



## Legislation Details (With Text)

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<b>File created:</b>	2/15/2022	<b>In control:</b>	City Council
<b>On agenda:</b>	3/1/2022	<b>Final action:</b>	
<b>Title:</b>	Approve the award of Bid 22-046, Panasonic Toughbooks, to CDS Office Technologies for an amount not to exceed \$223,832		
<b>Sponsors:</b>			
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<b>Attachments:</b>			

Date	Ver.	Action By	Action	Result
3/1/2022	1	City Council	approved	Pass

### CITY COUNCIL AGENDA ITEM

#### **ACTION REQUESTED:**

Approve the award of Bid 22-046, Panasonic Toughbooks, to CDS Office Technologies for an amount not to exceed \$223,832

**DEPARTMENT:** Information Technology

**SUBMITTED BY:** Jacqueline Nguyen, Director

#### **BOARD/COMMISSION REVIEW:**

N/A

#### **BACKGROUND:**

The Information Technology (IT) Department maintains the technology hardware environment for staff across all departments including ruggedized laptops and tablets for work in the field. Each year, IT staff works with the departments to determine their computing requirements for both planned replacements and upgrades.

A three-year replacement cycle is optimum for mobile field devices due to the working conditions that the devices are exposed to. The three-year cycle aligns with device warranty periods.

A total of 58 Panasonic devices were identified for replacement in 2022. They include 20 semi-ruggedized ZF-55 laptops and 38 CF-33 Toughbook laptops. With the ongoing worldwide supply chain shortages due to the pandemic, the lead time for delivery of mobile devices has been 12 to 16 weeks with no anticipated end to the delays. Even with the supply chain issues, the per-unit cost dropped \$155 for the ZF-55 model and remained the same as last year for the CF-33 model.

The table below shows a breakdown of the 2022 replacements by department:

	ZF-55	CF-33
DPU-E	-	5
DPU-W	3	-
DPW	3	2
Fire	-	9
Police	9	20
TED	5	2
<b>Total</b>	<b>20</b>	<b>38</b>

In January 2022, the City issued Bid 22-046, Panasonic Toughbooks, to contract with one vendor to supply and deliver Panasonic Toughbooks with docking stations and keyboards.

### **DISCUSSION:**

Advertisement Date:	01/24/2022	Notices Sent:	96
Opening Date:	02/14/2022	Planholders:	27
		Proposals Received:	5

Bids were received from the following vendors:

Vendor Name	Proposed Cost
<i>CDS Office Technologies</i>	\$223,832
Howard Computers	\$285,642
Ingram Technologies	\$267,951.60
Iquantics Corp	\$327,203.10
Tiles In Style, LLC	\$312,228

The non-responding vendors indicated that they did not feel that they could be competitive, were concerned with their ability to provide the products on time, or were simply plan rooms that only downloaded the plans to provide to their subscribers.

### **FISCAL IMPACT:**

CIP#: N/A

Computer replacements are budgeted in the Technology Hardware accounts listed below. The 2022 budget includes \$160,400 for ruggedized computer replacements. While the requested award exceeds the amount budgeted for the specific expense, it can be accommodated within the total budget for IT hardware replacements in 2022, which totals \$644,950.

Account Number	Fund Description	Total Budget Amount
16101100-541410	General Fund	\$599,000

16101300-541410	Electric Utility Fund	\$32,100
16101500-541410	Water Utility Fund	\$13,850