

# Village of Orland Park Competitive Analysis Worksheet

## Project Title and Brief Description

Board Room Sound System Proposal  
Replace obsolete equipment – this equipment can no longer be repaired.

## Lead Department

Director: Frank Stec

Department: Building Maintenance

Division:

Program/Service:

## Strategic Analysis

What Strategic Pillar does this expenditure support?

Communication

What is the desired outcome of making this expenditure?

To improve and enhance the declining existing sound system

How does this expenditure enable the Village to serve residents at current or improved service levels?

This will give the residents precise minutes of meetings when released by the Board

### Alternatives Analysis

Is this a replacement of an existing product/service or a proposal for new product/service?

Replacement       New

Describe the impact if the proposed new/replacement product/service is not made?

The existing sound system is in disrepair and if not replaced the minutes will not be accurate as stated by the Board and staff at meeting

Is there an alternative to purchasing this product/service, such as leasing, outsourcing, etc.? If yes, please provide a detailed description of alternatives.

Yes       No

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       No

Is a Total Cost of Ownership (TCO) Analysis applicable to this proposed expenditure?

Yes       No

This is a component system which can be added to as the need arises. There are no comparable systems available to meet our needs. This type of system isn't conducive to lease or rental as these can be confidential meetings and we must control ownership.

If yes, please attach TCO Analysis to this worksheet.

If no, please provide an explanation as to why a TCO Analysis does not apply.

### Additional Comments/Background Information

Attach additional documentation if necessary.