



**FORMAL BID –
REQUEST FOR APPROVAL**

Approved by Consent Agenda:

TO BE COMPLETED BY COUNCIL STAFF ONLY

Title of Bid: Dell Desktop, Laptops, Docks, and Monitors for 2018 Replacements Bid #: Cooperative

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

Description (product/service, justification and use):

This purchase off the Dell - Massachusetts Higher Education Consortium (MHEC) contract for Dell desktop PCs, Dell laptops, Dell docking stations, and Dell monitors 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 5060 desktop - 82
- Dell Optiplex 3060 desktop - 20
- Dell Latitude 5590 laptop - 10
- Dell Latitude 7390 laptop - 10
- Dell WD15 docking station - 15
- Dell 22" monitor - 30
- Dell 24" monitor - 16
- Dell 27" monitor - 16
- Dell soundbar - 15

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

Price: \$ 108,341.79 Contract term (if applicable): _____

Bid opening held on: _____ Opened by: _____

Account number to be charged for purchase: 3019800-47708

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>\$ 176,683.09</u>
Location: <u>Chicago, IL</u> Meets all specifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: <u>Software House International</u>	Price: <u>\$ 124,325.92</u>
Location: <u>Somerset, NJ</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	
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.


Department Director/Elected Official Signature


Approval or Concurrence of Director of Finance

3-28-19
Date

3-29-19
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