

FAP 111-15-00

COMPUTER HARDWARE, SOFTWARE AND RELATED SERVICES PROCUREMENT

1. DEFINITIONS

- a. Computer hardware means mainframe, server, desktop computer, terminal, printer, disk or tape storage equipment, voice and data communications equipment, cabling for Local Area Network, Wide Area Network or building cabling scheme, and repair or replacement parts.
- b. Computer software means enterprise software, licensed package software, communications software, and software trade-ins. See FAP 111-10-00.
- c. Contractual service means software development or modification, programming support service, database or computerized bibliographic services, training, and dial-up access to remote computer systems.
- d. Hardware and software maintenance agreement means service from Master Agreements and Catalog Master Agreements, as well as proprietary service agreements.

2. COMMONWEALTH OFFICE OF TECHNOLOGY (COT) REVIEW REQUIREMENTS

- a. A procurement of computer hardware, software and related services, excluding hardware maintenance, which totals less than \$50,000 per line item or \$200,000 for the entire order, may be processed without COT review and approval if the hardware, software and related services are in accordance with and procured as part of the most recent list. All other computer hardware, software, and related services procurements shall be submitted to the Office of Material and Procurement Services (OMPS) for COT review.
- b. A hardware maintenance agreement may be processed without COT review and approval if procured from a vendor who holds a competitively bid Master Agreement or Catalog Master Agreement for maintenance. All other maintenance procurements shall be submitted to OMPS for COT review.