

# Memo

**To:** Honorable Mayor and City Council  
**From:** Joe Kohlmann, City Administrator  
**Date:** May 8, 2012  
**Re:** 2012 Office Equipment

---

Budgeted for in the 2012 CIP is \$7,000 for new office equipment. This includes three new computers, monitors, installation, server battery back up, two office chairs, and a paper shredder.

Attached is a quote for computers in the amount of \$1921.29 and quote(s) to install the computers. We have also researched costs for two new office chairs (\$938) and a paper shredder (\$400).

**Council Action Requested:**

Motion to approve 2012 Office Equipment Capital purchases.

Dell recommends Windows® 7.

 Live Sales Help [\[+\] Feedback](#)

## Print Summary



### OptiPlex 790 Mini Tower

Starting Price \$1,058.00  
Instant Savings \$461.00

**Subtotal \$597.00**

As low as \$15.00/mo.

Dell Business Credit | Apply

Discount Details

Preliminary Ship Date: 5/10/2012

**My Selections**    All Options

- **OptiPlex 790 Mini Tower**

<b>Date</b>	5/2/2012 10:00:53 AM Central Standard Time				
<b>Catalog Number</b>	4000 Retail ussoho1				
<b>Catalog Number / Description</b>	<b>Product Code</b>	<b>Qty</b>	<b>SKU</b>	<b>Id</b>	
<b>Processors:</b> Intel® Core™ i3 2120 Processor (3.3GHz, 3M)	I32120	1	[317-6646]	2	
<b>Operating System(s):</b> Genuine Windows® 7 Professional, 64-bit, English, No Media	W7PN74K	1	[330-6228][331-3300][421-5334][469-0476]	11	
<b>Removable Media Storage Device:</b> 16X DVD-ROM SATA, with Cyberlink Power DVD™ No Media	DVD16N	1	[318-0622][421-4370]	16	
<b>Productivity Software:</b> Microsoft® Office Starter 2010	STARP10	1	[468-7403][468-7439]	22	
<b>Video Cards:</b> Integrated Video, Intel® HD Graphics 2000 (1DP & 1 VGA)	INTVID2	1	[320-2520]	6	
<b>Energy Efficiency Options:</b> Dell Energy Smart Power Management Settings Enabled	ESMART	1	[330-4817]	25	
<b>Systems Management Mode:</b> No Out-of-Band Systems Management	NOVPRO	1	[331-2682]	13	
<b>Resource DVD:</b> No Resource DVD	NORCD	1	[313-3673]	27	
<b>Power Supply:</b> Standard Power Supply	MTSPS	1	[318-0874][330-7422][331-2689][421-5078]	20	
<b>Documentation:</b> Documentation English and French	DOCEF	1	[330-1711][331-2030]	21	
<b>Shipping Packaging Options:</b> Shipping Material for System, Minitower	MTSHIP	1	[331-1268]	41	
<b>OptiPlex 790 MT:</b> OptiPlex 790 Minitower for Standard Power Supply	790MT	1	[225-0781]	1	
<b>Thermal:</b> Heat Sink, Mainstream, Minitower	HSMMT	1	[331-2021]	17	

<b>Hardware Support Services:</b> 3 Year Basic Hardware Service with 3 Year NBD Limited Onsite Service After Remote Diagnosis	U3YOS	1	[929-6617][935-2458][938-7732][951-7620]	29
<b>Security Software:</b> Trend Micro Worry-Free Business Security Services, 30-days	TM3530	1	[421-6186]	37
<b>Boot Hard Drives:</b> 320GB 7,200 RPM 3.5" SATA, 6.0Gb/s Hard Drive with 16MB Cache	320S3	1	[342-2493]	8
<b>Memory:</b> 2GB DDR3 Non-ECC SDRAM, 1333MHz, (1 DIMM)	2G3N331	1	[317-7549]	3
<b>Monitors:</b> Dell Pro P2212H, Wide screen, 21.5in VIS, HAS, VGA, DVI	P2212H	1	[320-2939]	5
<b>Keyboard:</b> Dell KB212-B USB 104 Quiet Key Keyboard, English	EUSBE	1	[331-2024]	4
<b>Mouse:</b> Dell MS111 USB Optical Mouse	USBOP	1	[330-9458]	12
<b>Speakers:</b> Internal Dell Business Audio Speaker	INTSPK	1	[318-0319]	18
<b>Installation Services:</b> No Onsite System Setup	NOINSTL	1	[900-9987]	32
<b>Setup and Features Information Tech Sheet:</b> No Tech Sheet	NOTSH	1	[310-9444]	40



[Laptops](#) | [Desktops](#) | [Business Laptops](#) | [Business Desktops](#) | [Workstations](#) | [Servers](#) | [Storage](#) | [Services](#) | [Monitors](#) | [Printers](#) | [LCD TVs](#) | [Electronics](#)

[© 2012 Dell](#) | [About Dell](#) | [Regulatory Compliance](#) | [Terms & Conditions](#) | [Unresolved Issues](#) | [Privacy Statement](#) | [Ads and Emails](#) | [Dell Recycling](#) | [Contact](#) | [Site Map](#) | [Visit ID](#) | [Feedback](#)

snFG07



Phone: 952.474.4183  
Mobile: 612.644.1543  
E-Mail: crackley@isd.net



**QUOTE**  
**Q-TKB-1-1**

**RACKLEY COMPUTER CONSULTING**  
200 1st Street #5 • Excelsior, MN 55331

**Date:** 05/02/12

**Quote Number:** Q-TKB-1-1

**Customer ID:** TKB

**Business Name:** City of Tonka Bay

**Contact:** Joe Kohlmann

**Address:** 4901 Manitou Road

**City:** Tonka Bay

**State:** MN

**Zip:** 55331

**Phone:** (952) 474-7994

**E-mail:** jkohlmann@cityoftonkabay.net

Qty / Hrs	Description	Unit Price	Total
13.50	<b>Install / configure 3 new PC's.</b> <b>In Shop - 2 Hrs per PC - 6 Hrs.</b> <b>Basic setup:</b> Configure local administrator account. Install any Microsoft software required. Activate Windows and other Microsoft software. Configure Windows update for Microsoft updates and run MS updates until all updates are installed. Install / update Adobe Reader, CutePDF, Spybot S&D, SpywareBlaster, MalwareBytes. <b>On Site - 2.5 Hrs per PC - 7.5 Hrs.</b> <b>On Site setup:</b> Move all appropriate local data to S drive. Add PC to domain, setup / configure new user profile. Install / configure any industry specific software. Configure / test email. Setup / test printers.	\$ 95.00	\$ 1,282.50

**Total:** \$ 1,282.50