

**CITY OF SAN MATEO
RESOLUTION NO. ____ (2023)**

**APPROVING AN ALTERNATIVE PURCHASING PROCEDURE FOR A PURCHASE ORDER WITH LENOVO INC. FOR
THE PURCHASE OF REPLACEMENT PERSONAL COMPUTERS
(\$357,692.26)**

WHEREAS, the City replaces personal computers on an ongoing basis once they have exceeded their operational lifespan; and

WHEREAS, the City has identified approximately 205 personal computers that have reached the end of their operational lifespan per the replacement schedule; and

WHEREAS, City staff determined Lenovo brand personal computers purchased from Lenovo Inc. best meets the City's needs; and

WHEREAS, Municipal Code section 3.60.070(h)(3) provides that the City may use purchasing procedures approved by the City Council if the City Council makes a finding concurrent with the award for the contract that the procedures are in the best interest of the City for the particular contract; and

WHEREAS, the City as a public sector agency may participate in the National Cooperative Purchasing Alliance (NCPA) which offers contracts that have been competitively bid and negotiated; and

WHEREAS, Lenovo Inc. is a participating vendor under the NCPA contract; and

WHEREAS, the Department of Information Technology has determined Lenovo Inc. brand personal computers best meet the City's needs since Lenovo Inc. brand personal computers have proven to be of high quality, reliable, and with a low hardware failure rate.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SAN MATEO, CALIFORNIA, FINDS and RESOLVES that:

1. This Council action is exempt from CEQA, because it can be seen with certainty that there is no possibility the purchase of personal replacement computers may have a significant effect on the environment. (CEQA Guidelines Section 15061(b)(3).)
2. Pursuant to Municipal Code Section 3.60.070(h)(3), the purchase of approximately 205 personal computers from Lenovo Inc. through the National Cooperative Purchasing Alliance (NCPA) is in the best interest of the City because:
 - The NCPA procurement service offers competitively priced contracts for goods and services;
 - The NCPA procurement service avoids costs normally associated with the development of highly technical bid specifications, while assuring that competitive prices were received.
3. The purchase order to Lenovo Inc. for approximately 205 personal computers in an amount not to exceed \$311,036.75, and a 15% contingency reserve in the amount of \$46,655.51, for a total amount of \$357,692.26 is approved, in accordance with the terms of the NCPA Contract Number 01-146.

4. The Director of the Department of Information Technology is authorized to execute the purchase order in substantially the same form presented on behalf of the City.