



Agenda Item Executive Summary

AGENDA ITEM: 2026 Desktop Computer Purchase **BOARD OR COMMITTEE:** _Board

BUDGET IMPACT

Amount	\$39,912.40	Budgeted	\$43,000
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Fund: Equipment replacement fund

Corresponding Activity Measure:

EXECUTIVE SUMMARY

The Information Systems Department requests approval to purchase 40 Dell OptiPlex Pro Slim desktop computers as part of the Village's four-year replacement cycle. These replacements are essential for maintaining reliable and efficient technology for staff across all departments.

To ensure cost efficiency and compliance with procurement standards, the purchase will be made through the Dell Midwest Compact Master Agreement (MHEC). This consortium allows the Village to secure competitively low, pre-negotiated pricing.

The total cost for the desktop replacements is \$39,912.40. The new systems will be ordered, delivered, and installed upon approval. This upgrade supports the Village's Strategic Technology Plan and ensures that staff have dependable tools to perform their duties effectively.

ATTACHMENTS (PLEASE LIST)

Information Systems memo 2526-01

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: 5.12 Continue to implement technology Utilization Plan

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

MOTION: Motion to approve 2026 Desktop Computer Purchase

Staff: John Peebles, Information Systems Director

Date: June 9, 2025

Memo

To: Paula Schumacher, Village Administrator
From: John Peebles, Information Systems Director
cc:
Date: 6/5/2025
Re: Desktop Computer Replacement

As part of our regular computer replacement schedule and the Village's Strategic Technology Plan, we're requesting to proceed with replacing 40 desktop computers. These replacements are part of our ongoing efforts to keep Village staff equipped with reliable technology that supports daily operations across all departments.

The current desktops are nearing the end of their useful life and are scheduled for replacement as part of our four-year product cycle strategy.

We're planning to purchase new desktop computers through the Dell Midwest Compact Master Agreement (MHEC). This purchasing consortium provides us with access to pre-negotiated low prices, allowing us to be fully compliant with the Village's purchasing requirements.

This approach enables the Village to capitalize on competitively low pricing while reducing staff time and administrative effort. The Dell OptiPlex Pro Slim models were selected not only for their performance and compatibility but also because they provide one of the most cost-effective solutions available through the agreement.

Cost Summary

- 40 Dell OptiPlex Pro Slim Desktop Computers: \$39,912.40

Motion to approve the purchase of 40 Dell OptiPlex Pro Slim desktop computers through the Midwest Higher Education Compact (MHEC) Master Agreement at a total cost not to exceed \$39,912.40.

Upon approval, the Information Systems Department will coordinate the ordering, delivery, and installation of the equipment.