



Office of General Services

OGS Procurement Services



July 3, 2019



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**Office of
General Services**

IT Centralized Contracts

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IT Centralized Contracts

- Since 2012 OGS has been contracting for IT in new ways:
 - HBITS – Hourly Based IT Services
 - PBITS – Project Based IT Consulting Services
 - IT Manufacturer Based Umbrella
 - Aggregate Buys
 - IT Distributor Based Umbrella





HBITS – Hourly Based IT Services

- The technology needs of government change quickly and as a result, there is a significant use of IT services that augment existing staff across the state
- HBITS provides users with the tools needed to procure IT staff to augment existing staff



HBITS

Contract Benefits:

- Speed to market
- Diversity of contractors
- Standardized templates
- Prices lower than market average

Coming Soon!

- Up to 36 month engagements at transaction level
- Statewide coverage
- Increased vendor pool to 30
- Increased candidate pool for users to choose from



Project Based Information Technology Consulting Services (PBITS)

- This contract is used to obtain IT consulting services for individual IT projects
- Payments are made for accepted fixed priced deliverables, not on an hourly basis

Examples of Eligible Projects:

- Project management support services
- Data categorization
- Data information management (migration, conversion, manipulation, integration)
- Implementation of open-source software



PBITS

Contract Benefits:

- Speed to market
- Diversity of contractors
- Up to 36 month engagements at transaction level
- Ability to require additional insurance at transaction level
- Streamlined processes
 - Detailed “How to Use”
 - Standardized templates
 - For each lot, one link for mini-bid distribution
 - No pre-audit required
- Enhancement budget is available



IT Umbrella Manufacturer Contract

- The IT Umbrella gives you the ability to buy IT products and the professional services needed to install and operate those products, including cloud services
- The contract is grouped into four categories (or lots):

Lot 1 (software): 73	Lot 3 (cloud): 73
Lot 2 (hardware): 62	Lot 4 (implementation): 70

There are 141 manufacturer's contracts to buy from!



IT Umbrella Manufacturer Contract

Contract Benefits:

- It includes periodic recruitment, which means that more manufacturers and products will be available to meet your business needs
- It is flexible so that future lots may be added for new technologies as they become commercially available
- You can get a team of experts to implement products and train staff for up to 36 or 60 months (check website for details)
- You can buy from one or more of the lots and group the purchases into a single transaction!





IT Umbrella Manufacturer Contract

User Hints:

- Aggregate your needs - the larger your buy, the larger discount you will receive
- If you make a large buy, include a price hold or discount hold for 3-6 months to keep the savings going and reduce the number of RFQs you need to do
- Buy as many years' of maintenance as possible with the initial product buy to get the best possible price
- If you don't need a specific manufacturer then compete one against another and watch the prices drop





Umbrella Manufacturer – Aggregate Buys

- Aggregate buys OGS has completed:
 1. RFQ 18-01: Aggregate Hardware Buy
 2. RFQ 18-02: Law Enforcement Records Management System
 3. RFQ 16-2: Hosted Contact Center
- The suite of aggregate buys will be expanded as time allows and customer demand requires

OGS is on the lookout for new opportunities!
What should be our next aggregate buy?





OGS IT Aggregate Hardware Buy Savings

Equipment Type	OGS Not-to-Exceed Contract Price	Aggregate Purchase Price	Discount Off Contract Price	Manufacturer
VDI PC	\$868.36	\$408.00	-53%	HP
Enterprise Desktop	\$ 1,104.37	\$565.50	-49%	HP
Enterprise Notebook	\$1,414.24	\$541.00	-62%	Lenovo
Enterprise All-In-One	\$1,412.90	\$662.00	-53%	Lenovo
Non-Convertible Tablet	\$1,554.06	\$870.00	-44%	Dell
Convertible Tablet	\$1,529.10	\$691.00	-55%	Lenovo
Workstation PC	\$4,501.73	\$2,271.00	-50%	HP
Education Desktop	\$1,191.13	\$575.00	-52%	Dell
Education Notebook	\$1,430.49	\$497.00	-65%	Dell
Chromebook Low	\$256.41	\$210.00	-18%	HP
Chromebook Touchscreen	\$315.81	\$250.00	-21%	HP

OGS IT Aggregate Hardware Buy Savings

Equipment Type	OGS Not-to-Exceed Contract Price	Aggregate Purchase Price	Discount Off Contract Price	Manufacturer
Display 21"-24" Class	\$169.41	\$145.00	-14%	HP
Display 25"-27" Class	\$268.41	\$181.00	-33%	HP
Display 30"-32" Class	\$902.01	\$644.00	-29%	HP
Display 33"-53" Class	\$593.01	\$450.00	-24%	HP
Display 21"-24" Class w/ Integrated Webcam	\$238.71	\$171.00	-28%	HP
Touchscreen Display 21"- 24"	\$288.21	\$208.00	-28%	HP

Note: The above table represents the contract price and awarded aggregate buy price at the time of award. Refer to the OGS Aggregate Buy website for current pricing.



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IT Distributor Based Umbrella

- Distributor based contracts streamline the procurement of software, hardware and related services not available through any other centralized contract
- Products required by an authorized user can be obtained via an expedited competitive RFQ process

Examples of eligible products: Newly marketed hardware and software, maintenance and support, pre-packaged training courses, and “off-the-shelf” software





IT Distributor Based Umbrella

- 5 contractors or distributors only
- All in scope IT products (excluding cloud) not on other contracts can be sold
- 2 Lots
 - Lot 1 – Software (5 contractors)
 - Lot 2 – Hardware (5 contractors)





IT Distributor Based Umbrella

Contract Benefits:

- SBE, MWBE, SDVOB businesses can sell products to governments through any of the 5 distributors
- This is a fast way for state agencies and other authorized users to buy and try out new technology or fill a niche need without navigating the full bidding process
- Costs are low for growing businesses because the distributors absorb the overhead
- Provides a way for new manufacturers to build sales to qualify to become a manufacturer umbrella contractor via a future periodic recruitment



Email Etiquette

- Please use a descriptive subject line



From: An Authorized User
To: MfrUmbrella.AuthorizedUsers@ogs.ny.gov
Subject: RFQ



From: An Authorized User
To: MfrUmbrella.AuthorizedUsers@ogs.ny.gov
Subject: RFQ – Contract Award Number



From: An Authorized User
To: MfrUmbrella.AuthorizedUsers@ogs.ny.gov
Subject: RFQ – Contractor's Name

Email Etiquette

- Please think before hitting reply all



From: An Authorized User

To: MfrUmbrella.AuthorizedUsers@ogs.ny.gov, CMS@ogs.ny.gov,
CMS@ogs.ny.gov, CMS@ogs.ny.gov, CMS@ogs.ny.gov

Cc: CMS@ogs.ny.gov, PSG@ogs.ny.gov, PSG@ogs.ny.gov,
AU@agency.ny.gov, AU@agency.ny.gov, AU@agency.ny.gov,
SalesAgent@contractor.com, SalesRep@contractor.com

Subject: RFQ – Contract Award Number



From: An Authorized User

To: MfrUmbrella.AuthorizedUsers@ogs.ny.gov, CMS@ogs.ny.gov

Cc: CMS@ogs.ny.gov, AU@agency.ny.gov

Subject: RFQ – Contract Award Number

We're Here to Help!

Hourly Based IT Services - HBITS:

For State Agencies: HBITS.StateAgencies@ogs.ny.gov

For Non-Executive Agencies: HBITS.NonExecutiveAgencies@ogs.ny.gov

Project Based IT Consulting Services - PBITS:

PBITS.AuthorizedUsers@ogs.ny.gov

Manufacturer Based IT Umbrella:

MfrUmbrella.AuthorizedUsers@ogs.ny.gov

Distributor Based IT Umbrella:

PSDistUmbrella.AuthorizedUsers@ogs.ny.gov

