

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 <input checked="" type="checkbox"/> New <input type="checkbox"/>	
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 <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"/> 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.	