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TO: David Williams (Sent by e-mail)
Col. Reese (FAX: [REDACTED])

FROM: Ellis Jones (FAX: [REDACTED])

DATE: February 14, 1999

SUBJECT: Equipment for International Headquarters

With the hiring of a regular part time office secretary, we are really in need of an additional computer. Because it has been decided that registrations for the National Gymanfa Ganu should be processed by the International Headquarters, we are in need of a second computer to help with the considerable data which we will be putting in to the registration data base.

Over the past weeks, I have carefully reviewed options with the College's Information Technology center which handles all academic computer purchases and maintenance. The information which they provided has been shared with David Williams.

Prior to the tornado most of the non-MacIntosh purchases at the College were from Dell. However, after the tornado, the College reviewed its options and decided after lengthy consideration to go with Omni Tech rather than Dell. Omni Tech provides a 5 year warranty as opposed to a 3 year warranty with Dell. Omni Tech provides much better arrangement for parts. In addition there were several technical aspects of the Omni Tech machines which are better than Dell. As a result, the College's Information Technology center ordered and installed several hundred computers in College computer labs and professors' offices. By selecting the type of machines with which their technical staff is working, we will be able to have immediate service for installation and maintenance.

It is my understanding that \$7,000 was allocated for computer purchases. Only about \$2,500 has been used (printer purchased last fall). This memo is to ask if there is any problem if we use \$2,105 as outlined below:

Omni Tech PCI Pentium II 350 Mhz Computer System (100 Mhz Motherboard Convertible desktop/midtower case, power supply, motherboard with integrated 16-bit sound, keyboard, network card. 4 Mg video card, 1.44 floppy drive, 32 Mb of SDRAM memory, mouse and mousepad, 32X CD-ROM, 3.2 Gb IDE Hard Drive, Microsoft Windows 98, Microsoft Word 97	\$1,311
ADI PD 697 17: Monitor (A description of this can be found in WWW.ADIUSA.COM This model is what has been chosen for college computer labs and professors' offices)	315
Additional SD RAM--32 Mb (100 Mhz SDRAM)(64 Mb total)	70
Microsoft Office Standard (Word, Excel, PowerPoint--since we are using Filemaker Pro, we won't need Access)	55
Upgrade operating system to Windows NT Workstation 4.0 (This will provide a more secure operating system)	90
Labtec speakers	25
Internal ZIP Drive	120
Filemaker Pro Software	<u>119</u>
Total	\$2,105