



Office of the Chief Information Officer

PC Procurement Policy Financial Considerations

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- Policy Required by Budget Proviso in 2013 -15 Budget
- What is the Purpose?
 - Common decision model for Agencies, the OCIO, OFM, and the Legislature
 - Reduce PC lifecycle costs

Why is This Important to Me?

- Legislature:
 - Defines due diligence for agency planning and decision packages
- Agencies:
 - Defines a common vocabulary, financing options with pros and cons, and exceptions to standards. Dispels Pre-Conceived Notions.

- Who Was Involved?
 - The leasing agencies (State Treasurer, OFM Accounting, DES)
 - CIOs
 - Contract managers
 - Agency IT managers who oversee the PC install base
 - OFM Budget Division and Accounting Policy Division
 - Selected Senate and House staff
 - A Key House Member
 - Gartner Group
 - A Master Contract Vendor offering Operating Leases

- Establishes Preferred Solutions for Five Key Aspects of PC Procurements Valued over \$20,000:
 1. Standard PC Configurations
 2. Replacement Cycle
 3. Competitive Purchase Prices
 4. Alignment of Procurement with Agency Budget
 5. Financing Method

PC Procurement Policy

Agency Roles and Decisions Impacting PC Life Cycle Costs



Procurement Decisions		Planning	Acquisition	Deployment	Asset Mgmt.	End User Support	System Admin.	Decommission
CIO	1. Standard PC Configurations	x	x	x		x	x	x
CFO	2. Replacement Cycle	x	x	x	x	x	x	x
	3. Competitive Purchase Prices		x					
	4. Align Procurement to Budget	x						
	5. Financing Method		x		x			

x = impact
 x = significant impact

The IT and Finance departments align standard PC configurations, the PC refresh plan, and the operating budget.

- Standard PC Configurations
 - Refer to the DES Master Contracts for Current Standard Configurations
- Replacement Cycle
 - Desktop PCs: 4 years
 - Laptops / Notebooks: 4 Years
 - Same as SAAM Manual Useful Life

- Financing Methods
 - Purchase
 - Purchase with COPs
 - DES Capital Lease
 - Vendor Operating Lease
- Preferred Financing Method
 - DES Capital Lease

- When Does the Policy Apply?
 - For Procurements valued over \$20,000
- How Do Agencies Comply on Procurements over \$20,000?
 - Agree in the agency on the five key decisions
 - Document decisions in the policy attachment, including rationale from the Guideline for deviating from standards
 - Maintain documentation in the agency
 - Submit documentation with Decision Packages or when OCIO approval is required

Questions

- Discussion and Feedback