

MEMORANDUM

TO: City Council

FROM: David J. Deutsch
City Manager

SUBJECT: *Status Report*

DATE: January 14, 2016

1. Economic Development Committee (EDC)

The EDC held their regular monthly meeting Wednesday. Preparations are underway for the Business Recognition Awards breakfast to be held May 11. Additional details will be ready in February. The EDC also discussed tourism while hearing from the City's Historic Properties Manager and the Executive Director of the Prince George's County Convention and Visitors Bureau. Tourism, or Destination Marketing, is one of the topics being reviewed for the EDC's revision and updating of a strategic plan. The next EDC meeting will be Wednesday, February 10, 2016 at 7:30 a.m.

2. Computer Equipment Purchase

The FY16 Budget contains \$60,000 in the Information Technology Department budget to replace 30 desktop systems, 30 monitors, and 4 laptops. After a careful analysis, it was determined that the City would utilize the State of Maryland Desktop, Laptop, and Tablet 2015 Master Contract (060B5400007) to purchase the equipment. Requests for quotes were sent to the 34 authorized State of Maryland Dell vendors and six responses were received:

USC-Canterbury	\$55,308.00
Zones	\$55,308.30
DSR Computer Sales & Service	\$58,410.50
SHI	\$60,194.46
Data Networks	\$61,832.00
OCG Telecom	\$70,770.70

As provided by Section 62 of the City Charter, this will serve as the required seven (7) day notice of intent to sign a contract and issue a purchase order to USC-Canterbury for \$55,308.00.