

CITY OF RICHLAND CENTER - AGENDA ITEM DATA SHEET

Agenda Item: WEC Election Security Subgrant Funds

Requested & Presented by: Amanda Keller

Meeting Date: Finance and Common Council on 09-01-2026

Background: The City was awarded a \$2,000 Election Security Subgrant through the Wisconsin Elections Commission (WEC). The grant is intended to assist with the purchase of a new, secure computer and qualifying managed information technology services used for election administration. WEC has confirmed that the City may adjust the amount allocated between hardware and managed IT services; however, total reimbursement, to be received on or after December 1, 2026, will not exceed \$2,000.

Quotes were obtained from PDS/Pellera (through WPPI) and Computer Doctors for business-class laptops that meet the grant specifications. The following options are presented for review:

Option	Included Items	Quoted Cost
HP ProBook 4 G2i	Laptop, three-year next-business-day onsite warranty, and USB-C dock	\$1,541.00
Lenovo ThinkBook 16	Laptop and three-year Premier Support Plus warranty	\$1,409.99
Lenovo ThinkBook 16 with dock	Laptop, three-year warranty, and dock	\$1,807.48
Lenovo ThinkPad E16 Ultra 7	Laptop and three-year Premier Support Plus warranty	\$1,644.99
Lenovo ThinkPad E16 Touchscreen	Laptop and three-year Premier Support Plus warranty	\$1,839.99
Lenovo ThinkPad T16	Laptop and three-year Premier Support Plus warranty	\$2,144.99

The HP ProBook provides a business-class laptop, onsite warranty, and docking station at the lowest package price. The Lenovo ThinkBook is generally comparable in quality to the ProBook, while the ThinkPad E16 offers somewhat stronger business-oriented construction and keyboard quality. The ThinkPad T16 is the highest-tier device presented but exceeds the total grant award before the purchase of a dock or managed IT services.

Any amount spent above the \$2,000 grant award would be the City's responsibility. If less than \$2,000 is spent on the selected hardware package, the remaining grant funds may be available for eligible managed IT services.

Department Recommendation: Staff recommends purchasing the HP ProBook 4 G2i, three-year onsite warranty, and USB-C docking station from PD/Pellera and using any remaining funds towards existing WPPI IT services.

Financial Impact: The City will initially pay the costs of the approved laptop, related equipment, and eligible IT services. Grant funds of \$2,000 are expected to be received on or after December 1, 2026. Therefore, the purchase will create a temporary cash-flow impact until reimbursement is received. No net financial impact to the City is anticipated for eligible and properly documented expenses within the grant award. Any costs exceeding \$2,000 or determined to be ineligible would be the responsibility of the City and any unused funds must be returned to WEC by January 15, 2027.

Requested Action:

FINANCE: Motion to recommend approval of the purchase of the HP ProBook 4 G2i from PDS/Pellera for an amount not to exceed \$2,000, using Election Security Subgrant funds, and to authorize the use of any remaining grant funds be applied to eligible managed IT services.

COUNCIL: Motion to approval of the purchase of the HP ProBook 4 G2i from PDS/Pellera for an amount not to exceed \$2,000, using Election Security Subgrant funds, and to authorize the use of any remaining grant funds be applied to eligible managed IT services.

Attachment(s):

- Quotes from PDS/Pellera and the Computer Doctor for a computer meeting the security requirements contained in the WEC grant agreement.