

Computer Refresh:

7/7/09

The computer refresh program is to keep faculty and staff up to date with the latest and newest technology. Every year the College of Education tries to purchase a number of new computers to be distributed to faculty and staff. The number of computer purchased each year is determined by the amount of extra funds available after we consider our travel expenses and operating services cost. Our goal is to refresh a faculty/staff's computer every four years. Once the computer is four to five years old it is considered obsolete. The list of faculty and staff is sorted by acquisition date they received a new computer. Once they receive a new computer their name would be moved to the bottom of the list.

Some of the Faculty/Staff members we have bought computers for in the last year or two include:

1. Dr. Mike Beutner
2. Dr. Rick Stevens
3. Madelaine Lanham
4. Dr. Sandra Lemoine
5. Sonya Aulds
6. Sherry Thompson
7. Dr. Lynn Clark
8. Sharon Doaty
9. Dr. Lamar Woodham
10. Dr. Mitchell Young
11. Cissy Clark
12. Dr. Harper Gaushell

College of Education and Human Development  
Desktop Computers

Last Name	First Name	Tag Number	Month/Year Acquisition	Department	MAC	Target Date for Upgrade
Aulds	Sonya	75883	November-01	KINS		Jan-05
Thompson	Sherry	76778	September-02	CEHD		Jan-06
Caldwell	Mary	77370	April-03	(grant)		Jan-07
Clark	Lynn	77371	April-03	C&I	MAC	Jan-07
Creekmore	Walter	77662	June-03	C&I		Jan-07
Doaty	Sharon	77626	June-03	ELC		Jan-07
Woodham	Lamar	78002	September-03	ELC		Jan-07
Young	Mitchell	78001	September-03	ELC		Jan-07
Clark	Cissy	78689	April-04	KINS		Jan-08
Gaushell	Harper	78690	April-04	ELC		Jan-08
Cole	Charles	78911	April-04	ELC	MAC	Jan-08
Sivakumaran	Thilla	78918	April-04	C&I	MAC	Jan-08
Dupre	Yolanda	79385	August-04	ELC		Jan-08
Hutto	Cecil	79340	October-04	PSYC	MAC	Jan-08
Greer	DeWanna	78476	November-04	(grant)		Jan-08
Marshall-Jackson	Carolyn	78477	November-04	(grant)		Jan-08
Williamson	Robert		June-05	KINS		Jan-09
Michole	Rubin	80620	November-06	CEHD		Jan-11
Cottingham	Jean	81104	April-07	PSYC		Jan-11
Lewis	Veronica	81109	April-07	PSYC		Jan-11
Low	Jean	81106	April-07	PSYC		Jan-11
McCown	William	81103	April-07	PSYC		Jan-11
McGahan	Joseph	81101	April-07	PSYC		Jan-11
Palmer	Jack	81110	April-07	CEHD		Jan-11
Stevens	Rick	81105	April-07	PSYC		Jan-11
Williamson	David	81107	April-07	PSYC		Jan-11
Carpenter	Kim	81092	May-07	CEHD		Jan-11
Rodriguez	Cynthia	81120	May-07	CEHD		Jan-11
Lemoine	Sandra	81127	May-07	CEHD		Jan-11
Pugh	Ava	PO 348698	June-07	C&I	MAC	Jan-11

College of Education and Human Development  
Desktop Computers

Last Name	First Name	Tag Number	Month/ Year Acquisition	Department	MAC	Target Date for Upgrade
Campbell	Wilson	new computer avail PO 350189		KINS		Jan-12
Clark	Leonard	PO 351477	July-08	C&I		Jan-12
Clark	Augusta	PO 351477	July-08	ELC		Jan-12
Stanley	Shalanda	PO 351477	July-08	C&I		Jan-12
Christy	Riser	PO 350189	February-08	ELC		Jan-12
Sutherland	Whitney	PO 350189	February-08	C&I		Jan-12
	Psychology Hire	computer avail PO 351477	February-08	PSYC		Jan-12
	Psychology Hire			PSYC		Jan-12
	KINS Hire	computer avail PO 350189	February-08	KINS		Jan-12
	KINS Hire			KINS		Jan-12
	C&I Hire			C&I		Jan-12
Davis	Michael			CEHD		Jan-12
Mann	Rhonda	PO 350189	July-08	(grant)		Jan-12
Cannon	Mary Ellen	PO 350189	July-08	(grant)		Jan-12
Sutton	Jana	PO 350189	February-08	ELC		Jan-12
Cage	Bob	PO 350189	February-08	ELC		Jan-12
Newman	Pam	PO 350189	February-08	ELC		Jan-12
Powell	Sherlyn	PO 350189	February-08	C&I		Jan-12
Rice	George	PO 350189	February-08	ELC		Jan-12
Ricks	Beth	PO 350189	February-08	C&I		Jan-12
Schween	Dorothy	PO 350189	February-08	C&I		Jan-12
Seymour	Lisa	PO 350189	February-08	CEHD		Jan-12
Troxclair	Debra	PO 350189	February-08	C&I		Jan-12
Washington	Jerrilene	PO 350189	February-08	C&I		Jan-12
Church	Tommie	PO 350189	February-08	KINS		Jan-12
Coyne	Brian	PO 350189	February-08	KINS		Jan-12
Doherty	Mark	PO 350189	February-08	KINS		Jan-12
Flanagan	Norma	PO 350189	February-08	CEHD		Jan-12

College of Education and Human Development  
Desktop Computers

Last Name	First Name	Tag Number	Month/ Year Acquisition	Department	MAC	Target Date for Upgrade
Flowers-Gibson	Beverly	PO 350189	February-08	CEHD		Jan-12
Price	Brenda	PO 350189	February-08	CEHD		Jan-12
Pryor	Charles	PO 350189	February-08	ELC		Jan-12
Thomas	Luke	PO 350189	February-08	KINS		Jan-12
Beutner	Michael	PO 350189	February-08	ELC		Jan-12
Ray	Wendel	PO 350189	February-08	ELC		Jan-12
Lanham	Madelaine	PO 351477	July-08	CEHD		Jan-12
Gilbert	Rochelle	PO 351477	July-08	CEHD		Jan-12

PURCHASE REQUISITION  
**THE UNIVERSITY OF LOUISIANA AT MONROE**

N° 214064 ✓

ACCOUNT INFORMATION:

DELIVERY INFORMATION:

DATE 5-6-09

ACCOUNT NAME Education Operations DEPARTMENT NAME College of Education & Human Development

ACCOUNT # 2-13810-7320 NOTIFY/PERSON Michael Davis

DELIVERY

PHONE# 1536 BUILDING/ROOM Strauss hall 235

DATE

STREET ADDRESS 500 Bayou Dr. Monroe, LA 71209

**NAME AND ADDRESS OF SUGGESTED VENDORS**

1. The Apple Store

2.

3.

**UNIVERSITY POLICY:** THE OFFICE OF THE PURCHASING AGENT IS VESTED WITH THE SOLE AUTHORITY TO ORDER MATERIALS AND CONTRACT FOR SERVICES. THE UNIVERSITY WILL ASSUME NO OBLIGATIONS EXCEPT ON A DULY AUTHORIZED PURCHASE ORDER.

DESCRIPTION	ITEM #	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(Double space between line items)					
See Attachment		1			1518.00

**FOR PURCHASING DEPARTMENT'S USE ONLY**

BID# \_\_\_\_\_ CMAA CA CONFIRMATION P&A BLANK F.O.B. ULM

The Purchase Requisition is to be used to request only the purchase of Contractual Services, Materials and Supplies, and Equipment from off-campus vendors.

PLEASE TYPE OR PRINT NAME BELOW SIGNATURES

REQUESTING AGENT *B. Y. Harris*  
*signed for Brandon Lemire*

PURCHASING AGENT/BUYER \_\_\_\_\_

APPROVING AGENT *S. Thille*

FOR CONTROLLER'S OFFICE USE ONLY		
Fund	Dept.	Expense

PURCHASING OFFICE

**PURCHASE ORDER**  
**THE UNIVERSITY OF LOUISIANA AT MONROE**  
 700 UNIVERSITY AVENUE • MONROE, LOUISIANA 71209-2250  
 TELEPHONE 318/342-5205 and FAX 318/342-5218

No. **353569**

Show This Number on Invoices,  
 Packages, and Shipping Papers.

Notice to Vendors

PARTIAL	<b>RECEIVING REPORT</b>	COMPLETE	NO.
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TO: <b>APPLE COMPUTERS</b> 12545 KIATA VISTA CIRCLE N/S 198HE AUSTIN TX 78727	INVOICE TO: Controller's Office, Ph: 318/342-5100; Fax: 318/342-5103
	DELIVER TO: <del>XXXXXXXX</del> The University of Louisiana at Monroe MONROE, LA 71209 DEPARTMENT: <b>GEND</b> NOTIFY: <b>MICHAEL DAVIS</b> BUILDING: <b>STRAUSS 235</b> ROOM: <b>500 BAYOU DRIVE</b> STREET ADDRESS: PHONE #: <b>318/342-1536</b>

DATE	DEPT. OR BUDGET UNIT	REQUISITION NO.	BID NO.	GOODS MUST BE DEL. BY	FREIGHT TERMS	INVOICE TERMS
5/11/09	EDUCATION OPERATIONS	214064	ST CMCRT	6/3/2009	<input type="checkbox"/> E.O.B. The University of Louisiana at Monroe <input type="checkbox"/> Shipping Point Prepay Charges and Add to Invoice	NET

DESCRIPTION	LINE #	QUANTITY		UNIT	UNIT PRICE	AMOUNT
		ORDERED	RECEIVED			
STATE CONTRACT #404553 QUOTE #W45850825						
IMAC 24 INCH 2.66GHZ INTEL CORE 2 DUO MB418LL/A	1	1		EA		1399.00
APPLECARE PROTECTION PLAN FOR IMAC S3128LL/A	2	1		EA		119.00
						1518.00
NOTE TO VENDOR: DELIVERY TO BE MADE TO THE FOLLOWING ADDRESS:  UNIVERSITY OF LOUISIANA AT MONROE ULM WAREHOUSE ATTN: MICHAEL DAVIS 501 WARHAWK WAY MONROE LA 71209  DELIVERIES MUST BE MADE BETWEEN THE HOURS OF 8:00 AM TO 3:30 PM MONDAY THROUGH THURSDAY. DO NOT DELIVER ON FRIDAYS.  PURCHASING: PLEASE FAX TO 512 674 2973						
THE UNIVERSITY OF LOUISIANA AT MONROE Is an Equal Opportunity Employer						

**MAY 12 2009**

**IMPORTANT:** This order is placed subject to conditions of purchase on reverse side.

Acceptance of this order and delivery of items listed signifies acceptance of prices and terms stated.

FUND	DEPT.	EXPENSE	AMOUNT
2	13810	7370	1518.00

By *Michael Davis*  
 Receiving Agent

REQUESTING AGENT'S FILE



The Apple Store

# Your Saved Proposal

**Proposal Subtotal**

**\$1,518.00**

Does not include  
sales tax or rebates

*Please call the Apple Store at 1-800-800-2775 if you have questions. Your proposal is shown below for your reference.*

**Web Proposal Number**

W45850825

**Items you have selected**

Description	Part Number	Unit Price	Qty	Ext. Price
iMac 24-inch 2.66GHz Intel Core 2 Duo	MB418LL/A	\$1,399.00	1	\$1,399.00
AppleCare Protection Plan for iMac - Auto-enroll	S3128LL/A	\$119.00	1	\$119.00

\$1,518.00

PURCHASE REQUISITION  
**THE UNIVERSITY OF LOUISIANA AT MONROE**

N° 212871 ✓

ACCOUNT INFORMATION:

DELIVERY INFORMATION:

DATE 3-17-09

ACCOUNT NAME Education Operations DEPARTMENT NAME College of Education & Human Development

ACCOUNT # 213810-7370

NOTIFY/PERSON Michael Davis

DELIVERY

PHONE# 342-1536

BUILDING/ROOM 385 Gauss Hall 235

DATE

STREET ADDRESS 500 Bayou Dr.

**NAME AND ADDRESS OF SUGGESTED VENDORS**

1. Dell

2.

3.

**UNIVERSITY POLICY:** THE OFFICE OF THE PURCHASING AGENT IS VESTED WITH THE SOLE AUTHORITY TO ORDER MATERIALS AND CONTRACT FOR SERVICES. THE UNIVERSITY WILL ASSUME NO OBLIGATIONS EXCEPT ON A DULY AUTHORIZED PURCHASE ORDER.

DESCRIPTION	ITEM #	QUANTITY	UNIT	UNIT PRICE	AMOUNT
(Double space between line items) OptiPlex 755 Minitower Computers -Quote Number: 469248334  *Please See Attached Quote*		5	1	996.01	4980.05

**FOR PURCHASING DEPARTMENT'S USE ONLY**

BID# \_\_\_\_\_ CMAO CA CONFIRMATION P&A BLANK F.O.B. ULM

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PLEASE TYPE OR PRINT NAME BELOW SIGNATURES

REQUESTING AGENT \_\_\_\_\_

PURCHASING AGENT/BUYER \_\_\_\_\_

APPROVING AGENT \_\_\_\_\_

FOR CONTROLLER'S OFFICE USE ONLY		
Fund	Dept.	Expense

REQUESTING AGENT





**Product** | **Services** | **Solutions** | **Support** | **Purchase Help**

## Your Dell Quote

Thank you for your interest in Dell. This message contains all of the information regarding your products and/or services. Please verify that it is accurate. Use the links below to purchase your new system now or to make modifications before placing your order. Feel free to contact your Sales Professional or visit [www.dell.com](http://www.dell.com) if you have any further questions regarding your purchase.



Thanks again for choosing Dell.

<b>Quote Information</b>	
<b>Customer Number:</b>	41755827
<b>Customer Name:</b>	UNIV OF LOUISIANA MONROE
<b>Contract Number:</b>	N39913577
<b>Agreement Number:</b>	403834 /NASPO A63307
<b>Your Sales Professional:</b>	Jeffrey Murray <a href="mailto:Jeff_Murray@Dell.com">Jeff_Murray@Dell.com</a> (800) 571-3355x 7288006
<b>Quote Number:</b>	469248334
<b>Quote Date:</b>	01/12/2009
<b>Customer Information</b>	
<b>Billing Contact:</b>	ACCOUNTS PAYABLE
<b>Billing Phone Number:</b>	(318) 342-5100
<b>Billing Address:</b>	700 UNIVERSITY AVE CONTROLLER'S OFFICE MONROE, LA 71209
<b>Delivery Contact:</b>	ACCOUNTS PAYABLE
<b>Delivery Phone Number:</b>	(318) 342-5100
<b>Delivery Address:</b>	700 UNIVERSITY AVE CONTROLLER'S OFFICE MONROE, LA 71209
<b>Quote Details</b>	
<b>Quote Number: 469248334</b>	
<b>Item</b>	<b>Quantity</b> <b>Item Description</b>

Number		
223-0592	1	OptiPlex 755 Minitower, Core 2 Duo E6550/2.33GHz, 4M, VT 1333FSB
420-3699	1	NTFS File System, Factory Install
311-7444	1	4GB, Non-ECC, 800MHz DDR2, 2X2GB OptiPlex
310-8010	1	Dell USB Keyboard, No Hot Keys English, Black, OptiPlex
320-5292	1	Dell UltraSharp 1908FP Flat Panel with Height Adjustable Stand, 19.0 Inch VIS, OptiPlex Precision and Latitude
320-5743	1	256MB ATI RADEON HD 2400 XT Graphics dual DVI or VGA (TV-out), Full Height, Dell OptiPlex
341-5473	1	160GB SATA 3.0Gb/s and 8MB Data Burst Cache, Dell OptiPlex 755
341-3909	1	No Floppy Drive with Optical Filler Panel, Dell OptiPlex Minitower
420-9570	1	Windows XP PRO SP3 with Windows Vista Business License English, Dell OptiPlex
310-9627	1	Dell USB 2 Button Optical Mouse with Scroll, Black OptiPlex
310-9492	1	ASF Basic Hardware Enabled Systems Management (No Upgrade to vPro/iAMT) Dell OptiPlex
313-5430	1	16X DVD+/-RW and 16X DVD, Dell OptiPlex 755 Minitower
420-7963	1	Roxio Creator Dell Edition, 9.0 Dell OptiPlex
420-9179	1	Cyberlink Power2Go 8.1, with Media, Dell OptiPlex/Precision
313-6414	1	Dell AX510 black Sound Bar for UltraSharp Flat Panel Displays Dell OptiPlex/Precision/Latitude
310-8762	1	Resource DVD contains Diagnostics and Drivers for Vista Dell OptiPlex
313-7168	1	Resource CD contains Diagnostics and Drivers for Dell OptiPlex Systems
310-9504	1	Dell Energy Smart Power Management Settings Enabled OptiPlex
310-9330	1	Shipping Material for System Smith Minitower, Dell OptiPlex
989-1568	1	Dell Hardware Limited Warranty Plus Onsite Service Extended Year(s)
985-5910	1	Basic Support: Next Business Day Parts and Labor Onsite Response Initial Year
989-1567	1	Dell Hardware Limited Warranty Plus Onsite Service Initial Year
985-0462	1	Basic Support: Next Business Day Parts and Labor Onsite Response 2 Year, Extended
900-9987	1	Standard On-Site Installation Declined
310-9161	1	Vista Premium Downgrade Relationship Desktop
310-9561	1	Intel Core2 Duo Desktop Sticker
		<b>Subtotal:</b> \$996.01
		<b>Shipping &amp; Handling:</b> \$0.00
		<b>Tax:</b> \$0.00
		<b>Environmental Disposal Fee:</b> \$0.00
		<b>Total Price w/Discounts:</b> \$996.01

#### Important Things to Know:

- **Purchase Order Requirements**  
Who? To Bill: Billing address, Contact Name, Phone Number and purchase order.  
Where? To Ship: Shipping Address, Contact Name and Phone Number.  
What? To Ship: Quote Number, Quantity, Price (including tax and shipping charges if applicable).  
When? To Pay: Net Terms, DFS, Lease or Credit Card.
- **Please save this Quote Confirmation.** To ensure that your quote is complete and accurate please verify that the operating system and configuration meet your IT and

end user needs. If you'd like to place your order online, visit [www.dell.com/quote/qto](http://www.dell.com/quote/qto). With a few simple clicks you can purchase it online. It's that easy. You may also fax your order to the attention of your Sales Professional at 1-866-607-6914.

- Sales/Use tax is a destination charge based on the "ship to" address on your purchase order. Please indicate your taxability status on your PO. If exempt, please fax exemption certificate to Dell Tax Department at 1-800-433-9023, referencing your customer number. If you have any questions regarding tax please email [Tax\\_Department@dell.com](mailto:Tax_Department@dell.com).
- The above information on price; tax, shipping and monthly payment is estimated and subject to verification. All product information is based on the latest information available and is subject to change. Your order is subject to the terms of the agreement signed by you and Dell, or absent such agreement, to Dell's Terms of Sale. Prices and tax rates are valid in the U.S. only and are subject to change. Products displayed are available to U.S. customers who take delivery in the 50 United States. Shipments to California: For certain products, a State Environmental Fee Of Up to \$10 per item may be applied to your invoice. Prices in your cart do not reflect this fee. For more information on this fee please contact your Sales Professional. LCD panels in Dell products contain mercury, please dispose of them properly. Exceptions to Dell policies are at Dell's sole discretion and additional fees may apply.