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Project Opportunity Quote

RJOQ10175

Questions? <https://econcierge.rjonetworks.com>

Quote Date: Nov 16, 2022 Valid Through: Dec 1, 2022 Payment Terms: Net 15

Quoted To:

Nicole Gordon
Turnstone Group LLC
1170 Peachtree Street, NE
Suite 1150
Atlanta, GA 30309

Prepared By:

Richard Ozsvath
CEO & Founder



Phone: 404-477-6179
Email: ngordon@turnstonegroup.com




Phone: 404-875-8488 x201
Email: rich@rjonetworks.com

Quote Request

Email request from Nicole "I am following up from our conversation last week about the new accountant joining our team. Please purchase the same computer model as Julie currently has. Paula will need a Turnstone Group email address, QuickBooks, Dropbox, and Microsoft Office add to her computer. Please let me know if there are any issue or questions. Paula Roper, 404-309-3436, 2141 Caswell Cir, Marietta GA 30060, Pjrapa65@gmail.com

Personal Note from Richard Ozsvath

Hello Nicole - Quoted is the Lenovo ThinkPad T14, which is more powerful than the ThinkBook, but not quite the beast that Anna has. It is in stock and if we can get it on order Thursday, we can have it delivered by Tuesday. Let me know if we have your approval to proceed with the order. - Rich

	List Price	Qty	Ext. Price
 <p>Lenovo ThinkPad T14 Gen 2 14" Touchscreen Notebook - Full HD - 1920 x 1080 - Intel Core i7 11th Gen i7-1165G7 Quad-core (4 Core) 2.8GHz - 16GB Total RAM - 512GB SSD - no ethernet port - not compatible with mechanical docking stations - Intel Chip - Windows 10 Pro - In-plane Switching (IPS) Technology - IEEE 802.11ax Wireless LAN Standard</p>	\$1,279.00	1	\$1,279.00
 <p>Lenovo Onsite Support (Add-On) - 3 Year - Service - On-site - Maintenance - Parts & Labor</p>	\$69.00	1	\$69.00
 <p>Lenovo Accidental Damage Protection (Add-On) - 3 Year - Service - On-site - Maintenance - Parts & Labor - Physical</p>	\$109.00	1	\$109.00
 <p>PC Deployment Service</p> <ul style="list-style-type: none"> • See appendix for the PC Deployment standard Scope of Work. • Preconfiguration of laptop on RJO bench per customer specifications for end-user Paula Roper. • On delivery, complete configuration as needed to assist with dock connection, external devices such as monitors, printers, scanners, etc. • Price includes mileage costs for technician's use of their personal vehicle • Price includes BENCH and ONSITE service • Estimated BENCH and ONSITE labor: 3 hours 			\$525.00

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Totals

Subtotal			\$1,982.00
Shipping			\$0.00
Tax			\$116.20
Grand Total			\$2,098.20

Service Overview

1. Prep the new PC
 - a. Assemble new PC or install hardware upgrade components (if necessary)
 - b. Perform initial installation or configuration of the operating system
 - c. Enable the local administrator and set the default password
 - d. Remove unnecessary bloatware from the computer
 - e. Install software apps such as Microsoft Office, Adobe Reader, Anti-virus, etc.
 - f. Download and install all available OS and app updates

2. Backup current machine data (if necessary)
 - a. Internet favorites and bookmarks
 - b. Email client data files
 - c. Desktop shortcuts
 - d. My Documents folders (check for multiple user profiles)
 - e. Check for additional data by searching for .doc, .xls, etc.

3. Perform inventory of current machine (if necessary)
 - a. IP address (dynamic or static)
 - b. Computer name
 - c. Domain or workgroup name
 - d. Computer login name
 - e. Software currently installed
 - f. Peripheral devices in use

4. Remove the current machine from production (if necessary)
 - a. Disconnect peripheral devices and remove drivers
 - b. Remove from the domain or workgroup
 - c. Delete user profiles and user data
 - d. Change the computer name
 - e. Uninstall no longer needed software

5. Setup of the new PC
 - a. Attach to the LAN and connect to the domain or workgroup
 - b. Create and configure a standard desktop profile for the assigned primary user
 - c. Migrate data files from the backup set created from the old computer (if necessary)
 - d. Install and configure LOB and any other software packages not available during prep
 - e. Restore configuration settings for the primary user's mail client, Internet favorites, drive mappings, etc.
 - f. Install, configure and test local and network printers and scanners
 - g. Download and install all available OS and app updates
 - h. Perform the following system tests:
 - ___ Login successfully to the server or other network shared storage
 - ___ Drive mappings are assigned and working
 - ___ Primary user documents are restored and available
 - ___ Send test documents to all printers and test scanning functions
 - ___ Test saving new documents to network storage
 - ___ Test that attached peripherals are functioning properly
 - ___ Check email client integrity; contacts, autocomplete, email folders, send and receive
 - ___ Test that all custom installed software packages are functioning properly
 - i. Review the PC configuration with the end-user and make final adjustments as requested

Client Responsibilities

1. The end-user is responsible for backing up any personal music or photo files before the installation appointment.