

Information Technology Services

Computer Equipment/Software Purchase/Repair Justification

Please complete the following information so that ITS can appropriately determine equipment specifications or repair services that best address your needs. Submit this information to Liza Lewis via inter-office mail.

Upon approval, a Purchase Order will be generated and submitted to the appropriate vendor or services provider. NO order will be placed without the signature of the Division Director or his/her Designee.

Date: 10/10/06 Division/Program: Health Surveillance / Toxicology / Alcohol Section

Description of Equipment: Printer

1 Set replacement Cartages for each Printer

Description of Software: None

What are the reasons for this request and what special requirements are needed?

This Request is being made to Support the DataMaster DMT's that Vermont is beginning Implementation of for Evidentiary Use in testing suspected DUI Subjects, The New Instrument does not come with a internal printer.

Requirements are that the Printer be HP - PCL capable, Color, Fast (Greater the 20 PPM color), The Printer should have a Small Foot Print.

A Printer that was identified as a good Match for the Requirements of this Program is the HP DeskJet 5940 Printer.

Please also include in the request a spare set of replacement Cartages for this Printer.

Who will use this equipment/software?

Police Officers and DataMaster Program Staff

Is this acquisition budgeted? [X] Yes [] No If on Grant, which one?

THESE ENTRIES MUST BE COMPLETED BY THE DIVISION PRIOR TO ORDER PLACEMENT: Dept.ID Code: Program Code: 39461 Fund Code: Req. #:

IF THIS IS A REPLACEMENT FOR EXISTING EQUIPMENT PLEASE COMPLETE THE FOLLOWING:

Description of equipment to be replaced: None Asset (Blue Tag)#s:

What is the disposition of the old equipment?

N/A

Requestor Division Director or Designated Purchasing Agent