



City Council Staff Report

Subject: Authorization Increase for IT Purchases through Cooperative Purchase Agreements

Date: October 22, 2024

Submitted By: Megan Bressem, Management Analyst
Daniel Choe, Deputy Director of Administrative Services

Department: Administrative Services - Finance

Recommendation:

- A. Adopt a Resolution of the City Council of the City of Rocklin Authorizing the City Manager to Increase the Purchasing Authorization Amount with CDW-G for Various IT Purchases through Cooperative Purchase Agreements for Fiscal Year 2024/25.
- B. Adopt a Resolution of the City Council of the City of Rocklin Authorizing the City Manager to Increase the Purchasing Authorization Amount with Dell Marketing LP for Various IT Purchases through Cooperative Purchase Agreements for Fiscal Year 2024/25.

Background:

On June 25, 2024, the City Council adopted Resolution No. 2024-151 (Attachment 3), authorizing the purchase of goods and services through cooperative purchase agreements consistent with Rocklin Municipal Code sections 3.04.090 (C) and (D). These sections allow for the use of cooperative purchasing programs and piggyback purchasing utilizing purchase agreements and contracts maintained by other governmental agencies. Per the resolution, under the authorized cooperative agreements, the purchasing limit is \$150,000 for CDW-G and \$75,000 for Dell Marketing LP for Fiscal Year (FY) 2024/25.

Staff has identified additional IT purchases needed for on-going Citywide operations for FY 2024/25, including network equipment upgrades and software and hardware maintenance licenses, that can be made under these cooperative purchase agreements. These purchases were not included in the amounts previously authorized. Staff recommends increasing the purchasing authorization amount to \$300,000 for CDW-G and \$125,000 for Dell Marketing LP.

Fiscal Impact:

There is no additional fiscal impact to the staff recommendation. Sufficient funds are available in the FY 2024/25 Operating Budget to accommodate this increase.

ATTACHMENTS:

1. Resolution A - CDW-G
2. Resolution B - Dell Marketing LP
3. Resolution No. 2024-151 Cooperative Purchase Agreements FY 2024-25