

Lucas County Information Services
Checklist for Hardware/Software/Services

Department: Sheriff

Funding Account & Description: 1010-1660-530100

Vendor: CDW

State Term Contract ID

Requestor: Kevin Helminski

Req. Date: 2/29/16

Type of Request (check all that apply):

- Hdw SW Services/New
- Purchase Lease Subscription
- Services/Support Renewal Original Purchase Date

Description or Nature of Request and for whom this is intended: HP Officejet Pro Printer

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
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Printer	GVWS264		1	\$ 142.02	\$ 0.00	\$ 142.02
			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 \$ 142.02

Business Reason or Justification:

Purchase of HP OfficeJet Pro 6230 Printer and ink cartridges for Sheriff's secretary.

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Planned Location: Desktop

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 Standard printer Exclusion

Date of Approval:

Comments:

Prepared by Karen Schnitkey K9 2/29/16
Reviewed By Jeremy Burnat JB 3/1/16
Approved By Ron Heinold RSH 3/1/2016



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 29, 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 HP Officejet Pro 6230 Printer

Dear Mr. Butler:

I am requesting the purchase of one (1) HP Officejet Pro 6230 Printer. This unit will be used by the Sheriff's secretary, Sandy Heban. Sandy currently has an all-in-one Perry Corp. copier/printer at her desk, but this unit has no color printing capability. This unit will be used only when color printing is required, which she has been tasked with lately due to DART requirements.

The unit is quoted at \$76.11. This quote also include a few extra ink cartridges. Funds will be utilized from the Sheriff's Account 1010-1660-530100. 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



SALES QUOTATION

GVWS264	9763238	2/29/2016
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BILL TO:
 KEVIN HELMINSKI
 1622 SPIELBUSCH AVE

SHIP TO:
 KEVIN HELMINSKI
 Attention To: LUCAS COUNTY SH
 1622 SPIELBUSCH AVE

Accounts Payable
 TOLEDO , OH 43604

TOLEDO , OH 43604
 Contact: KEVIN
 HELMINSKI 419.213.4823

Customer Phone #419.213.4823

Customer P.O. # HP PRO 6230 QUOTE

ACCOUNT MANAGER		SHIPPING METHOD	TERMS	EXEMPTION CERTIFICATE
SEAN BERGQUIST 877.325.3701		UPS Ground (1- 2 day)	Request Terms	GOVT-EXEMPT
QTY	ITEM NO.	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	3512797	HP OFFICEJET PRO 6230 EPRINTER Mfg#: E3E03A#B1H Contract: MARKET	66.13	66.13
1	3512814	instant rebate expires 2/29/2016 HP 934 BLACK INK CART Mfg#: C2P19AN#140 Contract: MARKET	17.19	17.19
1	3542558	HP 935 CART INK CYAN Mfg#: C2P20AN#140 Contract: MARKET	12.94	12.94
1	3542560	HP 935 CART INK YELLOW Mfg#: C2P22AN#140 Contract: MARKET	12.94	12.94
1	3542559	HP 935 MAGENTA INK CART Mfg#: C2P21AN#140 Contract: MARKET	12.94	12.94
SUBTOTAL				122.14
FREIGHT				19.88
TAX				0.00
TOTAL				142.02

US Currency

CDW Government
 230 North Milwaukee Ave.
 Vernon Hills, IL 60061

Fax: 312.705.8283

Please remit payment to:
 CDW Government
 75 Remittance Drive
 Suite 1515
 Chicago, IL 60675-1515

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager.