LUCAS COUNTY

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Lucas County Information Services
Checklist for Hardware/Software/Services

Department: Human Resources

Requestor: Colleen Abbot

Funding Account & Description 1010-1010-530100

Req. Date: 8/30/16

Vendor: Perry Pro Tech

☒ **State Term Contract** **ID** OAKS 800215-3

Type of Request (check all that apply):

☒ **Hdw** ☐ **SW** ☐ **Services/New**

☒ **Purchase** ☐ **Lease** ☐ **Subscription**

☐ **Services/Support Renewal Original Purchase Date**

Description or Nature of Request and for whom this is intended: Copier for HR Dept.

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
Konica Bizhub 364e	1488		1	$ 4,061.32		$ 4,061.32
			0	$ 0.00	$ 0.00	$ 0.00
			0	$ 0.00	$ 0.00	$ 0.00
			0	$ 0.00	$ 0.00	$ 0.00
			0	$ 0.00	$ 0.00	$ 0.00
			0	$ 0.00	$ 0.00	$ 0.00

Total Request $ 4,061.32

Business Reason or Justification:

New copier for HR staff.

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Planned Location: Other

If Other please specify: Dept.

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	State Term/Sole Source Provider	**Exclusion**

Date of Approval: 9-2-2016

Comments:

Prepared by Karen Schnitkey KS 8/30/16.

Reviewed by Jeremy Burnat

Approved by Jason Gears 9-2-2016

PERRYPROTECH
Documents. Networks. Systems. Services.

SALES QUOTATION

Sales Quotation No.	Date	Page
1488	08/29/16	1/4

Customer No.	Tax ID	Terms
C005771		Net30

Your Reference

Shipping Type
PERRY proTECH - Truck

Your Contact
Cassidy, Ed
419-879-6215
ecassidy@PERRYproTECH.com

Perry proTECH
Lima OH 45801
USA

Delivery Address
Lucas Co Human Resources
1 Government Ctr
Toledo OH 43604-2292

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	Item Code	Description	Quantity	Price	Tax %	Total
003	A61F011	Bizhub 364e B&W Mfp	1	1,834.65	0.000	1,834.65
004	A3CEWY1	DF-701 Single Pass DF C224/C284/C364	1	772.48	0.000	772.48
005	7640018680	DK-510 Copy Desk	1	78.94	0.000	78.94
006	A4MF012	FK-511 Fax Kit C284/364/454/654/754/Pro C754e	1	420.06	0.000	420.06
007	A64TWY3	KP-101 10-Key Pad C33/3850/808/958/Pro C754e/C3350	1	59.96	0.000	59.96
008	A2YUWY2	FS-533 Inner Finisher C224/C284/C364/C454/C554/C458	1	655.91	0.000	655.91
009	A0W4WY3	WT-506 Working Table	1	42.32	0.000	42.32
010	A0PD11H	Lk-101 V.3 I-Option Lic (electronic version)	1	25.00	0.000	25.00
011	7640017928	UK-204 2gb Memory Upgrade	1	75.00	0.000	75.00
012	D5133NTKM	Digital 120/15 Network QC Surge	1	97.00	0.000	97.00

Quotation Subtotal:	**$ 4,061.32**
Freight:	**$ 0.00**
Tax:	**$ 0.00**
Total Sales Quotation:	**$ 4,061.32**

Customer Acceptance Date PERRY proTECH Representative

Sales Manager's Approval Corporate Approval Rep #