



**FORMAL BID –  
REQUEST FOR APPROVAL**

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

Title of Bid: Dell Latitude Rugged Laptop 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 - Massachusetts Higher Education Consortium (MHEC) contract for 35 Dell Latitude Rugged 5424 laptops, and 15 Dell Rugged Docking Stations is to replace aging laptops and docking stations in police vehicles as part of the county lifecycle replacement policy and allow the Police Department to perform their job in the field.

*MHEC Cooperative Contract # C000000181093*

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

Price: \$ 73,694.05 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>\$ 75,375.55</u>
Location: <u>Chicago, IL</u> Meets all specifications: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Vendor: <u>CDWG through the Sourcewell Contract</u>	Price: <u>\$ 84,703.15</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	
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 A. Seeds CPM, PMP  
Date: 2021.05.05 10:05:29 -05'00'

\_\_\_\_\_  
 Department Director/Elected Official Signature  
  
 \_\_\_\_\_  
 Approval or Concurrence of Director of Finance

\_\_\_\_\_  
 Date  
5/6/2021  
 \_\_\_\_\_  
 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