

Village of Orland Park Competitive Analysis Worksheet

Project Title and Brief Description
Desktop Computer Equipment Purchase - Approval
Lead Department
Director: Annmarie Mampe
Department: Finance
Division: IT
Program/Service: Replacement Desktop Computers
Strategic Analysis
What Strategic Pillar does this expenditure support? High Performing Organization
What is the desired outcome of making this expenditure? Replace out of date technology with new equipment that is more energy efficient and better able to handle current Village systems.
How does this expenditure enable the Village to serve residents at current or improved service levels? Faster more responsive systems enable us to provide better customer service.

Alternatives Analysis	
Is this a replacement of an existing product/service or a proposal for new product/service? Replacement <input checked="" type="checkbox"/> New <input type="checkbox"/>	
Describe the impact if the proposed new/replacement product/service is not made? Obsolete equipment will eventually have a catastrophic failure, which will necessitate immediate replacement, having an adverse effect on productivity and customer service.	
Is there an alternative to purchasing this product/service, such as leasing, outsourcing, etc.? If yes, please provide a detailed description of alternatives. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Is there a competitor that offers the same product/service that can deliver the same expected outcome? If yes, please provide an explanation as to why this competitor is not being considered. Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Is a Total Cost of Ownership (TCO) Analysis applicable to this proposed expenditure? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
<p>If yes, please attach TCO Analysis to this worksheet. If no, please provide an explanation as to why a TCO Analysis does not apply.</p>	
Additional Comments/Background Information	
TCO Analysis does not apply because the ongoing cost would be the same or similar, regardless of the computer make or vendor chosen.	
Attach additional documentation if necessary.	