



Submit by Email

Print Form

Lucas County Information Services Checklist for Hardware/Software/Services

Department: JS

Requestor: Eric Zatko

Funding Account & Description: 1010 4500 530100

Req. Date: November 6, 2015

Vendor: CDWG

Type of Request (check all that apply):
 HW SW Services/New
 Purchase Lease Subscription
 Services/Support Renewal
 Original Purchase Date

State Term Contract ID MARKET

Description or Nature of Request and for whom this is intended: JS is requesting to purchase 1 HP Color LaserJet Pro 400 Printer. The printer will be used in the JS office in Room 209 at the Family Court Center.

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
2608562 HP CLJ PRO 400 M451DN Printer	GPGH954		1	\$ 441.90	\$ 0.00	\$ 441.90
FREIGHT	GPGH954		1	\$ 19.99	\$ 0.00	\$ 19.99
			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
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00

Total Request \$ 461.89

**Lucas County Information Services
Checklist for Hardware/Software/Services
Page 2**

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**

DP Board Date of Approval:

Business Reason or Justification:

Printer is required for printing of training materials.

Comments:

Bill To/Ship To:
Lucas County Integrated Justice Systems, 700 Adams, Suite 310, Toledo, Ohio 43604

Reviewed and prepared by Jeremy Burnat.
Reviewed and approved by Jason Gears.

LCIS
Approver
Name

Jason Gears

LCIS
Approver
Signature

[Signature]

Date

11/16/2015

