



Village of Bartlett Finance Department Memo 21-18

DATE: November 2, 2021

TO: Paula Schumacher, Village Administrator

FROM: Chris Hostetler, IT Coordinator

SUBJECT: Computer Replacement Program Purchase

In December 1999 the Village Board adopted the village-wide Information Technology Plan. In the Plan, the Village approved the concept of implementing a replacement program for its computer inventory. The 2021-2022 fiscal year budget contains \$57,200 for the purchase of desktop computers to replace some of the Village's oldest, least powerful, computers. All of the computers being replaced are at least 4 years old. The Village had been on a 3-year replacement cycle until 2012 when the annual purchase was deferred. Since then, the Village has been on a 4-year replacement cycle.

New monitors are also included in this year's budget. We normally do not replace monitors each time we replace computers. However, some applications, such as the Village's ERP software, no longer display correctly on older monitors because the resolution required by the software is not supported by the monitors.

Computer manufacturers are, for the most part, unwilling to respond to bids or even RFP's unless you are a state government or very large city. Rather, most allow you to purchase under an existing government pricing program. All of the manufacturers have set up sections of their company to deal just with state and local governments and offer pricing accordingly. The Village of Bartlett is fortunate enough to be able to take advantage of joint purchasing through the State of Illinois and the Midwest Higher Education Compact (MHEC). The State of Illinois Joint Purchasing Act permits local governments to participate in these joint purchasing opportunities without repeating the bidding process.

The Village has standardized on business desktop computers from Dell Since 2001. Dell has consistently offered an excellent product and their support is superior to other manufacturers. Support and quick replacement of parts is very important for minimizing the impact of hardware failures on employees.

Dell desktop computers are available through joint purchase with Midwest Higher Education Compact. The Midwest Higher Education Compact is a compact of twelve states, including Illinois, whose mission includes cost savings for members through joint purchasing.

Staff recommends the purchase of 52 desktop computers and monitors from Dell for a total amount not to exceed \$55,701.

MOTION:

To approve the purchase of 52 computers and monitors from Dell through the Midwest Higher Education Compact Bid obtained by the State of Illinois in an amount not to exceed \$55,701.