



WESTMINSTER

COLORADO

CITY COUNCIL MEETING

JANUARY 27, 2025 at 7:00 PM

C. 2025 Computer Replacement and Peripheral Purchases



Agenda Memorandum

Agenda Item – 8.C.

City Council Meeting
January 27, 2025



Strategic Priority 5: Resilient Infrastructure

Maintain and invest in resilient infrastructure that creates the highest return for safety, community connectivity, enjoyment of life, and local economic success.

Subject: 2025 Computer Replacement and Peripheral Purchases

Prepared By: David Guo, Information Technology Director

Recommended City Council Action:

Authorize Staff to proceed with 2025 calendar year purchases of laptop and desktop personal computers, computer servers, and software from Dell Technologies, CDW-G, Insight Public Sector Inc., and Sanity Solutions in a total amount not to exceed \$3,500,000.

Summary Statement:

The City purchases technology devices, hardware, software, and subscriptions from major vendors under National Association of State Procurement Officials (NASPO) cooperative agreements. As these purchases will exceed \$250,000 each, City Council authorization is requested at the start of the year for a cumulative total not to exceed \$3,500,000.

These purchases ensure cost-efficiency through discounted cooperative agreement pricing and reliable partnerships.

Vendor	Item/Items to be Purchased	Planned 2025 Expenditure
CDW-G	Primary reseller for Microsoft subscriptions, licenses, and other software/hardware.	\$1,475,000
Sanity Solutions	Supplier for data center hardware and upgrades.	\$375,000
Insight Public Sector Inc	Provider of Veeam, Adobe, SolarWinds, and other software.	\$300,000

Dell Technologies	Supplier of computing devices and peripherals.	\$1,350,000
	Requested Total	\$3,500,000

Fiscal Impact:

Not to exceed \$3,500,000

Source of Funds:

- General Fund: Information Technology Operating Budget
- General Capital Outlay Replacement Fund (GCORF)
- General Capital Improvement Fund (GCIF): JD Edwards Systems Upgrades, Collaborative Technologies, and CAD/RMS Hardware Replacement Projects

Policy Issue(s):

Should City Council authorize a total amount for purchases, made under cooperative agreements, of technology equipment and services that will exceed \$250,000 with each of the identified vendors of CDW-G, Sanity Solution, Insight Public Sector Inc., and Dell Technologies?

Alternative(s):

City Council could choose not to give prior authorization to make cumulative purchases over \$250,000 with these vendors. This alternative is not recommended for the following reasons:

- Replacing older equipment in a timely manner maintains consistency in performance and productivity across the organization.
- Requesting authorization at the beginning of the year eliminates the costly time and effort necessary to authorize each purchase separately after the point the cumulative purchase total exceeds \$250,000.

Background Information:

The City purchases technology devices, hardware, software, and subscriptions from major vendors under National Association of State Procurement Officials (NASPO) cooperative agreements.

National Association of State Procurement Officials (NASPO):

The National Association of State Procurement Officials (NASPO), together with Sourcewell, OMNIA, and other national cooperatives, is employed by various governmental entities for procurement purposes. These contracts, resulting from a competitive bid process including Request for Proposals or Invitation for Bids, are issued by a government agency, typically a State or major City. The utilization of these cooperatives presents significant advantages over conducting individual bids by local governments, as large corporations often do not participate in smaller, local bids. Entities such as the State of Colorado, City of Denver, and numerous other governments across the state and country rely on these contracts for their technology procurement, which highlights their effectiveness and reliability. By leveraging a cooperative contract, local governments, such as the City of Westminster, benefit from the collective purchasing power of larger entities, thus securing more

stable pricing and improved contract terms, which are less prone to fluctuations or disputes.

Large vendors, like Microsoft or Dell, typically do not offer the same favorable pricing and terms to smaller cities as they do for larger governments and may not participate in bids at all. However, by participating in a NASPO cooperative contract, smaller agencies can align with the buying power of much larger organizations, ensuring stronger agreements and more favorable conditions. This alignment not only saves time and administrative costs but also shields from unpredictable price increases and enhances the ability to secure the best value for the city's technology needs.

Furthermore, the Westminster Municipal Code Section 15-1-5 (B), encourages the use of these contracts.

Maintenance Renewal and Subscriptions:

The City maintains security, system, and business applications for PCs and servers through annual renewals or subscriptions, with anticipated cost increases in 2025. Key applications, including Adobe, Blue Beam, Monday.com, Veeam backups, and VMWare, are procured from major vendors. While the City compares prices across multiple products, cooperative agreements often provide the most competitive rates.

Microsoft Enterprise Agreement:

The City has standardized on Microsoft products, including operating systems, Office applications, Teams, and Azure for data storage and analytics. In 2025, IT will renew Microsoft 365 Cloud for productivity and cybersecurity upgrades like email encryption. Additional security tools are under evaluation. Most Microsoft products and SQL Server licenses are purchased annually through CDW-G.

Computer Replacements:

The City manages approximately 1,831 devices, including PCs, laptops, Chromebooks, tablets, and iPads, supported through annual maintenance agreements with major vendors. Laptops and tablets follow a four-year replacement cycle, while desktops are replaced every five years. In 2025, IT will replace outdated devices, purchase additional peripherals, and maintain an inventory of laptops for unexpected requests.

Server Replacements:

The City operates two full-service production data centers at City Hall and the Public Safety Center, along with a failover location for disaster recovery. Utilizing virtualization, 28 physical servers support over 500 virtual servers. In 2025, 10 physical servers will be replaced at an average cost of \$25,000 each. Datacenter costs also cover maintenance of the Storage Area Network (SAN) and backup systems, procured through Sanity Solutions or Insight. New servers come with a four-year maintenance agreement, covering their entire production lifecycle without additional maintenance costs.

These servers support critical applications, including Computer Aided Dispatch, Police Records Management, Enterprise Resource Planning (ERP), Geographic Information System (GIS), Utility Management, Billing, and shared services. Timely purchase of equipment and services is vital to City operations.

The recommended purchases of critical IT hardware and software from major vendors under NASPO cooperative agreements aligns with the City's Strategic Priority of Resilient Infrastructure, ensuring a reliable technology foundation to support core services for the workforce and residents.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Jody L. Andrews", with a long horizontal flourish extending to the right.

Jody L. Andrews
City Manager