Message

From: Richardson, Jon [Richardson.Jon@epa.gov]
Sent: 2/27/2018 9:16:57 PM
To: Gregorio, Maria [Gregorio.Maria@epa.gov]; Fong, May [fong.may@epa.gov]; Andrews, Robert [Andrews.Robert@epa.gov]
CC: Broadnax, Kevin [Broadnax.Kevin@epa.gov]
Subject: RE: LV FY18 Expenses

Hi Maria:

The only item I have is the UPS maintenance support that runs from April-Mar annually. We are close to a renewal timeframe now and since I don't have the closure dates for the datacenter Even after the data center closes the other UPS onsite still runs the phone system and will need to stay until no personnel are left onsite, including the EDDP team members.

So, the large UPS in the datacenter will be here until DEC 2018 with the current plan, and the smaller one in 214 will be throughout the abatement process, until phones and data are no longer needed.

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Certified Information Systems Security Professional

From: Gregorio, Maria
Sent: Tuesday, February 27, 2018 9:23 AM
To: Fong, May <fong.may@epa.gov>; Richardson, Jon <Richardson.Jon@epa.gov>; Andrews, Robert <Andrews.Robert@epa.gov>
Cc: Broadnax, Kevin <Broadnax.Kevin@epa.gov>
Subject: RE: LV FY18 Expenses
Importance: High

Good morning all,

I still need some information from some of you. Could you get back to me by COB today on the highlighted items below? If you can't get back to me today, please let me know when I can expect to hear from you.

Maria

Maria A. Gregorio
Associate Director for Management

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944 E. Harmon Avenue
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From: Gregorio, Maria
Sent: Tuesday, February 20, 2018 5:45 PM
To: Fong, May <fong.may@epa.gov>; Richardson, Jon <Richardson.Jon@epa.gov>; Andrews, Robert <Andrews.Robert@epa.gov>
Cc: Broadnax, Kevin <Broadnax.Kevin@epa.gov>
Subject: LV FY18 Expenses

Hello everyone,

I need to gather some information for our FY18 budget request. Although there will not be a need for some things going forward, there will be some continuing needs, but on a much smaller scale.

Here's a short list of things that I will need some information on. I need to know when the current contract is funded through, and what the FY18 cost will be for each:

- **Gases and Demurrage**:
  - **Gases**: based on expenditure rates over the past 12 months, we have sufficient funds remaining on the DCN to fund these items thru June 2018. I have been informed that chemistry research is scheduled to cease on or about May 2018.
  - **Demurrage**: We will need to calculate costs for projected demurrage needs, and remove any excess funds off the DCN.
- **OCLC & SciFinder Subscriptions:** We will not be extending these subscription when they run out this year. What is the last day of our current subscriptions?
- **Postage/Shipping/Meter:** The need for these will continue. When does the current contract end for these?
- **Copier Maintenance Contract:** When does the current contract end for this? There will still be a need for a copier maintenance agreement, but it should be modified to take it down to 2 copiers. What is the estimated cost of 2 copiers on a maintenance contract be?
- **Sprint Telephone Costs**: Last year we paid $16.2K for telephone costs. When is the next billing cycle, and what period will it cover? Usage/Costs for post October 1 are expected to be drastically reduced.
- **IT UPS Maintenance Contract**: Last year the cost was $15K. When does the current contract end? Again, costs for FY19 should be drastically reduced.
- **Lab Coat Cleaning**: When does the current contract end? It's not anticipated that there will be any lab coat cleaning costs after June 2018.
- **Maintenance Agreements**: are there any other maintenance contracts that should be considered?
- **Student Services Contractor** – Anthony Waddle: need to confirm that he is funded through December 2018.

If you could get back to me by next Monday, that would really be helpful.

Thank you,
Maria

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