



Yamhill County
OREGON
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INFORMATION TECHNOLOGIES
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DATE: October 19, 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 (2)

Request:

IT is requesting Board of Commissioners' authorization to purchase 32 Lenovo Think Pad X1 Carbon Gen laptops, 28 Think Center M75q-1 micro desktops, and 5 Think Pad X1 Carbon laptops 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	\$69,847
Lenovo	\$68,558
CDW	\$72,232

Thank you for your time and consideration.

Shane J Hoffman
IT Manager
Yamhill County

Accepted by Yamhill County
Board of Commissioners on
10/22/2020 by Board Order
20-377