

Item 9-J



MEMORANDUM
Office of the Chief Information Officer

To: Dr. Ponce and the Board of Trustees

From: Caleb Hogue

Date: March 17, 2025

Re: Consideration for approving a purchase issued to Dell Technologies for Laptops through the DIR Cooperative.

Staff Recommendation: Approval

The Board is asked to approve a purchase issued to Dell Technologies for Laptops through the DIR Cooperative.

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Purchase Approval

Description: Consideration for approving a purchase issued to Dell Technologies for Laptops through the DIR Cooperative

Recommendation: The Board is asked to approve a purchase issued to Dell Technologies for Laptops through the DIR Cooperative.

As part of our ongoing efforts to maintain a secure, efficient, and productive environment for teaching and learning, the Information Technology Services department is tasked with maintaining and replacing our growing fleet of college-issued laptops. These devices include those in the classrooms and labs, and those issued to faculty and staff members to teach and work. These devices typically last 3-5 years before they start to wear out, needing replacement keyboards, batteries, or case parts due to normal wear and tear on the devices.

This purchase includes 151 new laptop computers and 50 docking stations for faculty and staff members to replace devices that are at least four years old. Devices returned by faculty or staff members will be repaired and added to our Student Loaner program for students to check out during the upcoming semesters.

Dell Technologies was selected as the vendor of choice due to its existing relationship with the College and compatibility with existing systems.

The Board of Trustees is asked to approve a contract to Dell Technologies in the amount of \$169,805.72. The contract is offered through The Texas Department of Information Resources (DIR) cooperative, contract DIR-CPO-5792. This cooperative meets the College's requirements for competitive solicitations found in Texas Education Code 44. The Board of Trustees is also asked to give authority to the Chief Financial Officer to approve the contract and to approve any change orders up to the amount allowed by the Texas Education Code 44.0411.

Funds Available:

☒ Budgeted
☐ Fund Balance
☐ Other:

Approved:

Christina Ponce
President

Date