

IMMEDIATE NEED REQUEST

2014 - 2015

Requested by: (Unit, Department, Division or Vice President)

Location

(Fill-in)

Reviewed By (Signature):

Date to VP:

Department or Unit:

Administrative Services

Date to Cabinet:

Division:

Administrative Services

Outcome:

Vice President:

Michael Gregoryk

Budget Request(s)

(List in Priority Order)

Justification for Request(s)

Funds Requested **

Funding

An "Immediate Need" is a shortfall in funding that, unless funded immediately, could cause a program to cease to function.

Amount

One-time

Ongoing

Approved

1. CI Badge ID Card Printers

CI Solutions - Quote #SAC-304 dated 6/1/15 - A new Student Badge ID Card Printer and Camera is needed in the Bookstore. There are currently two machines in the Bookstore; one does not work at all and the other one is not consistent in printing. These machines are irreparable, the manufacturer no longer offers parts for these machines. Please see quote attached. Total cost is \$4,673.05 which includes tax, shipping costs, onsite installation and training, ribbon and cleaning kit. One year warranty and full tech support.

\$4,673

X

Account Number(s):

2.

Account Number(s):

3.

Account Number(s):

** Please provide documentation to support the amount requested, such as price quotes from vendor, copy of catalog, etc. Also, include any ancillary costs, such as maintenance, annual software upgrades, etc.

Approved in Cabinet 6/15/15
Bill Gregoryk
MT. SAC!
Mt. San Antonio College



3625 Serpentine Drive
Los Alamitos, CA 90720
Tel: (562) 431-2594
(800) 599-7385
Fax: (562) 493-2714
www.cisolutions.biz

Quote

Quote #	SAC-304
Date	6/1/2015
Sales Rep.	Taylor Cole
	Call direct x536

Card Integrators Corporation

State of CA Certified Small Business - # 28073

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Proposed To:

Suzanne Luetjen
Director, Bookstore
Mt. SAC Auxiliary Services
Email: sluetjen@mtsac.edu
Phone: 909-594-6476 ext. 6476

Customer Acceptance

Name _____
Date _____
Signature _____
Order may be placed by phone (800) 599-7385 or fax (562) 493-2714

CI Badge ID Card Printers - Mt. San Antonio College

Part #	Description	Qty	Unit Price	Total Price
ZB-PR	Zebra - Single Sided with Magnetic Encoding	1	\$3,370.00	\$ 3,370.00
	* Includes 1 year warranty and full tech support			
Ribbon	Ribbon YMCKO - 750 Prints	1	\$ 180.00	\$ 180.00
Camera	PowerShot ID Camera	1	\$ 595.00	\$ 595.00
C- Kit Zebra	Cleaning Kit - 60,000 Prints	1	\$ 100.00	\$ 100.00
Subtotal	Not Including tax and shipping			\$ 4,245.00
Sales Tax	Tax rate		9.00%	\$ 382.05
	** TRAINING OPTIONS **			
Remote	Remote Installation and Training	1	INC	INC
Onsite	Onsite Installation and Training	2	\$ 125.00	\$ 250.00
Shipping	UPS Ground - Standard rates apply			\$ 46.00
TOTAL				\$ 4,673.05

QUOTATION TERMS AND CONDITIONS

- Custom printed cards are shipped with a possible 10% variance over or under. Customer will only be invoiced for actual custom items received within this 10% range.
- Hardware warranty is provided by the manufacturer and expedited by CI Solutions.
- Systems are sold as stand alone systems unless otherwise noted. Performance and liability related to system operations is applicable only as it relates to software in a stand alone environment. Software that is operated on a network will not be protected by single system warranty protection.
- Only CI Solutions software and system operations, as it relates to Card Integrators software and hardware provided by CI Solutions, are supported.
- Standard software support outside of warranty is \$150 per occurrence.
- Shipping and handling not included-FOB Los Alamitos and/or Card Integrator hardware providers.
- California sales tax will apply.
- Quoted pricing is good for 30 days.
- Minimum order of \$75.00 applies to all orders.
- All custom printed material requires 100% payment in advance.
- Export shipments must pay in advance in U.S. dollars.
- Net terms available on approved credit to businesses established for a minimum of 5 years for stock items and equipment. Custom orders require prepayment. Please request a credit application. Applying for terms does not guarantee terms.

