



## Legislation Text

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File #: 20-1078, Version: 1

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### **CITY COUNCIL AGENDA ITEM**

#### **ACTION REQUESTED:**

Approve the award of Cooperative Procurement 20-349, Panasonic Refresh, to CDS Technologies for an amount not to exceed \$151,356

**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 City staff across all departments, including ruggedized laptops and tablets for field work. Each year, IT staff works with the City 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. IT is working to achieve and maintain this replacement cycle. The devices requested for this replacement are past their three-year warranty with some of the devices being over four years old.

#### **DISCUSSION:**

When the Governor issued the stay-at-home order in March, the demand for mobile devices became a priority for all departments. IT worked with the departments to prioritize their mobile computing needs. In order to meet department mobility needs, IT reassigned devices that were being staged for replacement from 2019 purchases, pushed out recently delivered devices more quickly and accelerated the 2020 refresh schedule.

A total of 89 existing Panasonic devices were identified for replacement in 2020. Panasonic discontinued the long-standing model CF-31 Toughbook laptop. With the change in models, the Electric Utility and the Fire Department had to review two current models to determine which would be a better choice for their needs, the CF-33 tablet or the FZ-55 Semi-Toughbook.

In March 2020, six CF-33 tablets were ordered for the Police Department to finish the police squad car refresh. Due to the stay-at-home order and the need for staff to use mobile devices, IT placed an order for 25 Toughbook laptops which were delivered in September. Due to the COVID pandemic worldwide, mobile devices are in short supply from the suppliers and are estimated to have long lead times. In August 2020 another order was placed for 28 ZF-55s to ensure delivery before the end the

year. This final order of 30 CF-33s for the Electric Utility and Fire Department will complete the 2020 replacements.

The table below shows a breakdown of the Panasonic device replacements by department.

Department	ZF-55 Semi-Ruggedized	CF-33 Ruggedized
DPU-E	5	10
DPU-W	13	
DPW	11	
Fire	5	26
Police		6
TED	13	
Total	47	42

All applicable purchases will be evaluated for reimbursement eligibility under the CARES Act.

Staff has identified an approved cooperative contract, State of Illinois Cooperative Contract 17-448DOIT-INFOT-P-310, formerly CMS5848520, through CDS Office Technologies for the procurement of the Panasonic laptop replacements and required docking stations. Due to the COVID -19 pandemic, production and delivery times will vary.

**FISCAL IMPACT:**

CIP#: N/A

Replacement hardware (laptops and tablets) is expensed to the technology hardware accounts listed below. A total of \$366,700 has been budgeted in 2020 for this expense across the listed funds. The requested award of \$151,356 is within budget.

Account Number	Fund Description	Total Budget Amount
16101100-541410	General Fund	\$533,125
40101300-541410	Electric Utility Fund	\$59,400