



Business Department  
**Technology & Information Services Branch**  
 562-997-8411 Service Desk  
*We are at your Service*  
[TISB Website](#)



## Chromebook Requisition Checklist

Please check your Chromebook Requisition for the following items:

- Select Chromebook Option:
  - **Standard Chromebook**
    - **HP Chromebook 11 G9 EE** (\$238.97\*, 3-year warranty)
  - **Touchscreen Chromebook** (\*approval required prior to ordering)
    - **HP Elite Dragonfly 13.5** (\$1,061.11\*, 3-year warranty)
  - Note: HP no longer offers a built-in HDMI port, please see available accessories on the next page
- **e-Waste fee** (\$4.00 per Chromebook)
- **Mobile Device Management (MDM) License** (\$31.88 per Chromebook)
- **Setup Fee** (\$18.85 per Chromebook with cart; \$10.00 per Chromebook without cart)
  - Includes automatic enrollment and setup for out-of-the-box functionality
  - With cart purchase, this Includes cable management and delivery of fully populated cart to site)
- **Indicate the following clearly on the Requisition:**
  - Name and email address of Tablet Coordinator
  - Name of school/site (for automatic enrollment and assignment of the devices)

**Important!**



*If your order involves Chromebooks for class sets of student use:*

- **Secure Charging Carts**
  - **AC-MINI-12**, table or wall mounted, Charges up to 12 devices (\$610.06\*)
  - **AC-MINI-16**, table or wall mounted, Charges up to 16 devices (\$678.83\*)
  - **AC-SLIM**, cart on wheels, Charges up to 36 devices (\$1,365.56\*)
  - **AC-45**, cart on wheels, Charges up to 45 devices (\$1,365.71\*)

**\*\* See next page for additional optional accessories \*\***



**Professional Development:** Consider budgeting for professional development focused on the use of Chromebooks as an instructional tool tied to content and pedagogy. The PD offerings can range from 1 to 3 hour blocks designed to meet the needs of the staff. For more information contact the Ed Tech Office at ext. 8309.

**\*Technology Surcharge:**

A three percent (3%) surcharge will be added to all technology purchases (computer equipment and software) with a unit cost of over \$100.00. This charge will be automatically posted; it is not necessary to include a line item for this on the requisition.

**Optional Items**


**Schools not using a Secure Charging Cart:**

<p><b>Chromebook Snap-On Case</b> (Max Case – Extreme Shell for G8 EE) [Item HP-ESS-G8EE-BLK]</p>	<p>\$28.89 each</p>	
<p><b>Chromebook Carrying Case</b> For 11.6" notebook [Model Number: TKC001]</p>	<p>\$32.06 each</p>	

**Accessories:**

<p><b>Kensington Optical Wired USB Mouse</b> [Item Number: K72356]</p>	<p>\$4.77 each</p>	
<p><b>Think Write Ultra-Light Headphones – No Mic</b> [Item Number: TW-50] <i>(Required for standard SBAC testing – No Mic)</i></p>	<p>\$6.10 each</p>	
<p><b>Think Write Ultra Ergo Headset – With Mic</b> [Item Number: TW-110] <i>(Required for speech to text on SBAC - Microphone)</i> <b>-Recommended for Virtual Learning-</b></p>	<p>\$11.19 each</p>	
<p><b>Think Write Ultra-Durable USB Headset – With Mic</b> [Item Number: 90119] <i>(Required for speech to text on SBAC - Microphone)</i></p>	<p>\$21.35 each</p>	
<p><b>Kensington USB-C to HDMI 4K Adapter</b>  <i>*Note, the HP Chromebook 11 G6, G7, &amp; G8 EE does not have a built in HDMI port. This adapter is used to connect to a projector or TV with HDMI.</i></p>	<p>\$24.86 each</p>	

**Chromebook Power Adapters:**

<p><b>For the HP Chromebook 11 G6/G7/G8 EE (USB-C)</b> HP 45W USB-C LC Adapter [Part Number: 1MZ01AA#ABA]</p>	<p>\$27.15 each</p>	
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