



City Hall, 215 Sycamore St.  
Muscatine, IA 52761-3840  
(563) 264-1550  
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## MEMORANDUM

**To:** Gregg Mandsager, City Administrator  
**From:** Pam Collins, Library Director  
**Date:** April 5th, 2018  
**RE:** Request for Council to Authorize the Issuance of a Purchase Order for (8) Microsoft Surface Tablets for In-House Patron Use.

**Introduction:** The Library, as part of its transition to the new Musser Public Library & HNI Community Center will be introducing lendable tablets to patrons for in-house, mobile use in the library. The equipment includes:

- (8) Microsoft Surface Pro Tablets
- Accompanying equipment warranties

The Library is seeking City Council approval for issuance of a purchase order to initiate this equipment acquisition.

**Background:** The Library requested budgetary quotes for the 8 Microsoft Surface Pro tablets to be used for patron in-house computing. The three quotes came in as:

- GovConnection: \$10,870.79
- PCM-G: \$11,090.78
- CDW-G: \$11,810.00

These tablets will be for use by library patrons 18 years old and up, and will allow for mobile computing within the library along with mobile printing.

At the beginning of this project, the Library budgeted the Audio/Visual cost at \$10,000.

**Recommendation/Rationale:** The Library recommends that City Council authorize the issuance of a purchase order to GovConnection., for the low-quote amount of **\$10,870.00**.

## Proposal

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**Client:** City Of Muscatine  
Robert A. Fiedler III  
215 Sycamore St  
Muscatine IA 52761

**Phone:** 563-263-3065 x.125

**Email:** rfiedler@muscatineiowa.gov

For any questions on this proposal please contact either:

Ted Greely - Technology Advisor  
651.634.6140 tedg@marconet.com

Gene Granberg - Inside Sales  
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**Ship To:** Musser Public Library  
304 Iowa Ave  
Muscatine IA 52761

Qty	Description	Unit Price	Ext. Price
<b>Mobile Presentation</b>			
1	Panasonic - 7200 Lumens WUXGA DLP Laser Projector - 1080p - HDTV - 16:10 Widescreen - WUXGA - 1920 x 1200 Resolution - 10,000:1 Contrast - Lamp-free Laser Light Source - Rated for 20,000 Hours of Use - Standard Lens - Black	\$8,513.00	\$8,513.00
1	Bretford - Mobile Projector & Multimedia Cart - Pull-out Laptop Shelf - 6-Outlet Electrical with 20' Power Cord and Cord Management - Four 4" Casters - 32" Width x 24" Depth x 42" Height - Steel - Black	\$370.00	\$370.00
1	Da-Lite - Fast-Fold NXT Screen System - Portable Projection Screen with Aluminum Frame - Standard Black Borders - 16:10 Wide Format - 120" H x 192" W - 226" Diagonal - Da-Mat Fabric - Includes Wheeled Case	\$2,161.00	\$2,161.00
1	JBL Professional - Eon One - All-in-One Linear-Array Public Address System with 6-Channel Mixer - 10" Bass Reflex Subwoofer - Six 2" Drivers - Built-in 6-Channel Mixer with XLR, 1/4", 3.5mm, and RCA Inputs - Bluetooth Wireless for Audio Streaming - Integrated Carrying Handle	\$956.00	\$956.00
<b>SubTotal</b>			<b>\$12,000.00</b>

**Client Signature**

Date

*Tax and/or shipping may be charged where applicable. Product listed above is subject to technical review and approval.  
Prices quoted are subject to change and should be verified before placing your order.*

## Warranty

**Warranty**  
Your equipment is covered by its respective manufacturer warranties. Please consult the warranty documentation that accompanies the product for details. Any charges from the manufacturer are the sole responsibility of the customer (including, but not limited to, shipping, travel and/or labor charges). Marco can provide assistance with the processing of these warranties for a processing fee. Optional contracts or warranty enhancements are available for an additional fee at the time of purchase.

**Returns**

Upon receipt of merchandise, make sure specifications are correct before opening or marking merchandise.

- Request to return the UNOPENED merchandise within fifteen (15) days.
- Product must be returned in the original undamaged/unmarked box.
- Recognize that special or custom orders are non-returnable.
- Merchandise can be subject to restock fees and/or denial of return.
- For our Complete Return Policy, please go to [www.marconet.com](http://www.marconet.com) and click on Support

**Payment Terms**

Payment terms are net 15 days from date of invoice. For orders over \$25,000, we require twenty-five percent down at time of order with remainder due upon completion.