

State of New York Executive Department  
 Office Of General Services  
 Procurement Services Group  
 Corning Tower Building - 38th Floor  
 Empire State Plaza  
 Albany, New York 12242  
<http://www.ogs.state.ny.us>

## CONTRACT AWARD NOTIFICATION

<b>Title</b>	<b>:</b>	<b>Group 22424-COPIERS (Analog and Digital), DIGITAL DUPLICATORS, COLOR AND WIDE FORMAT (Statewide)</b>
		<b>Classification Code: 44</b>
<b>Award Number</b>	<b>:</b>	<b><u>01649 - E*</u> (Replaces Award 3586-G)</b>
<b>Contract Period</b>	<b>:</b>	<b>June 1, 2002 through May 31, 2007</b>
<b>Bid Opening Date</b>	<b>:</b>	<b>October 2, 2001</b>
<b>Date of Issue</b>	<b>:</b>	<b>June 28, 2002 (Includes all revisions through April 12, 2006)</b>
<b>Specification Reference</b>	<b>:</b>	<b>As Incorporated In The Invitation For Bids</b>
<b>Contractor Information</b>	<b>:</b>	<b>Appears on Pages 5-14 of this Award</b>

### Address Inquiries To:

State Agencies & Vendors	Political Subdivisions & Others
<b>Name</b> : Lori L. Bahan <b>Title</b> : Purchasing Officer I <b>Phone</b> : 518-474-5535 <b>Fax</b> : 518-474-5052 <b>E-mail</b> : lori.bahan@ogs.state.ny.us	<b>Contact</b> : Customer Services <b>Phone</b> : 518-474-6717 <b>Fax</b> : 518-474-2437 <b>E-mail</b> : customer.services@ogs.state.ny.us

**The Procurement Services Group values your input.  
 Complete and return "Contract Performance Report" at end of document.**

### Description

This award is for outright purchase of copiers. **Leases or rentals are not covered (See OSC G-Bulletin G-80b).** Each model offered under this contract offers the purchase cost, maintenance cost (for a Guaranteed Performance Period of 3 to 5 years, plus an additional 1 to 2 years after GPP, if offered by the contractor) and supply costs. Lot I contractors are offering their complete manufacturer's commercial product line (see **directions for pricing for Lot I contractors on Page 36**), while Lot II contractors have been limited to black and white digital copiers only and within several volume categories (pricing may be seen on Pages 43-56). Customers should compare models with similar functions to determine the most cost-effective machine. Purchasing Guidelines are incorporated in the award to facilitate choosing the appropriate machine and accessories.

PR #01649

(continued)

Cash Discount, If Shown, Should be Given Special Attention.  
**INVOICES MUST BE SENT DIRECTLY TO THE ORDERING AGENCY FOR PAYMENT.**  
(See "Contract Payments" and "Electronic Payments in this document.")

AGENCIES SHOULD NOTIFY THE PROCUREMENT SERVICES GROUP PROMPTLY IF THE CONTRACTOR FAILS TO MEET DELIVERY OR OTHER TERMS OF THIS CONTRACT. PRODUCTS OR SERVICES WHICH DO NOT COMPLY WITH THE SPECIFICATIONS OR ARE OTHERWISE UNSATISFACTORY TO THE AGENCY SHOULD ALSO BE REPORTED TO THE PROCUREMENT SERVICES GROUP.

**SMALL, MINORITY AND WOMEN-OWNED BUSINESSES:**

The letters SB listed under the Contract Number indicate the contractor is a NYS small business. Additionally, the letters MBE and WBE indicate the contractor is a Minority-owned Business Enterprise and/or Woman-owned Business Enterprise.

**RECYCLED, REMANUFACTURED AND ENERGY EFFICIENT PRODUCTS:**

The Procurement Services Group supports and encourages the purchase of recycled, remanufactured, energy efficient and "energy star" products. If one of the following codes appears as a suffix in the Award Number or is noted under the individual Contract Number(s) in this Contract Award Notification, please look at the individual awarded items for more information on products meeting the suffix description.

RS,RP,RA	Recycled
RM	Remanufactured
SW	Solid Waste Impact
EE	Energy Efficient
E*	EPA Energy Star
ES	Environmentally Sensitive

**NOTE TO ALL CONTRACT USERS:**

The terms and conditions of the bid solicitation which apply to the award appear at the end of this document. We strongly advise all contract users to familiarize themselves with all terms and conditions before issuing a purchase order.

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59577	<b>DANKA OFFICE IMAGING</b> 100 Meridian Centre, Suite 100 Rochester, NY 14618	866/285-2811 585/341-2470 Michael O'Leary Fax No.: 585/341-2452 Email: michael_oleary@danka.com Mfrs. Website: <a href="http://www.danka.com">http://www.danka.com</a>	593407614

**NOTE:** **Danka Office Imaging's Contract Website URL:**  
<http://b2b.eDanka.com/ny.htm>

Contractor has been awarded **Kodak Digimaster 9110 ( previously known as Heidelberg Digimaster 9110)** product in **Item #10, Lot II** - Digital Copiers Only.

**All Orders and Remittances** are to be directed to the contractor at the above address.

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period. Contractor offers 1 and 2-year Extended GPP Maintenance Plans at **0%** escalation (See Escalation clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\* Contractor offers a No Interest Deferred Payment Plan on the Heidelberg Digimaster 9110, Lot II, Item 10.

Delivery is **14** days A/R/O.

<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59456	<b>DUPLO USA CORPORATION</b> 3050 S. Daimler St. Santa Ana, California 92705	800/255-1933, Ext. 204 949/752-8222, Ext. 204 Armand Libetti Fax No.: 949/851-3054 Email: alibetti@duplousa.com Mfrs. Website: <a href="http://www.duplousa.com">http://www.duplousa.com</a>	953416759

Contractor has been awarded the **Duplo** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All Orders and Remittances** are to be directed to the contractor at the above address.

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **5%** escalation for maintenance and supplies during the Guaranteed Performance Period. Contractor offers 1 and 2-year Extended GPP Maintenance Plans (See Escalation clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **30** days A/R/O.

(continued)

<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59457 SB	<b>ELECTRONIC BUSINESS PRODUCTS</b> 4 Airport Park Blvd. PO Box 926 Latham, NY 12110	800/333-0737 518/783-0737, Ext. 203 Gary Leva Fax No.: 518/783-6916 Email: gleva@ebp-inc.com Mfrs. Website: www.lanier.com	141640393

**NOTE:** **Electronic Business Product's Contract Website URL:**  
<http://www.ebp-inc.com>

Contractor has been awarded the **Lanier** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All orders and remittances** are to be directed to the Contractor or Authorized Dealers (list referenced in this award).

Contractor will charge a Cost Per Copy for supplies only during the 90-Day Warranty Period. Contractor will charge **0%** escalation per year for maintenance and supplies and offers an additional 1 and 2-year Extended GPP Maintenance Plan at various CPC rates by model per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **15** days A/R/O.

<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59459	<b>IKON OFFICE SOLUTIONS, INC.</b> 1612 NY Rt. 7 Troy, NY 12180	800/448-5200 518/279-0900 Don Witt Fax No.: 518/279-1288 Email: dwitt@ikon.com Service & Digital Support: 800/832-7106 Mfrs. Website: www.usa.canon.com	230334400

**All Remittances are to be directed to:**  
IKON Office Solutions  
P.O. Box 827457  
Philadelphia, PA 19182-7457

**NOTE:** **Ikon Office Solutions Product's Contract Website URL:**  
<http://www.ikon.com/nys>

Contractor has been awarded the **Canon** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All State Agency orders** are to be directed to the contractor at the above address.

**All Other Eligible Contract User orders** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies only during the 90-Day Warranty Period. Contractor will charge a **3%** escalation per year for maintenance and supplies and offers an additional 1 and 2-year Extended GPP Maintenance Plan at **5%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **20-30** days A/R/O.

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59460	OCE - IMAGISTICS 21 Corporate Circle Clifton Park, NY 12065	800/618-0473 518/243-4522 Chris Van Patten 800/522-0020 (Service Calls) Fax No.: 518/243-4521	061611068
<b>NOTE:</b>	<b>Imagistic's Contract Website URL:</b> <a href="https://extranet.imagistics.com/default/newyork">https://extranet.imagistics.com/default/newyork</a>	Email: chris.vanpatten@imagistics.com	

Contractor has been awarded the **Imagistics f/k/a** Pitney Bowes manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All Orders and Remittances** are to be directed to the contractor at the above address.

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor offers Electronic Access Ordering (EDI).

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period and offers an additional 1 and 2 year Extended GPP Maintenance Plan at **5%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\*Contractor offers a No Interest Deferred Payment Plan on selected models.  
Delivery is **30** days A/R/O.

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59463	<b>KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.</b> 100 Williams Drive Ramsey, NJ 07446		131921089

**NOTE:** **Contract Website URL for Konica Minolta brand equipment and accessories:**  
<http://kmbs.konicaminolta.us/eprise/main/KMBS/DirectNationalAccounts/StateOfNY/Home>

Contract contact for Konica Minolta:  
845-401-3845  
Mace Coleman  
Fax No.: 703/271-1188  
email: mcoleman@kmbs.konicaminolta.us

**For Minolta products sold prior to 11/02/05:**  
MAP Customer Support  
800/622-2565  
Toll Free Fax: 888/651-1907  
**Remittances sent to:**  
Konica Minolta Business Solutions U.S.A., Inc.  
P.O. Box 101663  
Atlanta, GA 30392

\*Contractor offers Deferred Payment Plan on select models.  
Contractor has been awarded the **Konica Minolta** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**Konica Minolta equipment and accessories:**  
**All orders and remittances** are to be directed to the Authorized Dealers (list referenced in this award).  
Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.  
Contractor offers Electronic Access Ordering (EDI). Request directions from the Authorized Dealer.  
Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period (except for the Model 7415).  
Contractor will charge a **5%** escalation per year for maintenance and supplies during the Guaranteed Performance Period and offers an additional 1 and 2-year Extended GPP Maintenance Plan at **5%** escalation per year. (See Escalation Clause in this document).  
Delivery is **30** days A/R/O.

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59462	<b>KYOCERA MITA AMERICA, INC.</b> 225 Sand Road P.O. Box 40008 Fairfield, NJ 07004-0008	800/305-6482 845/635-9898 Robert Siebold Fax No.: 845/635-9899 Voice Mail: 800/453-6482 Ext/ 9012 Email: robert_siebold@kyoceramita.com	952819506

**NOTE:** **Kyocera Mita's Contract Website URL:**  
<http://gov.kyoceramita.com/newyork>

Contractor has been awarded **Kyocera Mita** products in **Items #1 through #7, Lot II** - Digital Copiers Only.

**All Orders and Remittances** are to be directed to the contractor at the above address.

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.  
Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period. Contractor offers 1 and 2-year Extended GPP Maintenance Plans (See Lot II Items).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\* Contractor offers a No Interest Deferred Payment Plan on selected models.

Delivery is **30** days A/R/O.

<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59464	<b>MURATEC AMERICA, INC.</b> 3301 E. Plano Parkway, Suite 100 Plano, TX 75074	469/429-3489 800/347-3296 (Service) Jerry Roberts Fax No.: 469/429-3490 Email: jroberts@muratec.com Mfrs. Website: www.muratec.com	561342325

**NOTE:** **Muratec's Contract Website URL:**  
<http://www.muratec.com/contracts/nyscopier>

Contractor has been awarded the **Muratec** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All orders and remittances** may be directed to the Contractor, to the Contractor specifying a specific Authorized Dealer or directly to Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a **5%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **60** days A/R/O.

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59465	PANASONIC DIGITAL DOCUMENT CO. 2 Panasonic Way Secaucus, NJ 07094	800/742-4688 201/392-4194 Michael Hurley Fax No: 201/271-3020 Email: hurleym@us.panasonic.com Mfrs. Website: www.panasonic.com	362786846

Contractor has been awarded **Panasonic** products in **Items #1 through #5, Lot II** - Digital Copiers Only.

**All orders and remittances** are to be directed to the contractor at the above address.

Contractor will accept the NYS Purchasing Card for orders up to \$2,500.00.

Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a **0%** escalation for maintenance and supplies during the Guaranteed Performance Period. Contractor offers 1 and 2-year Extended GPP Maintenance Plans (See Lot II Items).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **15** days A/R/O.

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59466	<b>RICOH CORPORATION</b> 5 Dedrick Place West Caldwell, NJ 07006	610/517-7648 Steven W. Bissey Fax No.: 610/446-5244 Email: steve.bissey@ricoh-usa.com	222783521

**NOTE:** **RICOH's NYS Contract Website URL:**  
[http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index\\_ricoh.asp](http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index_ricoh.asp)

Contractor has been awarded the **RICOH** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

Under the **RICOH FAMILY GROUP**, Contractor also provides the **Savin/Gestetner** product line (previously offered directly through Savin Corporation under Contract #PC59468). Please see ordering information below

**SAVIN product website:**  
[http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index\\_gs.asp](http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index_gs.asp)

**All orders and remittances for Ricoh and Savin/Gestetner products** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$2,500.00.

Contractor offers Electronic Access Ordering (EDI). Request directions from the Authorized Dealer.

For the **Ricoh** product line:

Contractor will not charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge a **0%** escalation per year for maintenance and supplies during the Guaranteed Performance Period as well as an additional 1-year Extended GPP Maintenance Plan at **0%** escalation and a 2nd-year Extended GPP Maintenance Plan variable at **0%** or **5%** escalation, depending on the model, therefore, check each model terms. (See Escalation Clause in this document).

Delivery is **30** days A/R/O.

For the **Savin/Gestetner** product line:

Contractor will charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge a **5%** escalation per year for maintenance and supplies as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a **3%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **30** days A/R/O.

(continued)

<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59467	<b>RISO, INC.</b> 300 Rosewood Drive Suite 210 Danvers, MA 01923	800/635-7377 978/739-3520 Rachel Wilson Fax No.: 978/774-5445 Toll Free Fax: 800/244-1207 Email: rwilson@riso.com	042902210

**NOTE:** **RISO NYS Contract Website URL:**  
<http://us.riso.com/public/nystatecontract05/ny2005.htm>

Contractor was awarded the **Riso** manufacturer's line in **LOT I** - Complete Manufacturer's Line.

**All orders and remittances** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.  
Contractor will charge a Cost Per Copy for supplies during the 90-day Warranty Period. Contractor will charge a 5% escalation for maintenance and supplies during the Guaranteed Performance Period as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a 5% escalation per year. (See Escalation Clause in this document). Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **30** days A/R/O.

<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59469	<b>SHARP ELECTRONICS CORPORATION</b> Sharp Plaza Mahwah, NJ 07430	800/892-9204, Ext. 5539 603/566-4735 (cell) Roger Kirouac Fax No.: 603/626-0666 Email: kirouacr@sharpsec.com	131968872

**NOTE:**  
**Order Status/Shipping Information/Billing Questions**  
Sharp Government Account Customer Service Department  
800/831-6172  
Email: Snapcustomerservice@sharpsec.com

**Sharp's NYS Contract Website URL:**  
<https://www.sharpbiznet.com/stateofny>

**Ordering Information**  
Order Processing Fax: 800/245-2815  
**Ordering Processing Email:**  
snapcustomerservice@sharpsec.com

**Credit Card Order Processing**  
800/813-6126

Contractor has been awarded the **Sharp Electronics** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All orders and remittances** for equipment are to be directed to the contractor at the above address.

**All orders and remittances** for maintenance are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.  
Contractor does offer Electronic Access Order (EDI).  
Contractor will not charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge **0%** escalation per year for maintenance and supplies as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a **0%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **45** days A/R/O.

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59470	<b>STANDARD DUPLICATING MACHINES</b> 10 Connector Road Andover, MA 01810	800/526-4774, Ext. 256 978/470-1920, Ext. 256 Deborah Desmond Fax No.: 978/470-2771 Email: deborah_desmond@sdmc.com Mfrs. Website: www.sdmc.com	041862620

Contractor has been awarded the **Standard Duplicating Machines** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All orders and remittances** are to be directed to the Authorized Dealers (list referenced in this award).

Contractor will not charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge up to **5%** escalation per year for maintenance and supplies as well as offering an additional 1-year Extended GPP Maintenance Plan at a **4%** escalation and a 2nd-year Extended GPP Maintenance Plan at **3%** escalation. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

Delivery is **14** days A/R/O.

<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59471	<b>TOSHIBA AMERICA BUSINESS SOLUTIONS, INC.</b> 2 Musick Irvine, CA 92618	888/343-6245, Ext. 5122 201/709-3847 Mike Moat Fax No.: 201/709-3847 Email: mike.moat@tabs.toshiba.com	330865305

**NOTE:** Toshiba's NYS Contract Website URL:  
<http://gemconnect.toshiba.com>

**ENTER THE FOLLOWING:**  
**USERNAME:** new york state.customer  
**PASSWORD:** nyscust1

Contractor has been awarded the **Toshiba America** manufacturer's line in **Lot I** - Complete Manufacturer's Line.

**All Orders and Remittances for Equipment, Maintenance or Supplies** may be directed to the contractor at the address above or Authorized Dealers (list referenced in this award).

Contractor will accept the NYS Purchasing Card for orders up to \$10,000.00.

Contractor will charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge a **5%** escalation per year for maintenance and supplies during the Guaranteed Performance Period and offers an additional 1 and 2-year Extended GPP Maintenance Plan at various Monthly Minimum and Maximum fees and Cost Per Copy charges, depending on model, therefore, check each models terms. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\* Contractor is offering a No Interest Deferred Payment Plan on Toshiba Equipment.

Delivery is **15-30** days A/R/O.

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<u>CONTRACT #</u>	<u>CONTRACTOR &amp; ADDRESS</u>	<u>TELEPHONE #</u>	<u>FED.IDENT.#</u>
PC59472	<b>XEROX CORPORATION</b> Corporate Woods 8 Southwoods Drive Albany, NY 12211	800/334-6200 (Info) 888/979/7378 (Help) 800/822-2979 (Service) 800/822-2200, Ext. 3108 (Supplies) 518/427-5613 Celia Butler Fax. No.: 518/427-5602 Email: celia.butler@usa.xerox.com	160468020

**NOTE:** Xerox's NYS Contract Website URL:  
<http://www.ebusiness.xerox.com/nys/>

Contractor has been awarded the **Xerox** manufacturer's line in **Lot I** - Complete Manufacturer's Line.  
**All orders and remittances** may be directed to the contractor at the above address.

Contractor will not charge a Cost Per Copy for supplies during the 90-Day Warranty Period. Contractor will charge **0%** escalation per year for maintenance and supplies as well as offering an additional 1 and 2-year Extended GPP Maintenance Plan at a **0%** escalation per year. (See Escalation Clause in this document).

Please note clauses on Associated Products, Supplies, Installation and Trade-Ins contained in the document when ordering.

\*Contractor offers No Interest Deferred Payment Plan for selected models.

Delivery is **30** days A/R/O.

(continued)

**Authorized Dealers**

**Danka Office Imaging - All Orders and Remittances are to be directed to the Contractor**

Danka Office Imaging  
20 Corporate Woods Blvd.  
Albany, NY 12211  
518/449-1167

Danka Office Imaging  
100 Corporate Parkway  
Amherst, NY 14226  
716/862-9413

Danka Office Imaging  
5015 Campus Wood Drive  
East Syracuse, NY 13057  
315/463-7421

Danka Office Imaging  
90 Park Avenue - 11th Floor  
New York, NY 10016  
917/542-2400

Danka Office Imaging  
4 Tri Harbor Court  
Port Washington, NY 11050  
516/484-7000

Danka Office Imaging  
100 Meridian Centre-Ste. #100  
Rochester, NY 14618  
716/341-2450

**Duplo USA - All Orders and Remittances are to be directed to the Contractor**

Apple Graphics Eq. & Supply  
200 Hudson St. - 3rd Floor  
New York, NY 10013  
212/226-5120  
212/226/5217 Fax

A&W Business Machines  
40-10 Bell Blvd. - 2nd Floor  
Bayside, NY 11361  
718/747-3255  
718/747-3274 Fax

Addressing & Labeling  
100 A Lauman Lane  
Hicksville, NY 11561  
516/433-4200  
516/433-0931 Fax

Addressing Systems & Products  
208 West 30th St. - 6th Floor  
New York, NY 10001-4907  
212/967-2862  
212/967-2878 Fax

Advanced Business Machines  
150 Lawrence Bell Dr. #100  
Williamsville, NY 14221  
716/631-3345  
716/631-3238 Fax

Albright Business Machines  
54 W 21st St. #301  
New York, NY 10010  
212/229-1996  
212/229-2125 Fax

All County Business Machines  
60 W. Jericho Turnpike  
Syosset, NY 11791  
516/921-4660  
516/921-9148 Fax

Alpha Business Machine Corp.  
151 West 30th St. 12th Floor  
Manhattan, NY 10001  
212/643-5555  
212/564-4851 Fax

American Printing Equipment  
42-25 9th St.  
Long Island City, NY 11101  
718/729-5779  
718/729-8509 Fax

Amherst Binding & Laminating  
4252 Ridge Lea Road  
Amherst, NY 14226  
716/836-4330  
716/836-4676 Fax

Atlantic Business Products  
134 W 26th St.  
New York, NY 10001  
212/741-6400  
212/645-1518 Fax

Automated Equipment Services  
60 Noxon Rd.  
Poughkeepsie, NY 12603-2929  
854/452-2100  
854/485-8221 Fax

Bates & Sons  
PO Box 1258 One Lewis St.  
Binghamton, NY 13902-1258  
607/772-7644  
607/772-7644 Fax

Bell Office Systems & Service  
222 Washington St.  
Peekskill, NY 10566  
914/737-3242  
914/737-3266 Fax

Buffalo Printers Supply, Inc.  
3 Pequet Parkway  
Buffalo, NY 14150  
716/693-7000  
716/693-7774 Fax

Central Business Systems  
80 Smith Street  
Farmingdale, NY 11735  
631/249-1990  
631/249-2016 Fax

Checkwriter & Signer  
1556 Towerwood Rd.  
Grand Island, NY 14072  
716/838-1144  
716/636-3711 Fax

Compusource Systems  
110 John Muir Dr.  
Amherst, NY 14228-1191  
716/636-3700  
716/853-5866 Fax

(continued)

**Authorized Dealers** (Cont'd)

**Duplo USA** - All Orders and Remittances are to be directed to the Contractor (Cont'd)

Copier Fax Bus. Tech., Inc.  
100 South Elmwood Avenue  
Buffalo, NY 14202  
716/853-5000  
716/773-2897 Fax

Copysource, Inc.  
306 E. McCanns Blvd.  
Elmira, NY 14903  
607/271-9657  
607/271-9673

Ecco Business Systems  
55 W. 39th St. #11N  
New York, NY 10018  
800/682-3226  
212/921-2198 Fax

ECM Office Equipment  
431 Willis Ave.  
Williston Park, NY 11596  
516/747-4000  
516/747-4602 Fax

Express Mailing Systems  
127 S. Long St.  
Williamsville, NY 14221  
716/631-1100  
716/631-2619 Fax

F&E Check Protector Co.  
P.O. Box 147  
East Durham, NY 12423  
518/489-5771  
518/239-8679 Fax

F&E Check Protector Sales  
799 McLean Avenue  
Yonkers, NY 10704-3847  
914/776-1270  
914/776-0802 Fax

GE Richards Graphic Supply  
3495 Winton Pl. Bldg.D, Ste.1  
Rochester, NY 14623  
716/272-9709  
716/272-9851 Fax

Hi-Tech Business Systems  
670 Pine Aire Dr.  
North Bay Shore, NY 11706  
516/242-8700  
516/242-4222 Fax

Infotech Business Equipment  
618 San Mill River  
Yonkers, NY 10710  
914/965-0652  
914/965-7205 Fax

Innovative Mailing & Shipping  
395 Moreland Rd.  
Hauppauge, NY 11788-3910  
631/435-9100  
631/435-1478 Fax

Jack L. Popkin & Co. Inc.  
38-19 24th Street  
Long Island City, NY 11101  
718/361-6700  
718/361-7525 Fax

Krist Office Equipment  
1159 Broadway, PO Box 548  
Monticello, NY 12701  
845/794-6639  
845/794-1233 Fax

MDI  
20 Arterial PO Box 560  
Syracuse, NY 13206-0560  
315/433-1100  
315/433-9156 Fax

M.A.M. Offset Repair  
1509 Sycamore Avenue  
Merrick, NY 11566  
516/868-4992  
516/623-2839 Fax

Macro Technology  
2131 5th Ave.  
Ronkonkoma, NY 11779-6908  
516/585-5151  
516/585-5195 Fax

Mailtech Mailing Systems  
625B Acorn Street  
Deer Park, NY 11729  
631/586-2174  
631/586-2245 Fax

New York Business Systems  
150 Fulton Ave.  
Garden City, NY 11040  
516/739-0200  
516/739-5761 Fax

New York Print Sys. Inc.  
3495 Winton Pl., Bldg. #C  
Rochester, NY 14623  
716/427-9350  
716/427-9356 Fax

The Notable Corp.  
4240 Ridge Lea Rd.  
Amherst, NY 14226  
716/838-3900  
716/838-4191 Fax

Office Design Systems, Inc.  
Town & Country Plaza  
Cazenovia, NY 13035  
315/655-2806  
315/655-3210 Fax

Onondaga Litho Supply Co.  
PO Box 3830  
Syracuse, NY 13220-3830  
315/463-9163  
315/437-6391 Fax

Schwab Company, Inc.  
223 West Main St. POBox 6  
New York, NY 10001  
212/691-1277  
212/414-9743 Fax

SP Group, Inc.  
145 West 27 Street  
Cicero, NY 13039  
315/458-7813  
315/458-7814 Fax

(continued)



**Authorized Dealers** (Cont'd)

**Duplo USA** - All Orders and Remittances are to be directed to the Contractor (Cont'd)

SRS Systems, Inc.  
5611 Businss Ave.  
Falconer, NY 14733-0006  
716/665-3212  
716/665-6676 Fax

Upstate Graphics  
2975 Brighton Townline #220  
Rochester, NY 14623  
716/681-4010  
716/681-2306 Fax

Upstate Office Equipment  
4919 Rt. 233 PO Box 288  
Westmoreland, NY 13490  
315/853-4111  
315/853-6731 Fax

**Electronic Business Products** - All Orders and Remittances are to be directed to Contractor or Authorized Dealers.

**For the following Counties:**

Allegany, Cattaraugus, Chatauqua, Erie, Genesee, Livingston, Monroe, Niagara, Ontario, Orleans, Wayne and Wyoming

Duplicating Consultants  
315 Creekside Drive  
Amherst, NY 14228  
FID#161033886  
716/691-5311  
716/691-6851 Fax

Duplicating Consultants  
15 Regency Oaks Blvd., Suite 100  
Rochester, NY 14624  
FID#161033886  
585/546-6650  
585/594-5433 Fax

**For the following Counties:**

Bronx, Dutchess, Kings, Nassau, New York City, Orange, Putnam, Queens, Richmond, Rockland, Suffolk, Ulster and Westchester

Lanier Worldwide  
538 Broadhollow Rd..  
Melville, NY 11747  
FID#592606737  
631/694-7990  
631/694-7922 Fax

Lanier Worldwide  
2 Grand Central Tower  
140 E. 45<sup>th</sup> St. 11<sup>th</sup> Floor  
New York City, NY 10017  
FID#592606737  
212/885-5900  
212/885-5999 Fax

Lanier Worldwide  
925 Westchester Ave-Ste 110  
White Plains, NY 10604  
FID#592606737  
914/684-6063  
914/684-0657 Fax

**For the following Counties:**

Albany, Broome, Cayuga, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Essex, Franklin, Fulton, Greene, Hamilton, Herkimer, Jefferson, Lewis, Madison, Montgomery, Oneida, Onondaga, Oswego, Otsego, Rensselaer, Saratoga, Schenectady, Schoharie, Schuyler, St. Lawrence, Seneca, Steuben, Sullivan, Tioga, Tompkins, Warren, Washington and Yates

Electronic Business Products, Inc.  
1805 Vestal Rd., PO Box 101  
Vestal, NY 13851  
FID#141640393  
607/798-7207  
607/798-0401 Fax

Electronic Business Products, Inc.  
4 Airport Park Blvd., P.O. Box 926  
Latham, NY 12110  
FID#141640393  
518/783-0737  
518/783-6916 Fax

Electronic Business Products, Inc.  
4713 Crossroads Park Dr.  
Suite 401  
Liverpool, NY 13088  
FID#141640393  
315/451-0391  
315/451-0897 Fax

**IKON Office Solutions** - All Orders and Remittances from State Agencies are to be directed to the Contractor. Orders and Remittances from Other Eligible State Contract Users are to be directed to the Authorized Dealers.

IKON Office Solutions, Inc.  
1612 NY Route 7  
Troy, NY 12180  
518/279-0900  
800/448-5200  
518/279-1288 Fax

IKON Office Solutions, Inc.  
122 Business Park Drive  
Utica, NY 13502  
315/735-9295  
800/834-6057  
315/735-0441 Fax

IKON Office Solutions, Inc.  
21 South Washington Street  
Binghamton, NY 13903  
607/724-5680  
800/836-0607  
607/724-6150 Fax

(continued)

Authorized Dealers (Cont'd)

**IKON Office Solutions - All Orders and Remittances from State Agencies are to be directed to the Contractor.  
Orders and Remittances from Other Eligible State Contract Users are to be directed to the Authorized Dealers.**

IKON Office Solutions, Inc.  
7351 Round Pond Road  
North Syracuse, NY 13212  
315/458-0540  
315/458-1150 Fax

IKON Office Solutions, Inc.  
289 North Plank Road  
Newburgh, NY 12550  
845/220-2282  
800/662-6632  
845/220-2294 Fax

IKON Office Solutions, Inc.  
345 WoodCliffe Drive  
Fairport, NY 14450  
585/248-6660  
585/248-8005 Fax

IKON Office Solutions, Inc.  
Watertown, NY 13601  
315/735-9295  
315/735-0441 Fax

IKON Office Solutions, Inc.  
303 Cayuga Road  
Suite 100  
Buffalo, NY 14225  
716/630-0001  
800/333-0940  
716/630-7010 Fax

IKON Office Solutions, Inc.  
560 White Plains Road  
Tarrytown, NY 10591  
914/332-4624  
914/332-7056 Fax

IKON Office Solutions, Inc.  
22 Depot Street  
Potsdam, NY 13676  
315/265-8543  
315/265-9259 Fax

IKON Office Solutions, Inc.  
One Penn Plaza  
Suite 5420  
NY, NY 10119  
212/695-2460  
212/594-2524 Fax

IKON Office Solutions, Inc.  
1219 Walt Whitman Rd  
Melville, NY 11747  
631/547-6000  
631/547-8373 Fax

**Imagistics International - All Orders and Remittances are to be directed to the Contractor.**

Imagistics International  
430 New Karner Road  
Albany, NY 12205  
800/618-0473  
518/869-0335  
518/869-0427 Fax

Imagistics International  
405 North French Rd.  
Buffalo, NY 14228  
800/273-0575  
716/691-3197  
716/691-7357 Fax

Imagistics International  
500 Bi-County Blvd., Ste. 120  
Farmingdale, NY 11735-3931  
800/729-2854  
631/391-4017  
631/293-1820 Fax

Imagistics International  
1250 Broadway-38th Floor  
New York, NY 10001  
800/459-4023  
917/339-4000  
212/643-4516 Fax

Imagistics International  
141-07 20th Ave.-4th Floor  
Whitestone, NY 11356  
718/767-1011  
18/357-0652 Fax

Imagistics International  
7481 Henry Clay Blvd.  
Liverpool, NY 13088  
800/818-5897  
315/451-0323  
315/453-1401 Fax

Imagistics International  
120 Bloomingdale Ave.  
White Plains, NY 10605  
800/747-3645  
914/397-0450  
914/397-1445 Fax

Imagistics International  
400 Airpark Dr.-Ste. 80  
Rochester, NY 14624  
716/463-7120  
716/235-1642 Fax

(continued)

Authorized Dealers (Cont'd)

**Konica Minolta Business Solutions U.S.A. - All Orders and Remittances for Konica Minolta brand equipment and accessories are to be directed to the Authorized Dealers**

All County Business 60 West Jericho Turnpike Syosset, NY 11791 516/921-4660 516/921-9148 Fax FID#1123580081	Nassau, Suffolk	All State Business 175 Hooker Avenue Poughkeepsie, NY 12603 845/454-4171 845/452-7035 Fax FID#133409606	Putnam, Westchester
Becker Business Systems 290 North Plank Road Newburgh, NY 12550 845/562-2468 845/562-2707 Fax FID#141658742	Dutchess, Orange, Putnam, Sullivan, Ulster	Bell Dutchess, Inc. 548 Violet Avenue Hyde park, NY 12538 845/452-2355 845/452-9206 Fax FID#141549169	Dutchess, Orange, Putnam, Sullivan, Ulster
Bell Office Systems 222 Washington Street Peekskill, NY 10566 914/737-3242 914/737-3266 Fax FID#134002797	Orange, Putnam, Rockland, Westchester	Business Equipment 999 Rein Road Cheektowaga, NY 14225 716/634-9330 716/634-9360 Fax FID#161531019	Erie, Niagara
Carr Business Systems 130 Spagnoli Road Melville, NY 11747 631/249-9880 631/249-8672 FID#112382276	Kings, Nassau Queens, Richmond Suffolk	Carr Business Systems 225 West 34th Street New York, NY 10122-0899 212/594-9300 212/594-9340 Fax FID#112382276	Bronx, Westchester
Central Business Equip. 10 Corporate Dr. Clifton Park, NY 12065 518/783-9936 518/783-9964 Fax FID#141609422	Albany, Columbia, Fulton, Greene, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington	Central Copier Service 285 Kenmore Avenue Buffalo, NY 14223 716/803-9000 716/831-1750 Fax FID#161296590	Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Livingston, Monroe, Niagara, Ontario, Orleans, Steuben, Wyoming
Central Digital Solutions 65 East Bethpage Rd. Plainview, NY 11803 631/249-1990 631/249-2016 Fax FID#010587178	Nassau, Suffolk	Copier Fax Business Tech. 465 Ellicot St. Buffalo, NY 14202 716/853-9880 716/853-5866 Fax FID#161386578	Erie, Niagara
Eastern Copy Products 16 B Petra Lane Albany, NY 12205 518/869-4310 518/869-5382 Fax FID# 161060031	Albany, Columbia, Fulton, Green, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren, Washington, Dutchess, Orange, Putnam	Eastern Copy Products 85 Northpointe Parkway Amherst, NY 14228 716/691-6800 716/691-5158 Fax FID# 161060031	Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, Wyoming

(continued)

**Authorized Dealers** (Cont'd)

**Konica Minolta Business Solutions U.S.A. - All Orders and Remittances for Konica Minolta brand equipment and accessories are to be directed to the Authorized Dealers** (Cont'd)

Eastern Copy Products 423 Commerce Road Vestal, NY 13851 315/474-7000 315/474-6479 Fax FID#161060031	Broome, Chemung Chenango, Cortland Delaware, Otsego Schuyler Steuben, Sullivan, Tompkins, Tioga	Eastern Copy Products 700 Mile Crossing Blvd.-Ste. 2 Rochester, NY 14624 800/836-2506 585/426-6931 Fax FID#161060031	Seneca, Cattaraugus, Chautauqua, Erie Genesee, Niagara, Wyoming
Eastern Copy Products 1224 West Genesee Street Syracuse, NY 13204 315/474-7000 315/474-6479 Fax FID#161060031	Herkimer, Madison Oneida, Onondaga, Oswego	Electronic Office Prods. 3258 South Broadway Saratoga Springs, NY 12866 518/587-8600 518/587-4556 Fax FID#141545598	Fulton, Saratoga, Warren, Washington
Konica Minolta Business Solutions 420 Lexington Avenue New York, NY 11101 212/294-6200 212/294-6370 Fax FID#131921089	New York	Konica Minolta Business Solutions 15 Skyline Drive Hawthorne, NY 10532 914/592-3044 914/592-3417 Fax FID#131921089	Bronx, Dutchess, Orange, Putnam, Rockland, Westchester
Konica Minolta Business Solutions 47-40 21st Street Long Island City, NY 11101 718/482-1600 718/482-1880 Fax FID#131921089	Kings, Queens, Richmond	Konica Minolta Business Solutions 1 Huntington Quadrangle, Ste. 2514 Melville, NY 11747 631/753-1700 631/293-2424 Fax FID#131921089	Nassau, Suffolk
Konica Minolta Business Solutions 58 Wellington Rd. Milford, CT 06460 203/783-4890 203/783-4899 Fax FID#131921089	Rockland, Westchester	Konica Minolta Business Solutions 517 Route 1 South Iselin, NJ 08830 732/726-9666 732/726-9352 Fax FID#131921089	Richmond
Lockrow's, Inc. 187 Margaret Street Plattsburgh, NY 12901 518/563-4900 518/563-5036 Fax FID#141608534	Clinton, Essex, Franklin, St. Lawrence	Mac Copy 320 Kingsley Street Sherrill, NY 13461 315/361-4342 315/363-6986 Fax FID#043734575	Cortland, Herkimer, Lewis, Jefferson, Madison, Oneida, Onondaga, Oswego, Otsego, St. Lawrence Wayne
MDM Business Technologies 6 East 32nd Street New York, NY 10016 212/843-6700 212/843-8889 Fax FID#132689292		Northeastern Office 25 Banfi Plaza Farmingdale, NY 11735 631/845-9500 631/845-9504 Fax FID#112750135	Nassau, Suffolk

(continued)

**Authorized Dealers** (Cont'd)

**Konica Minolta Business Solutions U.S.A. - All Orders and Remittances for Konica Minolta brand equipment and accessories are to be directed to the Authorized Dealers** (Cont'd)

Office Dynamic, Inc.  
5 West Cross Street  
Hawthorne, NY 10532  
914/769-0095  
914/769-0387 Fax  
FID#133376576

Westchester

Office Systems, Inc.  
20 Trade Road  
Plattsburgh, NY 12901  
518/561-0668  
518/561-0944 Fax  
FID#141648813

Clinton, Essex,  
Franklin

Office Systems, Inc.  
22618 Murrock Circle  
Watertown, NY 13601  
315/782-8975  
315/782-7364 Fax  
FID#141648813

Jefferson, Lewis,  
St. Lawrence

Repeat Business Solutions  
4 Fritz Blvd.  
Albany, NY 12205  
518/869-8116  
518/869-8117 Fax  
FID#141718228

Albany, Columbia,  
Greene, Montgomery  
Hamilton, Otsego,  
Rensselaer, Saratoga,  
Schenectady, Schoharie

Sapphire Office  
Solutions, Inc.  
304 Park Ave. South-Ste. 1002  
New York, NY 10010  
212/375-9200  
212/375-9203 Fax  
FID#113455620

Nassau, New York,  
Suffolk

Sapphire Office Solutions  
220 White Plains Road  
Ste. 245  
Tarrytown, NY 10591  
914/332-0100  
914/332-4033 Fax  
FID#113455620

Westchester

Service Comp Business Systems  
42 West 38th St  
New York, NY 10018  
212/840-3225  
212/840-2091 Fax  
FID#133640677

New York

TA Seeley Office Systems  
95 Broad Street  
Glens Falls, NY 12801-0475  
518/793-5168  
518/793-0311 Fax  
FID#141730060

Saratoga, Washington,  
Warren

**Kyocera Mita America - All Orders and Remittances are to be directed to the Contractor.**

**Albany**  
National Graphic Supply  
226 North Allen Street  
Albany, NY 12206  
518/438-8411

**Amherst**  
Image Office Technologies  
6010 N. Bailey Ave. Ste. #9  
Amherst, NY 14226  
716/832-2002

**Bronx**  
Active Digital Solutions, Inc.  
890 Garrison Avenue  
Bronx, NY 10474  
800/910-4237

**Buffalo**  
Eagle Systems, Inc.  
2421 Harlem Road  
Buffalo, NY 14225  
716/893-0506

**Clifton Park**  
Central Business Equipment  
10 Corporate Drive  
Clifton Park, NY 12065  
518/688-2679

**Elmira**  
REM-Southern Office Products  
222 William Street  
Elmira, NY 14901  
607/733-9151

**Elmira Heights**  
Copy Source, Inc.  
306 East McCanns Road  
Elmira Heights, NY 14903  
607/271-9657

**Elmsford**  
Kyocera Mita of Westchester  
101 Executive Blvd., 1st Floor  
Elmsford, NY 10523  
914/593-7257

**Falconer**  
James B. Schwab Co.  
223 West Main Street  
Falconer NY 14733  
716/665-3217

**Glens Falls**  
Glens Falls Business Machines  
32-34 Dix Ave. PO Box 509  
Glens Falls, NY 12801-0509  
518/793-7761

(continued)

**Kyocera Mita America - All Orders and Remittances are to be directed to the Contractor (Cont'd)**

**New York City**

Advanced Imaging Systems  
352 Seventh Avenue, Suite 1105  
New York, NY 10001  
212/631-7490

**Monticello**

Kristt Office Equipment Co.  
156 Broadway  
Monticello, NY 12701  
845/794-6639

**New York City**

Digital Copier Systems  
34 West 27th Street  
New York, NY 10001  
212/725-0700

**New York City**

Digital Products, Inc.  
2 Penn Plaza, 26th Floor  
New York, NY 10121-0010  
212/967-2862

**New York City**

Kyocera Mita of New York  
1410 Broadway, Ste. 2300  
New York, NY 10018  
917/286-5400

**New York City**

Professional Business Machines  
124 E. 40th St., Room 1004  
New York, NY 10016  
212/661-1490

**New York City**

Service Comp Business Systems  
42 West 38th Street, Suite 401  
New York, NY 10018  
212/840-3225

**Olean**

ACME Business Machines  
313 West State Street  
Olean, NY 14760  
716/372-1325

**Plattsburgh**

Lockrow's, Inc.  
187 Margaret Street  
Plattsburgh, NY 12901  
518/563-4900

**Riverhead**

Twin Forks Office Products  
946 West Main Street  
Riverhead, NY 11901  
631/727-3354

**Rochester**

Image Office Technologies  
50 Spencerport Rd., Ste. 130  
Rochester, NY 14606  
585/359-9390

**Syosset**

Office Solutions, Inc.  
131 Eileen Way  
Syosset, NY 11791  
516/364-4466

**Syracuse**

Upstate Office Equipment  
6650 Old Collamer Road  
East Syracuse, NY 13057-1214  
315/463-7811

**Wappingers Falls**

Atlas Star, Ltd.  
1136 Route 9, Suite L-2  
Wappingers Falls, NY 12590  
845/297-0078

**Watertown**

Advanced Business Systems  
22811 Murrock Circle  
Watertown, NY 13601  
315/788-7989

**Westmoreland**

Upstate Office Equipment, Inc.  
PO Box 280  
4919 Route 233  
Westmoreland, NY 13490  
315/853-4111

(continued)

**Authorized Dealers** (Cont'd)

**Muratec America** - All Orders and Remittances may be directed to the Contractor, to the Contractor specifying an Authorized Dealer or directly to Authorized Dealers.

**Albany**

Metroland Business Machines  
20 Petra Lane  
Albany, NY 12205  
518/452-2600  
518/452-2603 Fax  
FID#141560263

**Albany**

Eastern Copy Products  
16B Petra Lane  
Albany, NY 12205  
518/869-4310  
518/869-5382 Fax  
FID#161060031

**Buffalo/Amherst/Williamsville**

Buffalo Office Systems  
5436 Main Street  
Williamsville, NY 14221  
716/631-3060  
716/631-3121 Fax  
FID#161181956

**Buffalo/Amherst/Williamsville**

Eastern Copy Products  
455 Commerce Dr., Ste 3  
Amherst, NY 14218  
716/691-6800  
716/691-5158 Fax  
FID#161060031

**Forest Hills**

All Nations Office Machines  
114-61 Queens Blvd.  
Forest Hills, NY 11375  
718/268-9070  
718/268-9134 Fax  
FID#112798493

**Jamestown**

Hagan Business Machines  
201 Pine Street  
Jamestown, NY 14701  
716/664-9090  
716/664-1814 Fax  
FID#161401122

**Long Island City**

Finetone Imaging Supplies  
35-21 Vernon Blvd.  
Long Island City, NY 11106  
718/204-1760  
718/204-1766 Fax  
FID#611439283

**New York City**

Afax Business Machines, Inc.  
181 Hudson Street  
New York, NY 10013  
212/226-3737  
212/226-4496 Fax  
FID#132982517

**New York City**

ECM Office Equipment  
225 West 34 Street  
New York, NY 10122  
516/694-6000  
516/694-9477 Fax  
FID#112930625

**New York City**

Service Distributors, Inc.  
118 East 28th St., Room #615  
New York, NY 10016  
212/213-4290  
212/213-4324 Fax  
FID#133872630

**New York City**

ECM Office Equipment  
52 Court Street  
Brooklyn, NY 11201  
516/694-6000  
516/694-9477 Fax  
FID#112930625

**Newburgh**

Becker Business Systems  
230 N. Plank Road  
Newburgh, NY 12550  
845/562-2468  
845/562-2707 Fax  
FID#141658742

**Plainview**

ECM Office Equipment  
12 West Mall, POB 664  
Plainview, NY 11803  
516/694-6000  
516/694-9477 Fax  
FID#112930625

**Plattsburgh**

Lockrow's  
187 Margaret Street  
Plattsburgh, NY 12901  
518/563-4900  
518/563-5036 Fax  
FID#141608534

**Richmond Hill**

Elbar Duplicator Corporation  
105-26 Jamaica Avenue  
Richmond Hill, NY 11418  
718/441-1123  
718/805-2151 Fax  
FID#111864848

(continued)

**Authorized Dealers** (Cont'd)

**Muratec America** - All Orders and Remittances may be directed to the Contractor, to the Contractor specifying an Authorized Dealer or directly to Authorized Dealer (Cont'd)

**Rochester**

Eastern Copy Products  
270 Commerce Ave.  
Rochester, NY 14623  
716/334-6800  
716/334-8022 Fax  
FID#161060031

**Syracuse**

Eastern Copy Products  
1224 W. Genesee St.  
Syracuse, NY 13204  
315/474-7000  
315/474-6479 Fax  
FID#161060031

**Vestal**

Eastern Copy Products  
423 Commerce Street  
Vestal, NY 13850  
607/798-9203  
607/798-9209 Fax  
FID#161060031

**Watertown**

Northern Copy Products  
307 S. Hamilton Street  
Watertown, NY 13601  
315/788-8040  
315/788-1986  
FID#161195464

**West Haverstraw**

DEC Copiers, Inc.  
6A Route 9W  
West Haverstraw, NY 10993  
845/942-1400  
845/942-0560 Fax  
FID#133291684

**Panasonic Digital Document Company** - All Orders and Remittances are to be directed to the Contractor.

MBM Business Machines-Manhattan  
1140 Avenue of the Americas  
New York, NY 10022  
212/599-7222  
212/372-9231 Fax

TGI  
18 Bergen Street  
Brooklyn, NY 11201  
718/237-0060  
718/875-1525 Fax

TGI  
50 Broadway  
New York, NY 10004  
212/344-4300  
212/344-4705 Fax

TGI  
7B Connors Lane  
Deer Park, NY 11729  
631/254-0555  
631/254-0563 Fax

U.S. Globe  
911 Central Ave. #188  
Albany, NY 12206  
800/624-5623  
518/458-8148 Fax

U.S. Globe  
235 Jericho Turnpike  
Floral Park, NY 11001  
516/775-7677  
516/358-7515 Fax

Morse Business Machines  
1153 West Fayette St.  
Syracuse, NY 13204  
315/423-4048  
315/423-3819 Fax

Morse Business Machines  
1 Division Street  
Tarrytown, NY 10591  
914/366-6600  
914/366-8866 Fax

Fax Unlimited  
74 E. Route 59  
Spring Valley, NY 10977  
845/425-5255  
845/425-5299 Fax

West New York Imaging  
305 Cayuga Road, Suite 140  
Cheektowaga, NY 14225  
716/633-1883  
716/633-1963 Fax

Fax Pro Communications  
7374 Pittsford-Palmyra Rd.  
Fairport, NY 14450  
716/425-0320  
716/425-0325 Fax

21st Century Business Systems  
899 Route 22  
Brewster, NY 10509  
845/279-4545  
845/279-2296 Fax

**RICOH Corporation** - All Orders and Remittances are to be directed to the Authorized Dealers.

Alpha Business Machine Corp.  
151 West 30th Street  
New York, NY 10001  
212/643-5555  
212/564-4851 Fax  
FID#131542234

Atlantic Business Products  
134 W. 26th Street  
New York, NY 10001  
212/741-6400  
212/741-3135 Fax  
FID#131947549

Atlantic Business Products  
828 South Broadway  
Tarrytown, NY 10591  
914/674-2855  
914/674-4477  
FID#131947549

(continued)



**Authorized Dealers** (Cont'd)

**RICOH Corporation** - All Orders and Remittances are to be directed to the Authorized Dealers (Cont'd)

Atlantic Business Products  
127 Main St., PO Box 939  
New Paltz, NY 12561  
845/255-8900  
845/255-1219 Fax  
FID#131947549

Brian Parisi Copier Systems  
4915 Genesee Street  
Buffalo, NY 14225  
716/683-8565  
716/683-3767 Fax  
FID#161395960

Business Systems of Westchester  
108 Corporate Park Dr.  
White Plains, NY 10604  
914/696-1900  
914/696-1234 Fax  
FID#061164954

Carr Business Systems  
130 Spagnoli Road  
Melville, NY 11747  
800/720-2277  
631/845-5211 Fax  
FID#112844153

Carr Business Systems.  
159-21 Cross Bay Blvd.  
Howard Beach, NY 11414  
800/720-2277  
718/835-7781 Fax  
FID#112844153

Carr Business Systems.  
225 W.34<sup>th</sup> St..  
New York, NY 10122  
800/720-2277  
212/594-9340 Fax  
FID#112844153

ComDoc, Inc.  
Deere Rd. Industrial Park  
Syracuse, NY 13206  
315/463-8594  
315/463-6247 Fax  
FID#340813593

ComDoc, Inc.  
19B British American Blvd.  
Latham, NY 12110  
518/782-7030  
518/782-7446 Fax  
FID#340813593

ComDoc, Inc.  
10 John James Audubon Hwy.  
Amherst, NY 14228  
716/689-0202  
716/689-0713 Fax  
FID#340813593

Fairfax Communications  
380 Adams Street  
Bedford Hills, NY 10507  
914/242-3600  
914/242-3790 Fax  
FID#133458110

Garden State Copiers  
330 Seventh Avenue  
New York, NY 10001  
212/643-0336  
212/643-2410 Fax  
FID#133109526

Hi-Tech Business Systems  
670 Pine Arc Drive  
North Bayshore, NY 11706  
631/242-8700  
631/242-4222 Fax  
FID#112566177

IKON Office Solutions  
560 White Plains Rd  
Tarrytown, NY 10591  
914/332-4624  
914/332-7056 Fax  
FID#230334400

IKON Office Solutions  
1 Penn Plaza  
New York, NY 14609  
800/322-4566  
212/594-2530 Fax  
FID#230334400

Office Systems  
20 Trade Road  
Plattsburgh, NY 12901  
518/561-0668  
518/561-0944 Fax  
FID#141648813

Office Systems  
22618 Murrock Circle  
Watertown, NY 13601  
315/782-8975  
518/561-0944 Fax  
FID#141648813

Quality Office Systems  
601 East 19th St., Ste. 6L  
Brooklyn, NY 11226  
888/959-0147  
860/257-1934 Fax  
FID#133687033

Quality Retail Systems  
18-2 Route 67  
Schaghticoke, NY 12154  
518/753-4500  
518/753-4496 Fax  
FID#141736650

Quality Retail Systems  
386 Broadway, R.B. Wing Bldg.  
Albany, NY 12207  
800/753-7702  
518/753-4496 Fax  
FID#141736650

Repeat Business Systems, Inc.  
4 Fritz Blvd.  
Albany, NY 12205  
518/869-8116  
518/869-8117 Fax  
FID#141718228

Ricoh Business Systems  
2900 Westchester Avenue  
Purchase, NY 10577  
914/253-9009  
914/253-9440 Fax  
FID#222199681

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**Authorized Dealers** (Cont'd)

**RICOH Corporation** - All Orders and Remittances are to be directed to the Authorized Dealers (Cont'd)

Ricoh Business Systems  
1400 Old Country Road  
Westbury, NY 11590  
516/997-0081  
516/997-0091 Fax  
FID#141718228

Ricoh Business Systems  
510 5th Avenue  
New York, NY 10036  
212/790-4100  
212/730-2240 Fax  
FID#222199681

James B. Schwab Co., Inc.  
223 West Main Street. PO Box 6  
Falconer, NY 14733-0006  
800/536-3216  
716/665-6676 Fax  
FID#160841046

Usherwood & Assoc. of NY  
1005 West Fayette Street  
Syracuse, NY 13204  
800/724-2119, Ext. 135  
315/472-5022 Fax  
FID#161592821

IKON Office Solutions, Inc.  
560 White Plains Road  
Tarrytown, NY 10591  
914/332-4624  
914/332-7056 Fax  
FID#230334400

IKON Office Solutions, Inc.  
1219 Walt Whitman Rd  
Melville, NY 11747  
631/547-6000  
631/547-8373 Fax  
FID#230334400

**Wide Format Only:**

Northco Products, Inc.  
12 Walker Way  
Albany, NY 12205  
518/869-6056  
518/869-1323 Fax  
FID#141714064

**Riso, Inc.** - All Orders and Remittances are to be directed to the Authorized Dealers.

A to Z Office Equip. & Supply  
1361 Coney Island Ave.  
Brooklyn, NY 11230  
718/253-9774  
718/253-8322 Fax  
FID#521691010

A to Z Office Equip. & Supply  
175 Remsen Street  
Brooklyn, NY 1201  
718/935-0949  
718/935-0975 Fax  
FID#521691010

Becker Business Systems  
230 North Plank Road  
Newburgh, NY 12550  
845/562-2468  
845/562-2707 Fax  
FID#141658742

Candle Business Systems, Inc.  
125 Wilbur Place  
Bohemia, NY 11716  
631/563-7505  
631/563-7504 Fax  
FID#112662210

Candle Business Systems, Inc.  
1500 Ocean Ave.  
Bohemia, NY 11716  
631/567-9400  
631/567-9718 Fax  
FID#112662210

Candle Business Systems, Inc.  
249-02 Jericho Turnpike  
Floral Park, NY 11001  
516/775-4362  
516/775-4200  
FID#112662210

Candle Business Systems, Inc.  
1501 Broadway, Suite 704  
New York, NY 10036  
212/398-6500  
212/398-6539 Fax  
FID#112662210

Central Business Equipment  
3 Northway Lane North  
Latham, NY 12110  
518/688-2679  
518/688-0190 Fax  
FID#141609422

CMS Imaging Systems  
One Lewis Street  
Binghamton, NY 13901  
607/772-0437  
607/772-0525 Fax  
FID#161078307

CMS Imaging Systems  
114 South Meadow Street  
Ithaca, NY 14860  
607/277-0338  
800/843-2079 Fax  
FID#161078307

CMS Imaging Systems  
3056 Burnet  
Syracuse, NY 13206  
315/432-8460  
800/843-2079 Fax  
FID#161078307

Hagan Business Machines, Inc.  
201 Pine Street  
Jamestown, NY 14701  
716/664-9090  
716/664-1814 Fax  
FID#161401122

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**Authorized Dealers** (Cont'd)

**Riso, Inc.** - All Orders and Remittances are to be directed to the Authorized Dealers. (Cont'd)

Lockrow's  
187 Margaret Street  
Plattsburgh, NY 12901  
518/563-4900  
518/561-5036 Fax  
FID#141608534

Reliable Office Systems and Supplies  
4442 Arthur Kill Road  
Staten Island, NY 10309  
718/967-6000  
718/967-9994 Fax  
FID#132807037

REM Southern Office Products  
222 William Street  
Elmira, NY 14901  
607/733-9151  
607/733-5189 Fax  
FID#161054660

Riso, Inc.  
505 White Plains Road  
Tarrytown, NY 10591  
914/332-5989  
914/332-1753 Fax  
FID#042902210

Standard Duplicating of Buffalo  
3770 Harlem Road  
Buffalo, NY 14215  
716/832-4950  
716/832-1383 Fax  
FID#160956250

TGI Office Automation  
18 Bergen Street  
Brooklyn, NY 11201  
718/237-0060  
718/875-1525 Fax  
FID#112202153

**Savin Corporation** - All Orders and Remittances are to be directed to the Authorized Dealers.

Complete Office Solutions  
636 W. Main St.  
Arcade, NY 14009  
716/492-0166  
716/492-0342 Fax  
FID#161578606

Eastern Copy Products  
16 B Petra Lane  
Albany, NY 12205  
518/869-4310  
518/869-5382 Fax  
FID#161060031

Eastern Copy Products  
299 North Plank Road  
Newburgh, NY 12550  
845/564-0176  
845/564-2388 Fax  
FID#161060031

Eastern Copy Products  
85 Northpointe Parkway  
Amherst, NY 14428  
716/691-6800  
716/691-5158 Fax  
FID#161060031

Eastern Copy Products  
7936 Seneca Turnpike  
Clinton, NY 13323  
315/732-4634  
315/793-1993 Fax  
FID#161060031

Eastern Copy Products  
700 Mile Crossing Blvd., Suite #2  
Rochester, NY 14624  
585/426-6800  
585/426-6931 Fax  
FID#161060031

Eastern Copy Products  
1224 West Genesee Street  
Syracuse, NY 13204  
315/474-7000  
315/474-6479 Fax  
FID#161060031

Eastern Copy Products  
423 Commerce Road  
Vestal, NY 13850  
607/798-9203  
607/798-9209 Fax  
FID#161060031

Eastern Technology NY, Inc.  
1529 Jericho Parkway  
New Hyde Park NY 11040  
516/437-4768  
516/437-4646 Fax  
FID#133838695

Elite Technology NY, Inc.  
303 South Broadway, Suite 234  
Tarrytown, NY 10591  
914/631-6700  
914/631-6720 Fax  
FID#133838695

Elite Technology NY  
16 West 36th St., 9th Fl.  
New York, NY 10018  
212/967-5009  
212/378-1202 Fax  
FID#133838695

(continued)

**Authorized Dealers** (Cont'd)

**Savin Corporation** - All Orders and Remittances are to be directed to the Authorized Dealers (Cont'd).

Lawson Office Products  
6132 B Rte. 22 North  
Plattsburgh, NY 12901  
518/563-5713  
518/563-6420 Fax  
FID#141591614

Northeastern Office Eq.  
25 Banfi Plaza North  
Farmingdale, NY 11735  
631/845-9500  
631/845-9504 Fax  
FID#112750135

REM Southern Office Prod.  
222 William St.  
Elmira, NY 14902  
607/733-9151  
607/733-5189 Fax  
FID#161054660

**IKON Office Solutions** is an authorized dealer for Savin Corporation (Excluding the following Counties: Bronx, Kings, Nassau, New York, Queens, Richmond, Suffolk and Madison).

IKON Office Solutions  
1612 NY Route 7  
Troy, NY 12180  
518/279-0900  
518/279-1288 Fax  
FID#230033440

IKON Office Solutions  
122 Business Park Drive  
Utica, NY 13502  
315/735-9295  
315/735-0441 Fax  
FID#230033440

IKON Office Solutions  
345 Woodcliff Drive  
Fairport, NY 14450  
585/248-6660  
585/248-8015 Fax  
FID#230033440

IKON Office Solutions  
7351 Round Pond Road  
North Syracuse, NY 13212  
315/458-1454  
315/458-0441 Fax  
FID#230033440

IKON Office Solutions  
303 Cayuga Road., Ste. 100  
Buffalo, NY 14225  
716/630-0001  
716/630-7010 Fax  
FID#230033440

IKON Office Solutions  
21 South Washington St.  
Binghamton, NY 13903  
607/724-8888  
607/724-1288 Fax  
FID#230033440

IKON Office Solutions  
289 N. Plank Rd.  
Newburgh, NY 12550  
914/227-8897  
914/227-7575 Fax  
FID#230033440

IKON Office Solutions  
NY 22 Depot Street  
Potsdam, NY 13676  
315/265-8543  
315/265-9259 Fax  
FID#230334400

IKON Office Solutions  
26515 NY Route 3  
Watertown, NY 13601  
315/782-5020  
315/788-6770 Fax  
FID#230334400

(continued)

**Authorized Dealers** (Cont'd)

**Savin Corporation** - All Orders and Remittances are to be directed to the Authorized Dealers (Cont'd).

**Gestetner Brand** Authorized Dealers

A to Z Office Equip.  
1361 Coney Island Ave.  
Brooklyn, NY 11230  
718/253-9774  
718/253-8322 Fax  
FID#521691010

Axiom Business Mach.  
713 N. Main St.  
Jamestown, NY 14702  
716/664-3700  
716/661-9302 Fax  
FID#161149007

Eagle Business Machines  
72 North Saw Mill River  
Elmsford, NY 10523  
914/592-4969  
914/592-6718 Fax  
FID#132671838

Northern Business Systems LLC  
214 Macarthur Road  
New Windsor, NY 12553  
845/561-0399  
845/561-1822 Fax  
FID#223818488

Northern Business Systems LLC  
45 West 36th Street 8th Floor  
New York, NY 10018  
212/736-9200  
212/868-7400  
FID#223818488

TGI Office Automation  
18 Bergen Street  
Brooklyn, NY 11202  
718/237-0060  
718/492-0342 Fax  
FID#592590727

TGI Office Automation  
50 Broadway (11th Floor)  
New York, NY 10004  
212/344-4330  
212/344-4705 Fax  
FID#112202153

TGI Office Automation  
303 Sunnyside Blvd.  
Plainview, NY 11863  
516/349-8787  
516/349-8780 Fax  
FID#592590727

United Business Systems  
316 Seneca St.  
Buffalo, NY 14204  
716/854-4122  
716/847-2064 Fax  
FID#161205849

US Business Technology  
150 Fulton Ave.  
Garden City Park, NY 11040  
516/877-0080  
516/877-0202 Fax  
FID#113629851

**Sharp Electronics Corporation** - All Order and Remittances for equipment are to be directed to the Contractor.  
All Orders and Remittances for Maintenance are to be directed to the Authorized Dealers.

Advanced Business Systems  
22811 Murrock Circle  
Wattertown, NY 13601  
315/788-7989  
FID#161596308

Albany Cash Register  
528 Third Ave. Ext.  
Rensselaer, NY 12144  
518/283-9679  
FID#141565599

American Digital  
1736 Front St.  
Yorktown, NY 10598  
914/962-5200  
FID#134099661

Arden Business Solutions  
355 Main St.  
Armonk, NY 10504  
914/273-5610  
FID#133344826

Atlas Star  
1136 Route 9  
Wappingers Falls, NY 12590  
845/297-0078  
FID#141809859

Central Business Solutions  
209 West 40th St., 5th Floor  
New York, NY 10018  
646/223-1044  
FID#134174067

Central Digital Solutions  
65 East Bethpage Rd.  
Plainview, NY 11803  
631/249-1990  
FID#010587178

Century Copier Systems  
148 Madison Ave.  
New York, NY 10016  
212/779-7171  
FID#133644625

Copy Equipment Emporium  
195P Central Ave.  
Farmingdale, NY 11735  
631/753-2679  
FID#112393681

(continued)

**Authorized Dealers** (Cont'd)

**Sharp Electronics Corporation - All Order and Remittances for equipment are to be directed to the Contractor. All Orders and Remittances for Maintenance are to be directed to the Authorized Dealers (Cont'd).**

Copy Source  
306 East McCanns Blvd.  
Elmira Hts. , NY 14903  
570/265-4734  
FID#232840976

CPI Copiers, Inc.  
1142 Ridgebury Rd.  
New Hampton, NY 10958  
845/342-1787  
FID#061487460

Delaware Business Systems  
89 Main Street  
Delhi, NY 13753  
607/746-3533  
FID#161505594

Docutrend, Inc.  
575 8th Ave.  
New York, NY 10018  
212/382-0300  
FID#113657253

Eastern Business Systems  
30 Feldland Street  
Bohemia, NY 11716  
631/567-8111  
FID#112441616

Eastern Office Supply Company  
139 Erie Blvd.  
Schenectady, NY 12305  
518/377-8000  
FID#141656067

EBE OfficeSource  
70 Travis Ave.  
Binghamton, NY 13904  
607/723-0000  
FID#161451147

Elbar Duplicators  
121 W 27th St  
New York, NY 10001  
718/441-1123  
FID# 111864848

Electronic Systems Plus  
12 Cleveland Ave.  
Valhalla, NY 10595  
914/681-6066  
FID#133260675

Image Office Technologies  
6010 North Bailey Ave  
Amherst, NY 14226  
716/832-2002  
FID#16-1356659

Leslie Digital Imaging  
1000 Woodbury Rd., Ste. 212  
Woodbury, NY 11797  
516/877-9100  
FID#113523525

Lockrow's, Inc.  
187 Margaret St.  
Plattsburgh, NY 12901  
518/563-4900  
FID#141608534

MDM Business Technology Group  
7 East 33rd St.  
New York, NY 10016  
212/843-6700  
FID#132689292

Metroland Business Machines  
20 Petra Lane  
Albany, NY 12205  
518/452-2600  
FID#141560263

Northern Copy Products  
307 South Hamilton Ave.  
Watertown, NY 13601  
315/788-8040  
FID#161195464

Office Furniture Warehouse  
3108 Expressway Drive South  
Islandia, NY 11749  
631/582-5388  
FID#112729767

South Shore Office Products  
2945 Sunrise Highway  
Islip Terrace, NY 11752  
631/581-3553  
FID#112207510

Specialty Business Machines  
157 Chambers St.  
New York, NY 10007  
212/587-9617  
FID#132934445

Tri-State Camera Exchange  
650 6th Ave.  
New York, NY 10011  
212/633-2290  
FID#146981543

Upstate Network Solutions, Inc.  
DBA Soyata Computers of  
Rochester, Office Sys Division  
3760 W Henrietta Rd  
Rochester, NY 14623  
585/321-9999  
FID# 16-1477745

Upstate Office Equipment  
4919 State Route 233  
Westmoreland, NY 13490  
315/853-4111  
FID#161097824

US Business Technology  
150 Fulton Ave.  
Garden City Park, NY 11040  
516/877-0080  
FID#113629851

Soyoto  
3760 W. Henrietta Rd.  
Rochester, NY 14623  
585/321-9999  
FID#161477745

(continued)

**Authorized Dealers** (Cont'd)

**Standard Duplicating - All Orders and Remittances are to be directed to the Authorized Dealers.**

Apple Graphics  
200 Hudson St.  
New York, NY 10013  
212/226-5120  
212/226-5217 Fax  
FID#113180793

Brothers II Business Machines  
1350 Lincoln Ave., Ste 1  
Holbrook, NY 11741  
631/585-0684  
631/585-0334 Fax  
FID#112920456

Carr Business Systems  
130 Spagnoli Road  
Melville, NY 11747  
631/249-9880  
631/420-1054 Fax  
FID#112382276

Cross Island Copy Products  
51B Alabama Ave.  
Island Park, NY 11558  
516/432-3770  
516/432-5145 Fax  
FID#113228310

Eagle Systems, Inc.  
2421 Harlem St.  
Buffalo, NY 14225  
716/893-0506  
716/897-3081 Fax  
FID#161410112

Elbar Duplicator Corporation  
105-26 Jamaica Ave.  
Richmond, NY 11418  
718/441-1123  
718/805-2151 Fax  
FID#111864848

Fax Unlimited  
74 E. Rte. 59  
Spring Valley, NY 10977  
845/425-5255  
845/425-5299 Fax  
FID#133472328

Image Integrator  
1005 W. Fayette  
Syracuse, NY 13057  
315/474-9788  
315/295-2528 Fax  
FID# 270080053

Long Island Business Systems  
1180 Lincoln Ave., Ste. 2  
Holbrook, NY 11741  
631/218-9605  
631/218-6460 Fax  
FID#134255456

Northern Business Systems  
6517 Basile Rowe  
East Syracuse, NY 13057  
315/437-4102  
315/437-1222 Fax  
FID#223359520

Northern Business Systems  
575 Corporate Drive  
Mahway, NJ 07430  
201/825-1100  
201/825-9717 Fax  
FID#223359520

Northern Business Systems  
45 W. 36th St., Floor 8  
New York, NY 10018  
212/736-9200  
212/868-7400 Fax  
FID#223359520

Ruddell Business Machines  
28547 NYS Rte. 342  
Black River, NY 13612  
315/773-5621  
315/773-4048 Fax  
FID#161211889

Twin Forks Office Products, Inc.  
946 West Main St.  
Riverhead, NY 11901-2832  
631/727-3354  
631/727-7299 Fax  
FID#112721911

Twin River Imaging Systems  
504 Pennsylvania Ave.  
Elmira, NY 14904  
607/732-0330  
607/732-6409 Fax  
FID#161242373

**Authorized Dealers** (Cont'd)

**Toshiba America Business Solutions - All Orders and Remittances for Equipment are to be directed to the contractor. All Orders and Remittances for Maintenance or Supplies are to be directed to the Authorized Dealers**

ATLANTIC TOMORROWS  
OFFICE  
127 MAIN  
NEW PALTZ NY 12561  
914-255-8900  
914-255-1219  
13-1947545

ATLANTIC TOMORROWS  
OFFICE  
134 WEST 26TH STREET 3RD FL  
NEW YORK NY 10001  
212-741-6400  
212-645-1518  
13-1947545

ATLANTIC TOMORROWS  
OFFICE  
825 SOUTH BROADWAY  
TARRYTOWN NY 10591  
914-674-4500  
914-674-4477  
13-1947545

*Authorized Counties: Albany, Bronx, Dutchess, Kings, Nassau, New York, Orange, Putnam, Queens, Richmond, Rockland, Sullivan, Ulster, Westchester*

BASE INC  
23 FRANCIS J CLARKE CIRCLE  
BETHEL CT 06801  
203-830-2439  
203-830-2413  
06-1342889

*Authorized Counties: Fairfield, Hartford, Litchfield, Middlesex, New Haven, New London, Tolland, Windham*

CANDLE BUSINESS SYSTEMS  
INC  
125 WILBUR PLACE  
BOHEMIA NY 11716  
631-563-7505  
631-563-7504  
11-2662210

CANDLE BUSINESS SYSTEMS  
INC  
1500 OCEAN AVENUE  
BOHEMIA NY 11716  
631-567-9400  
631-567-9718  
11-2662210

CANDLE BUSINESS SYSTEMS  
INC  
1501 BROADWAY SUITE 704  
NEW YORK NY 10036  
212-398-6500  
212-898-6539  
11-2662210

*Authorized Counties: Kings, Nassau, New York, Queens, Suffolk*

CENTRAL BUSINESS EQUIPMENT  
10 CORPORATE DRIVE  
CLIFTON PARK NY 12065  
518-688-2679  
518-688-0190  
14-1609422

*Authorized Counties: Columbia, Fulton, Greene, Montgomery, Rensselaer, Saratoga, Schenectady, Schoharie, Warren*

\*DANKA OFFICE IMAGING  
90 PARK AVE  
NEW YORK NY 10016  
917-542-2400  
917-542-2410  
59-3407614

\*DANKA OFFICE IMAGING  
38 HARBOR PARK DRIVE  
NORTH  
PORT WASHINGTON NY 11050  
516-484-7000  
516-484-7409  
59-3407614

\*DANKA OFFICE IMAGING  
100 MERIDIAN CENTER, STE  
150  
ROCHESTER NY 14618  
716-341-2450  
716-341-2464  
59-3407614

*Authorized Counties: Albany, Allegany, Bronx, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Clinton, Columbia, Cortland, Delaware, Dutchess, Erie, Essex, Franklin, Fulton, Genesee, Greene, Hamilton, Herkimer, Jefferson, Kings, Lewis, Livingston, Madison, Monroe, Montgomery, Nassau, New York, Niagara, Oneida, Onondaga, Ontario, Orange, Orleans, Oswego, Otsego, Putnam, Queens, Rensselaer, Richmond, Rockland, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, St Lawrence, Steuben, Suffolk, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Westchester, Wyoming, Yates*

\*Authorized Dealers that are included in the No Interest Deferred Payment Plan.

(continued)



**Authorized Dealers** (Cont'd)

**Toshiba America Business Solutions** - All Orders and Remittances for Equipment are to be directed to the contractor. All Orders and Remittances for Maintenance or Supplies are to be directed to the Authorized Dealers (Cont'd)

EAGLE SYSTEMS INC  
2421 HARLEM RD  
BUFFALO NY 14225  
716-893-0506  
716-897-3081  
16-1410112

*Authorized Counties: Erie, Genesee, Niagara*

ELECTRONIC OFFICE PRODUCTS  
3258 SOUTH BROADWAY  
SARATOGA SPRINGS NY 12866  
518-587-8600  
518-587-4556  
14-1545598

*Authorized Counties: Saratoga, Warren, Washington*

GREEN MOUNTAIN OFFICE  
MACHINES  
520 AVENUE D  
WILLISTON VT 05495  
802-860-0744  
802-860-0739  
06-1611068

*Authorized Counties: Addison, Bennington, Caledonia, Chittenden, Essex, Franklin, Grant Isle, Lamoille, Orange, Orleans, Rutland, Washington, Windham, Windsor*

HAGAN BUSINESS MACHINES  
INC  
201 PINE STREET  
JAMESTOWN NY 14701  
716-664-9090  
716-664-1814  
16-1401122

*Authorized Counties: Cattaraugus, Chautauqua*

NORTHERN BUSINESS  
SYSTEMS  
114 JERICHO TURNPIKE, STE 3  
FLORAL PARK NY 11001  
516-616-0170  
516-616-1978  
22-3818488

NORTHERN BUSINESS  
SYSTEMS  
600 MAMARONECK AVE, 4TH  
FLOOR  
HARRISON NY 10528  
914-777-6700  
914-777-6707  
22-3818488

NORTHERN BUSINESS  
SYSTEMS  
45 WEST 36 STREET 8TH  
FLOOR  
NEW YORK NY 10018  
212-736-9200  
212-868-7400  
22-3818488

NORTHERN BUSINESS  
SYSTEMS  
22 ROUTE 17K  
NEWBURGH NY 12550  
845-561-0399  
845-561-1759  
22-3818488

*Authorized Counties: Bronx, Kings, Nassau, New York, Orange, Queens, Richmond, Rockland, Westchester*

(continued)

**Authorized Dealers** (Cont'd)

**Toshiba America Business Solutions** - All Orders and Remittances for Equipment are to be directed to the contractor. All Orders and Remittances for Maintenance or Supplies are to be directed to the Authorized Dealers (Cont'd)

RUDELLE BUSINESS  
MACHINES INC  
28547 NY STATE RT 342  
BLACK RIVER NY 13612  
315-773-5621  
315-773-4048  
16-1211889

*Authorized Counties: Clinton, Essex, Franklin, Jefferson, Lewis, St Lawrence*

SOUTHERN TIER COPY PRODUCTS  
BINGHAMTON NY 13901  
607-772-0437  
607-772-0525  
16-1078307

*Authorized Counties: Broome, Chemung, Chanango, Cortland, Delaware, Schuyler, Steuben, Tioga, Tompkins*

TOSHIBA BUSINESS  
SOLUTIONS-NY  
7037 FLY ROAD  
EAST SYRACUSE NY 13057  
315-414-1414  
315-414-0284  
16-1319560

TOSHIBA BUSINESS  
SOLUTIONS-NY  
BECKER BUSINESS SYSTEMS  
INC  
230 NORTH PLANK ROAD  
NEWBURGH NY 12550  
845-562-2468  
845-562-2707  
16-1319560

TOSHIBA BUSINESS  
SOLUTIONS-NY  
150 METRO PARK  
ROCHESTER NY 14623  
585-427-2222  
585-427-0887  
16-1319560

TOSHIBA BUSINESS  
SOLUTIONS-NY  
675 ATLANTIC AVENUE  
ROCHESTER NY 14609  
585-288-1420  
585-288-7770  
16-1319560

TOSHIBA BUSINESS  
SOLUTIONS-NY  
190 LAWRENCE BELL DRIVE,  
STE 100  
WILLIAMSVILLE NY 14221  
716-634-0322  
716-634-0385  
16-1319560

*Authorized Counties: Albany, Allegany, Broome, Cattaraugus, Cayuga, Chautauqua, Chemung, Chenango, Columbia, Cortland, Delaware, Dutchess, Erie, Fulton, Genesee, Greene, Herkimer, Jefferson, Lewis, Livingston, Madison, Monroe, Montgomery, Niagara, Oneida, Onondaga, Ontario, Orange, Orleans, Oswego, Otsego, Putnam, Rensselaer, Saratoga, Schenectady, Schoharie, Schuyler, Seneca, St Lawrence, Steuben, Sullivan, Tioga, Tompkins, Ulster, Warren, Washington, Wayne, Wyoming, Yates*

TWIN TIER IMAGING SYSTEMS  
504 PENNSYLVANIA AVENUE  
ELMIRA NY 14904  
607-732-0330  
607-732-6409  
16-1242373

*Authorized Counties: Chemung, Schuyler, Steuben, Tioga, Tompkins*

(continued)

**Toshiba America Business Solutions - All Orders and Remittances for Equipment are to be directed to the contractor. All Orders and Remittances for Maintenance or Supplies are to be directed to the Authorized Dealers (Cont'd)**

U S BUSINESS TECHNOLOGY LLC  
150 FULTON AVENUE  
GARDEN CITY PARK NY 11040  
516-877-0080  
516-877-0202  
11-3629851

*Authorized Counties: Bronx, Kings, Nassau, New York, Queens*

**Xerox Corporation - All Orders and Remittances are to be directed to the Contractor.**

Apex Document Solutions  
250 Oriskany Parkway  
Yorkville, NY 13495  
315/736-3288

Buffalo Xerographics  
33 Pequet Parkway  
Tonawanda, NY 14150  
716/693-0343

Capital Xerographics  
P.O. Box 779  
Clifton Park, NY 12065  
518/782-1442

Computer Doctors, Inc.  
5 Triangle Road  
Liberty, NY 12754  
845/292-2258

Garlock Office Products  
37 Center Street  
Batavia, NY 14020  
716/343-4100

KD Office Works  
9 Healy Blvd., Parkway Plaza  
Hudson, NY 12534  
518/828-0175

MBS Xerographix  
10 New King Street  
White Plains, NY 10604  
914/220-6430

North Country Xerographics  
634 Plank Road, Suite 205  
Clifton Park, NY 12065  
518/371-3755

Office Equipment Solutions/Source II  
227 W. Water Street  
Elmira, NY 14901  
607-737-0539

Peterson Office Equipment  
7 W. Summit, Box 196  
Lakewood, NY 14750  
716/763-6927

Seely Conover  
333 West Main Street  
Amsterdam, NY 12010  
518/842-1720

Upstate Xerographics  
305 State Street  
Watertown, NY 13601  
315/788-1091

Upstate Xerographics II  
62 Genesee Street  
Greene, NY 13778  
607/722-7492

Xerographic Business Solutions  
6 Canton Street  
Baldwinsville, NY 13027  
315/635-2200

Xerographic Solutions  
806 Linden Avenue, Suite 100  
Rochester, NY 14625  
585/248-5554

(continued)

**PRICE - LOT I:**

Price shall include all customs duties and charges and be net, F.O.B. destination any point in New York State including installation, instruction of personnel and one complete copy of the instruction manual. After initial delivery, purchases of supplies only shall be tailgate delivery.

If substantially the same or similar quantity of a commodity is sold by the contractor under the same or similar terms and conditions as that of any State contract for such commodity held by the contractor, at a price lower than the State contract price, the price to the State shall be immediately reduced to the lower price. This applies to all component prices and accessory prices offered by the bidder. Remanufactured items may be priced differently from new items; however, remanufactured items must be identified as such.

In addition, upon mutual agreement, delivery locations may be expanded per the "Extension of Use" clause.

**\*Escalation Per Year for Maintenance** - Escalation is permitted for maintenance and supplies not to exceed 5% annually. Contractors may elect to defer escalation or to escalate at a lower percentage.

**NEW PRODUCTS** - As machines are discontinued and new machines become available, pricing must be approved by the Procurement Services Group before official addition to the contract.

Decreases in GSA pricing during the contract period shall be incorporated in these contracts. Where GSA pricing does not exist, State pricing shall be equal to or lower than state or local government pricing.

**PRICE - LOT II:**

Price shall include all customs duties and charges and be net, F.O.B. destination any point in New York State including installation, instruction of personnel and one complete copy of the instruction manual. After initial delivery, purchases of supplies only shall be tailgate delivery.

If substantially the same or similar quantity of a commodity is sold by the contractor under the same or similar terms and conditions as that of any State contract for such commodity held by the contractor, at a price lower than the State contract price, the price to the State shall be immediately reduced to the lower price. This applies to all component prices, required accessory prices, and associated products offered by the contractor. Remanufactured items may be priced differently from new items; however, remanufactured items must be identified as such.

Decreases in GSA pricing during the contract period shall be incorporated in these contracts. Where GSA pricing does not exist, State pricing shall be equal to or lower than state or local government pricing.

In addition, upon mutual agreement, delivery locations may be expanded per the "Extension of Use" clause.

**SUBSTITUTIONS - LOT II:**

As awarded machines become discontinued from a manufacturer's product line, the State reserves the right to accept a product deemed by the Commissioner to be equivalent to the specified commodity. Contractors shall submit manufacturer's specification for the new model requested as a substitute. Substituted equipment must meet or exceed the performance specification of the discontinued model. All substitutions shall be offered at the awarded Average Annual Cost (AAC) or lower. Documentation supporting the reasonableness of price must accompany any request for substitution.

Substitutions and Associated Products must be, and will only be, submitted/accepted on a quarterly basis by the 15th of the month following contract start date (first submittal received by September 15th, second by December 15th and so forth).

(continued)

**BILLING AND PAYMENTS:**

Contractors may pre-bill annually, quarterly or monthly for the minimum monthly service cost. Contractor may not pre-bill for more than 12 months.

The cost per copy for maintenance above the monthly minimum shall be billed in increments of not less than 30 days, based on actual usage. (For Example: \$36 Monthly Minimum, which includes 20,000 copies, and \$.015 Overage. Total copies made for the year is 195,000. The end user is entitled to 20,000 copies per month x 12 months = 240,000 copies; therefore, the end user is well within their Minimum Monthly Charge and should not be charged the \$.015 Overage.)

Contractors may also offer Installment Plans with 0% interest as long as the original Terms and Conditions do not change.

**PRICE ESCALATIONS FOR SERVICE AND SUPPLIES:**

Prices for service and supplies shall remain firm for the contract period unless price escalations are included in the award document for that item. Escalations, if permitted, are calculated annually after the first year **of the inception of the contract, not installation of the machine**, at the express percentage rate listed in the award. Contractors may escalate up to their stated annual maximum. Contractors may elect to defer escalation or to escalate at a lower percentage.

**EXTENDED GPP MAINTENANCE PLANS:**

The Guaranteed Performance Period (GPP) allows the end user to purchase maintenance and supplies for a period of either three (3) or five (5) years after delivery /installation. All machines up to 60 cpm have a 3-Year GPP and machines over 60 cpm have a 5-Year GPP. After the GPP, or Extended GPP Plans, agencies are expected to purchase supplies and maintenance in accordance with agency purchasing guidelines. Check the Contractor Information beginning on Page 2 for those contractors whose terms include an additional 1 and 2-Year Extended GPP Maintenance Plan beyond the initial 3 or 5-Year Guaranteed Performance Period (GPP).

**ASSOCIATED PRODUCTS:**

Associated Products shall be limited to attachments, options, additional features and supplies not required to make a standard image for each machine. Additional features are considered feeders, sorters, stackers, reduction/enlargement, duplexing, etc. The State reserves the right to accept or reject at any time before or after award any or all of the associated products at its discretion.

Supplies not required to make a standard image (staples, staple wire, highlight color toner, etc.) are listed as associated products, not as part of the Cost Per Copy (CPC). **It is suggested contractors offer power/surge protector devices under Associated Products.**

**SUPPLIES:**

All supplies are included as part of the Cost Per Copy (CPC). Since there is no charge for maintenance during the warranty period, the contractor may charge a cost per copy for **supplies only** during the warranty period. If a product is guaranteed for a specific yield and it fails to meet that level, the product must be replaced. If an end user's supply usage exceeds the manufacturer's guaranteed yield by more than 20%, the contractor shall have the right to charge the end user for the additional supplies. Contractors must include the cost of each supply and the manufacturer's guaranteed yield for each supply. Yields are based on 6% coverage. Contractors **who fail to include this information will not be allowed to charge for excess supply usage. The State reserves the right to verify the yields, if it is in the State's best interest.** It is to be expected that if the copy coverage exceeds the norm, the yield will not be the same.

The end user may elect, after delivery of machine, to use competitive supplies. If the competitive supplies are suspected as the reason for poor machine performance, the performance criteria and effectiveness level credit to the agency shall be deferred until a conclusive mutual determination is made by the contractor, the agency and the Procurement Services Group. If the Maintenance Plan is not purchased from the Contractor, the end user may still purchase Supplies. NYS Contract Pricing for Supplies will be provided by the Contractor upon request from the end user. Machines must be able to use recycled paper and generic supplies.

(continued)

**LOT I - Summary of Awards Alphabetically By Contractor**

**\*COMPLETE MANUFACTURER'S COMMERCIAL PRODUCT LINE\***

NOTE: Weblinks are provided below for those contractors who have their NYS contract dedicated websites available. For those contractors in Lot I who do not have a weblink available, agencies are requested to contact the contractor for product and pricing information. Contractors will provide agencies with NYS Contract information on all models, accessories, supplies and product information upon request in any format required by the agency. Formats may include electronic price list, hardcopy price list or catalog via mail or website access. Also, as models are discontinued and new models become available, the effective price list will change, upon approval of the Office of General Services.

<u>Contractor</u>	<u>Last Approved Price List Effective Date</u>
Duplo USA Corporation	March 28, 2003
Electronic Business Products, Inc. (Lanier Product Line) <a href="http://www.ebp-inc.com">http://www.ebp-inc.com</a>	February 28, 2006
IKON Office Solutions, Inc. (Canon Product Line) <a href="http://www.ikon.com/nys">http://www.ikon.com/nys</a>	March 2006
Imagistics International <a href="https://extranet.imagistics.com/default/newyork">https://extranet.imagistics.com/default/newyork</a>	February 28, 2006
Konica Minolta Business Solutions U.S.A., Inc.-Konica models <a href="http://kmbs.konicaminolta.us/eprise/main/KMBS/DirectNationalAccounts/StateOfNY/Home">http://kmbs.konicaminolta.us/eprise/main/KMBS/DirectNationalAccounts/StateOfNY/Home</a>	February 28, 2006
Muratec America, Inc. <a href="http://www.muratec.com/contracts/nyscopier">http://www.muratec.com/contracts/nyscopier</a>	March 1, 2006
RICOH Corporation <a href="http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index_ricoh.asp">http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index_ricoh.asp</a>	RFG Price List February 2, 2006
Savin/Gestetner product website: <a href="http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index_gs.asp">http://www.ricoh-usa.com/rmap/newyorkstatecopiers/index_gs.asp</a>	RFG Price List February 2, 2006*
RISO, Inc. <a href="http://us.riso.com/public/nystatecontract05/ny2005.htm">http://us.riso.com/public/nystatecontract05/ny2005.htm</a>	March 15, 2005
Sharp Electronics Corporation <a href="https://www.sharpbiznet.com/stateofny">https://www.sharpbiznet.com/stateofny</a>	March 2006
Standard Duplicating Machine Corp.	April 15, 2004
Toshiba America Business Solutions, Inc. <a href="http://gemconnect.toshiba.com">http://gemconnect.toshiba.com</a>	February 13, 2006
Xerox Corporation <a href="http://www.ebusiness.xerox.com/nys/">http://www.ebusiness.xerox.com/nys/</a>	February 2006

(continued)

**LOT II (Digital Copiers Only) - Summary of Awards Alphabetically By Contractor**

ITEM	CONTRACTOR	MFR	MODEL	PAGE
10	Danka Office Imaging	Heidelberg USA	Digimaster 9110	55-56
<a href="http://b2b.eDanka.com/ny.htm">http://b2b.eDanka.com/ny.htm</a>				
1	Kyocera Mita America	Kyocera Mita America	KM-2050	43
2	Kyocera Mita America	Kyocera Mita America	KM-3035	46
3	Kyocera Mita America	Kyocera Mita America	KM-4035	47
4	Kyocera Mita America	Kyocera Mita America	KM-5035	49
5	Kyocera Mita America	Kyocera Mita America	KM-5530	51
6	Kyocera Mita America	Kyocera Mita America	KM-6030	53
7	Kyocera Mita America	Kyocera Mita America	KM-8030	54
<a href="http://gov.kyoceramita.com/newyork">http://gov.kyoceramita.com/newyork</a>				
1	Panasonic	Panasonic	DP-1820E	44
2	Panasonic	Panasonic	DP-2330	45
3	Panasonic	Panasonic	DP-3530	48
4	Panasonic	Panasonic	DP-4530	50
5	Panasonic	Panasonic	DP-6030	52

**LOT II (Digital Copiers Only) SUMMARY OF AWARDS BY ITEM**

ITEM	CONTRACTOR	MFR	MODEL	AAC*
<b>#1 - 11-20 CPM - 20,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	KM-2050	\$2,113.67
	Panasonic	Panasonic	DP-1820E	\$2,249.07
<b>#2 - 21-30 CPM - 30,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Panasonic	Panasonic	DP-2330	\$3,713.60
	Kyocera Mita America	Kyocera Mita America	KM-3035	\$4,153.63
<b>#3 - 31-40 CPM - 50,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	KM-4035	\$5,059.68
	Panasonic	Panasonic	DP-3530	\$4,808.33
<b>#4 - 41-50 CPM - 65,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	KM-5035	\$5,870.30
	Panasonic	Panasonic	DP-4530	\$6,057.00
<b>#5 - 51-60 CPM - 100,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 3-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	KM-5530	\$8,364.97
	Panasonic	Panasonic	DP-6030	\$8,430.00
<b>#6 - 61-70 CPM - 150,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 5-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	KM-6030	\$9,713.91
<b>#7 - 71-80 CPM - 200,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 5-Yr. GPP)</b>				
	Kyocera Mita America	Kyocera Mita America	KM-8030	\$12,972.00
<b>#8 - 81-90 CPM - 300,000 Monthly Volume - NO MODELS AWARDED</b>				
<b>#9 - 91-100 CPM - 400,000 Monthly Volume - NO MODELS BID</b>				
<b>#10 - 100+ CPM - 600,000 Monthly Volume (Lowest to Highest Cost for Equip. &amp; Maintenance over 5-Yr. GPP)</b>				
	Danka Office Imaging	Kodak	Digimaster 9110	\$51,881.49

\*AAC - Please see Definition on Page 40

(continued)

**DEFINITIONS:**

**AAC:**

Average Annual Cost - The annual cost to own and operate a machine. The AAC includes the purchase cost, supply costs (excluding paper) and maintenance costs average over the Guaranteed Performance Period (GPP) of either three or five years.

**ADA:**

Americans with Disabilities Act.

**ASSOCIATED PRODUCT:**

Associated products are limited to attachments, options and additional features (e.g. feeders, sorters, stackers, reduction/enlargement, and duplexing) for each machine. Supplies not required to make a standard image (staples, staple wire, highlight color toner, etc.) are considered associated products. The cost of the associated products and associated maintenance costs are not be used in determining the AAC.

**ANALOG COPIER:**

An analog copier uses a series of mirrors and lenses to transmit the scanned image to the photoconductor. Analog copiers scan the original for each copy made, contain a duplexing tray, and use sorters or stackers as finishing devices.

**DIGITAL COPIER:**

A digital copier incorporates a digital scanner to digitize the image, store the image in memory, and produce copies from the memory. Digital copiers use "scan once, print many" technology; trayless duplexing and stackers rather than sorters as finishing devices.

**DOCUMENT FEEDER:**

A device to feed your originals onto the exposure glass and properly position them for copying. There are several types of feeders including:

Automatic Document Feeder (**ADF**) which holds a stack of originals and feeds them automatically, one at a time, to the exposure glass for copying. An ADF cannot be used for two-sided to two-sided duplexing.

Reversing Automatic Document Feeder (**RADF or ARDF**) which is similar to an ADF with the added capability to invert a two sided original to copy material from both sides.

Recirculating Document Feeder/Handler (**RDF or RDH**) which feeds originals to the exposure glass and back to the feed tray making one complete set. When multiple sets are required, the process is repeated for each set.

**DUPLEXING:**

The ability to automatically produce two-sided copies from either single-sided or two-sided originals. This feature may be optional on lower volume copiers. Duplexing from single-sided originals (**1:2**) requires an ADF, RADF, RDF or RDH. Duplexing from two-sided originals (**2:2**) requires a RDF or RDH.

**GPP:**

Guaranteed Performance Period - The period of time for which the contractor is required to guarantee that a maintenance agreement and supplies may be purchased at contract pricing and that the machine will operate satisfactorily to produce acceptable copy quality for the effectiveness levels as defined in the "Performance Criteria" clause. The GPP is either three years or five years, as specified within the item.

**LARGE CAPACITY TRAY/CASSETTE (LCT/LCC):**

An option on many copiers to increase the paper capacity of the copier. Usually hold 1,000 sheets or more.

(continued)



**DEFINITIONS:** (Cont'd)

**PSG:**

Procurement Services Group

**REQUIRED ACCESSORY:**

An accessory that is specifically listed as a requirement of the detailed specification and must be offered as part of the bid. Feeders, sorters, duplexing, large capacity trays, and networking capabilities are examples of required accessories. The cost of the required accessory and associated maintenance costs is used in determining the AAC. It is expected that the majority of machine purchases include the required accessories but purchase of the required accessories is optional.

**STACKER:**

Used in conjunction with a recirculating document feeder, provides finished sets, usually offset, in the output tray. Some stackers are also provided with stapling capability to automatically staple sets as they are completed. A stacker will allow unlimited sets where a sorter is limited by the number of bins.

**SORTER:**

Used in conjunction with an automatic document feeder or reversing automatic document feeder, provides finished sets into separate bins. Ten and twenty bin sorters are common. Some sorters are equipped with staplers which automatically staple the sets in each bin.

(continued)

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### PURCHASING GUIDELINES

1. **THIS "CONTRACT AWARD NOTIFICATION" IS FOR PURCHASE ONLY. LEASES OR RENTALS ARE NOT COVERED BY THIS CONTRACT.**
2. Determine the average monthly copy volume required by your office. Choose machines that cover your requirements.
3. Choose machines with features required by your office. Features such as reduction/enlargement, duplexing (double-sided copies), ADF (automatic document feeder), sorter, stapler, etc., may be available as options (at an additional price) or may be included in the basic machine. Calculate the cost of the machine with the options needed.
4. The Guaranteed Performance Period (GPP) is three years for all machines up to 60 cpm and five years for all machines over 60 cpm. The GPP begins on the date of installation and is the period for which maintenance and/or supplies may be purchased. See Contractor Information (beginning on Page 2) for terms regarding 1 and 2-Year Extended GPP Maintenance Plans.
5. Purchase of required accessories, associated products, supplies, and maintenance are at the sole option of the customer. Supplies may also be purchased from other awards for copier supplies available from Commodity Groups 23000 and 23065.
6. **There are no maintenance charges during the equipment guarantee period**, which is a minimum of 90 days, and is specified within each item.
7. The contractors should be contacted for specific questions on copier features.
8. A manufacturer's model copier may be sold under two or more different contractors labels. Compare the equipment pricing and various maintenance plans and select the cost effective purchase that best meets your needs. Contact the Purchasing Officer shown on the front of this award for additional assistance.

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #1 - 11-20 Copies Per Minute - 20,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$2,805.92	Min. Monthly Maintenance	\$102.00
MODEL NUMBER:	KM-2050	Copies Included in Above	12,000
MANUFACTURER:	Kyocera Mita	CPC to 20,000 Copies	\$.0085
EQUIP. GUARANTEE:	90 Days	CPC Over 20,000 Copies	\$.0085
		1 Yr. Ext. GPP Min. Monthly	\$102.00
		1 Yr. Ext. GPP Cost Per Copy	\$.0085
		2 Yr. Ext. GPP Min. Monthly	\$102.00
		2 Yr. Ext. GPP Cost Per Copy	\$.0085

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Stand	Stand	Included	\$0.00
Document Feeder	DP-410	Included	\$0.00
Duplexing	DU-410	Included	\$0.00
Networking	Same	Included	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
300 Sheet Paper Drawer	PF-410	\$261.00	\$0.00
Internal Finisher	DF-410	\$577.00	\$0.00
Fax & Network Fax	Fax System L	\$574.00	\$0.00
Network Scanner	Scan System F	\$633.00	\$0.00
32MB Fax Memory Board	MM-13-32	\$128.00	\$0.00
Stand Spacer	Stand Spacer	\$ 35.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner TK-411	Case	\$414.00	120,000 Copies
Maintenance Kit MK-410	1 Kit	\$187.00	150,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59462

**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #1 - 11-20 Copies Per Minute - 20,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$2,510.00	Min. Monthly Maintenance	\$32.16
MODEL NUMBER:	DP-1820E	Copies Included in Above	3,000
MANUFACTURER:	Panasonic	CPC to 20,000 Copies	\$.01072
EQUIP. GUARANTEE:	90 Days	CPC Over 20,000 Copies	\$.01200
		1 Yr. Ext. GPP Min. Monthly	\$35.38
		1 Yr. Ext. GPP Cost Per Copy	\$.0118
		2 Yr. Ext. GPP Min. Monthly	\$38.92
		2 Yr. Ext. GPP Cost Per Copy	\$.0130

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Cabinet/Console	DA1D18B	Included	\$0.00
Document Feeder	DA-AR202	Included	\$0.00
Paper drawer	DA-DS184	Included	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
ADF	DA-AS181	\$ 365.00	\$0.00
Hard drive	DA-HD18	\$ 375.00	\$0.00
3 <sup>rd</sup> paper tray	DA-DS185	\$ 266.00	\$0.00
High stand	DA1D18A	\$ 135.00	\$0.00
Low stand	DA1D18C	\$ 135.00	\$0.00
PCL printing	DA-PC180	\$ 465.00	\$0.00
PCL/Post Script	DA-MC180	\$ 559.00	\$0.00
Super G3 fax	DA-FG180	\$ 474.00	\$0.00
Network scanner	DA-NS180	\$ 359.00	\$0.00
Internet fax	DA-NF180	\$ 359.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
Platen cover	DA-UC200	\$ 41.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$41.97	10,000 Copies
Developer	Ea.	\$29.97	60,000 Copies
Drum	Ea.	\$26.97	60,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware and Windows NT.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59465

**CONTRACTOR:** PANASONIC DIGITAL DOCUMENT COMPANY

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #2 - 21-30 Copies Per Minute - 30,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$3,800.00	Min. Monthly Maintenance	\$32.16
MODEL NUMBER:	DP-2330	Copies Included in Above	3,000
MANUFACTURER:	Panasonic	CPC to 30,000 Copies	\$0.01072
EQUIP. GUARANTEE:	90 Days	CPC Over 30,000 Copies	\$0.01200
		1 Yr. Ext. GPP Min. Monthly	\$35.38
		1 Yr. Ext. GPP Cost Per Copy	\$0.0118
		2 Yr. Ext. GPP Min. Monthly	\$38.92
		2 Yr. Ext. GPP Cost Per Copy	\$0.01300

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Cabinet/Console	DA1D18B	Included	\$0.00
Stapler/Stitcher	DA-FS300	\$ 985.00	\$0.00
Network Card	N/A	Standard	\$0.00

<u>ACCESSORIES DESCRIPTION:</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
3rd paper tray	DA-DS305	\$ 266.00	\$0.00
4th paper tray	DA-DS306	\$ 200.00	\$0.00
Base plate	DA-DA230	\$ 79.00	\$0.00
Low stand	DA-DA320R	\$ 156.00	\$0.00
PCL printing	DA-PC301	\$ 815.00	\$0.00
PCL/PostScript	DA-MC301	\$1,129.00	\$0.00
Super G3 fax	DA-FG300	\$ 651.00	\$0.00
Network scanner	DA-NS600	\$ 389.00	\$0.00
Internet fax	DA-NF600	\$ 398.00	\$0.00
Hard drive	DA-HD30	\$ 375.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
Inner tray	DA-XN201	\$ 42.00	\$0.00
Outer tray	DA-XT200	\$ 42.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$47.00	15,000 Copies
Developer	Ea.	\$34.00	120,000 Copies
Drum	Ea.	\$41.00	60,000 Copies
Staples for FS300	box	\$48.89	9,000

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware and Windows NT.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59465

**CONTRACTOR:** PANASONIC DIGITAL DOCUMENT COMPANY

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #2 - 21-30 Copies Per Minute - 30,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>
UNIT PRICE: \$4,171.18	Min. Monthly Maintenance	\$144.00
MODEL NUMBER: KM-3035	Copies Included in Above	18,000
MANUFACTURER: Kyocera Mita	CPC to 30,000 Copies	\$.0080
EQUIP. GUARANTEE: 90 Days	CPC Over 30,000 Copies	\$.0080
	1 Yr. Ext. GPP Min. Monthly	\$144.00
	1 Yr. Ext. GPP Cost Per Copy	\$.0080
	2 Yr. Ext. GPP Min. Monthly	\$144.00
	2 Yr. Ext. GPP Cost Per Copy	\$.0080

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Saddle Stitch Finisher	DF-75	\$1,653.00	\$0.00
Print/Scan System	System U	\$1,329.00	\$0.00
Reversing Adapter for DF-75	RA-1	\$ 290.00	\$0.00
Attachment Kit for DF-75	AK-71C	\$ 29.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
1000 Sht Finisher (Reqs. AK-71C)	DF-73	\$ 812.00	\$0.00
Internal Finisher	DF-78	\$ 635.00	\$0.00
3,000-Sheet Drawer	PF-75	\$ 853.00	\$0.00
7-Bin Mail Box	M-2107	\$ 608.00	\$0.00
Job Separator	J-1402	\$ 121.00	\$0.00
2/3-Hole Punch Unit for DF-75	PH-2A	\$ 389.00	\$0.00
3,000-Sheet Finisher w/Punch	DF-71	\$1,518.00	\$0.00
Fax System	Same (J)	\$ 699.00	\$0.00
Fax Memory Board	FM1-8MB	\$ 128.00	\$0.00
20 GB HDD for Printer	HD-ME4	\$ 278.00	\$0.00
15 AMP Surge Protector	Same	\$ 136.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Case	\$470.00	136,000 Copies
Developer Kit	1 Kit	\$371.00	400,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%  
 MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.  
 Guaranteed Delivery: 30 Days A/R/O  
 The copier offered is new.

**CONTRACT NO.:** PC59462  
**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #3 - 31-40 Copies Per Minute - 50,000 Copies Per Month Volume**

		MAINTENANCE
UNIT PRICE:	\$4,900.55	Min. Monthly Maintenance \$240.00
MODEL NUMBER:	KM-4035	Copies Included in Above 30,000
MANUFACTURER:	Kyocera Mita	CPC to 50,000 Copies \$.0080
EQUIP. GUARANTEE:	90 Days	CPC Over 50,000 Copies \$.0080
		1 Yr. Ext. GPP Min. Monthly \$240.00
		1 Yr. Ext. GPP Cost Per Copy \$.0080
		2 Yr. Ext. GPP Min. Monthly \$240.00
		2 Yr. Ext. GPP Cost Per Copy \$.0080

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Internal Finisher	DF-78	\$ 635.00	\$0.00
Print/Scan System	System U	\$1,329.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
1000 Sht Finisher (Reqs. AK-71C)	DF-73	\$ 812.00	\$0.00
Saddle Stitch Finisher	DF-75	\$1,653.00	\$0.00
3,000-Sheet Drawer	PF-75	\$ 853.00	\$0.00
7-Bin Mail Box	M-2107	\$ 608.00	\$0.00
Job Separator	J-1402	\$ 121.00	\$0.00
2/3-Hole Punch Unit for DF-75	PH-2A	\$ 389.00	\$0.00
Reversing Adaptor for DF-75	RA-1	\$ 290.00	\$0.00
Attachment Kit for DF-75	AK-71C	\$ 29.00	\$0.00
3,000-Sheet Finisher w/Punch	DF-71	\$1,518.00	\$0.00
Fax System	Same (J)	\$ 699.00	\$0.00
Fax Memory Board	FM1-8MB	\$ 128.00	\$0.00
20 GB HDD for Printer	HD-ME4	\$ 278.00	\$0.00
HDD for Copier	HD-70	\$ 195.00	\$0.00
15 AMP Surge Protector	Same	\$ 136.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Case	\$470.00	136,000 Copies
Developer Kit	1 Kit	\$371.00	400,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59462  
**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

(continued)

**LOT II - DIGITAL COPIERS**  
**ITEM #3 - 31-40 Copies Per Minutes - 50,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$5,480.00	Min. Monthly Maintenance	\$95.40
MODEL NUMBER:	DP-3530	Copies Included in Above	12,000
MANUFACTURER:	Panasonic	CPC to 50,000 Copies	\$.00795
EQUIP. GUARANTEE:	90 Days	CPC Over 50,000 Copies	\$0.01000
		1 Yr. Ext. GPP Min. Mnthly.	\$104.94
		1 Yr. Ext. GPP Cost Per Copy	\$0.00870
		2 Yr. Ext. GPP Min. Mnthly.	\$115.43
		2 Yr. Ext. GPP Cost Per Copy	\$0.00960

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Finisher/Stapler	DA-FS330	\$1,025.00	\$0.00
Networking	Standard	\$0	\$0.00
Stand	DA-D351R	included	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
1-bin saddle stitch	DA-FS355A	\$1,925.00	\$0.00
Hole punch unit	DA-SP31	\$ 400.00	\$0.00
1 drawer console	DA-DS603	\$ 435.00	\$0.00
2 drawer console	DA-DS604	\$ 629.00	\$0.00
Stand (low)	DA-D352R	\$ 139.00	\$0.00
3000-sheet LCT	DA-MA301	\$ 615.00	\$0.00
LCT adaptor	DA-TK31	\$ 165.00	\$0.00
PCL printing	DA-PC602	\$1,241.00	\$0.00
PCL/PostScript	DA-MC602	\$1,434.00	\$0.00
Super G3 fax	DA-FG600	\$ 633.00	\$0.00
Network scanner	DA-NS600	\$ 389.00	\$0.00
Internet Fax	DA-NF600	\$ 398.00	\$0.00
Hard drive	DA-HD60F	\$ 375.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
DD server software	DA-WS20	\$ 312.00	\$0.00
Doc. Dist. software	DA-WR10	\$ 510.00	\$0.00
Exit tray	DA-XT600	\$ 39.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$57.00	24,000 Copies
Developer	Ea.	\$63.00	240,000 Copies
Drum	Ea.	\$98.00	240,000 Copies
Staples for FS330	box	\$48.89	15,000
Staples for FS355A	box	\$68.00	15,000

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Appletalk.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59465  
**CONTRACTOR:** PANASONIC DIGITAL DOCUMENT COMPANY

(continued)



**LOT II - DIGITAL COPIERS**

**ITEM #4 - 41-50 Copies Per Minute - 65,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$5,458.41	Min. Monthly Maintenance	\$292.50
MODEL NUMBER:	KM-5035	Copies Included in Above	39,000
MANUFACTURER:	Kyocera Mita	CPC to 65,000 Copies	\$.0075
EQUIP. GUARANTEE:	90 Days	CPC Over 65,000 Copies	\$.0075
		1 Yr. Ext. GPP Min. Monthly	\$292.50
		1 Yr. Ext. GPP Cost Per Copy	\$.0075
		2 Yr. Ext. GPP Min. Monthly	\$292.50
		2 Yr. Ext. GPP Cost Per Copy	\$.0075

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Finisher	DF-71	\$1,350.00	\$0.00
Print System	Print SYS U	\$1,150.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Reversing Doc. Feeder	SRDF-2	\$ 785.00	\$0.00
1000 Sheet Finisher	DF-73	\$ 809.00	\$0.00
Fax System	Fax System J	\$ 667.00	\$0.00
20.0 GB HDD for Printer	HD-ME4	\$ 277.00	\$0.00
HDD Erase for Copy/Print	Data Sec. Kit A	\$ 231.00	\$0.00
Saddle Stitch Finisher	DF-75	\$1,475.00	\$0.00
Internal Finisher	DF-78	\$ 632.00	\$0.00
Dual 500 Sheet Drawer	PF-70	\$ 743.00	\$0.00
Job Separator	J-1402	\$ 120.00	\$0.00
7 Bin Mail Box	M-2107	\$ 605.00	\$0.00
Fax Memory Board	FM1-8MB	\$ 127.00	\$0.00
Original Holder	Original Holder	\$ 68.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Case	\$469.00	136,000 Copies
Maint. Kit MK-707	Case	\$776.00	500,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.

Guaranteed Delivery: 30 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59462  
**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

(continued)

**LOT II - DIGITAL COPIERS**  
**ITEM #4 - 41-50 Copies Per Minutes - 65,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$6,325.00	Min. Monthly Maintenance	\$119.25
MODEL NUMBER:	DP-4530	Copies Included in Above	15,000
MANUFACTURER:	Panasonic	CPC to 65,000 Copies	\$.00795
EQUIP. GUARANTEE:	90 Days	CPC Over 65,000 Copies	\$.01000
		1 Yr. Ext. GPP Min. Mnthly.	\$131.18
		1 Yr. Ext. GPP Cost Per Copy	\$.00870
		2 Yr. Ext. GPP Min. Mnthly.	\$144.30
		2 Yr. Ext. GPP Cost Per Copy	\$.00960

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Finisher/Stapler	DA-FS600	\$1,550.00	\$0.00
Networking	Standard	\$0	\$0.00
Stand	DA-D351R	included	\$0.00

<u>ACCESSORIES DESCRIPTION:</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
1-bin saddle stitch	DA-FS355A	\$1,925.00	\$0.00
2-bin booklet sorter	DA-FS605	\$3,039.00	\$0.00
Hole punch unit	DA-SP31	\$ 400.00	\$0.00
Hole punch unit	DA-SP41	\$ 400.00	\$0.00
1 drawer console	DA-DS603	\$ 435.00	\$0.00
2 drawer console	DA-DS604	\$ 629.00	\$0.00
Stand (low)	DA-D352R	\$ 139.00	\$0.00
3000-sheet LCT	DA-MA301	\$ 615.00	\$0.00
LCT adapter	DA-TK31	\$ 165.00	\$0.00
PCL printing	DA-PC602	\$1,241.00	\$0.00
PCL/PostScript	DA-MC602	\$1,434.00	\$0.00
Super G3 fax	DA-FG600	\$ 633.00	\$0.00
Network scanner	DA-NS600	\$ 389.00	\$0.00
Internet Fax	DA-NF600	\$ 398.00	\$0.00
Hard drive	DA-HD60F	\$ 375.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
DD server software	DA-WS20	\$ 312.00	\$0.00
Doc. dist. software	DA-WR10	\$ 510.00	\$0.00
Exit tray	DA-XT600	\$ 39.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$57.00	24,000 Copies
Developer	Ea.	\$63.00	240,000 Copies
Drum	Ea.	\$98.00	240,000 Copies
Staples for FS355A	box	\$68.00	15,000
Staples for FS600	box	\$43.33	15,000
Staples for FS605	box	\$42.58	6,000

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Appletalk.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59465

**CONTRACTOR:** PANASONIC DIGITAL DOCUMENT COMPANY

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #5 - 51-60 Copies Per Minute - 100,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>
UNIT PRICE:	\$7,928.23	Min. Monthly Maintenance \$420.00
MODEL NUMBER:	KM-5530	Copies Included in Above 60,000
MANUFACTURER:	Kyocera Mita	CPC to 100,000 Copies \$.0070
EQUIP. GUARANTEE:	90 Days	CPC Over 100,000 Copies \$.0070
		1 Yr. Ext. GPP Min. Monthly \$420.00
		1 Yr. Ext. GPP Cost Per Copy \$.0070
		2 Yr. Ext. GPP Min. Monthly \$420.00
		2 Yr. Ext. GPP Cost Per Copy \$.0070

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Multi-Finisher	DF-610	\$1,833.00	\$0.00
Print System	System Q	\$1,160.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Scan System	Scan System D	\$ 464.00	\$0.00
20.0 GB Hard Drive	HD-4	\$ 278.00	\$0.00
4,000 Sheet Paper Deck	ST-11	\$1,276.00	\$0.00
V-Folding Unit	BF-1	\$ 893.00	\$0.00
5-Tray Mailbox	MT-1	\$ 464.00	\$0.00
Punch Unit	PH-3	\$ 348.00	\$0.00
Barcode Reader for Printer	BC-1	\$ 160.00	\$0.00
20 AMP Surge Protector	Same	\$ 156.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Case	\$469.00	300,000 Copies
Developer	Case	\$287.00	1,600,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%  
 MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.  
 Guaranteed Delivery: 30 Days A/R/O  
 The copier offered is new.

**CONTRACT NO.:** PC59462  
**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

**LOT II - DIGITAL COPIERS**

**ITEM #5 - 51-60 Copies Per Minute - 100,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>	
UNIT PRICE:	\$7,900.00	Min. Monthly Maintenance	\$139.13
MODEL NUMBER:	DP-6030	Copies Included in Above	17,500
MANUFACTURER:	Panasonic	CPC to 100,000 Copies	\$.00795
EQUIP. GUARANTEE:	90 Days	CPC Over 100,000 Copies	\$.01000
		1 Yr. Ext. GPP Min. Monthly	\$153.04
		1 Yr. Ext. GPP Cost Per Copy	\$.00870
		2 Yr. Ext. GPP Min. Monthly	\$168.34
		2 Yr. Ext. GPP Cost Per Copy	\$.00960

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Finisher/Stapler	DA-FS600	\$1,550.00	\$0.00
Networking	Standard	\$0	\$0.00
Stand	DA-D351R	included	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
1-bin saddle stitch	DA-FS355A	\$1,925.00	\$0.00
2-bin booklet sorter	DA-FS605	\$3,039.00	\$0.00
Hole punch unit	DA-SP31	\$ 400.00	\$0.00
Hole punch unit	DA-SP41	\$ 400.00	\$0.00
1 drawer console	DA-DS603	\$ 435.00	\$0.00
2 drawer console	DA-DS604	\$ 629.00	\$0.00
Stand (low)	DA-D352R	\$ 139.00	\$0.00
3000-sheet LCT	DA-MA301	\$ 615.00	\$0.00
LCT adaptor	DA-TK31	\$ 165.00	\$0.00
PCL printing	DA-PC602	\$1,241.00	\$0.00
PCL/PostScript	DA-MC602	\$1,434.00	\$0.00
Super G3 fax	DA-FG600	\$ 633.00	\$0.00
Network scanner	DA-NS600	\$ 389.00	\$0.00
Internet Fax	DA-NF600	\$ 398.00	\$0.00
Hard drive	DA-HD60F	\$ 375.00	\$0.00
16mb sort memory	DA-SM16B	\$ 53.33	\$0.00
64mb sort memory	DA-SM64B	\$ 150.00	\$0.00
128mb sort memory	DA-SM28B	\$ 273.00	\$0.00
4mb Flash memory	UE-410047F	\$ 111.00	\$0.00
8mb Flash memory	UE-410048F	\$ 144.00	\$0.00
F-Rom board	DA-EM600F	\$ 79.00	\$0.00
Acctg software	DA-WA10	\$1,089.00	\$0.00
DD server software	DA-WS20	\$ 312.00	\$0.00
Doc. Dist. software	DA-WR10	\$ 510.00	\$0.00
Exit tray	DA-XT600	\$ 39.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Ea.	\$69.00	35,000 Copies
Developer	Ea.	\$63.00	240,000 Copies
Drum	Ea.	\$98.00	240,000 Copies
Staples for FS600	box	\$43.33	15,000
Staples for FS605	box	\$42.58	6,000

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Appletalk.

Guaranteed Delivery: 15 Days A/R/O

The copier offered is new.

**CONTRACT NO.:** PC59465

**CONTRACTOR:** PANASONIC DIGITAL DOCUMENT COMPANY

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #6 - 61-70 Copies Per Minute - 150,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>
UNIT PRICE:	\$9,679.54	Min. Monthly Maintenance
MODEL NUMBER:	KM-6030	Copies Included in Above
MANUFACTURER:	Kyocera Mita	CPC to 150,000 Copies
EQUIP. GUARANTEE:	90 Days	CPC Over 150,000 Copies
		1 Yr. Ext. GPP Min. Monthly
		1 Yr. Ext. GPP Cost Per Copy
		2 Yr. Ext. GPP Min. Monthly
		2 Yr. Ext. GPP Cost Per Copy

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Stapler/Stitcher	DF-650	\$1,825.00	\$0.00
Networking	PRINT SYS	\$1,155.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
4,000-Sheet Paper Deck	PF-650	\$1,271.00	\$0.00
Booklet Folder	BF-1	\$ 889.00	\$0.00
Multi-Tray	MT-1	\$ 462.00	\$0.00
Scan System	Scan System	\$ 462.00	\$0.00
HDD Erase for Copy/Print	Data Sec. Kit B	\$ 231.00	\$0.00
HDD for Printer	HD-10	\$ 277.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Case	\$346.00	188,000 Copies
Maint. Kit MK-650A	Case	\$776.00	500,000 Copies
Maint. Kit MK-650B	Case	\$209.00	500,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%  
 MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.  
 Guaranteed Delivery: 30 Days A/R/O  
 The copier offered is new.

**CONTRACT NO.:** PC59462  
**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

(continued)

**LOT II - DIGITAL COPIERS**  
**ITEM #7 - 71-80 Copies Per Minute - 200,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>
UNIT PRICE: \$14,000.00	Min. Monthly Maintenance	\$840.00
MODEL NUMBER: KM-8030	Copies Included in Above	120,000
MANUFACTURER: Kyocera Mita	CPC to 200,000 Copies	\$.0070
EQUIP. GUARANTEE: 90 Days	CPC Over 200,000 Copies	\$.0070
	1 Yr. Ext. GPP Min. Monthly	\$840.00
	1 Yr. Ext. GPP Cost Per Copy	\$.0070
	2 Yr. Ext. GPP Min. Monthly	\$840.00
	2 Yr. Ext. GPP Cost Per Copy	\$.0070

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Stapler/Stitcher	DF-650	\$1,825.00	\$0.00
Networking	PRINT SYS	\$1,155.00	\$0.00

**ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
4,000-Sheet Paper Deck	PF-650	\$1,271.00	\$0.00
Booklet Folder	BF-1	\$ 889.00	\$0.00
Multi-Tray	MT-1	\$ 462.00	\$0.00
Scan System	Scan System	\$ 462.00	\$0.00
HDD Erase for Copy/Print	Data Sec. Kit B	\$ 231.00	\$0.00
HDD for Printer	HD-10	\$ 277.00	\$0.00

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	Case	\$ 346.00	188,000 Copies
Maint. Kit MK-650A	Case	\$ 776.00	500,000 Copies
Maint. Kit MK-650B	Case	\$ 209.00	500,000 Copies

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%  
 MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\*Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT and Macintosh.  
 Guaranteed Delivery: 30 Days A/R/O  
 The copier offered is new.

**CONTRACT NO.:** PC59462  
**CONTRACTOR:** KYOCERA MITA AMERICA, INC.

**Item #8 - Digital Copier - 81-90 Copies Per Minute - 300,000 Copies Per Month Volume\***  
**Item #9 - Digital Copier - 91-100 Copies Per Minute - 400,000 Copies Per Month Volume\***  
 \* No awards for Items #8 and #9 - Consider Lot I Products.

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #10 - 100+ Copies Per Minutes - 600,000 Copies Per Month Volume**

		<b>MAINTENANCE</b>
UNIT PRICE: \$151,000.00	Min. Monthly Maintenance	\$1,661.00
MODEL NUMBER: Digimaster 9110	Copies Included in Above	300,000
MANUFACTURER: Kodak	<b>See Page 55 for More Options</b>	
EQUIP. GUARANTEE: 90 Days	1 Yr. Ext. GPP Min. Mnthly.	Same
	1 Yr. Ext. GPP Cost Per Copy	Same
	2 Yr. Ext. GPP Min. Mnthly.	Same
	2 Yr. Ext. GPP Cost Per Copy	Same

**REQUIRED ACCESSORIES:**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
Stapler/Stitcher	202-0295	\$ 0.00	\$ 0.00
Networking/Software	202-9627	\$ 0.00	\$ 0.00
Dell Workstation (Pentium 4 3.06 GHz (5 Yr. Onsite Warranty) 2GB RAM, DVD/CD/RW, 80 GB Hard Drive, Zip Drive)	203-3371	\$ 0.00	\$ 0.00
LH Scan Station 620	202-9993	\$ 0.00	\$ 0.00

**ACCESSORIES:**

Booklet Maker	200-8480	\$ 32,160.00	\$ 0.00
Paper Supply Module	202-0311	\$ 12,121.00	\$ 0.00
Stacker	200-8464	\$ 18,544.00	\$ 0.00
Post Process Inserter	201-5352	\$ 20,770.00	\$ 0.00
Finisher By-Pass	202-0386	\$ 1,386.00	\$ 0.00
Perfect Binder	201-5360	\$ 64,960.00	\$ 0.002/Image
Stacker Cart	200-8597	\$ 535.00	\$ 0.00
Heidelberg Scanner 665	202-0428	\$ 25,477.00*(See Below)	\$ 1,176.00
Panasonic 2065 Scanner	207-0022	\$ 8,060.00	\$ 0.00
Panasonic 2075C Scanner	200-5003	\$ 7,500.00	\$ 0.00
Image Arranger SW	200-1378	\$ 4,133.00	\$ 600.00
CoXist Digipath Cust.	200-9496	\$ 13,333.00	\$ 0.00
Crucible Tools/System Integration	203-0294	\$ 8,400.00	\$ 0.00
Stapler Wire	Cartridge	\$ 163.00 (50,000 Yield)	\$ 0.00
Print Shop Mail	200-5932	\$ 4,995.00	\$ 795.00
Basic Printer Software	202-6789	\$ 11,070.00	\$ 0.00
Professional Services	158-0950	\$ 1,300.00	\$ 0.00
PlanetPress 4 Software License SW	200-5004	\$ 6,000.00	\$ 810.00
PlanetPress Print Image SW	200-5005	\$ 3,300.00	\$ 444.00
PlanetPress Watch SW	200-5006	\$ 2,515.00	\$ 345.00
UltraPrint Server License	200-1378UP	\$ 7,500.00	\$ 900.00
UltraDoc/UltraWeb Server License	200-1378UD	\$ 5,000.00	\$ 600.00
Case Management Alto SW	200-5000	\$ 3,500.00	\$ 700.00
Digital Publisher Alto SW	200-5001	\$ 3,500.00	\$ 700.00
Digital Transaction AltoSW	200-5002	\$ 9,000.00	\$ 1,600.00
Integration & Training Ultra Products	200-1378T	\$ 1,200.00	\$ 0.00
Fiery EFI 9110 Front-End	203-2134	\$ 45,625.00	\$ 0.00
Solimar Mainframe Software	207-9999	\$ 33,750.00	\$ 5,063.00
RSA DT Print SW	222-9998	\$ 32,000.00	\$ 7,228.00
RSA Web CRD Pro	222-9997	\$ 79,000.00	\$13,100.00
RSA Q Direct Core Module	222-9996	\$ 18,000.00	\$ 3,000.00
RSA RDO Print Conversion	222-9995	\$ 19,000.00	\$ 4,200.00
RSA Mainframe Software	222-9999	\$ 33,750.00	\$ 5,063.00
3 Hole Punch	200-4409	\$ 32,000.00	\$ 0.00
Coverbind	053-1005	\$ 26,800.00	\$ 2,995.00

(continued)

**LOT II - DIGITAL COPIERS**

**ITEM #10 - 100+ Copies Per Minutes - 600,000 Copies Per Month Volume (Cont'd)**

**ACCESSORIES: (Cont'd)**

<u>DESCRIPTION</u>	<u>MODEL</u>	<u>UNIT PRICE</u>	<u>MAINT/YR.</u>
High Speed Paper Feed-Roll Systems	200-9999	\$100,004.00**	\$ 2,500.00
3 or more Vendor Discount**	200-9999	\$67,004.00	
90 Degree Input Kit	200-5007	\$ 1,500.00	
Running Perforator Option	200-5008	\$ 5,650.00	
Print Registration Option	200-5009	\$12,000.00	
Perforator Wheels	200-5010	\$ 3,734.00	
Remanufactured Stacker	200-6001	\$13,000.00	
Remanufactured Inserter	200-6002	\$13,250.00	
Remanufactured Paper Supply	200-6003	\$ 9,000.00	
Remanufactured Hole Punch	200-6004	\$19,742.00	
Remanufactured Booklet Maker	200-6005	\$23,000.00	
Remanufactured Perfect Binder	200-6006	\$35,000.00	
Remanufactured Kodak Digimaster 9110	200-6007	\$74,500	

\* Option exists to upgrade Panasonic to Heidelberg scanner at time of purchase for only \$21,000.00 or Panasonic 2065 Scanner for \$3,921.00.

**SUPPLIES:**

<u>SUPPLY TYPE</u>	<u>UNIT</u>	<u>COST/CTN*</u>	<u>GUARANTEED YIELD/CTN</u>
Toner	1 Btls./Ctn.	\$102.00	73,000 Copies
DX Developer	1 Btl./Ctn.	\$108.00	600,000 Copies
Fuser Oil	1 Btls./Ctn.	\$ 23.75	
9110 HB cool Bind Adhesive	1 Box/Ctn.	\$605.94	9,000 books Box

\* Cost for Supplies during 90-Day Warranty Period and for those end users who do not purchase the Maintenance Plan.

**Additional Maintenance Plan Options**

<u>Mthly. Minimum</u>	<u>Copies Included</u>	<u>Overage</u>
\$1,661.00	300,000	\$.0055
\$2,074.00	400,000	\$.0052
\$2,466.00	500,000	\$.0049
\$2,843.00	600,000	\$.0047
\$3,207.00	700,000	\$.0046
\$3,560.00	800,000	\$.0045
\$3,905.00	900,000	\$.0043
\$4,243.00	1,000,000	\$.0042
\$4,574.00	1,100,000	\$.0042
\$4,900.00	1,200,000	\$.0041
\$5,221.00	1,300,000	\$.0040
\$5,536.00	1,400,000	\$.0040
\$5,848.00	1,500,000	\$.0039

MAXIMUM ESCALATION/YEAR FOR SUPPLIES: 0%

MAXIMUM ESCALATION/YEAR FOR MAINTENANCE: 0%

\* Customer should plan network requirements and solicit additional costs for networking prior to selection of the machine (see "Networking" clause).

Network software is compatible with Novell Netware, Windows NT, Macintosh and Unix.

Guaranteed Delivery: 14 Days A/R/O

The copier offered is new (unless purchasing the remanufactured product).

**CONTRACT NO.: PC59577**  
**CONTRACTOR: DANKA OFFICE IMAGING**

(continued)



**REQUEST FOR CHANGE:**

Any request by the agency or contractor regarding changes in any part of the contract must be made in writing to the Office of General Services, Procurement Services Group prior to effectuation.

**CONTRACT PAYMENTS:**

Payments cannot be processed by State facilities until the contract products have been delivered in satisfactory condition or services have been satisfactorily performed. Payment will be based on any invoice used in the supplier's normal course of business. However, such invoice must contain sufficient data including but not limited to contract number, description of product or service, quantity, unit and price per unit as well as federal identification number.

State facilities are required to forward properly completed vouchers to the Office of the State Comptroller for audit and payment. All facilities are urged to process every completed voucher expeditiously giving particular attention to those involving cash discounts for prompt payment.

If the contract terms indicate political subdivisions and others authorized by law are allowed to participate, those entities are required to make payments directly to the contractor. Prior to processing such payment, the contractor may be required to complete the ordering non-State agency's own voucher form.

See "Contract Billings" in Appendix B, OGS General Specifications.

In those instances where branches and/or dealers are authorized to receive purchase orders directly and bill using agencies, such purchase orders should be drawn in accordance with the following example:

(Dealer or Branch)	J. Smith Office Machines 10 Downing Street London, NY <b>(Federal ID# for Dealer must be used)</b>
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(Contractor)	<u>Agent for:</u> Joe Doe Office Equipment Company (PC Contract #)
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**ELECTRONIC PAYMENTS:**

The Office of the State Comptroller (OSC) offers an "electronic payment" option in lieu of issuing checks. Contact OSC to obtain an information packet at 518-474-4032 or e-mail to [epunit@osc.state.ny.us](mailto:epunit@osc.state.ny.us) or visit their website at [www.osc.state.ny.us](http://www.osc.state.ny.us).

**NOTE TO CONTRACTOR:**

This Contract Award Notification is not an order. Do not take any action under this contract except on the basis of purchase order(s) from the agency or agencies.

**PREFERRED SOURCE PRODUCTS AND SERVICES:**

Some products/services in this contract may be available from one or more preferred source suppliers such as Correctional Industries (Corcraft), Industries for the Blind of NYS, and NYS Industries for the Disabled. Agencies are reminded to comply with the statutory requirements under Section 162 of the State Finance Law and the guidelines issued by the State Procurement Council to afford first priority to products and services available from preferred sources which meet your form, function and utility.

Contractors are required to include this notice in all price lists and contract updates.

**OVERLAPPING CONTRACT ITEMS:**

Products/services available in this contract may also be available from other New York State contracts. Agencies should select the most cost effective procurement alternative that meets their program requirements and maintain a procurement record documenting the basis for the selection.

(continued)

**PSG's PROTEST POLICY:**

It is the policy of the Office of General Services' Procurement Services Group (PSG) to provide vendors with an opportunity to administratively resolve complaints or inquiries related to PSG bid solicitations or contract awards. PSG encourages vendors to seek resolution of complaints through consultation with PSG staff. All such matters will be accorded impartial and timely consideration. Interested parties may also file formal written protests. A copy of PSG's Bid Protest Procedures for Vendors may be obtained by contacting the person shown on the front of this document or through the OGS website ([www.ogs.state.ny.us](http://www.ogs.state.ny.us)). Click on "For Government - Contracts and Purchasing," then "Seller Information," then "Bid Protest Procedures for Vendors."

**NON-STATE AGENCIES PARTICIPATION IN CENTRALIZED CONTRACTS:**

New York State political subdivisions and others authorized by New York State law may participate in contracts. These include, but are not limited to local governments, public authorities, public school and fire districts, public and nonprofit libraries, and certain other nonpublic/nonprofit organizations. See "Participation in Centralized Contracts" in Appendix B, OGS General Specifications. For purchase orders issued by the Port Authority of New York and New Jersey (or any other authorized entity that may have delivery locations adjacent to New York State), the terms of the "Price" clause shall be modified to include delivery to locations adjacent to New York State.

Upon request, all eligible non-State agencies must furnish contractors with the proper tax exemption certificates and documentation certifying eligibility to use State contracts. A list of categories of eligible entities is available on the OGS web site ([www.ogs.state.ny.us](http://www.ogs.state.ny.us)) under "Non-State Agency Legal References." Questions regarding an organization's eligibility to purchase from New York State Contracts may also be directed to OGS Procurement Services Group's Customer Services at 518-474-6717.

**INSTALLATION:**

All equipment prices will include delivery and installation, except that associated products (excluding supplies) purchased after the initial purchase may be subject to separate delivery and separate installation charges. For those accessories/associated products offered which can be field installed, delivery and installation charges that apply if purchased after the initial installation of the machine will be so stated on the approved price list. Special rigging shall apply and additional fees may be charged when delivery of a machine is not possible via dock delivery or any other door. If special rigging is required, the purchaser will pay the additional costs. Such costs will be prepaid and added to the invoice.

Contractors will be required to affix a label or decal to the equipment at the time of installation, showing guarantee period by dates, and the name, address and telephone number of the dealer responsible for maintenance of the equipment.

The manufacturer of each machine awarded will have established ventilation and/or installation criteria to insure that any chemical and/or particulate discharge from the machine does not result in exceeding the Threshold Limit Values (TLV) as established by the American Conference of Governmental Industrial Hygienists (ACGIH) or other

Governmental regulatory agencies, or result in excessive obnoxious odors at the operator's position or in the immediate vicinity of the machine.

It will be the contractor's responsibility prior to delivery, to survey and review the particular installation location to insure the existing proposed location meets the manufacturer's established installation criteria, which would include the installation of any electrical power device deemed appropriate to maintain proper machine performance. Should the proposed installation location not meet established installation criteria, the contractor and agency (machine user) will attempt to locate an alternate, mutually agreeable location for the machine, or the end user can make whatever agreed upon changes are necessary in the physical environment to assist meeting that criteria.

Should a mutually agreeable location for the machine, meeting the manufacturer's established installation criteria not be available, the contractor will not deliver the machine and will request the agency to cancel the order.

Contractors not familiar with any location are strongly advised to personally view those locations prior to delivery. A lack of familiarity with a delivery location will in no way relieve a contractor from his responsibility to fulfill a contract in full accordance with the terms and conditions of this contract award.

(continued)

**DELIVERY:**

Delivery will be expressed in number of calendar days required to make delivery after receipt of a purchase order.

Delivery will be made in accordance with instructions on Purchase Order from each agency. If there is a discrepancy between the purchase order and what is listed on the contract, it is the contractor's obligation to seek clarification from the ordering agency and, if applicable, from the Office of General Services, Procurement Services Group.

**CONTRACT PERIOD AND RENEWAL:**

It is the intention of the State to enter into a contract for a term of five (5) years. The State may unilaterally cancel the contract on a monthly basis any time after the initial twelve (12) months by providing written notification at least one (1) month prior to the requested date of cancellation. Cancellation will become effective the first of the month following the 1-month notification. The minimum term of the contract shall be twelve (12) months. This provision does not affect the State's right of suspension or cancellation contained in the "Suspension of Work" and "Cancellation" clauses in Appendix B, OGS General Specifications.

Discounts quoted are to be firm for the entire period of the contract. Service/Supplies escalation will be allowed (if originally submitted as part of the contractor's bid) but discount reduction on equipment and accessories will not be allowed and is specifically excluded from the terms and conditions of the contract award. Price decreases or discount increases are permitted at any time.

If mutually agreed between the Procurement Services Group and the contractor, the contract may be renewed under the same terms and conditions for an additional period not to exceed sixty (60) months.

**SHORT TERM EXTENSION:**

In the event the replacement contract has not been issued, any contract let and awarded hereunder by the State, may be extended unilaterally by the State for an additional period of up to one month upon notice to the contractor with the same terms and conditions as the original contract including, but not limited to, quantities (prorated for such one month extension), prices, and delivery requirements. With the concurrence of the contractor, the extension may be for a period of up to three months in lieu of one month. However, this extension terminates should the replacement contract be issued in the interim.

**RESERVATION:**

The State reserves the right to negotiate lower pricing, or to advertise for bids, any unanticipated excessive purchase.

**PRICE SHEETS AND CATALOGS:**

Contractor shall be required to furnish, upon request by the end users, price lists and catalogs in either electronic format or hard-copy, whichever is preferred by the agency, identical to those accepted with their bid, including any changes (additions, deletions, etc.) pursuant to the contract. Catalogs and price lists provided must reflect all products excluded from the contract either through the omission of those portions or by obvious indications within the catalogs and price lists.

Upon request, the contractor shall assist authorized users in the use of catalogs and price lists.

**GUARANTEE:**

The contractor guarantees that the equipment, all required accessories, associated products and all parts regularly used with the type of equipment offered are either:

New - Standard new equipment, latest model of regular stock equipment, in production at the time of the bid opening. New assembled equipment is factory produced, has been assembled for the first time, and may contain new and/or recycled components that have been fully inspected, tested and fully meet product performance and reliability specifications. Equipment must be newly serialized and the purchaser must be the first end user of the product.

or

Remanufactured at the time of the bid opening as defined in the "Additional Guarantee for Remanufactured Equipment" clause.

(continued)

**GUARANTEE:** (Cont'd)

Every unit delivered must be guaranteed for a minimum period of 90 days. When the manufacturer's standard guarantee for the complete machine or any component exceeds ninety days, the longer period will apply. During the guarantee period, the purchaser will incur no charges for maintenance.

The contractor will bear all material and labor costs for repair of equipment defects and failures occurring within the guarantee period from date of installation and satisfactory operation by the purchaser. Service/maintenance during the period will be no less than service requirements under a maintenance agreement. If the machine does not perform to the satisfaction of the purchaser during this period, the contractor will, upon approval of the Procurement Services Group, replace the unit with a like model. The replacement machine will have a new/remanufactured machine guarantee identical to the original machine (not less than 90 days).

Contractor will also guarantee that no attachment or part has been substituted or applied contrary to the manufacturer's recommendations and standard practice.

Where accessories (options) are to be supplied, they must be compatible with the rest of the equipment.

**ADDITIONAL GUARANTEE FOR REMANUFACTURED EQUIPMENT:**

The contractor guarantees that the equipment offered has been completely remanufactured and is in "like new" condition. Remanufactured equipment shall have been subjected to the following processes:

1. Disassembly to predetermined standards established by the manufacturer;
2. Cleaning;
3. Inspection and testing to new machine test standards;
4. Replacement of defective and/or worn components;
5. Installation of all retrofits designated by the manufacturer as field mandatory as of the date of machine installation.

The guarantee on remanufactured equipment must be identical to the manufacturer's new equipment guarantee and remanufactured equipment must be eligible for the same full service maintenance terms and conditions as newly manufactured equipment.

**DISCOUNTS:**

Contractors may offer volume discounts. Volume discounts may be applied per purchase order, cumulatively per customer agency, and cumulatively statewide. Volume discounts will be defined and applied as follows: Purchase order volume discounts will be an additional discount applied to an individual purchase order over a dollar amount determined by the contractor. Cumulative agency volume discounts will be additional discounts applied to all future orders made by an individual agency once an established volume has been met by that agency. Cumulative statewide volume discounts will be additional discounts applied to all future orders once an established volume has been met under this contract for all state and non-state orders.

Contractors are encouraged to offer any and all types of discounts, rebates, special pricing, on equipment, maintenance and/or supplies, etc., that will result in reduced pricing to contract users.

Contractor will determine volume price breaks.

Contractors may also offer discounts for electronic access ordering, use of the state procurement card, Internet ordering, and any and all other discounts for which agencies legally empowered to use them may do so.

**ADVERTISING:**

Contractors agree not to use the results of any award as a part of any commercial advertising without the prior written approval of the Commissioner. In addition to any other sanctions or remedies available to it at law or equity, the State may suspend from bidding on its requirements any contractor who violates the terms of this paragraph.

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**EXTENSION OF USE:**

The contracts may be extended to additional States or governmental jurisdictions upon mutual written agreement between New York State (the lead contracting State) and the contractor. Political subdivisions and other authorized entities within each participating State or governmental jurisdiction may also participate in any resultant contract if such State normally allows participation by such entities. New York State reserves the right to negotiate additional discounts based on any increased volume generated by such extensions.

**TOXIC SUBSTANCES:**

Each contractor furnishing a toxic substance as defined by Section 875 of the State Labor Law to an ordering agency, will provide such agency, with not less than two copies of a material safety data sheet, which sheet will include for each such substance the information outlined in Section 876 of the State Labor Law.

**INSTRUCTION MANUALS:**

Simultaneous with delivery of the first component of the equipment or system specified, the contractor(s) will furnish to the agency a complete standard instruction manual for the equipment (system) and for each component supplied. The manual will include complete instructions for operation and comprehensive preventative and corrective maintenance procedures.

**INSTRUCTION OF PERSONNEL:**

The contractor will provide, within five business days of delivery of the equipment specified, to personnel designated by the agency, instruction by qualified personnel sufficient to ensure that the equipment is operated and operator maintained so as to perform to the full extent of its design capabilities.

**CONTRACT MIGRATION:**

State Agencies or any other authorized user holding individual contracts with contractors under this centralized contract will be able to migrate to this contract award, effective on the contract begin date (retroactively, if applicable).

Migration by an agency or any other authorized user to the centralized contract will not operate to diminish, alter or extinguish any right that the agency or other authorized user otherwise had under the terms and conditions of their original contract.

**REPORT OF CONTRACT PURCHASES:**

Contractor will furnish report of purchases made from contract the fifteenth of the month following the end of each six month period. The reports shall be in the following format:

<u>Item/ SubItem Number</u>	<u>Product Description</u>	<u>Total Qty. Shipped State Agencies/ Political Subs.</u>	<u>Total \$ Value</u>
(Size, Stock No., etc.)		(To be in Units listed in the Invitation for Bids)	

The report is to be submitted in Microsoft Excel for Windows, version 7.0 or lower format. The report may be electronically transmitted or submitted on a 3.5" disk to the Office of General Services, Procurement Services Group, Tower Bldg., Empire State Plaza, Albany, NY 12242, to the attention of the individual shown on the front page of the award and shall reference the commodity group number, the Invitation for Bids number, contract number, sales period, and contractor's name.

Additional related sales information, such as monthly reports, and/or detailed user purchases may be required and must be supplied upon request. Failure to submit the required report may be cause for disqualification of contractor for future contracts.

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**USE OF RECYCLED OR REMANUFACTURED MATERIALS:**

New York State, as a member of the Council of Great Lakes Governors, supports and encourages vendors to use recycled, remanufactured or recovered materials in the manufacture of products and packaging to the maximum extent practicable without jeopardizing the performance or intended end use of the product or packaging unless such use is precluded due to health or safety requirements or product specifications contained herein. Refurbished or remanufactured components or products are required to be restored to original performance and regulatory standards and functions and are required to meet all other requirements of this bid solicitation. See "Recycled or Recovered Materials" in Appendix B, OGS General Specifications.

**LITERATURE:**

Contractor will provide, at no charge, immediately upon request from the agency, descriptive literature of the items requested, detailing the specifications and performance of the awarded machine.

**NEW YORK STATE PROCUREMENT CARD:**

NYS and Citibank, USA, NA have entered into an agreement for Citibank to provide the State with Purchasing card services. The Citibank Purchasing Card enables agencies to make authorized purchases directly from a vendor without processing the Purchase Orders or Purchase Authorizations currently required. Purchasing Cards are issued to selected employees authorized to purchase for the agency and having direct contact with the vendors. Cardholders can make purchases directly from any vendor that accepts the Citibank Purchasing Card. The Purchasing Card is to be used only for goods and services purchased for official State use. Currently, the program allows a maximum purchase of \$10,000 per transaction.

The Contractor will not process a transaction for payment through the credit card clearinghouse until the purchased supplies have been shipped or services performed. Unless the cardholder requests correction or replacement of a defective or faulty item in accordance with other contract requirements, the Contractor shall immediately credit a cardholder's account for items returned as defective or faulty.

Vendors wishing to set up a corporate account with Citibank should call Citibank at 1-888-474-0317.

**"OGS OR LESS" GUIDELINES APPLY TO THIS CONTRACT:**

Purchases of the products included in the Invitation For Bids and related Contract Award Notification are subject to the "OGS or Less" provisions of Section 163.3.a.v., Article XI, of the New York State Finance Law. This means that State agencies can purchase products from sources other than the contractor provided that such products are substantially similar in form, function or utility to the products herein and are:

1. lower in price  
-and/or-
2. available under terms which are more economically efficient to the State agency (e.g. delivery terms, warranty terms, etc.).

Agencies are reminded that they must provide the State contractor an opportunity to match the non-contract savings at least two business days prior to purchase. In addition, purchases made under "OGS or Less" flexibility must meet all requirements of law including, but not limited to, advertising in the New York State Contract Reporter, prior approval of the Comptroller's Office and competitive bidding of requirements exceeding the discretionary bid limit. State agencies should refer to Procurement Council Bulletin "OGS or Less Purchases" for complete procedural and reporting requirements.

**AMERICANS WITH DISABILITIES ACT (ADA):**

The Federal ADA Act, signed into law July 26, 1990, bars employment discrimination and requires all levels of Government to provide necessary and reasonable accommodations to qualified workers with disabilities. Bidders are required to identify and offer any software or hardware products they manufacture or adapt which may be used or adapted for use by visually, hearing, or any other physically impaired individuals.

Although it is not mandatory for contractors to have this equipment in order to receive award, it is necessary they identify any such equipment they have which falls into the above category.

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**EPA ENERGY STAR PROGRAM:**

The Federal EPA in cooperation with manufacturers, continues a program to foster the manufacture of energy efficient equipment. New York State fully supports this effort and all products offered comply with the EPA Energy Star guidelines for energy efficiency.

**TRADE-INS:**

The State reserves the right to offer used equipment in trade as part of the purchase price, in accordance with values in effect at the time traded. Bidder may submit with bid a formal trade-in schedule. In lieu of submitting a formal trade-in schedule, bidder may elect to consider trade-ins on an individual basis and should so state. Contractors shall submit quotations on trade-in machines when requested.

Trade-in equipment is represented by the State only "as is" and no warranty as to its condition is expressed or should be inferred. In the event that no allowance is offered or the allowance has not been accepted, the State reserves the right to retain possession of the equipment at the option of the agency. Equipment for trade-in shall be picked up by the contractor at the point indicated in the agency's purchase order and shall be removed at his expense within ten working days.

**MONTHLY COPY VOLUME:**

Machines awarded will be capable of producing at least the volume specified. Items offered will be expected to regularly produce the stated number of copies without excessive malfunctions, breakdowns, or service calls. Failure to meet the performance criteria may result in:

1. Mandatory replacement of all units of the deficient model with another machine that meets the specified performance at the same or lower cost to end users as the original model.
2. Cancellation of the contract.
3. Awarding the contract to another bidder for a machine which meets performance criteria with any increase in cost chargeable to the non-performing contractor.

**MODEL UPGRADES:**

The Contractor agrees to install, at no additional cost to the end user, all manufacturer's retrofit upgrades within 90 days of the date the upgrade is introduced by the manufacturer. Upgrades to existing equipment shall not change existing maintenance programs.

**NETWORKING:**

Contractor certifies that the digital copiers offered are compatible with a minimum of Novell Netware and Windows NT networks. Contractors have listed other current compatible network operating systems.

Contractor will provide software support staff who are required to coordinate with agency personnel in charge of the computer network to ensure proper integration of products within the using agency's office environment and to answer questions and concerns on the equipment installed.

Contractors are to provide a toll free telephone number for service support for a minimum of 90 days after installation.

Network installation and after installation network support may be a part of this contract. Contractors have listed any additional costs for this in their originally awarded price list. Customers should plan network requirements and solicit additional costs for networking prior to selection of the machine.

**MAINTENANCE REQUIREMENTS:**

The Contractor agrees to provide maintenance service availability throughout the State of New York during normal working hours, 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays, to keep the machines in good working order. This includes, but is not limited to:

- (a) Contractor will repair or correct the machines as required to maintain them in good working order. These costs are assumed by the contractor and are inclusive in the maintenance cost quoted per year.
- (b) Preventive Maintenance. Preventive Maintenance (PM) shall be based upon specific needs of the individual machine as determined by the contractor. Preventive maintenance shall include lubrication, necessary adjustments and replacement of parts in accordance with the PM schedule established by the manufacturer.
- (c) On-call remedial maintenance, including replacement of unserviceable parts. Parts will be furnished on an exchange basis and will be new parts or equivalent to new in performance when used in these machines. Removed parts become the property of the contractor.
- (d) All maintenance performed must be by fully trained and qualified personnel.
- (e) The Contractor will also have emergency service calling "off" hours and submit rates for such after-hour emergency services.
- (f) A service log will be attached to each machine. The contractor's service representative and the agency will jointly maintain the service log. The log will contain the date and time service was completed, a column for the agency to enter the time and date of the request for service, and the nature of the reason for the service call. Should the cause for the breakdown be attributed (by mutual consent of the contractor, the agency and the Procurement Services Group to operator error, misuse and abuse on the part of the State, or third party defective supplies, the repair time shall not be a factor in determining satisfactory machine performance. The agency will define to the servicing agent, at the time of the service call, if the machine is considered "down."
- (g) The Contractor must maintain at the service facility a sufficient quantity of spare components to provide completion of service, maintenance, and repair or replacement of the item or items furnished within the time frames listed below.
- (h) The maximum period of time, during the working hours as defined above, that an agency will be without the use of their machine because of breakdown will be:
  - 9 working hours in the major metropolitan areas of NYS
  - 18 working hours in other areas of the State
- (i) **SERVICE REPORTS:**

The contractor will submit within 15 working days of the State's request a summary of service on all machines sold under the contract for which there is a maintenance contract, with a minimum of the following data: contractor, manufacturer, model, exact location of machine, date and time of user call for service, date and time service was completed and machine was operational, counter reading, and a brief description of service performed.

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**MAINTENANCE PLAN PURCHASED AFTER INITIAL PURCHASE OF EQUIPMENT:**

In those cases where an end user did not purchase the Maintenance Plan at the initial purchase of the equipment, but wishes to enroll in the plan at a later date, the contractor has the right to charge for whatever parts and labor costs may be incurred to bring the machine back to original manufacturer's specs. These charges should be agreed upon by both the end user and contractor before any work commences.

**PERFORMANCE CRITERIA:**

The machines awarded will perform satisfactorily throughout the Guaranteed Performance Period (GPP). During the guarantee period and when a maintenance contract is purchased, the Contractor will schedule regular preventive maintenance (PM) service calls. Scheduled PM calls neither related to, nor coinciding with repair/breakdown calls, will not be considered downtime. The Contractor will make every effort to schedule PM calls during low use period. The machine will be required to operate satisfactorily and produce acceptable copy quality for the effectiveness levels as defined below:

1. Where service is required to be performed within (9) working hours a 90% effectiveness level is required.
2. Where service is required to be performed within (18) working hours an 80% effectiveness level is required. (See "Maintenance Requirements.")

The contractor will grant credit to the using agency for any machine that fails to perform at the specified effectiveness level. Whatever percentage of the normal working day the machine is inoperable after the call for service is made, this percentage is subtracted from 100%. If during the billing month, the machine falls below the 90% effectiveness level required in the 9-working day areas or 80% effectiveness level required in the 18-working hour areas, the using agency will be credited for that percentage against the minimum monthly maintenance charge. For example, if an office normally works an 8-hour day, five days per week, that amounts to 160 hours per month. If the machine is inoperable for 20 hours out of that 160-hour month, the machine has an 87.5% effectiveness level for the month. In the 9-working hour areas of a 90% required effectiveness level, the using agency would be eligible for a 2.5% credit from their minimum monthly maintenance charge. They would not be eligible if they were located in the 18-working hour areas at the 80% required effectiveness level. (Please also see Loaner Equipment clause at the bottom of this page).

If the machine is not meeting the manufacturer's performance specifications as represented by the specifications at the time of the bid and therefore producing unacceptable copies for the agency needs (as determined by the agency), the machine will be considered down from the time the service call is placed until the machine is corrected and functioning normally. The using agency will indicate the machine condition if it is considered "down" at the time the call for service is made. The using agency will be credited for downtime, pro-rata.

If the machine falls below the effectiveness level for three consecutive calendar months, the using agency, with the consent of the contractor, will receive from the contractor a replacement machine of the same model, features and performance.

If the replacement machine continues to fall below the effectiveness level the State may invoke any of the same three remedies as defined under "Monthly Copy Volume." None of the above will affect the rights of the State to replacement of equipment under other sections of this contract.

The first 30 days after installation of the original machine will be exempt from the performance requirement.

**LOAN EQUIPMENT:**

Loan equipment will be provided when repair cannot be completed within the above time frame. Loan equipment of comparable production capability will be furnished. Each machine will have a decal or label indicating the name, address and phone number of the nearest service center. The performance criteria will not be chargeable for periods that the contractor has provided loaner equipment of equal or better specifications and production capability.

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State of New York  
 Office of General Services  
**PROCUREMENT SERVICES GROUP**  
**Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve our contract award, where appropriate. **Comments should include those of the product's end user.**

Contract No.: \_\_\_\_\_ Contractor: \_\_\_\_\_

Describe Product\* Provided (Include Item No., if available): \_\_\_\_\_

\*Note: "Product" is defined as a deliverable under any Bid or Contract, which may include commodities (including printing), services and/or technology. The term "Product" includes Licensed Software.

	Excellent	Good	Acceptable	Unacceptable
• Product meets your needs				
• Product meets contract specifications				
• Pricing				

**CONTRACTOR**

	Excellent	Good	Acceptable	Unacceptable
• Timeliness of delivery				
• Completeness of order (fill rate)				
• Responsiveness to inquiries				
• Employee courtesy				
• Problem resolution				

Comments: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_ (over)

Agency: \_\_\_\_\_ Prepared by: \_\_\_\_\_

Address: \_\_\_\_\_ Title: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

\_\_\_\_\_ E-mail: \_\_\_\_\_

**Please detach or photocopy this form & return by FAX to 518/474-2437 or mail to:**

OGS PROCUREMENT SERVICES GROUP  
 Customer Services, 37th Floor  
 Corning 2<sup>nd</sup> Tower - Empire State Plaza  
 Albany, New York 12242  
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