



MEMORANDUM

To: CMAP Board

From: Alicia Gage
Manager, Finance and Administration

Date: October 11, 2023

Re: Authorization to enter into a contract for the purchase of information technology hardware, software and services in a not-to-exceed amount of \$565,000

CMAP Information Technology (IT) staff have developed a multi-year plan to expand, update, and secure the agency’s hardware and software infrastructure and meet growing user demands. With the agency’s remote work environment, increased virtual meeting presence, and enhanced application uses, cyber security is at the forefront of CMAP’s planning and business continuity efforts. To accomplish this, IT staff is planning to add to existing data backup equipment for increased secured capacity. Investments will include purchasing additional server systems to host our virtualized servers as well as laptops, monitors, and copiers to replace older devices. In addition, CMAP will purchase graphics virtualization software licenses for its new virtualization servers.

The purchase of the software and hardware equipment will adhere to the procurement policy adopted by the Board. The storage system, server systems, and laptops will be purchased using CDW-G’s contract under the Sourcewell cooperative agreement for government procurements. The monitors will be purchased using Dell’s Dell Midwestern Higher Education Compact (MHEC). The copiers will be purchased using Xerox’s contract under National Association of State Procurement Officials. And the graphics software will be purchased using CDW-G’s City of Chicago Hardware/Software contract. The following table reflects the hardware and software to be purchased, the estimated cost and the type of procurement that will follow:

Equipment	Quantity	Total Estimated Cost	Type of Procurement
Hardware			
Storage System	1	\$55,000.00	Government Contract
Server System	2	\$238,000.00	Government Contract
Laptops	43	\$114,00.00	Government Contract
Monitors	142	\$30,000.00	Government Contract

Copies	5	\$106,000.00	Government Contract
Software			
Graphics Virtualization	20	\$22,000.00	Government Contract
Total Estimated Cost		\$565,000.00	

It is recommended that the Board approve the purchase of the above listed hardware, software, licensing, support, and warranty for a total cost not to exceed \$565,000. Funds have been budgeted and approved in the FY 2023 UWP operating budget.

ACTION REQUESTED: CMAP Board Approval