

STUDENT TECHNOLOGY FEE REQUEST FORM

Procedure for Submission:

Form Updated: 8/20/13

1. Submitter must obtain all required information from the desired vendor(s). An official quote from the vendor must be attached.
2. Only one request per Request Form. This request must be reviewed, approved, and submitted by the requesting program's Department Chair.
3. The Dept. Chair may email this request to the Tech Fee Director. *Since some departments will have multiple requests, please rename request in the following format: Dept # (rank, 1 being the highest priority) and a brief title*

Dept. making request:	College Comp		Requesting Faculty:	Kyle Parsons		Date Submitted:	2/19/2016
IMPORTANT: Attach an official quote from the vendor.							

List one item OR group (for use as a "package") per page.

Item Name	Vendor info. (name, address, Web site URL, phone #, email, etc.)	Part or Model #	Cost (each)	Qty	Total
Dell laptops	Dell	5250	958.62	30	\$28,758.60
Course(s) where item(s) will be used	Available college wide	Expected life of product (years)	4-5	# Students Impacted per Year	Up to 2500
Location equipment or software will be used/stored	HH2400A	Will Tech Fee funds be needed for annual renewals or maintenance?	No		

Provide a brief description of the technology requested*: These are laptops that would be available to take to classrooms.

Briefly describe how the technology will be used (function)*: Faculty will be able to reserve this equipment to allow students in class to use laptops during technology assisted learning lectures. Lectures on software training, research, etc. can be assisted by students using these laptops and provide the ability for workshops.

Provide a rationale that Tech Fee funds are appropriate for this request*: Currently we do not have a classroom with computers. Instead we use laptops that can be passed out to students during class. The current laptop cart is 6 years old. They are beyond their functional life and should be replaced.

***Keep in mind that the committee members come from a variety of educational backgrounds and may not be familiar with department specific language. Please use concise, common terminology so that committee members reviewing this form will be able to fully understand the request.**

- If you are submitting a request for computers, printers, scanners or software, you must consult with College Computing and the technology staff, to acquire a quote and to make sure that this equipment/software is supported by UT and compatible with existing technology.

2/16/2016 3:56:17 PM

Order Contact

Order Date	2/16/2016
Order Contact	Kyle Parsons The University of Toledo (419) 530-4750 kyle.parsons@utoledo.edu
Billing Contact	ACCOUNTS PAYABLE UNIV OF TOLEDO (419) 383-3426
Customer Number	129212819
Billing Address	2801 W BANCROFT ST TOLEDO, OH 43606-3328

Shipping

Shipping Contact	Kyle Parsons The University of Toledo (419) 530-4750 kyle.parsons@utoledo.edu
Shipping Address	2801 W. Bancroft St. MailStop 119 Toledo, OH 43606
Delivery method	no charge delivery
Trade compliance	No, I will not be exporting
Department Contact	Kyle Parsons - College Computing
Campus	MC

eQuote Cart Contents

Item	Quantity	Estimated Ship Date	Price
 5250 Smart Select Dell Latitude E5250/5250	(\$958.62/ea) 30	2/26/2016	\$28,758.60

[Add to List](#)

Subtotal	\$28,758.60
Estimated Shipping	
	\$0.00
Estimated Tax	\$0.00
Total	\$28,758.60

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Same day shipment subject to order size limitations, Dell standard shipping methods and payment via credit card, gift card or Dell Business Credit. Notification will be provided if there are payment delays which could impact shipping date. Electronics and accessories may ship separately.

Smart Selection. Limited quantities. Only available for orders placed by 5:59 p.m. CT Mon.-Thurs. Systems shipped the next business day after an order is placed. Subject to order approval. Software and accessories not part of the configuration will be shipped separately and may arrive after your system. Please note that Smart Selection Configuration pricing cannot be combined with other pricing offers or discounts provided or agreed to by Dell. ** Orders with Custom Factory Integration might require additional processing time.

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