

**Columbus Consolidated Government
Council Meeting Agenda Item**

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| TO: | Mayor and Councilors |
| AGENDA SUBJECT: | Computer Equipment and Accessories (Annual Contract) – Cooperative Purchase |
| INITIATED BY: | Finance Department |

It is requested that Council approve the annual contract for the purchase of computer equipment and accessories, *on an as needed basis*, from Virtucom, Inc. (Norcross, GA). The purchase will be accomplished via Cooperative Purchase utilizing RFP No. 21-014, issued and awarded by the Muscogee County School District. This five-year contract has an estimated annual contract value of approximately \$930,000.00.

The contract term will begin on the date of contract execution through June 30, 2024, with two optional one-year extensions. The amount of the intended purchases shall not exceed the amount budgeted for various departments for computer equipment.

The vendor will provide, install and maintain computer equipment and accessories, such as Lenovo computer hardware, mice, keyboards, etc... This equipment will be utilized by end users throughout the City as deemed necessary by the Information Technology Department.

By using the Muscogee County School District RFP award, CCG will be able to benefit from MCSD's volume pricing which is more cost effective than the current state contract pricing, while also obtaining longer warranties and on-site services. This contract will allow CCG to continue to purchase Lenovo computers with the same or better specifications. It will also provide for the vendor to set-up and install the new systems, rather than drop shipping equipment to CCG and requiring IT staff to perform the installation. This will allow IT staff more time to respond to IT service requests and focus on other tasks, such as the older machines that are not under warranty or service.

Article 3-118, of the City's Procurement Ordinance, allows for participation in cooperative purchasing with other public procurement units.

Funding for the ongoing purchases and services will be budgeted, each fiscal year, in various departments' budgets for computer equipment.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE ANNUAL CONTACT WITH VIRTUCOM, INC., (NORCROSS GA) FOR THE PURCHASE OF COMPUTER EQUIPMENT AND ACCESSORIES, ON AN AS NEEDED BASIS. THE PURCHASE WILL BE ACCOMPLISHED VIA COOPERATIVE PURCHASE UTILIZING RFP NO. 21-014, ISSUED AND AWARDED BY THE MUSCOGEE COUNTY SCHOOL DISTRICT. THIS FIVE-YEAR CONTRACT HAS AN ESTIMATED ANNUAL CONTRACT VALUE OF APPROXIMATELY \$930,000.00. THE AMOUNT OF THE INTENDED PURCHASES SHALL NOT EXCEED THE AMOUNT BUDGETED FOR VARIOUS DEPARTMENTS FOR COMPUTER EQUIPMENT.

WHEREAS, the contract term will begin on the date of contract execution through June 30, 2024, with two optional one year extensions.

WHEREAS, the vendor will provide, install and maintain computer equipment and accessories, such as Lenovo computer hardware, mice, keyboards, etc... This equipment will be utilized by end users throughout the City as deemed necessary by the Information Technology Department; and,

WHEREAS, by using the Muscogee County School District RFP award, CCG will be able to benefit from MCSD's volume pricing which is more cost effective than the current state contract pricing, while also obtaining longer warranties and on-site services. This contract will allow CCG to continue to purchase Lenovo computers with the same or better specifications. It will also provide for the vendor to set-up and install the new systems, rather than drop shipping equipment to CCG and requiring IT staff to perform the installation. This will allow IT staff more time to respond to IT Central requests and focus on other tasks, such as the older machines that are not under warranty or service; and,

WHEREAS, Article 3-118, of the City's Procurement Ordinance, allows for participation in cooperative purchasing with other public procurement units.

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to enter into contract with Virtucom, Inc., (Norcross GA) for the purchase of computer equipment and accessories, *on an as needed basis*. The purchase will be accomplished via Cooperative Purchase utilizing RFP No. 21-014, issued and awarded by the Muscogee County School District. The contract term will begin on the date of contract execution through June 30, 2024, with two optional one-year extensions. Funding for the ongoing purchases and services will be budgeted, each fiscal year, in various departments' budgets for computer equipment.

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2021 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____.
Councilor Barnes voting _____.
Councilor Crabb voting _____.
Councilor Davis voting _____.
Councilor Garrett voting _____.
Councilor House voting _____.
Councilor Huff voting _____.
Councilor Thomas voting _____.
Councilor Tucker voting _____.
Councilor Woodson voting _____.

Sandra T. Davis, Clerk of Council

B.H. "Skip" Henderson III, Mayor