier POMEROY IT-001

Supplier ID 0000000859 Pomeroy IT Solutions Sales Company
 Inc

Begin Date 06/13/2016 [Vendor Details](#)
 Expire Date 06/12/2019 [Sub Contract Link](#)

- [Edit Comments](#)
- [Contract Activities](#)
- [Primary Contact Info](#)
- [Contract Header Agreement](#)
- [Contract Releases](#)

Renewal Date
 Currency USD CRRNT
 Primary Contact 1 [JEFF DUNN](#)
 Supplier Contract Ref 34901-27309-9460
 Description All in One Desktops
 Master Contract ID

Amount Summary ?

Maximum A
 Line Item Released A
 Category Released A
 Open Item Released A
 Total Released A
 Remaining A

Even though these Purchase orders were attributed against the Contract, in Edison, the amount remaining c money was not encumbered in Edison.

PO Date	Quantity	UOM	PO Amount	Contract Max. Amt	Contract Remaining Amt
6/16/2016	5.0000	EA	4075.000	520000.000	520000.000
7/20/2016	266.0000	EA	216790.000	520000.000	520000.000

Status Current

Approved Date 06/13/2016

Contract Type

Amendment 0

- [Activity Log](#)
- [Document Status](#)
- [Thresholds & Notifications](#)
- [Additional Contract Info](#)

Amount	520,000.00	USD
Amount	0.00	
<hr/>		
Amount	520,000.00	

on the Contract still remains \$520,000.00 - This seems to be an Edison "glitch" where the

Purchase Order Date =

PO Status =

Short Supplier Name begins with

Supplier ID begins with

Supplier Name begins with

Buyer begins with

Buyer Name begins with

Case Sensitive

Limit the number of results to (up to 300):

[Basic Search](#) [Save Search Criteria](#)

Search Results

View All

Business Unit	PO ID	Contract SetID	Contract ID	Purchase Order Date	PO Status	Short Supplier Name
34901	0000031804	SHARE	0000000000000000000050394	07/20/2016	Compl	POMEROY
34901	0000031464	SHARE	0000000000000000000050394	06/16/2016	Compl	POMEROY

This shows that there were two purchase orders that should have been attributed to Contract #50394;

Supplier ID	Supplier Name	Buyer	PO Type	Purchase Order Reference
0000000859	Pomeroy IT Solutions Sales Company Inc	kippk1022001	CRO	All in One Desktops
0000000859	Pomeroy IT Solutions Sales Company Inc	kippk1022001	CRO	All in One Desktops

however, Edison did not correctly encumber the money on the contract.



**Hold From
Further
Processing**

N

N



Purchase Order Inquiry

Purchase Order

Business Unit 34901
PO ID 0000031804

▼ Header

PO Date 07/20/2016 **Doc To**
Supplier Name POMEROY IT-001 **Backorde**
Supplier ID 0000000859 [Supplier Details](#) **Receipt**
Buyer Kippine K Smith **Amount Summary**
PO Reference All in One Desktops

[Header Details](#) [Activity Summary](#) **Fr**
[All RTV](#) [Header Comments...](#)
[Matching](#) [Document Status](#)
[▼ Actions](#) **Encumt**

Lines

Line	Item ID	Item Description	Category
1	1000004071	Workstation, Touchscreen, 23-i	43211507

[Return to Search](#)

[Previous in List](#)

[Next in List](#)

[Notify](#)

This is purchase order 31804 - showing where we spent \$216,790.00 against the contract.

PO Status Compl
Budget Status Valid

PO Status Valid

Order Status Not Backordered

Item Status Received

Hold From Further Processing

Merchandise 216,790.00
Weight/Tax/Misc. 0.00
Total 216,790.00 USD
Balance Balance 0.00 USD

◀ ◀ 1-1 of 1 ▼ ▶ ▶ | View

PO Qty	UOM	Merchandise Amount		Status		
266.0000	EA	216,790.00	USD	Closed		

Related

All

Links

Purchase Order

Business Unit 34901
PO ID 0000031464

▼ Header

PO Date 06/16/2016 Doc To
Supplier Name POMEROY IT-001 Backorder
Supplier ID 0000000859 [Supplier Details](#) Receipt
Buyer Kippine K Smith **Amount Summary**
PO Reference All in One Desktops

[Header Details](#) Fri
[All RTV](#)
[Matching](#) [Activity Summary](#)
[Header Comments...](#)
[Document Status](#)
[▼ Actions](#) Encumb

Lines

Line	Item ID	Item Description	Category
1	 1000004071	Workstation, Touchscreen, 23-i	43211507

[Return to Search](#) [Notify](#)

This is purchase order 31464 - showing where we spent \$4,075.00 against the contract.

PO Status Compl
Budget Status Valid

PO Status Valid

Order Status Not Backordered

Item Status Received

Hold From Further Processing

Merchandise 4,075.00
Freight/Tax/Misc. 0.00
Total 4,075.00 USD
Balance 0.00 USD

Navigation icons: back, forward, dropdown (1-1 of 1), and view options.

PO Qty	UOM	Merchandise Amount		Status		
5.0000	EA	4,075.00	USD	Closed		

Related I



All



Links

Amendment Request

This request form is not required for amendments to grant contracts. Route a completed request, as one file in PDF format, via e-mail attachment sent to: Agsprs.Agsprs@tn.gov

APPROVED

CHIEF PROCUREMENT OFFICER

DATE

Agency request tracking #	34901-27309-9460	
1. Procuring Agency	Tennessee Department of Safety and Homeland Security (TDOSHS)	
2. Contractor	Pomeroy IT Solutions Sales Company, dba Getronics	
3. Edison contract ID #	50394	
4. Proposed amendment #	01	
5. Contract's Original Effective Date	June 13, 2016	
6. Current end date	June 12, 2019	
7. Proposed end date	June 12, 2021	
8. Current Maximum Liability or Estimated Liability	\$ 520,000.00	
9. Proposed Maximum Liability or Estimated Liability	\$ 620,000.00	
10. Strategic Technology Solutions Pre-Approval Endorsement Request – information technology service (N/A to THDA)	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> Attached	
11. eHealth Pre-Approval Endorsement Request – health-related professional, pharmaceutical, laboratory, or imaging	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> Attached	
12. Human Resources Pre-Approval Endorsement Request – state employee training service	<input checked="" type="checkbox"/> Not Applicable <input type="checkbox"/> Attached	
13. Explain why the proposed amendment is needed		
<p>The proposed amendment is needed to extend this Agency Term Contract for an additional twenty-four (24) months, bringing the total Term to sixty (60) months. The proposed amendment is also needed to add the option for the purchase of an extended warranty and/or current versions of the desktops under the Contract.</p>		

Agency request tracking #	34901-27309-9460
<p>14. If the amendment involves a change in Scope, describe efforts to identify reasonable, competitive, procurement alternatives to amending the contract.</p> <p>The Contract was awarded through the Invitation to Bid competitive process. The Contractor was selected because it had the lowest cost proposal. As noted in the response to #13., we are requesting to extend the Contract by twenty-four (24) months, bringing the total Term to sixty (60) months, and add the option to purchase an extended warranty and/or current versions of the desktops in the Contract.</p>	
<p>Signature of Agency Head or Authorized Designee, Title of Signatory, and Date (the authorized designee may sign his or her own name if indicated on the Signature Certification and Authorization document)</p> <p> 04-12-19</p> <hr/> <p>Jeff Long, Commissioner DATE</p>	



**STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES
CENTRAL PROCUREMENT OFFICE**

Agency Term Contract Multi-Year - Issued to:

Pomeroy It Solutions Sale

Attn: Jeff Dunn
717 Airpark Center Dr
Nashville TN 37217

Vendor ID: 0000000859

CONTRACT NUMBER: 50394

TITLE: All in One Desktops

START DATE: June 13, 2016

END DATE: June 12, 2019

Contract Contact Information:

State of Tennessee
Department of General Services, Central Procurement Office
Contract Administrator: Kippine K Smith
3rd Floor, William R Snodgrass, Tennessee Tower
312 Rosa L. Parks Avenue
Nashville, TN 37243-1102
Phone:
Fax: 615-741-0684

Line Information

Line 1

Item ID:

ALL-IN-ONE 23 INCH TOUCHSCREEN WORKSTATION

Unit of Measure: EA

Vendor Item/Part #:

Manufacturer Item #:

Unit Price: \$ 815

APPROVED: _____ BY: _____ DATE _____
CHIEF PROCUREMENT OFFICER PURCHASING AGENT



**STATE OF TENNESSEE, DEPARTMENT OF GENERAL SERVICES
CENTRAL PROCUREMENT OFFICE**

Agency Term Contract Issued to:

Pomeroy IT Solutions Sales Company Inc.
717 Airpark Center Dr.
Nashville, TN 37217

Vendor ID: 0000000859

CONTRACT NUMBER: 00000000000000000050394 TITLE: All in One Desktops

START DATE: June 13, 2016 END DATE: June 12, 2021

Contract Contact Information:

State of Tennessee
Department of General Services, Central Procurement Office
Contract Administrator: Shoney D Naquin
3rd Floor, William R Snodgrass, Tennessee Tower
312 Rosa L. Parks Avenue
Nashville, TN 37243-1102
Phone: 615-251-5238
Fax: 615-741-0684

Line Information

Line 1

Item ID: 1000004071
Workstation, Touchscreen, 23-inch, All-in-One
Unit of Measure: EA
Vendor Item/Part #: PIS-HPEO800G2WS-TOUCH23
Manufacturer Item #: ELITEONE 800 G2
Unit Price: \$ 815

APPROVED: _____ BY: _____ DATE _____
CHIEF PROCUREMENT OFFICER PURCHASING AGENT