

227 N. Fourth Street
 Geneva, Illinois 60134
 (630)463-3070
 mwilkes@geneva304.org



Michael Wilkes
 Director of Technology
 Geneva School District 304

To: Dr. Kent Mutchler
 From: Michael Wilkes
 Date: February 22, 2021
 Re: Staff Device Purchase and Financing Recommendation

On February 11th, the District received quotes on staff devices from multiple vendors. Additionally, the District received lease/financing proposals from multiple providers. This purchase recommendation seeks to procure devices for the 2021-22 school year.

After reviewing all responses and evaluating the lease proposals, the District is recommending the procurement of the equipment identified in Table 1. Additionally, the District is recommending the financing of specific equipment in accordance with the 2021-2022 Technology Capital Plan (see Table 2). Table 1 amounts do not consider any financing as they show the cash equivalent pricing for all items. Table 2, however, outlines by item the recommended funding method and related amounts. Unit costs for the selected device ranged from \$998.05 to \$1,056.49.

Table 1 – Equipment Procurement

Deploy To	Reseller / Provider	Device	Qty	Cost/Unit	Cash Equivalent Cost
Staff: GHS, GMS South, WES	Chicago Office Technology Group (COTG)	Lenovo ThinkPad Yoga X13 I5 processor; 8GB RAM; 256GB SSD	275	\$998.05	\$274,463.75
Total			275		\$274,463.75

Table 2 – Financing/Funding Recommendation

Item	Funding Recommendation	Purchase Amount or 1 st Year Payment	Additional Payments (x years)	Total Financing Cost
Lenovo ThinkPad Yoga X13	Lease (4-year \$1 buyout)	\$70,965.14	\$70,965.14 (x 3)	\$283,860.56
Total 21-22 Funds		\$70,965.14		

The recommended **lease provider is American Capital.**

This purchase is identified in the 2021-22 Technology Capital Plan as Staff Devices. The budgeted amount for this item was: \$1,050 per unit. The financing 1st year budget was \$75,796.88 (\$303,187.52 total). To that end, this recommendation is approximately \$19,000 under budget.

All agreements are pending Board approval.