



## INTER OFFICE MEMO

June 13, 2024

Dear Board members,

As I mentioned during the IT contract discussions, most of our desktops are slated for replacement next year. Some of us have been experiencing issues with slowness and quirky things happening due to the age and capacity of our desktops. There were a few that failed or experienced ongoing unsolvable issues and were replaced on a one-by-one basis at the time of incident.

Since we have 38 more desktops that are scheduled to be replaced by next year, we thought it was best to break it down into two years and replace half now. I asked VC3 to provide the attached quote for 19 desktops to be replaced this year. I decided which computers to replace this year based on department wishes and/or computers that have been experiencing some type of lagging or other issue.

Replacing a smaller amount will allow for a smoother installation process and allow us the ability to spread the cost over two years.

Please note that because we implemented the free labor option in our most recent contract, there is no labor charge included in this invoice.

I appreciate your consideration of this request.

*Trish Pergament*

Trish Pergament  
Deputy Supervisor

(248) 698-3399 X-150



Professional Services

Description	Price	Qty	Ext. Price
Labor - Fixed Fee <b>Professional Services - Configuration and Installation -100% Discount</b> - Project One- Time - Proactive	(\$5,700.00)	1	(\$5,700.00)

Shipping

Description	Price	Qty	Ext. Price
Shipping and Handling <b>Shipping and Handling</b>	\$266.00	1	\$266.00

**Subtotal: \$266.00**



**Ticket #2347967 - 2024.05 - PSA - PC Replacements**

<p><b>Prepared by:</b>  <b>VC3</b>                  Hillary Pennell                  quotes.hillary.pennell@vc3.com</p>	<p><b>Prepared for:</b>  <b>Township of White Lake, MI</b>                  7525 Highland Rd                  White Lake, MI 48383                  Patricia Pergament                  +12486983300                  ppergament@whitelaketwp.com</p>	<p><b>Quote Information:</b>  <b>Quote #: HP001737</b>                  Version: 1                  Delivery Date: 05/27/2024                  Expiration Date: 06/24/2024</p>
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**Quote Summary**

Description	Amount
- Hardware/Software	\$28,593.00

<b>Subtotal:</b>	<b>\$28,593.00</b>
<b>Shipping:</b>	<b>\$266.00</b>
<b>Total:</b>	<b>\$28,859.00</b>

- Applicable taxes & Environmental Surcharges will be added.
- All product transfer of ownership and invoicing occurs upon VC3's receipt of the product.
- Pricing & Availability is subject to change without notice.
- Shipping and handling costs may not be included in this quote, as these costs are variable. Adjusted shipping and handling costs may be applied to the final invoice.
- VC3 makes NO WARRANTY either expressed or implied, regarding performance or suitability for any purpose of the above products. The customer assumes the responsibility for understanding the warranty, if any, of the manufacturer or VC3.
- If not included in agreement, travel will be billed separately.
- Returns:
  - No returns will be accepted unless first approved by VC3 Inc.
  - Approved returns are subject to a 20% restocking fee.
  - Approved return of in-stock items will be accepted within 10 business days of purchase, if merchandise if unopened and packaging is undamaged.
  - Open box items are not returnable
  - Approved defective returns must be shipped to VC3 within 10 business days of said approval

VC3

Township of White Lake, MI

Name: Hillary Pennell

Title: Client Solutions Specialist

Date: 05/27/2024

Name: Patricia Pergament

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