



**FORMAL BID –  
REQUEST FOR APPROVAL**

**Approved by Consent Agenda:**  
  
*TO BE COMPLETED BY COUNCIL STAFF ONLY*

Title of Bid: Dell Desktops, Laptops and Docking Stations Bid #: Cooperative

Dept.: Information Systems Contact Person: Mike Foster Ext.: 3455

Description (product/service, justification and use):

This purchase off the Dell - Midwestern Higher Education Compact (MHEC) contract (C000000979569) for Dell desktop PCs, Dell laptops, and Dell docking stations will allow the county to continue meeting the lifecycle replacement policy for aging desktops and laptops deployed in the county, and allow for desktop and laptop deployment to new employees. Each year the IS Department replaces a portion of all PCs and laptops. Those devices that are deemed aged out, based off a 6yr lifecycle for desktop PCs and a 5yr lifecycle for laptops

- Estimated purchase totals
- Dell Optiplex 5000 desktop - 140
- Dell Optiplex 3000 micro desktop - 6
- Dell Mobile Precision 3580 laptop - 50
- Dell Latitude 7340 laptop - 30
- Dell WD19S Docking Station - 30

This was approved in the 2023 Annual Budget; on page 341, with a total line item amount of \$256,000.

Award to: Dell Marketing through the MHEC Co-op Location: Chicago, IL

Price: \$ 232,166.00 Contract term (if applicable): \_\_\_\_\_

Bid opening held on: \_\_\_\_\_ Opened by: \_\_\_\_\_

Account number to be charged for purchase: 3019800-47708-IS013

If bid was not awarded to lowest bidder, please explain:

If paying for with grant funds, please indicate (1) grant name, (2) total grant amount, (3) what portion of purchase is being paid for by a grant, and (4) when grant period ends as applicable:

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## Additional Bids Received

The following additional bids were received:

Vendor: <u>Dell Marketing through the NASPO Co-op</u>	Price: <u>\$ 268,570.00</u>
Location: <u>Chicago, IL</u> Meets all specifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: <u>CDWG through Sourcewell Co-op</u>	Price: <u>\$ 273,725.90</u>
Location: <u>Vernon Hills, IL</u> Meets all specifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: _____	Price: _____
Location: _____ Meets all specifications: <input type="checkbox"/> Yes <input type="checkbox"/> No	

For each vendor that doesn't meet specifications, please explain why:

Vendor: \_\_\_\_\_

Vendor: \_\_\_\_\_

Sole source justification memos from (1) dept. and (2) vendor attached.

Department Director/Elected Official must sign the request prior to routing to the Purchasing Manager.

Digitally signed by Matthew Seeds  
Date: 2023.05.04 14:14:04 -0500

\_\_\_\_\_  
Department Director/Elected Official Signature

Tracy A. Bayne  
Approval or Concurrence of Director of Finance

\_\_\_\_\_  
Date

5/4/2023  
Date

**BELOW ONLY TO BE COMPLETED FOR BIDS AT LEAST \$15,000 AND LESS THAN \$50,000. See instructions at the top of pg. 1.**

\_\_\_\_\_  
Director of Administration Signature

\_\_\_\_\_  
Date