



Agenda Item # 38

DATE: May 6, 2015

TO: Metropolitan Planning Commission

FROM: Jeff Welch, Interim Director

SUBJECT: Request to purchase computers under Knox County Agreement #B27160 with Dell Marketing L.P. - 5-D-15-OB

This is to request approval to purchase servers, computers and laptops from Dell Marketing L.P. The total purchase is about \$11,700. Two of the computers will be used by TPO staff and are eligible to be reimbursed 80% through our FHWA grant with TDOT for \$2400. The following budget line items have sufficient funds to cover the purchase in fiscal year 2013-2014.

9500110-543500 MPC Small equipment and supplies \$9,220
9500210-543500 FHWA Small equipment and supplies \$2,480

MPC Policies and Procedures require purchases over \$10,000 be approved by the full Planning Commission if not budgeted in a separate line item. The computers were budgeted in a group line item including office supplies, software and small equipment.

Staff Recommendation: Staff recommends approval of the purchase

MPC Executive Committee Review: The Executive Committee will review this request on Tuesday May 12, 2015 at the MPC Agenda Review meeting and then can be placed in consent vote at the March 14, 2015 Metropolitan Planning Commission meeting.