



## AGENDA MEMORANDUM

Action Item for the City Council Meeting September 8, 2020

**DATE:** September 8, 2020

**TO:** Peter Zaroni, City Manager

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### Purchase of Laptops for Health District – Nueces County Expenditure

#### **CAPTION:**

Motion authorizing the purchase of laptops, monitors, and accessories from Dell Marketing LP in the amount of \$84,134.00 for Nueces County employees working at the Health District, with FY 2020 funding in the amount of \$84,134.00 available from Nueces County's FY 2020 operating budget for the Health District

#### **SUMMARY:**

This motion authorizes the purchase of laptops with Dell Marketing LP through the Department of Information Resources (DIR) Cooperative for Nueces County employees working at the Health District as authorized by the Memorandum of Understanding (MOU) between the City of Corpus Christi and Nueces County executed on September 11, 2008.

#### **BACKGROUND AND FINDINGS:**

The City of Corpus Christi and Nueces County entered into a cooperative agreement on September 11, 2008 to operate a public health district. This agreement, known as the Memorandum of Understanding, outlined 10 areas of consolidation between City and County employees working at the Health Department so that the functions would be considered a part of a combined Health District. A subsequent document known as the "Terms and Conditions of the Reformed Cooperative Agreement between Nueces County

and the City of Corpus Christi regarding the City/County Health District” was developed and became effective on April 16, 2009. There have been two amendments to this document. One became effective on September 4, 2013, and a second on October 1, 2017. This document provided details on how to accomplish each of the 10 items outlined in the MOU.

Item five of the MOU was to place the purchasing function for the entire Health District under the City’s Purchasing Department. Section E.1.b. of the Terms and Conditions document states that the City shall follow all City purchasing policies when processing purchases for the benefit of the Health District. In compliance with this agreement, when Nueces County staff at the Health District had a need for 62 new computers and accessories, they contacted the City’s Information Technology (IT) Department. The City’s IT Department then reached out to the City’s Contracts and Procurement Department to purchase the laptops through DIR Cooperative. Contracts awarded through the State’s DIR Cooperative have been competitively procured in compliance with Texas local and state procurement requirements.

The next step in the City’s purchasing policies is for the purchase to be presented to the City Council for approval even though funding for these computers will be made from Nueces County’s FY 2020 operating budget. The County Judge and Commissioners had allocated money in their FY 2020 operating budget for the Health District to purchase computers to replace current obsolete computers. Laptops and their accessories will be purchased for portability, for field-use during wide-area emergencies, for employees working remotely, and for operating clinics to their full capacity. The laptops will also be used to provide education services to residents of Nueces County in the area of chronic disease prevention.

Once this item is approved by the City Council, City IT staff will purchase the equipment, and then City Finance staff will bill Nueces County for the cost. Payment is then due to the City within 30 days of billing.

#### **ALTERNATIVES:**

One alternative would be not to have laptops available to employees to be able to work remotely and efficiently. A second alternative would be for Nueces County Purchasing staff to purchase these laptops for the County employees working at the Health District.

#### **FISCAL IMPACT:**

There is no fiscal impact for the City of Corpus Christi. The expenditure of \$84,134.00 is budgeted in Nueces County’s FY 2020 operating budget for the Health District. The City of Corpus Christi will initially make the purchase and will then bill Nueces County for the amount due.

#### **FUNDING DETAIL:**

Fund:	9100 Nueces CtHth Dist
Organization/Activity:	793102C Nueces County General Fund
Mission Element:	715 County Health MOU not ME
Project # (CIP Only):	n/a
Account:	520100 Minor Computer Equipment

**RECOMMENDATION:**

Staff recommends approval of this motion authorizing the purchase of laptops with Dell Marketing LP for Nueces County employees working at the Health District.

**LIST OF SUPPORTING DOCUMENTS:**

Price Sheet  
MOU