



September 15, 2020

Item No. 3

## **AUTHORIZATION TO PURCHASE LAPTOP AND DESKTOP COMPUTERS TO SUPPORT CHA’S WORKING ENVIRONMENT.**

**Presenter:** Bryan K. Land, Chief Information Officer

### **Recommendation**

The Chief Executive Officer recommends that the Board of Commissioners (Board) of the Chicago Housing Authority approve authorization to purchase laptop and desktop computers in an amount not-to-exceed \$2,000,000.

Chicago Housing Authority is seeking approval to purchase laptop and desktop computers – approximately 1000 devices - to support Chicago Housing Authority’s (“CHA”) working environment. With the need to respond to the pandemic quickly, CHA had to utilize older, slower computer equipment that was readily available. CHA last upgrade of its computer portfolio was performed over 6 years ago, in 2014. Periodic upgrades are necessary to minimize computer failures, which could adversely affect staff productivity.

CHA’s approach would be to issue two separate solicitations – one for laptop and one for desktop computers with the total aggregate amount not-to-exceed \$2,000,000.

The requested action complies in all material respects with all applicable federal, state and local laws, and Chicago Housing Authority board policies. Staff have completed all necessary due diligence to support the submission of this initiative. To facilitate CHA’s response to the Coronavirus pandemic, CHA’s Board of Commissioners Resolution No. 2020-CHA-27 previously authorized the CEO “...to execute contracts in excess of the limits specified under Article IX of the CHA By-Laws and take other such actions, including creating and establishing policies necessary and/or appropriate, without Board approval”.

### **Funding**

Coronavirus Aid, Relief, and Economic Security (CARES) Act

### **Background**

Providing high-quality customer service to our Residents and key stakeholders require employees to have current, state-of-the-art computer equipment to perform their jobs in an efficient and effective manner.

### **Procurement Activities**

The first solicitation for laptop computers was completed in July 2020 and the recommended laptop vendor is CDW Government LLC (CDW-G) in a not-to-exceed amount of \$1,143,500 to

purchase 500 Dell Latitude 7210 2-in-1 Laptop Computers. The second solicitation for desktop computers is anticipated to be complete in September. The desktop vendor has not been identified at this time.

CHA issued and publicly advertised IFB Event 2851 for 500 Dell Latitude 7210 2-in-1 Laptop Computers on June 27, 2020. Nine bids were received on July 27, 2020 and after completing its review the Department of Procurement and Contracts has determined that CDW Government LLC is the lowest responsive and responsible bidder.

**Laptop Vendor Background Information**

CDW is a leading multi-brand technology solutions provider to business, government, education and healthcare customers in the United States, the United Kingdom and Canada. A Fortune 500 company and member of the S&P 500 index, CDW was founded in 1984 and employs over 10,000 coworkers. They offer a broad array of hardware and software to integrated IT solutions such as security, cloud, data center and networking.

Based on the foregoing, it is in the best interest of the CHA for the Board of Commissioners to authorize the Chief Executive Officer or her designee to enter into a contact for the purchase of laptops with CDW Government LLC in the amount not-to-exceed \$1,143,500.

**Desktop Vendor Background Information**

TBD

Based on the foregoing, it is in the best interest of the CHA for the Board of Commissioners to authorize the Chief Executive Officer or her designee to purchase desktops in the amount not-to-exceed \$856,500.

**Respectfully Submitted:**

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**Tracey Scott**  
**Chief Executive Officer**

**RESOLUTION NO. 2020-CHA-**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated September 15, 2020 entitled “Authorization to purchase laptop and desktop computers to support CHA’s working Environment.”

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Chief Executive Officer or her designee to purchase laptop and desktop computers in an amount not-to-exceed \$2,000,000.

This award is subject to the Contractor’s compliance with the CHA’s MBE/WBE/DBE/ Section 3 hiring and insurance requirements.

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**Angela Hurlock**  
**Chairperson**  
**Chicago Housing Authority**