

## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** October 24, 2022  
**SUBJECT:** Approve execution of Amendment No. 1 to the Cooperative Purchasing Customer Agreement with Dell Marketing, L.P., for additional purchases of hardware, software, and associated warranties through Department of Information Resources Contract DIR-TSO-3763, in the collective amount not to exceed \$372,400 for the current budget year.

**PRESENTER:** Eric Von Schimmelmann, Director of Information Technology

**SUMMARY:**

On November 8, 2021, City Council approved purchases for replacement personal computers, peripherals, servers, associated software and warranties from Dell Marketing in the collective amount not to exceed \$170,000 for the budget year. Since that time, additional funding has been approved in the operating budget, and a request to replace all workstations in the Police Department Consolidated Dispatch Center has been received. Staff is requesting City Council authorize additional purchases from Dell Marketing.

**GENERAL DESCRIPTION:**

Rather than bringing various Dell purchases individually to City Council for approval, the council originally approved a not to exceed amount of \$170,000 for those purchases.

Due to the increase of the City's personal computer inventory, the Information Technology Department requested an increase for the fiscal year 2022-2023 operating budget for replacement personal computers to accomplish a five-year refresh cycle. This request was approved by the council.

In addition, Dell is now the City's purchasing partner for Adobe products licensing. At the time of the original council approval, a different partner was being used. Dell submitted a lower cost bid for Adobe licenses, so the City is now purchasing those from Dell.

Lastly, Information Technology staff is working with the Police Department to replace all computers and monitors for each workstation in the Consolidated Dispatch Center. This replacement is not included in the personal computer five-year refresh and will be funded separately using encumbered operating budget savings from fiscal year 2021-2022 and Crime Control District (CCD) funding.



In summary, annual recurring purchases of around \$297,400 from the approved operating budget will now include:

- Replacement computers for all existing computers that are 5 years old or older
- Docks, monitors, keyboards, mice and other personal computer peripherals
- Replacement network servers that are 5 years old or older
- Adobe Large Government Agencies (LGA) licensing agreement

A one-time purchase for \$75,000 funded from fiscal year 21-22 operating budget savings and CCD funding include:

- Replacement computers and monitors for the Consolidated Dispatch Center

Dell participates in the Texas Department of Information Resources cooperative purchasing program. By participating in the DIR cooperative purchasing program, the city meets all state competitive bidding requirements. The DIR contract covering these purchases is DIR-TSO-3763.

As long as funds are appropriated in the city's annual budget each year for recurring purchases, North Richland Hills would be able to take advantage of the available pricing for the current renewal through January 10, 2024, provided the terms and conditions of the contract do not change. As long as the terms and conditions of the contract do not change, the remaining renewals will not require additional City Council approval.

**RECOMMENDATION:**

Approve execution of Amendment No. 1 to the Cooperative Purchasing Customer Agreement with Dell Marketing, L.P., for additional purchases of hardware, software, and associated warranties through Department of Information Resources Contract DIR-TSO-3763, in the collective amount not to exceed \$372,400 for the current budget year.