



INFORMATION TECHNOLOGY

To: Mayor and Town Council

From: Leigh Johnson, Director of Information Technology

Through: Mario Canizares, Town Manager
Robert B. Scott, Deputy Town Manager

Re: Annual Hardware Purchase Approval

Town Council Meeting – November 14, 2023

Strategic Visioning Priority: 4. Provide Excellent Municipal Services

Agenda Item:

Consider and act upon approval of various annual maintenance, repair, and operational purchases for the Information Technology Department during FY 2024.

Description of Agenda Item:

In order to conform with State purchasing law and best practices, the Purchasing Division has asked the Information Technology Department to annually request Council approval of various open or blanket purchase orders for routine maintenance, repair, and operational items.

These items are considered routine in nature and occur each year. This includes renewal of annual contracts bid out by the Town, cooperative/interlocal agreements, and sole source items.

Each purchase order requested meets all aspects of State purchasing laws as well as Town purchasing procedures. At this time, the Information Technology Department is requesting approval of the following items:

Cooperative	Description	Vendor	Amount
DIR-TSO-4092	Software license renewals and various hardware	SHI	\$250,000.00
DIR-TSO-3763	Dell computer and network hardware	Dell/SHI	\$165,000.00
Omnia # MA3457	Incidental items for IT and other departments	Amazon	\$125,000.00

Budget Impact:

Funding is available through the FY 2024 operating budget.

Attached Documents:

1. SHI Government Solutions Contract Information
2. Dell Government Solutions Contract Information
3. Omnia Partners Contract Information

Town Staff Recommendation:

Town Staff recommends approval of various annual maintenance, repair, and operational purchases for the Information Technology Department during FY 2024.

Proposed Motion:

I move to approve various annual maintenance, repair, and operational purchases for the Information Technology Department during FY 2024.