



Yamhill County
OREGON
Excellence in Service

INFORMATION TECHNOLOGIES
 636 NE 7th Street
 McMinnville, Oregon 97128
 Phone: (503) 434- 7505
 Fax: (503) 472-9179
 Website: www.co.yamhill.or.us

DATE: July 27, 2020

TO: Yamhill County Board of Commissioners; Ken Huffer, County Administrator;
 Justin Hogue, Business Services Director

FROM: Shane Hoffman, IT Manager

SUBJECT: Purchase Computer Desktops and Laptops

ATTACHMENTS (2): IT Purchase Order
 Lenovo Quote

Request:

IT is requesting Board of Commissioners' authorization to purchase 17 Lenovo Think Pad X1 Carbon Gen 8 laptops, 28 Think Center M75q-1 micro desktops, and 1 Think Pad X1 Carbon laptop with 4G capability. The hardware procurement is a planned, budgeted expense for fiscal year 2020-21. The equipment will be paid for by account 040-017-543.01 / Computer Replacement Fund / Department Equipment.

Adhering to our purchasing rules, I received three quotes from three different vendors from which to purchase the computer equipment. I propose to award Lenovo as the selected vendor for purchasing the computer equipment. The cost comparisons are as follows:

Vendor	Cost
TechHeads	\$45,429
Lenovo	\$42,433
CDW	\$46,004

Thank you for your time and consideration.

Shane J Hoffman
 IT Manager
 Yamhill County

Accepted by Yamhill County
 Board of Commissioners on
7/30/2020 by Board Order
 # 20-250