TO: Commission Members

FROM: Chris Anderson, Executive Director

RE: Spending Authorization

DATE: October 9, 2019

My spending authority is limited to $10,000, so I need the Commission's approval to make the following expenditure(s):

1. Even though the Commission is an independent body whose substantive roles are based in the Florida Constitution and Statutes, its computer and information-support functions are based in the Office of Legislative Information Technology Services (OLITS). OLITS is recommending the purchase of new laptop computers for the use of members and staff of the Commission, based in part on security concerns and the ceasing of support for our existing laptops by January 2020. Attached please find the written justification from OLITS for the purchase. Total cost for the laptops (17), a case for each, and five years onsite warranty is $18,020. This amount will be spent out of carryforward funds.

I ask the Commission's approval to make this expenditure(s).
OLITS would like to request permission to replace the Lenovo ThinkPad T500 laptops that are currently in use by nine (9) Commissioners and eight (8) staff at the Commission on Ethics. The current laptops, purchased in 2009 at a purchase price of $1,702.95, are running on the operating system Windows 7, which Microsoft will cease to support in January 2020. The OLITS standard for operating systems is Windows 10, which these current laptops will not support. During the equipment refresh, OLITS purchased a higher end laptop, Lenovo X1 Yoga, for OPPAGA and OLITS staff, which is our standard for laptops. After consultation with the Senate and House CIO’s it was decided to go with a lower end unit for the Commission on Ethics, due to the fact that these laptops are not used as frequently and high processing power, memory and large capacity drives are not needed in this case.

OLITS is recommending the purchase of seventeen (17) Lenovo ThinkPad T490 laptops to replace the aging units that are currently in use. The purchase will include, laptop at a price of $1040.00 per unit, carry case at a price of $20.00 per unit and included in the purchase price will be a five (5) years onsite warranty, for a total purchase price of $18,020.00. These new laptops are lighter in weight and will be a more valuable asset to the Commissioners and Ethics staff. This will also bring OLITS into compliance with our own standards, having all computer equipment at a Windows 10 level. OLITS has worked with purchasing and Lenovo to reduce the price down as much as possible.

In the event that the current laptops are not replaced by January 2020, OLITS will have no option but to remove these devices from accessing the network due to major security concerns.
Chris, attached is the justification. Please let me know if you have any questions.