



Submit by Email

Print Form

Lucas County Information Services Checklist for Hardware/Software/Services

Department: Sheriff

Requestor: Kevin Helminski

Funding Account & Description: 2282-1762-530100-M0201

Req. Date: 2/23/16

Vendor: MT Business

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:

Ricoh copier for DART

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
Ricoh Copier MP 301SPF			1	\$ 1,136.00		\$ 1,136.00
			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 \$ 1,136.00

Business Reason or Justification:

Ricoh copier for DART at substation near 911 to replace older copier that has reached end of life.

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Planned Location:

Other

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

Less than \$7,500

Exclusion

Date of Approval:

Comments:

Prepared by Karen Schnitkey
Reviewed by Jeremy Burnat *JB 2/24/16*
Approved by Ron Heinold *RH 2/24/2016.*



SHERIFF JOHN THARP

LUCAS COUNTY

1622 Spielbusch Avenue • Toledo, OH 43604-5330

Courthouse Office: 419-213-4784
Records/Dispatcher: 419-213-4941
Corrections Center: 419-213-4924

February 23, 2016

Emergency : 9-1-1
Fax: 419-255-3096

Jeremy Burnat
Lucas County Information Services
One Government Center, Suite 600
Toledo, OH 43604

Subject: Purchase of Ricoh Aficio MP 301SPF Copier/Printer

Dear Mr. Butler:

I am requesting the purchase of one (1) Ricoh Aficio MP 301SPF Copier/Printer. This unit will be used by our Drug Abuse Response Team (DART), now located over at our substation near 911. This unit will replace the current copier/printer which has reached the end of its useful life.

The unit is quoted at \$1,136.00. Funds will be utilized from the Sheriff's DART Account 2282-1762-530100-M0201. A copy of the quote is attached.

Sincerely,

A handwritten signature in black ink, appearing to read "Kevin Helminski".

Kevin Helminski
Director of Finance & Operations
Lucas County Sheriff's Office

*Proposal prepared for Lucas County Sheriff Department-DART Unit
on Tuesday, February 23, 2016*

Equipment Detail

Ricoh Aficio MP 301SPF – 31 page per minute b&w system

Mainframe includes Legal Size Platen, 250 Sheet Paper Tray, 100 Sheet Bypass Tray, 1 GB RAM Memory and 50 Sheet ARDF, Copy, Scan, Print, G3 Fax capabilities and true Adobe PostScript3.

Installation & Training

Installation Charges (Includes Installed Accessories)	Included
System Training	Included

Maintenance Terms

Service Agreement	Term	Cost Per Impression
Black & White	Monthly	\$0.015

MT Business Technologies, Inc.'s exclusive Quality Standard Maintenance Program includes all service, all parts and all supplies (except paper and staples) that are needed to make impressions. You never pay extra for toner or developer. You will also receive our exclusive "Performance Guarantee".

Financing Terms

Option	Payment
Purchase Price	\$1,136.00

MT Business Technologies' Service Policy

- MT Business Technologies guarantees replacement parts for seven years.
- MT Business Technologies guarantees we will respond to an emergency call with a factory trained technician within 4 hours of the call being placed.
- MT Business Technologies will provide you a loaner system in the event that your system cannot be repaired at your location in a reasonable time.
- MT Business Technologies guarantees a like for like replacement system for you at no charge if we cannot maintain your system to the manufactures specification.
- Incented Technical Specialists will fix the problem right the first time and eliminate call back on the same problem or a call back on a worn part right after a service call.
- Includes all service, all parts and all supplies (except paper and staples) that are needed to make impressions. You never pay extra for toner or developer.

Once again, thank you for the opportunity to present this proposal. I look forward to addressing your questions and establishing a long-lasting business relationship between your company and ours.