

Action Item

Subject:

Acquisition of Certified Staff and Administrative Support Computers

Background:

Across the district, the average age of devices utilized by teachers and staff is nine years and have reached the end of their useful life. We have experienced incidents of devices no longer able to accept the latest software updates, running slowly, and having limitations of capacity and functionality. For instance, when many of the devices were purchased, the industry standard for connecting devices to wireless was to use the 2.4 Gigahertz (GHz) frequency. In 2017, this is considered slow as devices now have the capacity to connect at the faster data rate of 5 GHz.

For the vision of using technology as a transformational tool to be fully realized, access to leading-edge tools needs to be instantaneous and ubiquitous.

Administration's Analysis:

An Information Item was submitted to the Board during the March 13, 2017 Board of Education meeting outlining this project. An RFP was posted to the website on Friday, March 31, 2017 for 21 days. Five vendors submitted proposals: Ace Computers, Apple Inc., Dell, Heartland Business Systems, Lenovo, and Microsoft.

When assessing the computers, the team was asked to maintain a rubric that included the specifications of the RFP. There were additional themes that were identified as being important:

- The selection of computers that meet the needs of Proviso teachers and administrative support.
- A 2-in-1 laptop for teachers that provides a tablet feature and that allows for writing or "inking" documents.
- The selection of a vendor that will expose Proviso to a wide range of technical tools.

June 13, 2017

After an extensive evaluation of several options by the technology team and other stakeholders, it was determined that the Board should award contracts to Microsoft for the HP Elitebook x360 laptops for all certified staff (300) and the HP Z1 G3 desktop for administrative support devices that are greater than 4 years old (230).

These costs are included in the 2016 – 2017 school year budget.

Statute, Administrative Policy or Board Rules Statement:

All contracts for supplies, materials, or work involving expenditures in excess of \$25,000 shall be made in accordance with the state law bidding procedure, unless specifically exempted, 105,ILCS 5/10-20.21.

Implementation or Assessment Plan:

The contracts will commence June 2017. Devices will be received and configured in July 2017 for distribution by August 2017.

Professional development is essential. Courses will be offered beginning in July 2017. For those who are unable to attend courses over the summer, they will be given professional development during the New Teacher, District, and Building Institute days August 16 – 18, 2017.

By working in conjunction with the Academics department, a year-long comprehensive training plan will be developed. This information will be available to teachers by the start of the 2018 school year.

Administration's Recommendation:

That the Board of Education of Proviso Township High Schools District 209 accept the Superintendent's recommendation to approve the contracts to Microsoft in the amount of \$2404.65 per laptop (300) for a total of **\$721,395** and \$1529.40 per desktop (230) for a total of **\$351,764.30**, pending legal review.

June 13, 2017