

## InterOffice Memorandum

August 7, 2015

To: Michalyn Rains/Purchasing Agent

From: Dan James/Facilities Director

RE: Trade-in UPS/Serial #YS0436121890 towards purchase  
of new equipment

---

Request approval to trade in one (1) UPS/Serial #YS0436121890 towards the purchase of the following new equipment: one (1) APC Smart UPS x3000VA Rack/Tower LCD 100-127V, UPS Network Management Card 2 with Environmental Monitoring, APC Smart-UPS x120V external battery pack rack/tower and APC temperature & humidity sensor. Total cost is \$2,252.46 which includes shipping/handling charges. This equipment will be utilized in the Minimum Security Inmate Dining Date Room.

Upon review of the quotes I recommend purchasing the referenced equipment from Active Data Solutions who submitted the lowest quote. The Budget Department has approved this as a replacement.

If I can be of further assistance please do not hesitate to contact me at extension 5331.