



Suite 403  
City – County Building  
400 Main Street  
Knoxville, Tennessee 37902  
Office: (865) 215-2500  
Fax: (865) 215-2068

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**Agenda Item # 54**

**MEMORANDUM**

**DATE:** December 30, 2009  
**TO:** Metropolitan Planning Commission  
**FROM:** Dee Anne Reynolds, Finance Manager *Dee Anne Reynolds*  
**SUBJECT: Request approval to purchase computers for \$14,036 through Knox County Bid #492 with Technology Express – 1-B-10-OB**

This is to request approval to purchase 11 replacement personal computers from Technology Express at a unit price of \$1,276 and a total of \$14,036. Three of the computers will be used by TPO staff and are eligible to be reimbursed 80 percent through our FHWA grant with TDOT for \$3,062. The other eight computers are for development services, comprehensive planning, and information services staff. MPC will use Knox County Purchasing bid #492 which includes Technology Express's discount of 10 percent from catalog prices.

MPC Policies and Procedures require purchases over \$10,000 be approved by the full Planning Commission if not budgeted in a separate line item or meet other exceptions, which it does not. The computers were budgeted in a group line item including office supplies, software and small equipment.

Staff Recommendation: Staff recommends approval of the purchase.

Attachment: Purchase Requisition

TO THE COUNTY PURCHASING DIVISION:

**KNOX COUNTY GOVERNMENT  
PURCHASE REQUISITION**

Please purchase or supply as specified  
herein the following articles or services

DEPARTMENT Knoxville / Knox Co. MPC  
DIVISION \_\_\_\_\_

DELIVER TO: Tim Kuhn  
\_\_\_\_\_  
\_\_\_\_\_

VENDOR: Technology Express  
\_\_\_\_\_  
\_\_\_\_\_

Requisition Number: 101197

Purchase Order #: \_\_\_\_\_

Date Issued: 12-22-09

Return Quotation By: \_\_\_\_\_

Date Merchandise Needed: \_\_\_\_\_

Unit/Expense Account: 9200110-9420 10,208

Project Task #: 9200210-9420 3,828

Purchaser/Type: \_\_\_\_\_

Confirmed By/Standard Text: \_\_\_\_\_

Delivery Date: \_\_\_\_\_

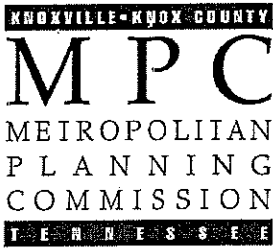
Item #	Quantity	Description	ESTIMATED OR ACTUAL	
			Unit Price	Extension
		<u>See MPC Internal PO # 203234</u>		

Buyer's Comments:

Requisitioner's Signature/Phone # \_\_\_\_\_

12-22-09  
Dee Anne Reynolds Francis Mize  
Department Approval Signature/Title

**MPC January 14, 2010**



For Purchases Exceeding \$500

# Internal Purchase Order Approval Form

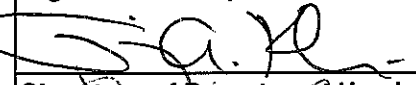

PO # 203234

Vendor Name: Technology Express

ITEMS REQUESTED					
PRODUCT #	Description	Unit	Qty.	Unit Price	Total
	Dell Optiplex 960		11	\$1,276.00	\$14,036.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
				Subtotal	\$14,036.00
				Shipping & Handling	
				TOTAL	\$14,036.00

9200110-9420 = \$10,208.00  
 9200210-9420 = 3,828.00  
 \$14,036.00  
 DATE 12-22-09

Date of Request: 12/18/2009  
 Reason for Request: Replacement PC's  
 MPC: Johnson, Brusseau, Brechko, Kelly, Dills, Bennett  
 Albertson, Gilhula  
 TPO: Smarttrips, Habgood, Benditz } FitWA 9200210-9420  
 } per Jeff Welch  
 Separate PO for Donaldson laptop will be distributed in near  
 future  
Knox Co. Bid #492

Signature of Requisitioner:  
  
 Signature of Department Head:  
  
 Finance Manager Approval:  
12-22-09  


*Mark D... Exec. Director*

Return the approved form with the invoice or packing slip as soon as the item(s) are received.



**SOS Computers, LLC**  
 dba *Technology Express, Tx* ✓  
 Tullahoma, TN 37388  
 phone 800-209-1256 www.techxpress.com fax 800-209-1272

Company **Knoxville-Knox County MPC** ✓  
 Contact **Tim Kuhn**  
 Address

Date **12/15/2009** ✓

QUOTE No. **SN6567**

Phone Number **865-215-3806**

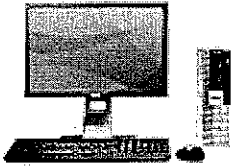
Fax Number **865-215-2068**

Qty	Part #	Description	Unit Price	Total
11		Dell Optiplex 960 Small Form Factor, Intel Core 2 Duo Processor E8400 (3.0GHz) 3 GB DDR2 SDRAM 22in All in One F/Panel 80GB Hard Drive 8x DVD+/-RW 3 YR Basic/NBD warranty	\$1279 00	\$14069 00
1		Latitude E5400 laptop Intel Core 2 Duo P8700 Windows Vista Business 2.0GB DDR2 800 SDRAM 22 in Widescreen F/Panel	\$1359.78	\$1359.78
1		Latitude E6400 laptop Intel Core 2 Duo P8700 Windows Vista Business 2.0GB DDR2 SDRAM 22 in Widescreen F/Panel	\$1559.00	\$1559.00
			<b>Grand Total</b>	<b>\$16987.78</b>
Comments				

*DAE*  
*12-22-09*

**Thanks for the Opportunity !!**

# Print Summary



## OptiPlex 960 Small Form Factor

Price **\$1,459.00**


Preliminary Ship Date: 12/19/2009

*DAR  
12-22-09*

My Selections    All Options

• OptiPlex 960 Small Form Factor				
<b>Date</b>	12/10/2009 12:34:43 PM Central Standard Time			
<b>Catalog Number</b>	84 Retail rc957166			
Catalog Number / Description	Product Code	Qty	SKU	Id
<b>OPTIPLEX 960S:</b> OptiPlex 960 Small Form Factor Base Up to 88 Percent Efficient PSU	960SFFE	1	[224-2258]	1
<b>Operating System:</b> Genuine Windows Vista® Business, SP1, with media, 32 Edition, English	VB31E	1	[420-8472]	11
<b>Power Supplies:</b> OptiPlex 960 Small Form Factor Up to 88 Percent Efficient Power Supply	SFFPSE	1	[330-2015][420-9701]	20
<b>Energy Efficiency Options:</b> No Dell Energy Smart Power Management Settings	NOESMRT	1	[467-3564]	25
<b>Processors:</b> Intel® Core™ 2 Duo E8400 with VT (3.0GHz, 6M, 1333MHz FSB)	VE84000	1	[311-9533]	2
<b>Security Hardware:</b> Chassis Intrusion Switch Option	SWITCH	1	[330-2234]	38
<b>Labels:</b> Vista Premium Sticker	VPREM	1	[310-8642]	750
<b>Memory:</b> 3GB DDR2 Non-ECC SDRAM, 800MHz, (3 DIMM)	3G2N83	1	[311-9546]	3
<b>Video Cards:</b> Integrated Video, Intel® GMA 4500	INTVID	1	[320-7407]	6
<b>Monitors:</b> Dell P2210T, 22 inch VIS All in One, Professional Widescreen Flat Panel	P2210SA	1	[320-1134]	5
<b>Keyboard:</b> Dell Quietkey, No Hot Keys, English, Black	QUSB	1	[330-1989]	4
<b>Mouse:</b> Dell USB Optical Mouse with Scroll, All Black Design	USBOBLK	1	[330-2733]	12
<b>Mouse Pad:</b> Mouse Pad	MPAD	1	[310-3559]	200
<b>QuietKit:</b> No Quiet Kit	NOQUIET	1	[311-9539]	17

<b>Boot Hard Drives:</b> 80GB 3.5" SATA 3.0Gb/s and 8MB DataBurst Cache™	80S3	1	[341-5472]	8
<b>Hard Drive Mode:</b> No RAID	NORAID	1	[341-8036]	24
<b>Floppy Drive Options:</b> No Floppy Drive	NFD	1	[341-8103]	10
<b>CD ROM/DVD ROM:</b> 8X Slimline DVD+/-RW Roxio Creator™ CyberlinkPowerDVD™	DRM8S	1	[313-7069][421-0536][421-1189]	16
<b>Thermal Solutions:</b> Mainstream Pentium® Dual Core	MNPDC	1	[311-9612]	42
<b>Systems Management Mode:</b> vPro Secure Advanced Hardware Enabled Systems Management	ACSMVPO	1	[330-2626]	15
<b>Documentation:</b> Documentation, English, with 125V Power Cord	DOCENG	1	[330-1710][330-1711]	21
<b>Speakers:</b> Internal Dell Business Audio Speaker	INTSPK	1	[313-7073]	18
<b>Resource DVD:</b> No Resource DVD	NORDVD	1	[313-3673]	27
<b>Ship Packaging Options:</b> Shipping Material for System, Small Form Factor	SFFSHIP	1	[330-2031]	41
<b>Processor Branding:</b> vPro Sticker	VPRO	1	[310-9490]	749
<b>Hardware Support Services:</b> 3 Year Basic Limited Warranty and 3 Year NBD Onsite Service	U3OS	1	[991-1752][991-4210][992-5877][992-5878]	29

 Print

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snFG04



Knox County  
 1000 North Central Avenue  
 Suite 100  
 Knoxville, TN 37917

# Purchase Order

## Blanket Award Notification

**VENDOR**

Vendor Number: 11016  
**TECHNOLOGY EXPRESS**  
 DBA TECHNOLOGY EXPRESS TX  
 P O BOX 2621  
 TULLAHOMA, TN 37388

PO Date: 08/06/2007  
 Buyer: Matthew Munafo  
 Phone #:  
 Terms: Net 0  
 FOB:

Blanket Number  
**17998**

ALL PACKING SLIPS,  
 INVOICES, AND  
 CORRESPONDENCE MUST  
 REFERENCE THIS NUMBER.

**SHIP TO**

Office of Information Technolo  
 Office Information Technology - Main  
 400 Main Street  
 Suite L-114  
 Knoxville, TN 37901

**INVOICE**

Office of Information Technolo  
 400 Main Street  
 Suite L-114  
 Knoxville, TN 37901

Department		Bid Number		Requisition Number			Delivery Date
Office of Information Technolo		00000492		0722560			
Item	Class-Item	Bid_Item #	Req_Line_Item #	Quantity	Unit	Unit Price	Total
1	Per Invitation for Bid Number 492 for Computer and Electronic Equipment		0722560-1				
2	(204-53) Dell Desktops (10% discount)	3.00		0.0000	EA	0.0000	\$0.00
3	(204-54) Dell Laptops (5% discount)	8.00		0.0000	EA	0.0000	\$0.00
4	(204-54) Fujitsu Laptops (12% discount)	9.00		0.0000	EA	0.0000	\$0.00
5	(204-54) Sony Laptops (12.5% discount)	12.00		0.0000	EA	0.0000	\$0.00
6	(204-54) Acer Laptops (5% discount)	13.00		0.0000	EA	0.0000	\$0.00
7	(204-60) Dell Monitors (15% discount)	15.00		0.0000	EA	0.0000	\$0.00
8	(204-77) Dell Printers (12% Discount)	19.00		0.0000	EA	0.0000	\$0.00
9	(204-77) Lexmark Printers (15% discount)	20.00		0.0000	EA	0.0000	\$0.00
10	(204-77) Xerox Printers (5% discount)	21.00		0.0000	EA	0.0000	\$0.00

THIS IS NOT AN ORDER

INVOICES: Direct invoices in DUPLICATE to the address shown above. TERMS AND CONDITIONS set forth in our Bid or Quotation.