

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda
BIDS AND PROPOSALS

TO: President and Village Board of Trustees
FROM: William T. Lichter, Village Manager
DATE: October 22 2004 Agenda Date: November 4 2004
TITLE: Pc Purchases

SUBMITTED BY: Larry Mcghinnis, IT Manager

RESULTS:

Date Bids Were Published: Date Bidding Closed: / /

Total Number of Bids Received

Total Number of Bidders Meeting Specifications Yes No

Bid Security Required Yes No

Performance Bond Required Yes No

Were Any Bids Withdrawn Yes No

Explanation..... Yes No

If yes, explain:

Waiver of Bids Requested? Yes No

If yes, explain: Village standardized on Dell computers. Government pricing used.

Award Recommended to Lowest Responsible Bidder Yes No

If no, explain:

FISCAL IMPACT:

Funding for this project would come from the computer reserve account that has \$36,000 allocated for the replacement of 30 PCs.

BACKGROUND/RECOMMENDATION:

See attached memo.

Has Recommended Bidder Worked for Village Previously Yes No

If yes, was quality of work acceptable Yes No

Was item bid in accordance with Public Act 85-1295? Yes No

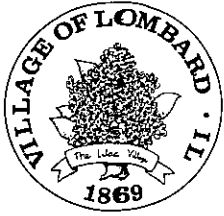
Waiver of bids - Public Act 85-1295 does not apply Yes

REVIEW (as needed):

Finance Director XX Donald J Flood Date 10/26/04

Village Manager XX W. T. Lichter Date 10/26/04

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 Noon, Wednesday, prior to the Board Agenda distribution.



To: Len Flood
Finance Director

From: Larry McGhinnis
I.T. Manager

Date: October 22, 2004

Subject: Replacing PCs

Over the past three years in light of the economical environment, I have taken a conservative approach to the replacement of Village PCs. In the past I would order only 7 or 8 at a time to replace ones that needed repairs. When I view the replacement of PCs I take into consideration any new software purchases that may have an impact on the hardware. From an IT's prospective; software dictates what hardware is needed. This year we are adding additional software to provide more information and improve productivity for Village employees. The time has come to replace the remaining CRTs with PCs. IT is recommending purchasing all the PCs at one time this year to allow for the smooth flow of implementing both the new software and hardware. The Village has standardized on Dell computers and government pricing is being applied.

Funding for this project would come from the computer reserve account that has \$36,000 allocated for the replacement of 30 PCs.

IT recommends a contract be awarded to Dell in an amount not to exceed \$35,507.40 for the purchase of 30 PCs that include 3yr on-site warranty.