



# Agenda Item

## City Council

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**Item #:** 3.16.

6/10/2025

**File #:** 25-0274

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**TO:** Honorable Mayor and Members of the City Council

**THRU:** Tom Kisela, City Manager

**FROM:** Steven Scardina, Information Technology Manager

### 1. SUBJECT

Authorize purchase of replacement computers from CPAC, Inc.

### 2. SUMMARY

In order to ensure that the City is utilizing technology to meet its business needs, reinvestment in technology resources is essential. The last major replacement of desktop computers was in 2017. As a result of a comprehensive assessment of the desktop inventory to evaluate operational deficiencies, staff have identified 416 computers to be replaced.

### 3. RECOMMENDED ACTION

Approve the purchase of laptop and desktop computers from CPAC, Inc. for \$603,855.06.

### 4. FISCAL IMPACT

The expense for this purchase is \$603,855.06 and will be funded through Computer Replacement (790):

790.1601.56033.20282 Desktop PC Replacements

### 5. STRATEGIC PLAN GOALS

Goal 5: Improve Infrastructure, Mobility, and Technology

### 6. DISCUSSION AND BACKGROUND

The City has an inventory of 776 computers of which 384 are eight to ten years old. This number includes computers that are dedicated to a specific employee/position as well as those that are related to a certain business function such as public kiosks, learning center, report writing room, and conference rooms.

Windows 10 will reach an end-of-support with Microsoft on October 14, 2025. Staff examined the inventory of computers mindful of this fact and determined 384 replacements are required to address this. These 384 computers are currently running Windows 10. The hardware in these computers will not support Windows 11. Windows 10 can continue to operate, but without the latest security patches, these computers will be more vulnerable to security threats. Realistically, the best remedy

is outright replacement.

In years past there has been an annual practice to refresh a portion of the computer inventory to maintain healthy operational performance and avoid excessive age of the inventory. The annual computer replacement has been deferred for the last three years resulting in a very aged inventory. The effect of the deferment has been slower performing computers and an increase in failures. The aged computers are out of pace with the increasing software and operating system demands. Failure rates of aging computer components have increased, and replacement components are increasingly difficult to find. The failures require time-intensive fixes and decrease productivity.

There are 384 computers which are not compatible with Windows 11 and must be replaced. However, a total of 416 are recommended for replacement due to the excessive age of the computers. Seventy-five (75) of the 416 replacements will be Microsoft Surface laptops and tailored to individuals that perform work both in and outside the office. The laptops will be a single device for designated staff including a docking solution enabling efficiency by allowing staff to seamlessly transition between office, conference rooms, home, and wherever else needed.

These replacements will bring the overall inventory to a more current state. A great deal of analysis has gone into deploying the new computers where the impact will be most realized. All old equipment will be scrubbed clean of data before being decommissioned.

CPAC has provided pricing via a city approved cooperative agreement (OMNIA Contract R200803).

## **7. ATTACHMENTS**

- Price quote from CPAC, Inc.