



Legislation Details (With Text)

File #: 24-0457 **Version:** 1

Type: Procurement Award **Status:** Passed

File created: 4/18/2024 **In control:** City Council

On agenda: 5/7/2024 **Final action:** 5/7/2024

Title: Approve the award of Cooperative Procurement 24-135, New and Replacement Laptop Personal Computers, to Amazon.com, CDS Office Technologies and Insight Public Sector, for an amount not to exceed \$1,085,020

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
5/7/2024	1	City Council	approved	Pass

CITY COUNCIL AGENDA ITEM

ACTION REQUESTED:

Approve the award of Cooperative Procurement 24-135, New and Replacement Laptop Personal Computers, to Amazon.com, CDS Office Technologies and Insight Public Sector, for an amount not to exceed \$1,085,020

DEPARTMENT: Information Technology

SUBMITTED BY: Jacqueline Nguyen, IT Director

BOARD/COMMISSION REVIEW:

N/A

BACKGROUND:

The Information Technology (IT) Department maintains the technology hardware environment, including various types of personal computers (PCs) and peripherals, such as docking stations, monitors and keyboards, for use by City staff. These PCs are comprised of desktop PCs, laptop PCs, and ruggedized PCs for special applications in squad cars and utility vehicles.

The IT Department has established a three-year replacement cycle for PCs and associated peripherals. This cycle has proven to be effective at balancing cost and performance. A shorter cycle would increase annual costs. A longer cycle would result in not only many PCs becoming too outdated for newer software but also performance becoming adversely affected by normal wear and tear. Each year IT staff partners with departments to develop a PC replacement program that addresses planned replacements and related needs.

Prior 2024 orders of PCs for special cases and needs totaled \$324,998.88, which were procured in

small batches. This leaves the remaining budgeted amount of \$1,087,0511.12 addressed in this procurement.

DISCUSSION:

The following tabulation contains the planned replacement PC items.

Item Description	Quantity
Ruggedized PCs, Panasonic, ZF-55	31
Ruggedized PCs, Panasonic, CF-33	70
Desktop PCs, HP Z2 Series	103
Laptop PCs, HP Elite 800s	194
Monitors, HP, E Series	155
Keyboards	250

Staff has identified several vendors and cooperative contracts that offer PCs and peripherals at competitive pricing. Vendors include Amazon.com (Ominia Cooperative contract R-TC-17006), Insight Public Sector (Omnia Partners IT Products and Services contract # 23-6692-03) and CDS Office Technologies (Sourcewell Law Enforcement Contract #090122-PNA). The Amazon.com contract may be utilized to procure peripheral items like keyboards.

The contract term expires on December 31, 2024.

FISCAL IMPACT:

CIP#: N/A

Technology items are budgeted across the funds listed below. A total of \$1,187,000 is approved as part of the 2024 budget for items under the three-year replacement cycle, and an additional \$491,902 related to new items. Costs for new items will be expensed to the respective department as they are deployed. Staff will monitor activities to ensure accurate allocations within the budget. The requested award is within the budget.

Account Number	Fund Description	Total Budget
*1100-541410	General Fund	\$1,877,321
*1300-541410	Electric Utility Fund	\$205,750
*1500-541410	Water Utilities Fund	\$137,150
*3200-541410	Naper Settlement Fund	\$62,703