



**34 Peachtree Street NW, Suite 700 - Atlanta, GA 30303**  
**[www.hopeatlanta.org](http://www.hopeatlanta.org)**

**SOLICITATION TYPE:** Request for Proposals (RFP)

**RFP NUMBER:** 2018-0001

**DESCRIPTION:** Information Technology (IT) Managed Services

**ISSUE DATE:** Wednesday, 2/14/2018

**PROPOSAL DUE DATE:** Friday, 3/9/2018

**PROPOSAL SUBMISSION DEADLINE:** 3:00 PM Eastern Daylight Time (EDT)

**EMAIL PROPOSAL TO:** Tara Hood  
Director of Grants Management  
Email: [thood@hopeatlanta.org](mailto:thood@hopeatlanta.org)

**DIRECT WRITTEN INQUIRIES TO:** Tara Hood  
Director of Grants Management  
Email: [thood@hopeatlanta.org](mailto:thood@hopeatlanta.org)  
Fax: 404.331.1205

**All proposals are subject to the conditions, instructions and specifications attached hereto.**

**A copy of this RFQ is available for download on HOPE Atlanta's website at:**

<https://www.hopeatlanta.org/media-coverage/>

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## OVERVIEW

HOPE Atlanta is seeking a qualified vendor to provide Information Technology (IT) Managed Services to include on-going monthly IT maintenance and management services. In addition, HOPE Atlanta would like the selected vendor to implement the recommendations provided through an IT assessment currently being conducted to review and measure our current IT systems, network, and efficiencies based on our particular business needs. As a result of this assessment, HOPE Atlanta will determine 1) if the current system is meeting our current business needs, and 2) if the architecture has the ability to grow with our business with plans to move company collaboration and document management to the cloud using Microsoft Office 365 platform. An overview of the IT Assessment is provided in *Appendix A*.

For the purposes of this Request For Proposal (RFP), information technology and IT infrastructure refer to business applications, software acquisition, computers, interconnecting hardware, system and utility software, security, governance, and IT processes/policies.

## BACKGROUND

HOPE Atlanta is a medium, not-for-profit corporation with seventy-five (75) employees. Our mission is to provide a comprehensive approach to address homelessness and provide solutions that promote lifelong stability. Most employees work at our main office located at 34 Peachtree Street NW, Suite 700 in Atlanta, Georgia. The remaining employees are spread out amongst our eleven (11) satellite offices located throughout the Greater Atlanta Area.

HOPE Atlanta currently has four (4) windows based servers and roughly seventy-eight (78) workstations consisting of laptops, desktops, and thin clients. Details of HOPE Atlanta's current IT infrastructure is provided in *Appendix B*.

## SCOPE OF SERVICES & DELIVERABLES

HOPE Atlanta is seeking the following services and deliverables in response to this RFP:

### IT MANAGED SERVICES

HOPE Atlanta is seeking qualified providers to submit a scope of work, service level agreement, and a contract for establishing a fixed price for actual services to be included in a monthly flat – fee basis for IT Managed Services for all eleven (11) offices. HOPE Atlanta is seeking services that include, but are not limited to, support and maintenance of firewalls, servers, switches, PC's, laptops (including Macs), thin clients, all smart phone devices, network printers and other electronic networkable devices or hardware. Additionally, services such as training and documentation, personalized remote assistance, after hours and weekend support should be addressed. At a minimum, proposed IT Managed Services should address:

- 24/7 Remote Monitoring
- Proactive Desktop and Server Management
- Onsite and Remote Support
- Email and Virus Protection
- IT Strategic Planning & Procurement
- Lifecycle Management
- Backup and Recovery
- Onboarding Process

### RFP TIMELINE\*

MILESTONE	DATE
RFP Released	2/14/2018
Vendor Letter of Intent Due by 3:00 PM, EDT	2/21/2018
Vendor Questions Due by 3:00 PM, EDT	2/23/2018
Answer to Vendor Questions (If Any) Released by 5:00 PM, EDT	3/2/2018
RFP Responses Due by 3:00 PM, EDT (Electronic Submission Only)	3/9/2018
Finalists Selected	3/19/2018
Vendor Interviews (Please reserve this date)	3/21/2018
Vendor Selection	3/30/2018
Contract Negotiations Complete	4/20/2018
Contract Executed Effective	5/1/2018
<i>*HOPE Atlanta reserves the right to adjust this schedule as deemed necessary.</i>	

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## LETTER OF INTENT

Vendors wishing to submit proposals are requested to provide a written letter of intent to propose **by 3:00 PM, EDT on Wednesday, 2/21/2018**. The letter must identify the name, address, phone, fax number and email address of the person who will serve as the key contact for all correspondence regarding this RFP. An email sent to [thood@hopeatlanta.org](mailto:thood@hopeatlanta.org) containing the requested information is sufficient. The subject line of the email should state: “**Letter of Intent - RFP Number: 2018-0001**”.

## RFP QUESTIONS

In order to maintain a fair and impartial competitive process, HOPE Atlanta shall avoid private communication concerning this procurement with prospective Offerors during the entire procurement process. Please respect this policy and do not attempt to query HOPE Atlanta staff or members of its Board of Directors regarding this RFP.

Vendors may submit written questions to obtain clarification regarding the RFP requirements. Questions may be submitted until **3:00 PM, EDT on Friday, 2/23/2018** by fax or email to:

Tara Hood  
Director of Grants Management  
Fax: 404.331.1205  
Email: [thood@hopeatlanta.org](mailto:thood@hopeatlanta.org)

HOPE Atlanta **will not** receive requests for information after the date and time stated above.

**Email submission of questions is preferred. Responses to vendor questions received will be provided via email, by 5:00 PM, EDT on Friday, 3/2/2018, to all vendors that submitted a Letter of Intent.**

## PROPOSAL SUBMISSION DEADLINE

Written responses to this RFP are **due by 3:00 PM, EDT on Friday, 3/9/2018**. Responses may be submitted via email with “**Response to RFP Number: 2018-0001**” as the subject to [thood@hopeatlanta.org](mailto:thood@hopeatlanta.org).

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## REQUIRED PROPOSAL CONTENT

Each responding vendor will bear all expenses associated with preparing, providing and presenting their response to this RFP. Vendors must treat all HOPE Atlanta information (documents, verbal, and electronic) as confidential. The selected vendor will be required to sign a confidentiality or nondisclosure agreement upon execution of a contract and prior to accessing HOPE Atlanta's network.

Vendors may provide a response for either requested service, if it does not provide both services. Whether responding to one or both requested services, each proposal must include, but is not limited to responses to the following items:

1. A cover letter on company letterhead summarizing the firm's proposal, qualifications and the date on which the proposal and associated fee schedules will no longer be valid;
2. Name of firm and address of the firm's headquarters and the office that will provide the requested services;
3. Contact information for the firm's primary and alternate contacts;
4. Background and ownership of the company including years in business and number of employees;
5. Descriptions of firm's areas of expertise and experience in providing the requested services;
6. Descriptions of similar projects for similar sized companies within the past three years and contact information to obtain reference;
7. Professional background, including technical skills, certifications and years of IT experience of the firm's employees who are expected to work on the project;
8. Estimated percentage of time and hourly rate of each person expected to devote time to the project and area of responsibility in relation to the project;
9. Name, professional background and years of IT experience of the proposed Project Manager;
10. List of any subcontractors expected to be used for this project. The list should include name of firm, specific services, applicable experience and reference contracts;
11. Description of overall approach and resources that will be applied to this project to provide the requested services, i.e. development of existing technology inventory, involvement of stakeholders in the planning process, etc.;
12. Statement affirming that the company or any subcontractors do not have financial or vested interests in recommended companies or products;
13. Detailed work plan to include description of tasks, staffing resources, deliverables and project timeline required to complete the requested services;
14. A fee schedule detailing projected hourly rate by position or fixed fee rate to provide monthly IT Managed Services;
15. A fee schedule detailing projected hourly cost to implement recommendations contained in the IT Assessment Report by position;
16. Estimated response time for each type of IT Managed Service included in proposal;
17. Conditions, procedures, approvals and rates for out-of-scope work; and

18. Statement affirming that the company nor any of its proposed subcontractors, if applicable, include persons who have an interest, direct or indirect, in this proposed contract and who is: a) a present or former member or officer of HOPE Atlanta’s Board of Directors or a member of an officer’s immediate family; b) a present or former HOPE Atlanta employee, who formulates(d) policy or who influences(d) decisions with respect to this project; or c) a member of a HOPE Atlanta employee’s immediate family or the employee’s partner.

## EVALUATION CRITERIA

Vendor Criteria	Points
CompTIA A+	5
CompTIA Network +	5
CompTIA Security +	5
Microsoft Certified Professional (MCP)	5
Microsoft Certified Solutions Associate (MCSA)	5
Microsoft Certified Solutions (MCSE)	10
CCNA Certified	15
CCNP Certified	15
CCIE Certified	15
Microsoft Gold Certification	20
<b>Total</b>	<b>100</b>

Evaluation Criteria	Points
Qualifications of firm and ability to perform requested services	20
Firm’s experience on projects of similar scope and size	20
Qualifications and experience of proposed consulting team members	20
Quality and comprehensiveness of the proposal in relation to requested services	15
Feedback from references	10
Fee schedule for providing IT Managed Services	10
Fee schedule for implementing recommendations in the IT Assessment Report	5
<b>Total</b>	<b>100</b>

## VENDOR SELECTION PROCESS

HOPE Atlanta intends to enter into a contract with the vendor that in HOPE Atlanta’s opinion best meets the needs of the organization. However, this RFP does not commit HOPE Atlanta to select or enter into a contract with any vendor, and HOPE Atlanta reserves the right to reject any and all proposals. HOPE Atlanta staff will evaluate the submitted proposals. The evaluators will consider how well the vendor’s responds to the requested scope of services. It is important that the responses be clear and complete so that the evaluators can adequately understand all aspects

of the proposal. The evaluation process is not designed to simply award the contract to the lowest cost vendor. Rather, it is intended to help HOPE Atlanta select the vendor with the best combination of attributes, including price, based on the requested services. HOPE Atlanta reserves the right to require that a subset of finalist vendors make a presentation to the selection team.

## **RFP AMENDMENTS**

HOPE Atlanta reserves the right to change the schedule or issue amendments to this RFP at any time. HOPE Atlanta also reserves the right to cancel or reissue this RFP.

## **VENDOR'S COST TO DEVELOP PROPOSAL**

Cost for developing proposals in response to the RFP are entirely the obligation of the vendor and shall not be chargeable in any manner to HOPE Atlanta.

## **WITHDRAWAL OF PROPOSAL**

Proposals may be withdrawn at any time prior to the submission time specified in this RFP, provided notification is received in writing. Proposals cannot be changed or withdrawn after the time designated for receipt.

## **REJECTION OF PROPOSAL – WAIVER OF INFORMALITIES OR IRREGULARITIES**

HOPE Atlanta reserves the right to reject any or all proposals, to waive any minor informalities or irregularities contained in any proposal, and to accept any proposal deemed to be in the best interest of HOPE Atlanta.

## **PROPOSAL VALIDITY PERIOD**

Submission of the proposal will signify the vendor's agreement that its proposal and the content thereof are valid for 90 days following the submission deadline and will become part of the contract that is negotiated between HOPE Atlanta and the successful vendor.

## **CONTRACT AWARD AND EXECUTION**

HOPE Atlanta reserves the right to make an award without further discussion of the proposal submitted; therefore, the proposal should be initially submitted on the most favorable of terms the vendor can offer. It is understood that the proposal will become a part of the official file on this matter without obligation to HOPE Atlanta.

The specification of this RFP and as proposed by HOPE Atlanta and the successful vendor's response, as amended by agreements between HOPE Atlanta and the vendor, will become part of the contract documents. Additionally, HOPE Atlanta will verify vendor representations that appear in the proposal. Failure of the vendor's product to meet the requested specifications may result in elimination of the vendors from further consideration or in contract cancellation or termination.



No cost chargeable to the proposed contract may be incurred before receipt of a fully executed contract.

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## APPENDIX A - IT ASSESSMENT OVERVIEW

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## IT ASSESSMENT OVERVIEW

HOPE Atlanta is currently conducting an IT Assessment that includes the following elements:

- 1. An Assessment of current technology infrastructure, including:**
  - Data network
  - Data center hardware and operations
  - Strengths and weaknesses of current technology
  - Recommendations regarding current technology infrastructure for cloud migration
- 2. Assessment of current IT operations and data management, including:**
  - Data management protocols (File/Folder Structure and Access)
  - IT Management processes
  - Software purchasing, maintenance and support processes
  - End user computing and related support process, i.e. remote server access, remote email access, email access via smartphones, etc.
  - IT Help Desk user trends
  - Strengths and weaknesses of current IT operation and data management
  - Recommendations regarding current IT operations and data management
- 3. Assessment of existing software portfolio and delivered functionality against “best in class”.**
- 4. Recommendations regarding applications software portfolio, such as available upgrades, migrations to other products, or potential consideration of other vendor’s software with the following capabilities:**
  - Company Collaborations Tools
  - Document Management
  - Internal and External Sharing
  - Mobile Friendly
- 5. Benchmarking of IT operations against similarly sized non-profits.**
- 6. IT Assessment Report including:**
  - A.** Written summary of findings, should include but not limited to:
    - Server Patching Status
    - File Server Size
    - Security Reports
    - Etc.
  - B.** Description of key issues facing HOPE Atlanta regarding technology, both short-term and long-term;
  - C.** Identification of areas of greatest opportunities for improvement, including but not limited to:
    - Activities which provide no significant value-add to HOPE Atlanta’s priorities and goals.
    - Actions that can be taken within existing resources to immediately improve IT capacity and/or performance.

- Areas where implementation of IT best practices could significantly enhance HOPE Atlanta’s strategic initiatives and operations.
- Recommendations regarding implementations for IT platforms pre-identified by HOPE Atlanta.
- Identification of technologies not in use by HOPE Atlanta that may reduce the thumb print and will be applicable and appropriate for future consideration.
- Recommended priorities, phasing and action plan.
- Estimated cost for implementation of each recommendation.
- Identification of obstacles or challenges that could prevent goals from being achieved regarding hardware and end user challenges.
- Summary of implications, including financial and time frame where appropriate, related to key issues, areas of opportunity and recommended priorities and action plan.
- A process for measuring and assessing implemented recommendations to determine what is working and/or what adjustments need to be made for additional forward progress.

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## APPENDIX B - CURRENT IT INFRASTRUCTURE

# Warranty Report

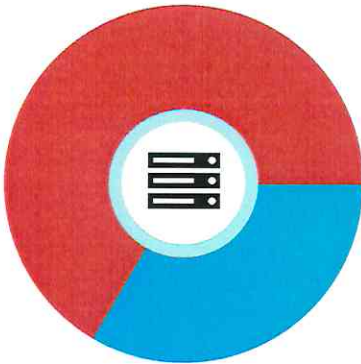
## HOPE Atlanta



- 38 In Warranty**  
Currently under
- 42 Expired**  
Already expired
- 2 Unknown**  
Under review or unknown

Operating System:  
80 Supported

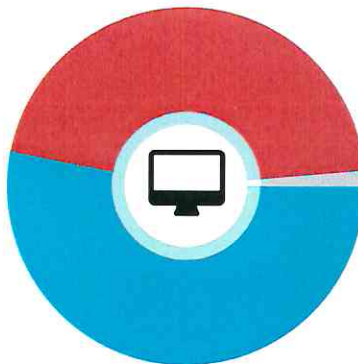
**3**  
Servers



- 1 In Warranty**
- 2 Expired**

Operating System:  
**3 Supported**

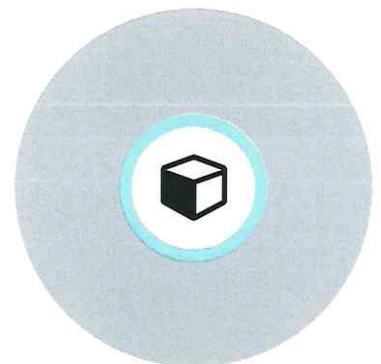
**78**  
Workstations









- 37 In Warranty**
- 40 Expired**
- 1 Unknown**

Operating System:  
**80 Supported**  
**1 End of Life**

**1**  
Virtual Machines




Operating System:  
**1 Supported**

	User	Make	Model	OS	Purchased	Expires	
 TAMA04	gravestech	Dell	PowerEdge R430	Server 2012 R2	2016-07-28	2021-07-28	
 TAMA01	Gravestech	IBM	System x3400 M3	Server 2012	2012-08-14	2015-08-23	
 TAMA02	gravestech	IBM	System x3400 M3	Server 2012	2012-08-13	2015-08-22	

**TABLETS & PHONES**

3 Ipad 32GB  
 4 Verizon Ellipsis 8 Tablets  
 1 DROID MAXX 2  
 5 DROID TURBO  
 1 IPHONE 5C

1 IPHONE 6  
 1 GalaxyJ3  
 48 IPHONE 6S  
 10 JETPACK 4G LTE MHS

Virtual Machines	User	Make	Model	OS
 TAMA03	tc1 - tc9	Microsoft	Virtual Machine	Server 2012

12 Locations	Equipment	Service Provider
Central Office	5 SOS Printers 10 laptops 8 thin clients 23 desktops 1 MAC desktop	Cogent & ATT 3 analog lines
Fort Mac	2 laptops & 2 printers	wifi provided on site
Gates Park Crossing	1 desktop, 1 laptop & 1 SOS printer	Birch
Columbia Towers	3 desktops & 1 SOS printer	Birch
Dekalb	5 laptops & 2 SOS printers	wifi provided on site
Douglas Co	1 desktop	provided on site
Cobb	2 laptop & 4 desktops & 1 SOS printer	Birch
Legends	4 laptops & 2 desktops & 1 SOS printer	Birch
Donnelly Court	I laptop	Provided on site
Sylvan Hills	2 laptops & 1 SOS printer	Birch
Gwinnett	I desktop, 3 laptops & 1 SOS printer	Comcast
Atlanta Airport	1 laptop & 1 ipad & 1 printer	Provided on site

Inventory Report

<u>NAME</u>	<u>USER</u>	<u>TYPE</u>	<u>MAKE</u>	<u>SERIAL</u>	<u>MODEL</u>	<u>PURCHASED</u>	<u>EXPIRES</u>	<u>STATUS</u>
HAWS34	accounting	Workstation	Dell	40Y11M2	OptiPlex 3050	11/10/2017	11/21/2020	In Warranty
HAWS08	dturner	Workstation	Dell	CSLKV42	OptiPlex 7020	7/23/2015	2/16/2019	In Warranty
HAWS33	dphillips	Workstation	Dell	FGDHV42	OptiPlex 7020	7/23/2015	2/11/2019	In Warranty
HALT40	brittany	Workstation	Lenovo	PF0Z011X	80XM	11/30/2017	1/28/2019	In Warranty
ED-PC	Ed	Workstation	Dell	BJ93Z72	OptiPlex 7020	1/12/2016	1/12/2019	In Warranty
HALT39	melliott	Workstation	Lenovo	PF0ZHUBF	80XM	10/25/2017	12/23/2018	In Warranty
HALT41	apoope	Workstation	Lenovo	PF0ZGUCP	80XM	10/25/2017	12/23/2018	In Warranty
HALT42	melliott	Workstation	Lenovo	PF0ZHUBF	80XM	10/25/2017	12/23/2018	In Warranty
HALT36	bcalvin	Workstation	Lenovo	PF0ZGYHJ	80XM	10/25/2017	12/23/2018	In Warranty
HALT17	alockett	Workstation	Dell	7V2YD72	Latitude E7250	12/9/2015	12/9/2018	In Warranty
HALT18	fstewart	Workstation	Dell	JW2YD72	Latitude E7250	12/9/2015	12/9/2018	In Warranty
HALT38	afields	Workstation	Lenovo	PF0V30SQ	80XM	10/10/2017	12/8/2018	In Warranty
HALT39	Admin	Workstation	Lenovo	PF0VCGIJ	80XM	10/10/2017	12/8/2018	In Warranty
HALT39	Ination	Workstation	Lenovo	PF0VCGIJ	80XM	10/10/2017	12/8/2018	In Warranty
HOPE-PC	hberhe	Workstation	Dell	5XY1Z72	OptiPlex 7020	11/30/2015	11/30/2018	In Warranty
HALT32	kscott	Workstation	HP	5CD7423T8H	HP ProBook 470 G5	10/23/2017	11/26/2018	In Warranty
HALT33	vbatista	Workstation	HP	5CD7423T8Q	HP ProBook 470 G5	10/23/2017	11/26/2018	In Warranty
HALT34	jerry	Workstation	HP	5CD7423TB5	HP ProBook 470 G5	10/23/2017	11/26/2018	In Warranty
HALT43	hberhe	Workstation	HP	5CD7423T9W	HP ProBook 470 G5	10/23/2017	11/26/2018	In Warranty
HALT37	rappah	Workstation	Lenovo	PF0TQF4R	80XM	8/17/2017	10/15/2018	In Warranty
HALT41	eshy	Workstation	Lenovo	PF0TVCJN	80XM	8/17/2017	10/15/2018	In Warranty
HOPEATL1	cpimus	Workstation	Dell	GBDR052	OptiPlex 7020	7/1/2015	7/1/2018	In Warranty
HAWS32	brian	Workstation	Dell	B8WR052	OptiPlex 7020	6/27/2015	6/20/2018	In Warranty
HAWS22	tpinder	Workstation	Dell	7RMXR32	Latitude E6540	6/13/2015	6/13/2018	In Warranty
HAWS-23	user	Workstation	Dell	GQMXR32	Latitude E6540	6/13/2015	6/13/2018	In Warranty
HAWS24	Ination	Workstation	Dell	JKGXR32	Latitude E6540	6/13/2015	6/13/2018	In Warranty
HAWS19	Troy	Workstation	Dell	J0VFC42	OptiPlex 7020	5/1/2015	5/1/2018	Expiring Soon
HALT21	schedavia	Workstation	Dell	1PZKRF2	Inspiron 5767	1/25/2017	4/25/2018	Expiring Soon
HALT22	cmrith	Workstation	Dell	DB5LRF2	Inspiron 5767	1/25/2017	4/25/2018	Expiring Soon
HALT23	Allene	Workstation	Dell	C55LRF2	Inspiron 5767	1/25/2017	4/25/2018	Expiring Soon
HALT24	chenoa	Workstation	Dell	H85LRF2	Inspiron 5767	1/25/2017	4/25/2018	Expiring Soon
HALT24	antonio	Workstation	Dell	9C5LRF2	Inspiron 5767	1/25/2017	4/25/2018	Expiring Soon
HALT25	ernainor	Workstation	Dell	H85LRF2	Inspiron 5767	1/25/2017	4/25/2018	Expiring Soon
HALT26	Intern	Workstation	Dell	6F5LRF2	Inspiron 5767	1/25/2017	4/25/2018	Expiring Soon
HALT27	dduru	Workstation	Dell	485LRF2	Inspiron 5767	1/25/2017	4/25/2018	Expiring Soon
BRIANS-LT	Brian	Workstation	HP	8CG7094M76	HP ENVY x360 Convertible	3/7/2017	4/10/2018	Expiring Soon
HCOBBWS01	Dornisha Freeman	Workstation	Dell	86RK942	OptiPlex 7020	2/26/2015	2/26/2018	Expiring Soon
HALT28	mjones	Workstation	Lenovo	PF0H3MLY	20EVO02IUS	12/24/2016	2/6/2018	Expired
HALT29	aramsey	Workstation	Lenovo	PF0H48V1	20EVO02IUS	12/24/2016	2/6/2018	Expired
HALT30	phaase	Workstation	Lenovo	PF0H2T83	20EVO02IUS	12/24/2016	2/6/2018	Expired
HALT31	ronald	Workstation	Lenovo	PF0H3ERE	20EVO02IUS	12/24/2016	2/6/2018	Expired
HAWS20	Guest	Workstation	Dell	HW0M522	OptiPlex 7020	1/19/2015	1/19/2018	Expired
HALT15	tony	Workstation	Dell	9I0PK12	Latitude E6440	1/15/2015	1/15/2018	Expired



Inventory Report

HAWS16	sdash	Workstation	Dell	50YPR22	OptiPlex 7020	1/7/2015	1/7/2018	Expired
HAWS17	Carla Jordan	Workstation	Dell	4N9QR22	OptiPlex 7020	1/7/2015	1/7/2018	Expired
HAWS18	deanna	Workstation	Dell	4FLLR22	OptiPlex 7020	1/7/2015	1/7/2018	Expired
HALT08	Alton	Workstation	Dell	64Q4P12	Latitude E6440	11/26/2014	11/26/2017	Expired
HALT09	Linda	Workstation	Dell	34Q4P12	Latitude E6440	11/26/2014	11/26/2017	Expired
HALT12	Intern	Workstation	Dell	3FL4P12	Latitude E6440	11/26/2014	11/26/2017	Expired
HAWS14	kenny	Workstation	Dell	87N3122	OptiPlex 7020	11/18/2014	11/18/2017	Expired
HAWS15	astowe	Workstation	Dell	14N3122	OptiPlex 7020	11/18/2014	11/18/2017	Expired
HALT06	cmiller	Workstation	Dell	JGNMYZ1	Latitude E6440	5/1/2014	5/1/2017	Expired
HALT07	reed	Workstation	Dell	D6NMYZ1	Latitude E6440	5/1/2014	5/1/2017	Expired
HALT01	smcgadney	Workstation	Dell	23HBYV1	Latitude E6530	11/18/2013	11/18/2016	Expired
HALT02	eshy	Workstation	Dell	4HDBVY1	Latitude E6530	11/18/2013	11/18/2016	Expired
HALT03	melliott	Workstation	Dell	DBDBVY1	Latitude E6530	11/18/2013	11/18/2016	Expired
HALT04	agardner	Workstation	Dell	28DBVY1	OptiPlex 7010	11/14/2013	11/14/2016	Expired
HAW08	marilyn	Workstation	Dell	F3KV9Z1	OptiPlex 7010	11/14/2013	11/14/2016	Expired
HAWS04	aharrison	Workstation	Dell	F3HT9Z1	OptiPlex 7010	11/14/2013	11/14/2016	Expired
HAWS05	dboone	Workstation	Dell	F3GW9Z1	OptiPlex 7010	11/14/2013	11/14/2016	Expired
HAWS06	apoole	Workstation	Dell	F3KT9Z1	OptiPlex 7010	11/14/2013	11/14/2016	Expired
HAWS07	intern	Workstation	Dell	F3JV9Z1	OptiPlex 7010	11/14/2013	11/14/2016	Expired
HAWS11	accounting	Workstation	Dell	F3JW9Z1	OptiPlex 7010	11/14/2013	11/14/2016	Expired
HAWS12	mcausey	Workstation	Dell	F3JW9Z1	OptiPlex 7010	11/14/2013	11/14/2016	Expired
HAWS30	deldrick	Workstation	Dell	8K2LBZ1	OptiPlex 7010	11/27/2013	11/14/2016	Expired
HAWS01	dduru	Workstation	Dell	656MCX1	OptiPlex 3010	4/15/2013	4/15/2016	Expired
HAWS02	intern	Workstation	Dell	4VKKXV1	OptiPlex 3010	10/30/2012	10/30/2015	Expired
HAWS03	rappah	Workstation	Dell	4VLGXV1	OptiPlex 3010	10/30/2012	10/30/2015	Expired
				4WFDXV1	OptiPlex 3010	10/30/2012	10/30/2015	Expired
CHRISTINE-PCRF	christine	Workstation	Dell	576DKS1	OptiPlex 390	2/24/2012	2/24/2015	Expired
TAMA-PC	TAMA	Workstation	Dell	99G2WR1	OptiPlex 390	11/12/2011	11/12/2014	Expired
HALT05	bcalvin	Workstation	Dell	GK1LGS1	Latitude E5430 non-vPro	10/29/2012	10/29/2014	Expired
HOPEATLANTA-PC	HOPE Atlanta	Workstation	Dell	DMYJGS1	Latitude E5430 non-vPro	10/29/2012	10/29/2014	Expired
10100380A	Robert	Workstation	Dell	68L8L1	OptiPlex 380	10/1/2010	10/1/2013	Expired
HOPE-TOWER1PC	TAMA360	Workstation	Dell	2YFKJG1	OptiPlex 360	2/8/2009	2/8/2012	Expired
TAMA	TDean	Workstation	Dell	2YFFJG1	OptiPlex 360	2/8/2009	2/8/2012	Expired
THEWOODS1-PC	THEWOODS1	Workstation	Dell	2YGFJG1	OptiPlex 360	2/8/2009	2/8/2012	Expired
062010VOSTRO01	Nigoneh	Workstation	Dell	4KZHKM1	Vostro 230	6/17/2010	6/17/2011	Expired