

FOR YOUR INFORMATION

LOS ANGELES UNIFIED SCHOOL DISTRICT
Office of the Chief Operating Officer

DISTRIBUTION: All Schools and Offices

ROUTING

SUBJECT: REFERENCE GUIDE NO. C-17
COMPUTER EQUIPMENT ON DISTRICT
CONTRACTS

Administrators
Secretaries

DATE: December 2, 1999

DIVISION: Business Services

APPROVED: ALAN TOMIYAMA, Business Manager

For further information, please call your assigned Purchasing Services Coordinator or Purchasing Branch Information Desk at (213) 633-7151.

I. BACKGROUND

This Reference Guide provides information regarding the various computer manufacturers currently available under contract with the District. These contracts were established to provide schools and offices the flexibility of choice when selecting computer equipment. The contracts are divided into two product groups: 1) computer systems, peripherals, accessories, software, extended warranty service and integration options, and 2) computer printers, options, supplies, and extended warranty service. The following is information regarding computer equipment under contract, how to order, Internet access, service/warranty, and vendor contact names.

II. COMPUTER EQUIPMENT UNDER CONTRACT

Attachment A represents the various computer manufacturers' products that are available either directly through the manufacturer or through an authorized dealer representing that manufacturer. Each manufacturer's complete product line within the product category covered by the contract is available for purchase. The use of these contracts should be for the specific manufacturer's propriety product line and is not intended to be used for the purchase of "third-party" equipment which may also be available through that contractor (vendor).

NOTE: A contract for IBM compatible "clone" computers shall be available in the near future. Notification will be forth coming.

III. HOW TO ORDER

For non-stock orders less than \$1,000, process a PD SPO transaction in the IFS system. For non-stock orders of \$1,000 or more, process an RX transaction in the IFS system.

Please use the information provided on Attachment A to assist you in processing your transaction(s). Be sure to process a separate transaction for each manufacturer's product you are ordering, unless the contractor (vendor) represents more than one manufacturer. Those items may be combined onto one order. Reference the contract number(s) as appropriate. Shipping charges are included in the District's contracted cost; sales tax is not.

IV. INTERNET ACCESS

To allow schools and offices the flexibility to gather information on their own, each contracted vendor has established a dedicated page on their Web Site to allow Internet access by District users. The Web Page will provide product line information and availability, contract pricing, purchase order tracking, warranty status, message center, inventory tracking, etc.

Access to all the contractor's Web Sites is available through the Purchasing Branch's Web Site. To get there, go to the District's Web Site (www.lausd.k12.ca.us) and link to "Offices", then link to "Business Services Division", then to "Purchasing Branch" then link to "Computer/Printer Contracts", or enter URL directly at www.lausd.k12.ca.us/lausd/offices/Business_Services_Division/purchasing/Contractpricing.htm. At this point you will observe the various manufacturers' products available. Clicking on the desired icon will link you to the manufacturers/resellers dedicated site.

V. VENDOR CONTACT

If Internet access is not available or if direct contact with a vendor representative is desired, Attachment A provides the contact personnel assigned to the particular District contract. It is suggested that schools and offices utilize these dedicated resources when gathering information or have need for technical expertise.

VI. WARRANTY/SERVICE

All computer products purchased under contract are provided with the manufacturer's standard warranty. The standard warranty varies by manufacturer and type of equipment purchased. All District contracts have options for additional years of extended warranty service. Consideration regarding the method of service support should be considered when making the decisions to purchase the equipment.

Various types of extended warranty services are available including "on-site," "depot", and "carry-in." Depending upon the option you choose, the period of time and cost will vary.

The procedure for acquiring repair services will vary by manufacturer/reseller. The specific procedure to follow will be provided by the contractor who sold you the equipment.

VII. DISTRICT APPLICATION

With the exception of the IBM and Lexmark equipment available under contract, all other manufacturers' equipment has not been tested for connectivity or compatibility with District applications, i.e., PTRS, IFS, DCS, SIS, etc. As additional manufacturers' equipment are tested and determined compatible with District applications, such information will be made available via the LAUSD Homepage and newsletters.

VIII. RECOMMENDED EXPENDITURE

It is recommended that a budget of \$1,200 to \$1,500 be set for every new computer system, which should also include maintenance and an extended on-site warranty. All computers should be configured with the maximum and most up-to-date features and capabilities available at the time of purchase.

Because of rapid developments in computer technology and the resulting decreased cost of older systems, it is often possible to purchase a less-expensive and less-advanced computer. However, the exponential rise in a more advanced computer system's capabilities would cause the less-expensive computer to become obsolete much sooner. Initially, spending the suggested budgeted amount of money will increase the probability of the computer's effectiveness over a longer period of time.

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REFERENCE GUIDE NO. C-17
March 27, 2001

Computer Manufacturers/Vendors

ATTACHMENT A
REVISED

MANUFACTURER	CONTRACTOR	VENDOR	CONTRACT NO.	ADDRESS	CONTACT PERSONNEL
Apple Computer	Apple Computer	101415	0050060	Austin Support Center 2420 Ridgeway Dr., MS198-SB Austin, TX 78754	Eric Apablasa (562) 431-3568 (562) 431-7076 (fax)
Compaq Computers	KIS Computer Center	110209	0050058	11801-S.E. Telegraph Road Santa Fe Springs, CA 90670	Sophia Lin/Helen Verdugo (562) 942-0338 ext 111/115 (562) 942-7720 (fax)
Dell Computer	Dell Marketing LP	105247-A	0050057	One Dell Way Round Rock, TX 78682-9426	Joyce Barrett (800) 274-7798 ext 66360 (800) 365-5329 (fax)
Gateway	Gateway	124373-D	0050056	1414 Genessee Street Kansas City, MO 64102-1048	Lisa Shinn (800) 779-2000 ext 55371 (816) 545-3638 (fax)
Hewlett-Packard	Arey Jones Educational Solutions	128327	0050061	1055 Sixth Avenue San Diego, CA 92101	Cathy Carlin/Jennifer Hawkins (800) 988-8199 (800) 403-8628 (fax)
IBM	Arey Jones Educational Solutions	128327	0050059	1055 Sixth Avenue San Diego, CA 92101	Cathy Carlin/Jennifer Hawkins (800) 988-8199 (800) 403-8628 (fax)
Toshiba Computers	KIS Computer Center	110208	0050055	11801-S.E. Telegraph Road Santa Fe Springs, CA 90670	Sophia Lin/Helen Verdugo (562) 942-0338 ext 111/115 (562) 942-7720 (fax)

