



Submit by Email

Print Form

Lucas County Information Services Checklist for Hardware/Software/Services

Department: Soil & Water

Requestor: Joey Sink-Oiler

Funding Account & Description: 9010-4100-530100

Req. Date: 2/26/16

Vendor: CopeCo

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:

Sharp Copier Purchase

Hdw/SW/Service Item Descr	Quote #	Wrnty Term	Qty	Unit Cost	Support Cost	Total Cost
Sharp MX-2640N Copier			1	\$ 5,502.00		\$ 5,502.00
Saddle Finisher for copier			1	\$ 1,607.00	\$ 0.00	\$ 1,607.00
			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 \$ 7,109.00

Business Reason or Justification:

Copier to replace a unit that is 6 years old and needs frequent repairs.

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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: *Karen Schnitkey 2/26/16*
Reviewed By Jeremy Burnat: *JB 3/1/16*
Approved By Ron Heinold: *RH 3/1/2016*

Main Unit:

Sharp MX-2640N, 26ppm Color Digital Copier

Purchase

Lease

Includes: Delivery, Installation, Set-up and Training

Includes: Sharp FX11 Fax Expansion Kit

Includes: 3 total, 500 sheet paper drawers

\$5,502.00

\$118.90

Output Options:

Inner Stapling Finisher (Staple Only)

Add: \$624.00

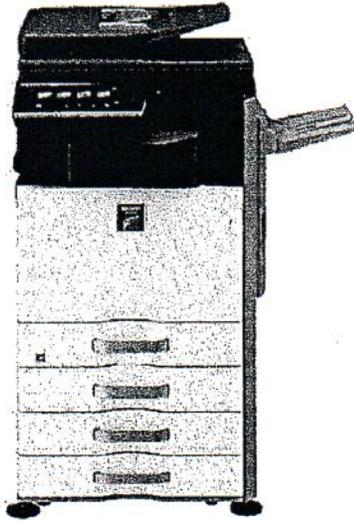
\$13.48

OR

Saddle Finisher (Fold and Staple)

Add: \$1,607.00

\$34.73



*\$ 17,109.00 /
for Copier + Saddle Finisher*

(One time Lease Documentation fee of \$75.00 if you decide to lease)

Karen Schnitkey - Fwd: Re: Attachment for LSWCD Copier Specs.

From: Joey Sink-Oiler
To: Karen Schnitkey
Date: 2/26/2016 3:00 PM
Subject: Fwd: Re: Attachment for LSWCD Copier Specs.

Hi Karen,

Fund is 9010, Dept is 4100, and account # is 530100 (Equipment)

Vendor name and address is: COPECO
415 Tomahawk Dr.
Maumee, Ohio 43537

I appreciate your follow up and assistance.~

Joey Sink-Oiler

Secretary
Lucas Soil & Water Conservation District
130-A W. Dudley St.
Maumee, Ohio 43537
[419-893-1966](tel:419-893-1966) (Office)
[419-280-7139](tel:419-280-7139) (Cell)
[800-547-0272](tel:800-547-0272) (Toll Free)
[419-893-3131](tel:419-893-3131) (Fax)

>>> Karen Schnitkey 2/26/2016 1:56 PM >>>
Joey,

The following information is needed in order to determine if the copier purchase can be approved:

Complete funding account in format of xxxx-xxxx-xxxxxx (fund#-dept.-account #)
Vendor name and address - (the quote submitted only shows the copier and costs)

Thanks,

Karen Schnitkey

Office Manager
Help Desk Administrator

Lucas County Information Services

One Government Center
Suite 400
Toledo, Ohio 43604
kschnitkey@co.lucas.oh.us