

City of Bethel Action Memorandum

Action memorandum No.	AM 19-70		
Date action introduced:	October 22, 2019	Introduced by:	William F. Howell, Acting City Manager
Date action taken:	October 22, 2019	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

Action Title: Approve Lease Agreement with HP for New Computer Hardware

Attachment(s): (1) Finalized Master Operating Lease Agreement; (2) MOLA Incumbency Certificate; (3) Lease Schedule for Computers with Monitors; and (4) Original Quote from CDW-G (Computers)

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
	Positive impact on City Capital Assets	
\$33,434.32	Funds in City FY 2020 Budget.	10-55-732

Summary Statement

Planning was made by the IT Director to set aside funding in the FY20 budget for the purchase of sixty-five (65) new HP desktop computers with monitors through CDW-G for the purposes of the City of Bethel's computer hardware rotation.

It was determined that the best way forward, financially, to procure the needed hardware was to do so under a three-year lease. Three years is the typical hardware rotation period for end-user computers. The computers will also have a three-year warranty that covers them for the life of the lease. Due to the difficulty in sending equipment back from Bethel, the City is opting for a \$1 buyout at lease maturity on the computer hardware.

The City has chosen the hardware through the cooperative purchasing contract, State of Alaska Naspo Valuepoint (vetted by the City's Legal Department), and so no competitive bidding process was necessary in selecting the hardware distributor.

Funding is present and ready for the computer hardware. CDW-G will be supplying the hardware.

Legal has been back and forth with HP to get the absolute best terms possible for the City of Bethel regarding this leased hardware. The attached Master Operating Lease Agreement reflects those efforts.