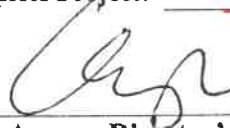




# IPI Waiver Request Form

**Sales Office & Showroom:** 1445 E Grand Ave, Des Moines, IA 50316  
 P: 800-670-4537 | F: 515-725-8714 | [www.iaprisoinind.com](http://www.iaprisoinind.com)

See page 2 for information on the Waiver Request process and instructions on submitting this Waiver Request.

<p><b>Department:</b> ADPER-EH</p> <p><b>Address:</b> 321 E. 12th Street Des Moines, IA 50319</p> <p><b>Contact Person:</b> Angela Leek, Bureau Chief</p> <p><b>Phone:</b> 515-281-3478</p> <p><b>Fax:</b></p> <p><b>Email:</b> <a href="mailto:angela.leek@idph.iowa.gov">angela.leek@idph.iowa.gov</a></p>	<p><b>Today's Date:</b> 12/7/18</p> <p><b>Date to Complete Project:</b> <u>IPI RECEIVED</u> <u>1/18/2019</u></p> <p style="text-align: center;"> _____ State Agency Director's Signature</p>
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### Explanation of Waiver Request:

Regency® 36" Square Hospitality Table, Grey: 30"H x 36"W x 36"D = Staples Item # 956096  
 - The cost of a table through IPI is \$268.00. We can get a similar item from Staples for \$169.12.

Staples® Roaken Guest Chair, Mesh, Black, Seat: 17.91"W x 18.11"D, Back: 17.52"W x 13.39"H = Staples Item # 204115  
 - The cost of the mesh chair through IPI is \$99 per chair. We can get a similar item from Staples for \$40.88 per chair.

IPI total would be \$664. Staples total would be \$332.64. Ordering from Staples will provide our bureau a cost savings of \$331.36 which is a 50% savings. Because IPI cannot provide similar items at a comparable cost, we request a waiver to proceed with ordering the items from Staples.

Fill out completely the items to be purchased below or include an itemized quote with price, delivery and installation charges. For any modular order also include a copy of the drawing proposed. You may also attach your quote from the supplier you plan to purchase from in lieu of filling in the boxes below.

### Product to Purchase:

Stock #	Vendor	Brand	Quantity	Made in USA		Cost	Extended
				Yes	No		
204115	Staples	Staples Roaken	4	<input type="checkbox"/>	<input type="checkbox"/>	\$40.88	\$163.82
956096	Staples	Regency	1	<input type="checkbox"/>	<input type="checkbox"/>	\$169.12	\$169.12
				<input type="checkbox"/>	<input type="checkbox"/>		
				<input type="checkbox"/>	<input type="checkbox"/>		
				<input type="checkbox"/>	<input type="checkbox"/>		
				<input type="checkbox"/>	<input type="checkbox"/>		
<b>Total Extended Cost:</b>						\$332.64	

### Iowa Prison Industries Response:

Approved - Thank You

  
\_\_\_\_\_  
Approval Signature