

# Memo

To: City Council

CC: Tracey Nicholson, City Administrator  
Ron Brooks, City Treasurer

From: Jim Chandler, Assistant City Administrator

Date: February 8, 2021

Re: IT Hardware Acquisition

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The purpose of this memorandum is to request City Council authorization for the acquisition of IT hardware deployment to primarily support the Department of Public Works (DPW).

The procurement included proposals for the following hardware and quantities:

- Dell Latitude 7420 – 2-in-1 (12 units)
- Dell Thunderbolt Docking Station (16 units)
- Samsung CF390 Series Monitors (16 units)

The City solicited proposals from four (4) IT vendors and received three (3) responses.

Vendor	Dell Latitude 7420	Dell Thunderbolt Docking Station	Samsung CF390	Total
GHE Technologies, Inc.	20,067.00	4,685.56	3,216.48	27,969.04
Dataprise Inc.*	21,090.24	5,292.32	2,960.00	29,342.56
SHI	22,836.00	4,512.00	2,960.00	30,308.00
*Monitors purchased from SHI				

Based on the responses to the direct solicitation, the City Staff is requesting authorization to proceed with an acquisition of hardware from GHE Technologies Inc for an amount not to exceed \$35,000. Approval at this threshold will allow the City to proceed with acquisition of IT laptops, docking stations and monitors to be purchased directly from GHE Technologies for both DPW and support other City operations for the balance of the FY2021.