

**VILLAGE OF DOWNERS GROVE**  
**REPORT FOR THE VILLAGE COUNCIL MEETING**  
**APRIL 13, 2010 AGENDA**

SUBJECT:	TYPE:	SUBMITTED BY:
2010 Computer Replacements	Resolution Ordinance ✓ Motion Discussion Only	Liangfu Wu Information Services Director

**SYNOPSIS**

A motion is requested to approve the purchase of 34 desktop computers and 3 laptop computers from Dell, Inc. in an amount not to exceed \$31,679.82.

**STRATEGIC PLAN ALIGNMENT**

The Five Year Plan Goals identified *Top Quality Village Infrastructure and Facilities*.

**FISCAL IMPACT**

The FY10 budget includes \$39,000 in the General Fund for computer replacements.

**RECOMMENDATION**

Approval on the April 13, 2010, consent agenda.

**BACKGROUND**

The proposed motion would authorize the purchase of 34 desktop computers and 3 laptop computers for use in the Public Works Department. The Village currently utilizes a four year replacement cycle for its staff computers. Based on the four year cycle, the Public Works computers were scheduled for replacement in FY09. However, due to budgetary issues the replacement of Public Works computers was postponed in FY09 and staff planned to reassess the computer replacement schedule in FY10. In 2010, Public Works computers will be in their fifth year of use. Given the heavy usage by staff, these computers have experienced operational and speed problems, which has begun to affect departmental productivity. As a result, staff proposes the Village proceeds with the replacement of the Public Works computers.

In early March an RFP was prepared and sent to vendors to obtain pricing on computers. A total of four responses were received. Two of the proposals did not meet the Village's specifications. Table 1 below is a summary for the two proposals remaining proposals which met the Village's specifications.

**Table 1: Proposal Comparison**

Vendor	Total Price
Dell	\$31,679.82
Oakwood Development	\$45,687.00

The lowest response and responsible bidder for the project was Dell, Inc. Dell's proposal met the specifications outlined by Village staff and the standardized PCs offered by Dell allow staff to be efficient and effecting in managing and supporting the system.

Staff investigated a leasing option for Public Works computers. However, based on the estimated cost provided by Dell, leasing does not appear to be an attractive option for the Village financially. With a lower cost than leasing, outright purchase would allow the Village to own the computers and therefore, be more flexible in changing the replacement cycle, if necessary or re-using some of the parts when machines approach their end life.

**ATTACHMENTS**

Bid Contract Form

Campaign Disclosure Form

**IV. PROPOSAL/CONTRACT FORM**

**\*\*\*THIS PROPOSAL, WHEN ACCEPTED AND SIGNED BY AN AUTHORIZED SIGNATORY OF THE VILLAGE OF DOWNERS GROVE, SHALL BECOME A CONTRACT BINDING UPON BOTH PARTIES.**

**Entire Block Must Be Completed When A Submitted Bid Is To Be Considered For Award**

**PROPOSER:**

Dell Marketing L.P.  
\_\_\_\_\_

Company Name

One Dell Way, RR8-06,  
\_\_\_\_\_

Street Address of Company

Round Rock, Texas, 78682  
\_\_\_\_\_

City, State, Zip

504-821-7814  
\_\_\_\_\_

Business Phone

512 283-9092  
\_\_\_\_\_

Fax

ATTEST: If a Corporation

\_\_\_\_\_  
Signature of Corporation Secretary

Date: March 12, 2010  
\_\_\_\_\_

Rebecca\_Fontane@dell.com  
\_\_\_\_\_

Email Address

Rebecca Fontane, Regional Proposal Manager  
\_\_\_\_\_

Contact Name (Print)

800 624 9896  
\_\_\_\_\_

24-Hour Telephone

*Rebecca Fontane FOR*  
\_\_\_\_\_

Signature of Officer, Partner or  
Sole Proprietor

Rebecca Fontane, Regional Proposal Manager  
\_\_\_\_\_

Print Name & Title

**VILLAGE OF DOWNERS GROVE:**

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

ATTEST:

\_\_\_\_\_  
Signature of Village Clerk

\_\_\_\_\_  
Date

In compliance with the specifications, the above-signed offers and agrees, if this Proposal is accepted within **90** calendar days from the date of opening, to furnish any or all of the services upon which prices are quoted, at the price set opposite each item, delivered at the designated point within the time specified above.

\*This solution is offered under the Midwestern Higher Education Compact (MHEC) CC # 45ABC MHEC terms and conditions.\*

Village of Downers Grove

Any contractor, proposer, bidder or vendor who responds by submitting a bid or proposal to the Village of Downers Grove shall be required to submit with its bid submission, an executed Campaign Disclosure Certificate, attached hereto.

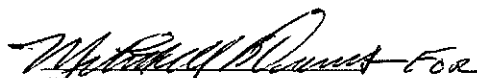
The Campaign Disclosure Certificate is required pursuant to the Village of Downers Grove Council Policy on Ethical Standards and is applicable to those campaign contributions made to any member of the Village Council.

Said Campaign Disclosure Certificate requires any individual or entity bidding to disclose campaign contributions, as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4), made to current members of the Village Council within the five (5) year period preceding the date of the bid or proposal release.

By signing the bid documents, contractor/proposer/bidder/vendor agrees to refrain from making any campaign contributions as defined in Section 9-1.4 of the Election Code (10 ILCS 5/9-1.4) to any Village Council member and any challengers seeking to serve as a member of the Downers Grove Village Council.

Under penalty of perjury, I declare:

Bidder/vendor has not contributed to any elected Village position within the last five (5) years.

  
Signature

Rebecca Fontane, Regional Proposal Manager  
Print Name

Bidder/vendor has contributed a campaign contribution to a current member of the Village Council within the last five (5) years.

Print the following information:

Name of Contributor: \_\_\_\_\_  
(company or individual)

To whom contribution was made: \_\_\_\_\_

Year contribution made: \_\_\_\_\_ Amount: \$ \_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name