



Submit by Email

Print Form

### Lucas County Information Services Checklist for Hardware/Software/Services

Department:

Requestor:

Funding Account & Description:

Req. Date:

Vendor:

**Type of Request (check all that apply):**

Hdw     SW     Services/New

Purchase     Lease     Subscription

Services/Support Renewal   
Original Purchase Date

State Term Contract ID

Description or Nature of Request and for whom this is intended:

| Hdw/SW/Service Item Descr | Quote # | Wrnty Term | Qty | Unit Cost | Support Cost | Total Cost |
|---------------------------|---------|------------|-----|-----------|--------------|------------|
|---------------------------|---------|------------|-----|-----------|--------------|------------|

|                        |         |  |   |           |         |           |
|------------------------|---------|--|---|-----------|---------|-----------|
| HP Laserjet Pro M402dn | HDTJ817 |  | 2 | \$ 289.31 |         | \$ 578.62 |
| Fujitsu ScanSnap iX500 | HDTJ817 |  | 1 | \$ 440.65 | \$ 0.00 | \$ 440.65 |
| Shipping               |         |  | 1 | \$ 36.80  | \$ 0.00 | \$ 36.80  |
|                        |         |  | 0 | \$ 0.00   | \$ 0.00 | \$ 0.00   |
|                        |         |  | 0 | \$ 0.00   | \$ 0.00 | \$ 0.00   |
|                        |         |  | 0 | \$ 0.00   | \$ 0.00 | \$ 0.00   |

Total Request

**Business Reason or Justification:**

Donna Moore will be using the scanner in her office mostly for scanning information regarding the State Grants and County Budget information, and the new printers will be used by (1) Unit Manager Sarah Gerken, for office documents and record keeping regarding her staff  
(2) The current vacant position of Quality Assurance/CQI coordinator who will be hired within the next month who will use the printer mainly for recording keeping and updating the policy and procedure manual.

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Planned Location:

If Other please specify:

Network Connection Required?  Yes  No  N/A

LCIS installation assistance needed?  Yes  No Date:

LCIS on-going support required?  Yes  No  N/A

ITB or RFP completed?  Yes  No  N/A

LCIS Management review completed?  Yes  No  Exclusion

DP Board Approved?  Yes  No  Exclusion

Date of Approval:

Comments:

Prepared by Karen Schnitkey *KS 6/29/16*  
Reviewed by Jeremy Burnat *JB 6/29/16*  
Approved by Jason Gears *[Signature] 6/29/16*

# QUOTE CONFIRMATION



**DEAR JEREMY BURNAT,**

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

| QUOTE # | QUOTE DATE | QUOTE REFERENCE | CUSTOMER # | GRAND TOTAL |
|---------|------------|-----------------|------------|-------------|
| HDTJ817 | 6/22/2016  | JUNE 22ND       | 10394664   | \$1,056.07  |

| QUOTE DETAILS   |     |         |            |            |
|---|-----|---------|------------|------------|
| ITEM  | QTY | CDW#    | UNIT PRICE | EXT. PRICE |
| <a href="#">HP LaserJet Pro M402dn</a><br>Mfg. Part#: C5F94A#BGJ<br>UNSPSC: 43212105<br>Contract: MARKET                            | 2   | 3826582 | \$289.31   | \$578.62   |
| <a href="#">Fujitsu ScanSnap iX500 USB 3.0 Document Scanner</a><br>Mfg. Part#: PA03656-B005<br>UNSPSC: 43211711<br>Contract: MARKET | 1   | 2926592 | \$440.65   | \$440.65   |

| PURCHASER BILLING INFO   |  | SUBTOTAL   | \$1,019.27 |
|--|--|--|------------|
| <b>Billing Address:</b><br>JEREMY BURNAT<br>LUCAS COUNTY DATA PROCESSING<br>1 GOVERNMENT CTR STE 400<br>INFORMATION SERVICES<br>TOLEDO, OH 43604-2290<br><b>Phone:</b> (419) 213-4037<br><b>Payment Terms:</b> Request Terms |  | SHIPPING   | \$36.80    |
|  |  | GRAND TOTAL  | \$1,056.07 |
|  |  | <b>DELIVER TO</b><br><b>Shipping Address:</b><br>LUCAS COUNTY DATA PROCESSING<br>1 GOVERNMENT CTR STE 400<br>INFORMATION SERVICES<br>TOLEDO, OH 43604-2290<br><b>Shipping Method:</b> FEDEX Ground |            |

| Need Assistance? CDW•G SALES CONTACT INFORMATION |                |                |                  |
|--|----------------|----------------|------------------|
|  | Sean Bergquist | (877) 325-3701 | seanber@cdwg.com |

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>  
 For more information, contact a CDW account manager  
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