

### INTERNAL ITEMS

Department	Division	Description of items/service	Price	Justification
Library	Library	15 inch Dell laptop computers (5)	8,000.00	Library is requesting five (5) laptops. Staff laptops allow librarians to socially distance inside the facility and allow staff to telework, providing a continuity of service during reduced hours and staggered shifts.
Public Works	Water Sewer	Tough book rugged laptops (2)	4,200.00	Computers for staff to work in field for daily work orders.
Public Works	Water Sewer	15 inch Dell laptop (1)	1,600.00	Computers for Locators staff to work from home.
Public Works	Warehouse	15 inch Dell laptop for attendant van (1)	1,600.00	Computer to receive EGOV tickets for deliveries.
Public Works	Buildings Grounds	15 inch Dell laptops for building and grounds employees (3)	4,800.00	Dell Laptop Computers for supervisors and staff to work from home.
Public Works	Sanitation/ Recycling	Tough book rugged laptops and dock stations for supervisors and staff (6)	12,600.00	Staff to be able to receive work orders for delivery and debris in field.
Public Works	Streets	Tough book rugged laptops for supervisors and staff (6)	12,600.00	Computers for staff to work in field for daily work orders.
Public Works	All	Mounting equipment to place laptops in vehicles (11 units)	12,100.00	As staff is driving around and completing work orders, mounting equipment keeps laptops safe and secure.
Public Works	Administration	Mobile Phones (14)	2,240.00	14 Cell Phones for crucial staff to communicate in the field and or home office for 4 months @ 40.00 each monthly.
Engineering	Signal Repair	15 inch Dell laptop computers (2)	3,200.00	Signal technicians working remotely needed to monitor traffic patterns and signal malfunctions remotely.
Engineering	Inspections	Tough book computer (1)	2,100.00	Equipment needed for stormwater inspector to access GIS information in the field and input inspection data remotely.
Engineering	Multiple	Mounting equipment to place laptops in vehicles (4 units)	4,400.00	As staff is driving around and completing work orders, mounting equipment keeps laptops safe and secure.
Community Development	Administration	15 inch Dell laptops (2)	3,200.00	Computer and docking equipment for staff to work from home. (Director & Office Assistant)

Community Development	Business Licensing	15 inch Dell laptop (1)	1,600.00	Computer and docking equipment for staff to work from home. (Business License Officer)
Community Development	Code Enforcement	Portable laptops (4)	6,400.00	Equipment needed for Code Enforcement Officers working in the field and to provide the ability to work from home. This would reduce time spent in the office. (Lead Marshal and 3 City Marshals)
Community Development	Building Inspections	Portable laptops (3)	4,800.00	Equipment needed for Building Inspectors working in the field and to provide the ability to work from home. This would reduce time spent in the office. (Chief Building Official and 2 Building Inspectors)
Community Development	Building Inspections	15 inch Dell laptop (1)	1,600.00	Computer and docking equipment for staff to work from home. (Permit Tech)
Community Development	Planning & Zoning	15 inch Dell laptop (2)	3,200.00	Computer and docking equipment for staff to work from home. (Planner I and Planner II)
Community Development	Multiple	Docking equipment for laptops (5 units)	900.00	Will allow employees to transition away from their desktop and have it become their primary computers, so they can take it home with them if need be.
Community Development	Multiple	Wireless Office Phones (5)	1,500.00	Wireless office phones for office staff that do not have work cell phones. This will provide office staff the ability to answer their office phone line while working from home. (Office Assistant, Planner I, Planner II, Business License Officer, Permit Tech)
Fire	Multiple	Portable work-from-home setups. 15 inch Dell laptops (9)	14,400.00	Laptop computers to accomplish teleworking and off-site training. To successfully accomplish tasks/assignments if unable to report to normal work location. COVID-19 revealed the need to be able to work from home with recruits via video conferences and the Division was challenged to utilize personal equipment or devices.
Human Resources	HR	15 inch Dell laptops (4)	6,400.00	4 portable work stations. Laptops with 15 inch screens, with full keyboard (includes number pad) with dock and two 24" monitors \$2300 each
Parks & Rec	Multiple	15 inch Dell laptops for full time staff (10)	16,000.00	10 units with licenses for employees to work remotely while being able to connect to City network.
Finance	Finance	15 inch Dell laptops (4)	6,400.00	Laptops for staff to be able to work remotely for continuity of operations.
Administration	Administration	15 inch Dell laptops (5)	8,000.00	Staff to work from home to continue effectively completing tasks. Staff has previously borrowed IT training computers to work from home

Administration	Administration	Cell phones (4)	640.00	Allow employees to work from home without using personal devices.
Court Services	Court Services	15 inch Dell laptops with for Court administrator, Court Solicitor, judge and probation officers (5)	4,500.00	Laptops for staff to be able to work remotely for continuity of operations.

**PUBLIC PROGRAM ITEMS**

ITEM/DESCRIPTION	COST	JUSTIFICATION
Wifi Hot Spots	\$162,000	Amid the COVID-19 pandemic, students in Smyrna are required to complete increasing amounts of work from home on computers. Many students do not have access to Wifi, which is necessary for successfully completing their work. As a part of our public outreach and assistance program from CARES funding, the City would like to provide access for Smyrna students.

Computers and related equipment	144,600.00
Phones	4,380.00
Wifi Hot Spots	162,000.00