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Lucas County Information Services Checklist for Hardware/Software/Services

Department: Adult Probation

Requestor: Malynda Densmore

Funding Account & Description: 1010-3350-530100

Req. Date: 3/10/16

Vendor: SHI

Type of Request (check all that apply):

Hdw SW Services/New

Purchase Lease Subscription

State Term Contract ID 0a1108

Services/Support Renewal Original Purchase Date

Description or Nature of Request and for whom this is intended: Four licenses of Microsoft Office Pro

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
Microsoft Office Pro	11196629		4	\$ 329.18		\$ 1,316.72
			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 \$ 1,316.72

Business Reason or Justification:

All licenses are for new laptops. One license will be for Donna Moore for when she is out of the office, one will be for Renee Craft (Drug Court Coordinator) to utilize for team meetings and weekly review hearings, and the other two are for Day Reporting and General Department use to include group facilitation, client orientation and department trainings.

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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 3/10/16*

Reviewd by Jeremy Burnat *JB 3/10/16*

Approved by Jason Gears *JG 3/10/16*

Below is the quote you requested. Please let me know if you have any questions.

Thanks,
Scott



Pricing Proposal

Quotation #:	11196629
Description:	Microsoft Office Professional Plus 2016
Created On:	Mar-10-2016
Valid Until:	Mar-31-2016

Lucas County Integrated Justice System

Malynda Densmore

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Account Representative

Scott Kent

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Email: Scott_Kent@shi.com

All Prices are in US Dollar(USD)

Product	Qty	Your Price	Total
1 Microsoft Office Professional Plus 2016 - License - 1 PC - Select Plus - Win - Single Language Microsoft - Part#: 79P-05582	4	\$329.18	\$1,316.72
		Total	\$1,316.72

Additional Comments

Retrieve your quote:

<https://www.shi.com/Quotes/Quoteinfo.aspx>

The Products offered under this proposal are subject to the SHI Return Policy, unless there is an existing agreement between SHI and the Customer.