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

Department: 0160

Requestor: Karen Schnitkey

Funding Account & Description: 1010-0160-530700

Req. Date: 6/3/2015

Vendor: GWAVA

Type of Request (check all that apply):

Hdw     SW     Services/New

Purchase     Lease     Subscription

Services/Support Renewal Original Purchase Date: 9-21-2009

State Term Contract ID

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

This is maintenance support for Gwava-Retain software, and purchase of 258 additional licenses.

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
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Retain Software Licensing	GWAQ41438		1		\$ 17,347.35	\$ 17,347.35
			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 \$ 17,347.35

Business Reason or Justification:

This is maintenance support for Gwava-Retain software licenses that work with the Groupwise to aid in email archival and backup from mailboxes. Gwava is the owner of Retain and is the SOLE SOURCE of support. Support began Sept. 2009.

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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:**

Reviewed and approved by Karen Schnitkey  
*Karen Schnitkey. 6/3/15*