

ACTION FORM

PROCEEDING Council Meeting	FORM NUMBER: 2024-002
DEPARTMENT OF ORIGIN: Town Hall	DATE SUBMITTED: 03/22/2024
PREPARED BY: Lori Dabbondanza	
SUBJECT: Laptop to replace Pat Schuchman's laptop and onboarding by Wagamon's	
REFERENCE: .	
RELATED PROJECT:	
REVIEWED BY:	
EXHIBITS: Attached quote from Wagamon's	
EXPENDITURE REQUIRED: Up to \$1,785	AMOUNT BUDGETED: \$0
FUNDING SOURCE (Dept./Page in CIP & Budget):	
GRANT DATA (if applicable):	
Grant Name:	
Matching Funds required? If Yes, how much?	
TIME TIMETABLE: Purchase asap, prior to Pat's retirement.	
RECOMMENDED ACTION:	

BACKGROUND AND ANALYSIS

Town Manager, Pat Schuchman, will be retiring on April 5, 2024. She will remain employed with the Town of Fenwick Island in a consultant capacity. She will be taking her existing laptop with her for that role. Lori Dabbondanza, incoming Town Manager, will need a new laptop to replace the existing one.

Allan Wagamon provided a quote for the purchase of a new laptop along with the cost of onboarding the pc to the network. He provided several options on the attached quote. The lower priced option will work fine as there is no need for a tablet option.