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MEMORANDUM

Date: July 11, 2024
To: Deadwood City Commission
From: Kevin Kuchenbecker, Historic Preservation Officer
Mike Runge, City Archivist
Re: Purchase Workstation for City Archives

The City of Deadwood Archives is requesting permission to purchase from Golden West Technologies a HP ZBook Studio G10 16" Mobile workstation. This will replace one of three laptops purchased by the City Archives in 2017.

At the present time, the City Archives laptop's hardware is aging out and is not compatible with current versions of Adobe Creative Cloud that is used daily (Photoshop; Illustrator; InDesign and Acrobat).

Included in this memorandum is a quote and email discussing the current issues regarding why a new laptop would be a welcomed addition to the City Archives.

The Historic Preservation Commission reviewed this request at their July 10, 2024 meeting and recommend approval.

RECOMMENDATION

Move to allow the City Archives to purchase from Golden West Technologies a HP ZBook Studio G10 16" Mobile workstation. The cost for this laptop will not exceed \$3,600.00 and will come out of the 2024 City Archives budget.