

## **MUSCATINE POLICE DEPARTMENT**

### **MEMORANDUM**

**TO:** **Greg Jenkins, City Administrator**

**FROM:** **Brett Talkington, Chief of Police**

**SUBJECT:** **City Council Agenda Item for May 21, 2020 – Surface Pro Computer Purchase**

**DATE:** **May 11, 2020**

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**INTRODUCTION:**

The Police Department would like city council permission to purchase seven (7) Microsoft Surface Pro laptop computers from SHI for a total cost of \$8,440.51. Funding for this purchase is included in the Bureau of Justice Assistance (BJA) Coronavirus Emergency Supplemental Funding program Grant awarded to the police department recently.

**BACKGROUND:**

On April 30, 2020 we received notification that our department's application for this grant was accepted and approved. We have received \$60,827 from the BJA to be used to purchase equipment and for overtime for the prevention, preparation and response to the coronavirus. This is a zero match grant.

A shortfall we discovered during this "pandemic" has been the lack of ability for administrative and investigative staff to work remotely. The CESF program grant will provide funding for the purchase of seven Microsoft Surface Pro laptop computers to fill this void. Investigators and administrative personnel will be able to use these laptop computers, as well as other associated hardware already purchased under this grant, to work remotely whether due to another pandemic, other natural or manmade disaster or when the need arises

We worked closely with City of Muscatine IT Manager John Kreuzenstein on this project and he has provided the specifications and quotes for this purchase.

The other quotes received for this are Amazon (\$9,561.16), PCNation (\$8,892.31) and Windsor Consulting (\$9,398.76).

**RECOMMENDATION/RATIONALE:**

It is our recommendation that City Council authorized the department to purchase the seven (7) Microsoft Surface Pro laptops from SHI in the amount of \$8,440.51.