

City of Bel Aire, Kansas

STAFF REPORT

DATE: January 09, 2026

TO: Ted Henry, City Manager

FROM: Barry Smith, Finance Director

RE: Computer Replacement Program - 2026



BACKGROUND:

The City has been utilizing our IT vendor to purchase computer replacements each year since our partnership began in 2022. The City is on a 4-year replacement schedule for computers (based on age) to ensure all equipment stays under warranty and is kept up to date. The City computer replacement schedule averages 16.5 devices per year. The number of devices scheduled for replacement in 2026 is 19.

FINANCIAL CONSIDERATION:

The FY26 Equipment Reserve Fund budget includes 19 computer replacements at an average cost of \$2,000 each.

ImagineIT utilizes Lenovo as their primary provider for computer equipment. ImagineIT receives special pricing as they are a preferred vendor for Lenovo. The total cost for 11 devices, materials, and labor is \$14,955.89.

The quote includes all devices, required warranties, materials, and setup labor cost for all devices. The labor cost will not increase, but it could possibly decrease if installation is quicker than anticipated.

The remaining 8 devices are for the Police Department vehicles and will be presented at a later date. The 8 vehicle laptops are recommended to be Panasonic laptops because they integrate the best with the CAD and Dispatch systems the City utilizes in partnership with Sedgwick County.

RECOMMENDATION:

City staff are recommending approval of the first 11 computer replacements for 2026 at a cost not to exceed \$14,955.89 and authorize the City Manager or designee to sign.