



## MEMORANDUM

**To:** Mayor and City Council

**From:** Josh Littrell, Interim Director of Enterprise Solutions

**Date:** August 13, 2024

**Reference:** Consider approval to purchase PC's from Dell Marketing LP, DIR contract# DIR-TSO-3763 for replacement of existing PC's as provided in the Enterprise Solutions Replacement Fund in the amount of \$180,497.68; and authorizing the City Manager to sign any necessary documents.

**2040:** Apply "Smart City" Approach to Resource Management

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### Introduction:

This item is presented for consideration and approval to purchase PC's from Dell Marketing LP, DIR contract# DIR-TSO-3763 for replacement of existing PC's as provided in the Enterprise Solutions Replacement Fund in the amount of \$180,497.68. Departments/divisions scheduled for device replacement this year include Police Department (Patrol Vehicles, Criminal Investigations, and Animal Services), Fire Department Administration, Public Works, GIS, and Library.

### Background:

The City of Coppell uses Dell hardware to maintain consistency across the organization and provide a standard fleet of hardware. This allows the City of Coppell to have one vendor for supporting the hardware, firmware, drivers, software, etc.

The City refreshes its PC hardware on a rotational basis to keep the technology current, reduce device maintenance/down time, and accommodate future City needs. Laptops are replaced every four years. While there are approximately 100 devices scheduled for replacement this year, not all the devices are purchased at one time. Due to differing requirements and configurations by department or user groups, staff purchases similar machines together for more efficient specification build-out, acquisition and deployment throughout the year. Staff utilizes the State of Texas Department of Information Resources (DIR) purchasing cooperative for the PC purchases requested under this agenda item. The City routinely utilizes DIR for technology purchases because the State has already conducted the due diligence around procurement, vetting, and qualification of various vendors for all manner of technology equipment and services, which creates a much more efficient procurement process. With DIR, the City is also able to leverage the purchasing power of the State to obtain

discounted pricing with pre-negotiated terms and conditions in compliance with state procurement rules.

**Benefit to the Community:**

These PC's are essential pieces of equipment used by all departments to perform their daily jobs that provide our community with exceptional service.

**Legal Review:**

The Procurement division has reviewed the documents and determined that this is an appropriate method of contracting with the vendor.

**Fiscal Impact:**

The fiscal impact of this purchase is \$180,497.68 and is available in the Enterprise Solutions Replacement Fund.

**Recommendation:**

The Enterprise Solutions Department recommends approval.