



PROCUREMENT SERVICES

BSS \_\_\_\_\_ BCC \_\_\_\_\_
PCA \_\_\_\_\_ CNT \_\_\_\_\_
BONDS \_\_\_\_\_
COI \_\_\_\_\_
NTP \_\_\_\_\_

PROCUREMENT REQUEST FORM

Use this form for General Requisitions, Task Orders, or Solicitations. Leave non-applicable fields blank. Incomplete or incorrect forms will be returned. Hover over a field for help

Date: 3/11/2026 Type of Request: General Requisition (PO Request)

Department: Public Library System Name & Phone: Norman Otto 352-671-8825

Solicitation/Contract #: 23026 / 43210000-23- NASPO-ACS 30807097 or State/Cooperative Contract#: Dell NASPO Computer Equipment PA - Florida C000001116132

Board Action Required? Yes If yes, Board Date Requested: 4/7/2026 Quotes Attached: Yes

Vendor Number: 11897 Vendor Address: PO BOX 534118 ATLANTA GA 30353
Vendor Email: Lesly.Botello@dell.com
Vendor Name: Dell Marketing LP

Department Ship To: Information Technology

Street: 2511 SE 3rd St City: Ocala Zip: 34471

GL Account & Project Code: AA375571 - 552116 - 375WIDELIB Total Purchase Amount: \$ 100,992.96

\*\*\* All computer purchases (software or hardware) require prior IT approval. Attach approval to this form.\*\*\*

THIS SECTION FOR PROJECTS ONLY

Contingency % Amount: 0.00% Contingency \$ Amount:
Substantial Completion Date: Final Completion Date:
Liquidated Damages:

Detailed Description/Scope of Work - Grant Information (if applicable)

For Purchase of (72) Standard Desktops.
WO365240 Library Computer Bulk Order.
Dell Quote 3000200142163.1 Dated 3/11/26

Additional Information/County Admin Notes for Agenda

Library is processing BAR on the same agenda
Contract Name Dell NASPO Computer
Equipment PA - Florida
Contract Code C000001116132
Customer Agreement # 23026 / 43210000-23-
NASPO-ACS
Deal ID 30807097



# IT Purchase Request

New                       Renewal

Work Order #	365240		
Assigned To	Norman Otto		
Requesting Department	Library		
Vendor Name	Dell		
Type of Purchase	<input checked="" type="checkbox"/> Hardware <input type="checkbox"/> Software <input type="checkbox"/> Service		
<i>If Software, select one</i>	<input type="checkbox"/> Perpetual <input type="checkbox"/> Annual <input type="checkbox"/> Other _____ Date(s): _____ (attach terms & conditions)		
Business Use Case	<b>Bulk Computer Order</b>		
Purchasing Department	Library	Available Funds: 78,612.96	
Total Cost	\$100,992.96		
Is it Coded to Capital?	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes: 56 _____ <small>(Check for project number, use stamp on PO, and submit acquisition form)</small>		
On Approved Software List	<input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A		
Payment Type	<input type="checkbox"/> PCard <input checked="" type="checkbox"/> Requisition (PO) <input type="checkbox"/> Payment Request Form		
BCC Approval Required	<input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		Meeting Date: <u>4/7/26</u>
If yes, save copy in L Drive folder	<input checked="" type="checkbox"/> _Admin\BCC Agenda Items\FY		Date: <u>3/11/26</u>
Calendar Reminder	<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes		Date: _____ Set reminder three (3) months before renewal date

### IT Budget Administrative Coordinator or Designee Approval

IT Budget	\$ _____	
IT Variance	<input type="checkbox"/> Over: \$ _____	<input type="checkbox"/> Under: \$ _____
IT Budget Code(s)	_____	

REVIEWED BY:

Signature: \_\_\_\_\_ Date: Wendy Powell  
 Print Name: \_\_\_\_\_ 3/11/26

### IT Director or Designee Approval

Signature: [Signature] Date: 3/12/26  
 Print Name: MICHAEL VANN

<b>IT Director or Designee Notes</b> Library is processing BAR on same agenda
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**Botello, Lesly**

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**From:** Botello, Lesly  
**Sent:** Wednesday, March 11, 2026 11:09 AM  
**To:** Botello, Lesly  
**Subject:** Your Dell Quote 3000200142163.1



## Your quote is ready for purchase.

Complete the purchase of your personalized quote through our secure online checkout before the quote expires on **Mar. 25, 2026**.

You can download a copy of this quote during checkout.

**Place your order**

<b>Quote Name:</b>	Standard Desktop	<b>Sales Rep</b>	Lesly Botello
<b>Quote No.</b>	3000200142163.1	<b>Phone</b>	1(800) 4563355
<b>Total</b>	<b>\$100,992.96</b>	<b>Email</b>	Lesly.Botello@dell.com
<b>Customer #</b>	93982443	<b>Billing To</b>	PROCUREMENT SERVICES MARION COUNTY BOCC 2631 SE 3RD ST OCALA, FL 34471- 6279
<b>Quoted On</b>	Mar. 11, 2026		
<b>Expires by</b>	Mar. 25, 2026		
<b>Contract Name</b>	Dell NASPO Computer Equipment PA - Florida		
<b>Contract Code</b>	C000001116132		
<b>Customer Agreement #</b>	23026 / 43210000-23- NASPO-ACS		
<b>Deal ID</b>	30807097		

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### Message from your Sales Rep

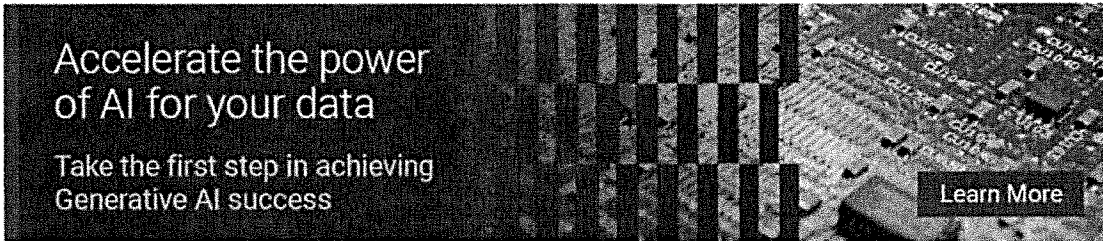
Please use the Order button to securely place the order with your preferred payment method online. You may contact your Dell sales team if you have any questions. Thank you for shopping with Dell.

Regards,  
Lesly Botello

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Product	Unit Price	Quantity	Subtotal
Dell Pro Micro Plus QBM1250	\$1,402.68	72	\$100,992.96
<b>Subtotal:</b>			<b>\$100,992.96</b>
<b>Shipping:</b>			<b>\$0.00</b>
<b>Non-Taxable Amount:</b>			<b>\$100,992.96</b>
<b>Taxable Amount:</b>			<b>\$0.00</b>
<b>Estimated Tax:</b>			<b>\$0.00</b>
<b>Total:</b>			<b>\$100,992.96</b>

Special pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.



### Shipping Group Details

**Shipping To**  
 NORMAN OTTO  
 MARION COUNTY BOCC  
 2630 SE 3RD ST  
 ANNEX BLDG  
 OCALA, FL 34471  
 (352) 671-8809

**Shipping Method**  
 Standard Delivery

<b>Dell Pro Micro Plus QBM1250</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Subtotal</b>
	\$1,402.68	72	\$100,992.96
Estimated delivery if purchased today: Mar. 24, 2026 Contract # C000001116132 Customer Agreement # 23026 / 43210000-23- NASPO-ACS			


Description	SKU	Unit Price	Quantity	Subtotal
Intel(R) Core(TM) Ultra 5 235T (R) (13 TOPS NPU, 14 cores, up to 5.0GHz)	338-CRZJ	-	72	-
Windows 11 Pro	619-BBQD	-	72	-
16 GB: 1 x 16 GB, DDR5, up to 5600 MT/s, non-ECC	370-BCWF	-	72	-
1TB SSD TLC	400-BSWR	-	72	-
Internal WiFi Antenna	555-BLWT	-	72	-
Intel(R) Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth(R) wireless card	555-BLWW	-	72	-

Wireless Driver, Intel(R) Wi-Fi 6E AX211, 2x2, 802.11ax, Bluetooth(R) wireless card	555-BLZP	-	72	-
Dell Pro Micro Plus with 35W Processor	329-BKRM	-	72	-
Dell Wired Keyboard - KB216 - US English - Black	580-BCCR	-	72	-
Dell Wired Mouse - MS116	570-BBKP	-	72	-
ENERGY STAR Qualified	387-BBLW	-	72	-
US Power Cord	450-AAZN	-	72	-
Documentation	340-DNBV	-	72	-
Watch Dog SRV	379-BFYR	-	72	-
Quick Start Guide	340-DTSX	-	72	-
US/Canada Battery Warning Label	389-FKHG	-	72	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	72	-
Shipping Material, MPP Cushion	340-DTXM	-	72	-
Shipping Label	389-BBUU	-	72	-
Regulatory Label for 130W Adapter	389-FKPF	-	72	-
Driver/APP for IRST	658-BFTS	-	72	-
Intel Core Ultra 5 Processor Label	389-FGFR	-	72	-
Desktop BTO Standard shipment	800-BBIO	-	72	-
Dell Pro Micro Plus QBM1250	210-BPQG	-	72	-
No vPro(R) support	631-BCCN	-	72	-
EPEAT Gold with Climate+	379-BDZB	-	72	-
Custom Configuration	817-BBBB	-	72	-
1st M.2 2230 SSD Extend Bracket & Screw	575-BCRQ	-	72	-
Internal Speaker	520-BBGY	-	72	-
No Additional Video Ports	492-BCKH	-	72	-
130 Watt A/C Adapter	450-AMQF	-	72	-
NO RAID	817-BBBN	-	72	-
No Option Included	340-ACQQ	-	72	-
English, French, Spanish, Brazilian Portuguese	619-BBPD	-	72	-
ProSupport: 7x24 Technical Support, 5 Years	717-0483	-	72	-
ProSupport: Next Business Day Onsite, 5 Years	717-0487	-	72	-
Dell Limited Hardware Warranty Plus Service	717-0497	-	72	-













Thank you choosing Dell ProSupport. For tech support, visit //support.dell.com/ProSupport	989-3449	-	72	-
Activate Your Microsoft 365 For A 30 Day Trial	630-ABBT	-	72	-
Dell Pro Micro Plus QBM1250	658-BFWF	-	72	-

Subtotal: \$100,992.96  
Shipping: \$0.00  
Estimated Tax: \$0.00

Total: \$100,992.96

CONNECT WITH DELL: 

**BROWSE MORE OPTIONS**

-  IT Transformation
-  Laptops
-  Desktops
-  Servers & Storage
-  2-in-1's
-  Electronics & Accessories
-  Financing Options
-  Dell Services
-  Dell Support
-  Subscription Center
-  Events
-  Dell Premier

**Important Notes**

**Terms of Sale**

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for Fourteen days from the date of this Quote. All products, pricing, and other information are based on the latest information available and are subject to change for any reason, including but not limited to tariffs imposed by government authorities, shortages in materials or resources, increase in the cost of manufacturing or other factors beyond Supplier's reasonable control. If such changes occur, pricing may be adjusted or purchase orders may be cancelled by Supplier, even after an order has been placed. Supplier also reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors and/or customer changes to Supplier's planned delivery date. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax\_Department@dell.com or ARSalesTax@emc.com, as applicable.

**Governing Terms:** This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at [www.dell.com/terms](http://www.dell.com/terms) or [www.dell.com/oemterms](http://www.dell.com/oemterms)), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

**Supplier Software Licenses and Services Descriptions:** Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on [www.Dell.com/eula](http://www.Dell.com/eula). Descriptions and terms for Supplier-branded standard services are stated at [www.dell.com/servicecontracts/global](http://www.dell.com/servicecontracts/global) or for certain infrastructure products at [www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm](http://www.dell.com/en-us/customer-services/product-warranty-and-service-descriptions.htm).

**Offer-Specific, Third Party and Program Specific Terms:** Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on [www.dell.com/offeringspecificterms](http://www.dell.com/offeringspecificterms) ("Offer Specific Terms").

**In case of Resale only:** Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

**In case of Financing only:** If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.



# FY 2026 BULK ORDER Purchase Authorization Form

FEB 13 2026

W0365240

Please click [here](#) to see IT Budget Projections for FY 25-26.

Department:\* Public Library System

Org. Code:\* AA375571 Project: 375 WIDE LIB

\* Required Field

Desktops (UPS not included)	Quantity	Amount	Object Code
<input checked="" type="checkbox"/> Standard Desktop (no monitor) - \$965	72	\$69,480.00	
<input checked="" type="checkbox"/> Advanced Desktop (no monitor) - \$3,305	1	\$3,305.00	

Laptops	Quantity	Amount	Object Code
<input checked="" type="checkbox"/> Standard Laptop - \$1,690	4	\$6,760.00	
<input type="checkbox"/> Advanced Laptop - \$2,600		\$0.00	
<input type="checkbox"/> Ruggedized Tablet - \$3,400		\$0.00	

TV's	Quantity	Amount	Object Code
<input type="checkbox"/> Wireless Display Adapter - \$300		\$0.00	
<input type="checkbox"/> Standard TV - \$1,510		\$0.00	
<input type="checkbox"/> Large TV - \$2,490		\$0.00	
<input type="checkbox"/> Wall Mount - \$135		\$0.00	

Peripherals	Quantity	Amount	Object Code
<input type="checkbox"/> Standard Laptop Docking Station - <i>Standard Laptop ONLY</i> - \$200		\$0.00	
<input type="checkbox"/> Advanced Laptop Docking Station - <i>Advanced Laptop ONLY</i> - \$355		\$0.00	
<input type="checkbox"/> Laptop Carrying Case - \$90		\$0.00	
<input type="checkbox"/> Standard Monitor - \$250		\$0.00	
<input type="checkbox"/> Surge Protector - <i>Laptops and Peripherals</i> - \$15		\$0.00	
<input type="checkbox"/> UPS - <i>Standard Desktop ONLY</i> - \$110		\$0.00	
<input type="checkbox"/> UPS - <i>Advanced Desktop ONLY</i> - \$230		\$0.00	
<input type="checkbox"/> Stylus Pen - \$150		\$0.00	

**Other:**

Item: \_\_\_\_\_

Brand: \_\_\_\_\_ Model: \_\_\_\_\_

Quantity: \_\_\_\_\_ Price Per: \_\_\_\_\_ \$0.00 Total: \_\_\_\_\_ \$0.00