

**Discussion/Decision on purchasing  
laptops for Assembly members.**

# Memo

**To:** Jim Dinley, Municipal Administrator  
**From:** Gary McCarty, IS Director  
**CC:** Sara Peterson, Acting Municipal Clerk  
**Date:** 1/4/2011  
**Re:** Suggestions for Assembly Laptop Computer

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Listed below are possible options for purchasing laptops for Assembly members.

**Option 1**

Basic Laptop with standard keyboard and screen.

**Option 2**

Tablet PC that can be operated while screen is reversed and folded flat, or with the traditional upright screen. (*This style of laptop would be useful if Assembly members would like to use the laptop at the Assembly table and don't want the screen to be between them and the audience.*)

**Option 3**

Same as option 2, but can be operated using a finger or stylus.

**Option 4**

Same as option 3, but with a smaller screen and no built in DVD drive.

<u>Options</u>	<u>Cost Estimate Per Laptop (with Microsoft Office)</u>	
1 Basic entry level laptop	\$700 - \$800	14" screen, Standard laptop keyboard
2 Tablet PC	\$1,500 - \$1,600	12" Screen, Uses Stylus in tablet mode
3 Tablet PC, Touch screen	\$2,000 - \$2,200	12" Screen, Touch or Stylus in Tablet mode
4 Net book convertible	\$700 - \$800	10" Screen, Touch or Keyboard