



Submit by Email

Print Form

Lucas County Information Services Checklist for Hardware/Software/Services

Department: JS

Requestor: Eric Zatzko

Funding Account & Description: 1010-4500-530100

Req. Date: December 2, 2014

Vendor: SHI

Type of Request (check all that apply):

- HW
- SW
- Services/New
- Purchase
- Lease
- Subscription

State Term Contract ID OA1108

Services/Support Renewal Original Purchase Date

Description or Nature of Request and for whom this is intended: JS is requesting to purchase 5 MS Office Std Licenses. Office licenses will be used in IJS, DRC and the General Division for new staff yet to be hired.

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
26691701 MS Office Std 2013 License	Invoice 302131198		5	\$ 241.73	\$ 0.00	\$ 1,208.65
			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
			0	\$ 0.00	\$ 0.00	\$ 0.00
			0	\$ 0.00	\$ 0.00	\$ 0.00

Total Request \$ 1,208.65

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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**

DP Board Date of Approval:

Business Reason or Justification:

Office suite is required for the job function.

Comments:

Reviewed and prepared by Jeremy Burnat.
Reviewed and approved by George Webb.

LCIS Approver Name

LCIS Approver Signature

Date



Federal tax ID: 22-3009648
 290 Davidson Ave.
 Somerset, NJ 08873
 Phone: 888-235-3871
 Fax: 732-805-9669

Please remit payment to:
 SHI International Corp
 P.O. Box 952121
 Dallas, TX 75395-2121
 Wire information: Wells Fargo Bank
 Wire Rt# 121000248
 ACH Rt# 021200025
 Account#2000037641964
 SWIFT Code: WFBIUS6S
 For W-9 Form, www.shi.com/W9

Invoice No. B02131198

Invoice date 12/1/2014
 Customer number 1052574
 Sales order S13074946

Finance charge of 1.5% per month will be charged on past due accounts - 18%/yr.
 All returns require an RMA# supplied by your SHI Sales team.

Bill To Lucas County Integrated Justice System
 700 Adams St. Suite 310
 Toledo, OH 43604
 United States

Ship To Lucas County Integrated Justice System
 700 Adams St. Suite 310
 Toledo, OH 43604
 United States
 Lucas-0000171146/Eric Zatk

Ship Date	Salesperson	Purchase Order	Ship Via	FOB	Terms
6/12/2014	Steve Burnside	Lucas-0000171146	FEDEX GROUND	FOB DEST	NET 30

Item No.	Mfg Part No.	Description	Qty Ordered	Qty Shipped	Unit Price	Extended Price
26691701	021-10293	OfficeStd 2013 SNGL MVL	5	5	241.73	1,208.65
No Media		2013 Windows - Multiple Windows Platform Single Language No Media Software				
MICROSOFT		Enrollment No.: 9A3B6B06				
SELECT		Agreement No.: 5979754				
		Country of Usage: USA				

Sales Balance 1,208.65
 Freight 0.00
 Recycling Fee 0.00
 Sales Tax 0.00
Total 1,208.65
Currency USD