



**PURCHASING ITEM  
FOR  
COUNCIL AGENDA**

1. Agenda Item Number:

**33**

2. Council Meeting Date:

September 11, 2008

TO:

**MAYOR & COUNCIL**

3. Date Prepared: August 19, 2008

THROUGH:

**CITY MANAGER**

4. Requesting Department: City Manager

**5. SUBJECT:** Approve the purchase of personal/laptop computers from Dell Incorporated utilizing the Western States Contracting Alliance (WSCA) Agreement #A63307 in an amount not to exceed \$700,000.

**6. RECOMMENDATION:** Recommend approval of the purchase of personal/laptop computers from Dell Incorporated utilizing the Western States Contracting Alliance (WSCA) Agreement #A63307 in an amount not to exceed \$700,000.

**7. HISTORICAL BACKGROUND/DISCUSSION:** In FY06/07 the City changed from a three-year lifecycle replacement to a four-year plan. This is due to the results of a cost analysis performed.

For the 07/08 Replacement Program IT invited City staff from different divisions to serve as committee members. The committee evaluated computers from three manufacturers through WSCA. The evaluation took three months to complete. The committee member's scores reflected that Dell PC's and laptops are the best choice for the City.

In FY 08/09 the City will be purchasing approximately 450 PC's and 45 laptops utilizing the WSCA Agreement #A63307 with Dell Corporation. Also covered in the WSCA Agreement, is the provision of parts and labor warranty for a four-year term for the computer workstations.

**8. EVALUATION PROCESS:** The purchase of personal/laptop computers has been competitively bid by the State of Minnesota through the Western States Contracting Alliance (WSCA). Dell Incorporated is awarded a contract to provide these computers. The use of this contract eliminates the cost of issuing a bid, reduces the lead-time in obtaining the products and provides for very competitive pricing.

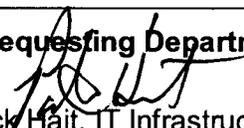
**9. FINANCIAL IMPLICATIONS:**

Funds for this purchase is available in the account: 713.1290.0000.6315.000000 Computer Lease Fund, Computer Hardware in an amount not to exceed \$700,000.

**10. PROPOSED MOTION:** Move to approve the purchase of personal/laptop computers from Dell Incorporated utilizing the Western States Contracting Alliance (WSCA) Agreement #A63307 in an amount not to exceed \$700,000.

**APPROVALS**

11. Requesting Department

  
Patrick Hait, IT Infrastructure Manager

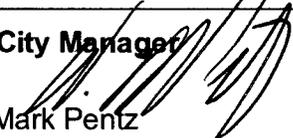
12. Department Head

  
Steven Philbrick, Chief Information Officer

13. Procurement Officer

  
Carolee Stees, CPPB

14. City Manager

  
W. Mark Pentz