



Complete this form and submit it to the Office of the President by 5:00 pm on the eleventh day before the following Tuesday meeting of the Board of Trustees. If this form does not provide enough space, you may use an expanded version *as long as you follow the format specified below.*

Date of Board Meeting: August 18, 2020

Date of This Proposal: August 7, 2020

**SUBJECT (item as it will appear on agenda):**

Approve the purchase of 59 Laptop computers from Computer Discount Warehouse Government to provide computer capabilities for various departments to service students remotely, or to support employees should they be required to work from home.

**RECOMMENDATION:**

Approve the purchase of 59 Laptop computers at a cost of \$87,689.28 from Computer Discount Warehouse Government to provide computer capabilities for various departments to service students remotely, or to support employees should they be required to work from home.

**BACKGROUND/RATIONALE:**

Analysis of the computer equipment that would be needed to accomplish certain tasks from home determined that 59 Laptops would be required. Information Technology put together the Laptop features, and CDWG priced the equipment using E&I and DIR cooperative contracts. These contracts satisfy all State Purchasing requirements. Purchasing these laptops would not only improve the delivery of services to students but would also support the departments should work have to be completed somewhere other than at the College. The funds for these Laptops were budgeted from the College's CARES Act funds.

**Estimated Cost and Budgetary Support (how will this be paid for?): \$87,689.28**  
Cares Act Funds


**RESOURCE PERSON(S) [name(s) and title(s)]:**

Pamela J. Youngblood, Vice President of Technology  
Marybelle Perez Albecht, Director of Grant Writing and Compliance  
Philip Wuthrich, Director of Purchasing

**SIGNATURES:**

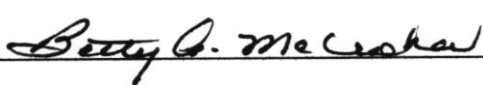
  
\_\_\_\_\_  
Originator

8-7-20  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Cabinet-Level Supervisor

8/7/2020  
\_\_\_\_\_  
Date

**PRESIDENT'S APPROVAL:**

  
\_\_\_\_\_

8-11-20  
\_\_\_\_\_  
Date