

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission

From: Steven J. Kingsbury, Treasurer, Finance Director and
Director of Information Technology

Date: August 12, 2009

Regarding: Purchase of Eight (8) Laptop Computers

For the Agenda of August 17, 2009

Background The City of Clare has effectively used computer technology for several years in the accurate and efficient performance of various duties and responsibilities. This technology was initially used by members of the City's administrative staff primarily for financial, payroll, assessment and taxation responsibilities and now is an integral tool used by all department heads, virtually all staff members as well as the entire City Commission.

During the process of developing the Fiscal Year 2009/10 Budget City staff identified the need to replace the eight laptop computers that have been in service for several years with new equipment designed to meet today's information technology needs. The City's Fiscal and Budget Committee initially reviewed this need with the City's Information Technology Director and then subsequently recommended to the City Commission that funds be appropriated to purchase the equipment. The Clare City Commission by adoption of Resolution Number 2009-061 approved the appropriation of funds and the purchase of the computer equipment.

The City's Director of Information Technology evaluated all current and anticipated technology needs for which laptop computers are used and then established a minimum configuration to secure quotes from recognized and supported computer manufacturers such as Dell, Gateway, Hewlett Packard (HP), IBM and Sony. Prior to requesting quotes the established configuration was reviewed with IT Right, the City of Clare's designed technology support provider, to insure that it met our needs and also could be supported/maintained by IT Right.

Financial Impact The total cost of the computer equipment purchase of \$13,664 plus shipping has been included in the 2009/10 budget and is available.

Recommendation After evaluating quotes for the established configuration and the recent performance of the various computer manufacturers the City's Director of Information Technology and the owner of IT Right recommends that the eight laptop computers be purchased through Hewlett Packard's Governmental Sales program at a total cost of \$13,664 plus shipping if applicable at the time of purchase.

Attachments

1. Hewlett Packard Quote Number 3960510.

RESOLUTION 2009-086

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE PURCHASE OF EIGHT LAPTOP COMPUTERS.

WHEREAS, the City of Clare has for several years utilized computer technology to efficiently and accurately perform various duties and responsibilities required in the ongoing operations of the city;

WHEREAS, the City of Clare has identified the need to replace eight laptop computers that are currently used by the City Commission, the City Manager, City Clerk and City Building Inspector/Code Enforcer in the performance of their respective duties and responsibilities;

WHEREAS, the City Commission by adoption of Resolution Number 2009-061 on June 1, 2009 approved the City's Fiscal Year 2009/10 Budget which included a capital appropriation for the purchase of said computer equipment;

WHEREAS, the City's Director of Information Technology has established the required configuration of the laptop computers to insure that the equipment will meet all current and anticipated needs and that it will have a useful life of several years; and

WHEREAS, the City's Director of Information Technology and has requested and received several quotes from recognized/approved providers of computer technology and has reviewed said quotes with the City's designated technology support provider.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves the purchase of eight laptop computers through Hewlett Packard's Governmental Sales program at a total cost of \$13,664 plus shipping if applicable at the time of purchase.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INsofar AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 17th day of August 2009.

Diane Schmidt, Clare City Clerk



ONLINE PRICE QUOTATION

Quote Number: 3960510

Quote Name:

Today's Date : 7/29/2009 4:02:50 PM

Quote Created Date : 7/29/2009 4:01:59 PM

Created By: skingsbury@cityofclare.org

Contract: MI - REMC (WSCAII) (HP-WSCA-04)

Product availability and product discontinuation are subject to change without notice. The prices in this quotation are valid for 30 days from quote date above. Please include the quote number and contract from this quote on the corresponding purchase order.

Use the File - Print option to print this form for your future reference.

Items/description	Part no	Unit price	Qty	Ext price
CTO IDS - HP Compaq 6730b Notebook PC	Base	\$1,621.00	8	\$12,968.00
HP Compaq 6730b Notebook PC	GW687AV			
Genuine Windows Vista Business w/downgrade to Windows XP Professional custom installed	FH820AV#ABA			
Genuine Windows Vista® Premium Logo	RQ047AV			
Microsoft® Office 2007 Small Business Edition	RJ196AV#ABA			
Intel® Core™2 Duo Processor P8700* (2.53 GHz, 1066 MHz FSB, 3 MB L2 cache)	NH019AV			
Intel® Core™2 Duo Label	RF141AV			
Estar Label	KM334AV			
15.4-inch diagonal WSXGA+ WVA anti-glare (1680x1050)	KE749AV			
Video/graphics				
Mobile Intel® Graphics Media Accelerator 4500MHD, with up to 384MB of shared system memory	KE774AV			
4096MB (800-MHz, DDR2, 2DIMM)	VF156AV			
250-GB SATA Hard Drive (7200 RPM)	KE794AV			
DVD+-RW SuperMulti with Double Layer LightScribe Drive	KE805AV#ABA			
Touchpad Keyboard US	KG696AV#ABA			
802.11a/b/g/draft-n Intel Wireless Wi-Fi Link 5100 Adapter	KE973AV			
HP Integrated Module with Bluetooth® Wireless Technology	KE725AV			
56K v.92 high speed modem	KE806AV#ABA			
HW Kit 90W 6730b US	KE798AV			
6-cell (55 WHr) Lithium-Ion battery	KE803AV#ABA			
Limited 3 year standard parts and labor warranty				
Note:				
Additional accessories added from categories below will ship and invoice separately.				
Get more out of your new laptop.				
Help me choose 6730b Laptop PC Accessories. (115KB, PDF)				
HP Executive Leather Case	RR316AA	\$71.00	8	\$568.00
		\$71.00		
HP USB Optical Travel Mouse	RH304AA	\$16.00	8	\$128.00
		\$16.00		

Subtotal: \$13,664.00

Estimated Lease Cost: \$442.58

The terms and conditions of the MI - REMC (WSCAII) will apply to any order placed as a result of this inquiry, no other terms or conditions shall apply.

To access the HP Public Sector Online Store where this quote was created, go to: <http://gem.compaq.com/gemstore/entry.asp?SiteID=11574>

* The estimated lease cost is the monthly payment amount for a lease commencing on or before 8/28/2009 with a term of 36 months and a fair market value purchase option at the end of the lease term. This and other leasing and financing options are available through Hewlett-Packard Financial Service Company (HPFSC) or one of its affiliates to qualified education and state and local customers in the U.S. and subject to credit approval and execution of standard HPFSC documentation. Fees and other restrictions may apply. This is not a commitment to lease. Rates and payments are subject to change at any time without notice. Leasing and financing options for Federal governmental agencies (subject to a \$50,000 minimum) are available from Hewlett-Packard Company. For more information, call Hewlett-Packard Financial Services Company at 1-888-277-5942 and talk to a financial services representative who specializes in supporting government and education entities.

* HP is not liable for pricing errors. If you place an order for a product that was incorrectly priced, we will cancel your order and credit you for any charges. In the event that we inadvertently ship an order based on a pricing error, we will issue a revised invoice to you for the correct price and contact you to obtain your authorization for the additional charge, or assist you with return of the product. If the pricing error results in an overcharge to you, HP will credit your account for the amount overcharged.

* This quotation may contain open market products which are sold in accordance with HP's Standard Terms and Conditions. HP makes no