

MEETING DATE: April 11, 2019

TITLE: Authorization to Purchase Replacement Computers

RESOLUTION NUMBER: 19-042

PREPARED BY: Cathy Reynolds

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TELEPHONE: 952-641-4503

REVIEWED BY: Administrator Counsel Program Mgr. (Name): _____
 Board Committee Engineer Other:

WORKSHOP ACTION:

<input type="checkbox"/> Advance to Board mtg. Consent Agenda.	<input type="checkbox"/> Advance to Board meeting for discussion prior to action.
<input type="checkbox"/> Refer to a future workshop (date): _____	<input type="checkbox"/> Refer to taskforce or committee (date): _____
<input type="checkbox"/> Return to staff for additional work.	<input type="checkbox"/> No further action requested.
<input checked="" type="checkbox"/> Other (specify): Final Action on April 11, 2019	

PURPOSE or ACTION REQUESTED:

Staff seeks authorization to purchase replacement computers through the state cooperative purchasing venture. Staff also seeks authorization to purchase replacement iPads for the Board of Managers through our government account with Verizon.

PROJECT/PROGRAM COST:

The cost for replacement computers for District staff is \$13,456.00.
The cost to purchase (7) replacement iPads for the Board of Managers will be approximately \$5000.
The information technology budget has \$30,000 budgeted for equipment and supplies.

PAST BOARD ACTIONS:

The Board has not acted on this issue previously.

SUMMARY:

The District is looking to replace 10 laptops and 2 desktops currently utilized by staff. A standard replacement schedule would replace laptops and desktops every 3-4 years which lines computers up to be replaced shortly after their 3 year warranties expire. The District has several computers that are beyond this lifecycle and are due for replacements. Starting in 2018 the District replaced a small amount of computers focusing on computers whose warranties expired in 2016 and were facing end of life issues. This year staff is looking to do a more comprehensive update and bring all computers actively utilized by staff within the 3-4 year replacement standard. This update will leave some older legacy systems in place that are occasional general use computers which we hope to maintain for another year to evaluate the ongoing need for these systems against the IT update and to spread out the computer replacements over the 3-4 year replacement window.

The laptop and desktop model that staff is looking to purchase will be capable of handling all systems that may be undertaken with the technology update.

Staff has previously purchased computers through the IT Managed Services provider, but is switching to a HP vendor through the state's cooperative purchasing venture where we can get the updated model for a lower cost to the District. The District's IT Managed Services provider will provide coverage and help desk support for computers purchased under the state contract.

The laptops cost \$1184 per computer.
The desktops cost \$808 per computer.

Staff is aware that several of the Managers iPads are getting old and are in need of replacement. These iPads are purchased through Verizon under our government contract. Verizon changes availability and price of available inventory on a regular basis. Staff has researched the current inventory and pricing and believes that replacement iPads can be ordered for approximately \$650 each. This amount does not include a case or keypad for the iPad. These items are an additional cost and will be dependent on the iPad model ordered. In order to update all seven (7) Manager iPads and cases, staff estimates the cost to be \$5000.

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WHEREAS, District staff computers need to be updated and maintained in accordance with a regular replacement schedule; and

WHEREAS, a regular schedule would replace laptops and desktops every 3-4 years; and

WHEREAS, the District currently has 14 computers beyond this regular replacement schedule and outside of warranty; and

WHEREAS, the replacement computers will cost the District \$13,456 through the State's cooperative purchasing venture; and

WHEREAS, the Board of Managers iPads are in need of replacement; and

WHEREAS, the iPads are purchased through the District's government account with Verizon, and

WHEREAS, it is estimated that it will cost the District \$5000 to replace the Manager's iPads.

NOW, THEREFORE, BE IT RESOLVED, the Minnehaha Creek Watershed District, Board of Managers hereby authorizes the purchase of 14 computers through the State's cooperative purchasing venture for a total of \$13,456.

BE IT FURTHER RESOLVED, that the Minnehaha Creek Watershed District, Board of Managers hereby authorizes the purchase of seven (7) iPads to replace the Board of Manager's aging iPads at a cost of \$5000.

Resolution Number 19-042 was moved by Manager _____, seconded by Manager _____.
Motion to adopt the resolution ___ ayes, ___ nays, ___ abstentions. Date: _____.

Secretary

Date: _____