

# Purchase Order



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

PURCHASE ORDER NO.  
 DIGCOP04BA

PAGE  
 1

BLANKET RELEASE  
 00

CORRECT PURCHASE ORDER NUMBER  
 MUST APPEAR ON ALL PACKAGES,  
 INVOICES, AND SHIPPING PAPERS.  
 QUESTIONS CONCERNING THIS PUR-  
 CHASE ORDER SHOULD BE DIRECTED  
 TO THE BUYER AS NOTED BELOW.

CHANGE ORDER  
 5

SEE REVERSE SIDE FOR  
 TERMS AND CONDITIONS

INVOICE TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

## AGENCY COPY

VENDOR

\*709005526 01 304-347-2353  
 RICOH AMERICAS CORPORATION  
 1411 VIRGINIA ST E  
 CHARLESTON WV 25301

SHIP TO

ALL STATE AGENCIES  
 AND POLITICAL SUBDIVISIONS  
 VARIOUS LOCALES AS INDICATED  
 BY ORDER

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
05/30/2008		NET 30		222783521			
SHIP VIA		F.O.B.		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UQP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT NO.	ITEM NUMBER				
			CHANGE ORDER #05				
			TO CHANGE MODELS ON BAND 5,6 AND 7 MONOCHROME COPIERS.				
			CHANGE FROM: MODEL LD255 (BAND 5)				
			TO: MP6000 SP (BAND 5)				
			CHANGE FROM: MODEL LD265 (BAND 6)				
			TO: MP7000 SP (BAND 6)				
			CHANGE FROM: MODEL LD275 (BAND 7)				
			TO: MP8000 SP (BAND 7)				
			EFFECTIVE DATE: MAY 21, 2008				
*****NO ADDITIONAL CHANGES*****							
				PREVIOUS PO TOTAL==>	OPEN END		
				PO NET CHANGE (+)==>			

PURCHASING DIVISION  
 CERTIFIED ENCUMBERED  
 JUN 2 2008  
*Beverly Toler*

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

*J.A. 5/30/08*

*Dwayne Wayfield*

JO ANN ADKINS

304-558-8802

APPROVED AS TO FORM BY

BY *[Signature]*  
 PURCHASING DIVISION AUTHORIZED SIGNATURE

**GENERAL TERMS & CONDITIONS  
PURCHASE ORDER/CONTRACT**

1. **ACCEPTANCE:** Seller shall be bound by this order and its terms and conditions upon receipt of this order.
2. **APPLICABLE LAW:** The laws of the State of West Virginia and the *Legislative Rules* of the Purchasing Division shall govern all rights and duties under the Contract, including without limitation the validity of this Purchase Order/Contract.
3. **NON-FUNDING:** All services performed or goods delivered under State Purchase Orders/Contracts are to be continued for the terms of the Purchase Order/Contract, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise available for these services or goods, this Purchase Order/Contract becomes void and of no effect after June 30.
4. **COMPLIANCE:** Seller shall comply with all Federal, State and local laws, regulations and ordinances including, but not limited to, the prevailing wage rates of the WV Division of Labor.
5. **MODIFICATIONS:** This writing is the parties final expression of intent. No modification of this order shall be binding unless agreed to in writing by the Buyer.
6. **ASSIGNMENT:** Neither this Order nor any monies due, or to become due hereunder may be assigned by the Seller without the Buyer's consent.
7. **WARRANTY:** The Seller expressly warrants that the goods and/or services covered by this order will: {a} conform to the specifications, drawings, samples or other description furnished or specified by the Buyer {b} be merchantable and fit for the purpose intended and/or {c} be free from defect in material and workmanship.
8. **CANCELLATION:** The Director or Purchasing may cancel any Purchase Order/Contract upon 30 days written notice to the seller.
9. **SHIPPING, BILLING & PRICES:** Prices are those stated in this order. No price increase will be accepted without written authority from the Buyer. All goods or services shall be shipped on or before the date specified in this Order.
10. **LATE PAYMENTS:** Payments may only be made after the delivery of goods or services. Interest may be paid on late payments in accordance with the *West Virginia Code*.
11. **TAXES:** The State of West Virginia is exempt from Federal and State taxes and will not pay or reimburse such taxes.
12. **RENEWAL:** Any reference to automatic renewal is hereby deleted. The Contract may be renewed only upon mutual written agreement of the parties.
13. **BANKRUPTCY:** In the event the vendor/contractor files for bankruptcy protection, this Contract may be deemed null and void, and terminated without further order.
14. **HIPAA Business Associate Addendum** - The West Virginia State Government HIPAA Business Associate Addendum (BAA), approved by the Attorney General, and available online at the Purchasing Division's web site (<http://www.state.wv.us/admin/purchase/vrc/hipaa.htm>) is hereby made part of the agreement. Provided that, the Agency meets the definition of a Covered Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.

Cost Sheet  
Monochrome Copiers  
Band # 5

**Brand Name**        Ricoh  
**Model #**            MP6000 SP

**Minimum Specifications**

Mfg. Duty cycle 65,000 a month  
Copy Speed 50cpm  
600 X 600 dpi resolution  
1500 sheet paper capacity  
3 paper sources  
Auto Document Feeder  
Auto Duplexing  
Electronic Sorting

**Specifications of Machine Bid:**

175,000  
60 CPM  
1200 X 1200 dpi  
4,300  
6 sources plus the bypass  
Standard  
Standard  
Standard  
#990 8612 = Integration

**PRICING:**

Purchase price            \$7,337.00  
Amount to be deducted if ordering as a non-connected machine        \$1,384.00

Maintenance a month for purchased machine                                \$130.00

24 Month Rental            \$427.00 a month  
(Amount to be deducted if ordering as a non connected machine)        \$56.00

36 Month Rental            \$340.00 a month  
(Amount to be deducted if ordering as a non connected machine)        \$40.00

48 Month Rental            \$327.00 a month  
(Amount to be deducted if ordering as a non connected machine)        \$36.00

Warranty 90 days from purchase (duration) REDUCTION to monthly maintenance and rental price during warranty:            \$0.00

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies except paper for 32,500 copies a month

Per copy overage charge for copies in excess of 32,500 copies a month .0098 each

Accessories - Venders may attach a list in the format indicated for any available accessories they wish to include in the contract.



Cost Sheet  
Monochrome Copiers  
Band # 6

**Brand Name**        Ricoh  
**Model #**            MP7000\_SP

**Minimum Specifications**

Mfg. Duty cycle 80,000 a month  
Copy Speed 60cpm  
600 X 600 dpi resolution  
1500 sheet paper capacity  
3 paper sources  
Auto Document Feeder  
Auto Duplexing  
Electronic Sorting

**Specifications of Machine Bid:**

300,000  
70 CPM  
1200 X 1200 dpi  
4,300  
4 sources plus the bypass  
Standard  
Standard  
Standard  
#990 8612 = Integration  
#216 7113 = Copy Tray  
256 mb memory  
#481 0527 Large Capacity Tray

**PRICING:**

Purchase price            \$10,439.00  
Amount to be deducted if ordering as a non-connected machine        \$1,169.00

Maintenance a month for purchased machine                                \$140.00

24 Month Rental            \$558.00 a month  
(Amount to be deducted if ordering as a non connected machine)        \$47.00

36 Month Rental            \$435.00 a month  
(Amount to be deducted if ordering as a non connected machine)        \$33.00

48 Month Rental            \$418.00 a month  
(Amount to be deducted if ordering as a non connected machine)        \$31.00

Warranty 90 days from purchase (duration) REDUCTION to monthly maintenance and rental price during warranty:                                \$0.00

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies except paper for 40,000 copies a month

Per copy overage charge for copies in excess of 40,000 copies a month .0082 each

Accessories - Venders may attach a list in the format indicated for any available accessories they wish to include in the contract.

**Ricoh Business Solutions Pricing Proposal**  
**Prepared For State of West Virginia**  
**Digital MFP Purchase / Rental Pricing**

Band	Model / Description	Ricoch Product Number	List Purchase Price \$	Purchase Price \$	Maintenance Plan			Rental Plans					
					Monthly Base Charge \$	Monthly Clicks Included	Overage Click Charge \$	Monthly Rental Base Charge \$		Monthly Clicks Included	Overage Click Charge \$		
								24 Mos	36 Mos			48 Mos	
6	<u>Base Configuration</u>												
	MP7000 S/P Digital Copy / Scan / Print Package	414342	25,995.00	10,169.00	140.00	40,000	0.0082	546.00	427.00	411.00	40,000	0.0082	
	Copy Exit Tray Type 2075	412190	145.00	70.00	-			3.00	2.00	2.00			
	Network Integration Charge	990-8612	250.00	200.00	-			9.00	6.00	5.00			
	Total Connected Price			10,439.00				558.00	435.00	418.00			
6	MP7000 Digital System (65 PPM)	414341	22,895.00	9,200.00	140.00	40,000	0.0082	508.00	400.00	385.00	40,000	0.0082	
	Copy Exit Tray Type 2075	412190	145.00	70.00	-			3.00	2.00	2.00			
	Total Non-Connected Price			9,270.00				511.00	402.00	387.00			
	Amount Deducted for Non-Connected Unit			1,169.00				47.00	33.00	31.00			
	<u>Optional Accessories</u>												
	RT43 Large Capacity Tray (4,000 Sheet)	414517	2,095.00	752.00	-			30.00	21.00	20.00			
	Legal Paper (8 1/2" x 14") Option for LCT	411187	810.00	430.00	-			21.00	15.00	12.00			
	SR970 Finisher (3,000 Sheet, 50 Sheet Stapling)	413321	3,000.00	1,781.00	-			84.00	59.00	47.00			
	SR4000 Booklet Finisher (3,000 Sheet, 50 Sheet Stapling)	413319	5,200.00	2,756.00	-			128.00	91.00	72.00			
	ZF4000 Z-Folding Unit for SR970 & SR842	412805	7,000.00	3,710.00	29.00			202.00	151.00	125.00			
	2/3 Hole Punch Kit Type 3260 for SR970 & SR4000	412209	875.00	406.00	-			19.00	14.00	11.00			
	SR842 Finisher (3,000 Sheet, 100 Sheet Stapling)	413310	5,460.00	2,894.00	-			135.00	95.00	75.00			
	2/3 Hole Punch Kit Type 1075 for SR970 & SR4000	411198	875.00	484.00	-			22.00	16.00	12.00			
	Output Jigger Unit Type 3260 for SR970 & SR4000	412212	350.00	186.00	-			9.00	7.00	5.00			
	Cover Interposer Tray Type 3260 for SR970 & SR4000	412213	1,100.00	583.00	-			28.00	20.00	16.00			
	Tab Sheet Holder Type 3260	412203	45.00	24.00	-			2.00	1.00	1.00			
	11" x 17" Paper Tray Kit Type 1075 (1,000 Sheet)	411185	1,450.00	769.00	-			36.00	26.00	20.00			
	<u>Fax Accessories</u>												
	Fax Option Type 7500	413419	1,095.00	621.00				29.00	21.00	17.00			
	G3 Interface Unit Type 7500	413494	650.00	371.00				18.00	13.00	10.00			
	32 MB Memory Type 400 dpi/SAF	001342MIU	185.00	99.00				5.00	4.00	3.00			
	<u>Print/Scan Accessories</u>												
	PostScript3 Option Type MP7500	412916	2,150.00	1,140.00	-			54.00	38.00	30.00			
	File Format Converter Type C	412813	600.00	318.00	-			15.00	11.00	9.00			
	IEEE 1394 (Firewire) Interface Board Type B	412995	475.00	252.00	-			12.00	9.00	7.00			
	IEEE 802.11b (Wireless LAN) Interface Kit Type H	414525	375.00	199.00	-			10.00	7.00	6.00			

**Purchase Plan:**

1. Includes standard 90 day warranty.
2. Includes standard delivery and installation.

**Service Plan:**

1. Includes all parts and labor including drum & developer.
2. Includes black toner & staples (Excludes paper).
3. See Lanier Master Agreement for specific Maintenance terms and conditions.

**Rental Plan:**

1. Warranty does not apply to rental plan.
2. Includes standard installation and removal.
3. Includes service for the term (See note above for service plan).
4. See Lanier Master Agreement for specific Rental terms and conditions.

Cost Sheet  
Monochrome Copiers  
Band # 7

**Brand Name**        Ricoh  
**Model #**            MP8000\_SP

**Minimum Specifications**

Mfg. Duty cycle 150,000 a month  
Copy Speed 70cpm  
600 X 600 dpi resolution  
1500 sheet paper capacity  
3 paper sources  
Auto Document Feeder  
Auto Duplexing  
Electronic Sorting

**Specifications of Machine Bid:**

300,000  
80 CPM  
1200 X 1200 dpi  
8,300  
5 sources plus the bypass  
Standard  
Standard  
Standard  
#990 8612 = Integration  
#412190  
256 mb memory  
#414517

**PRICING:**

Purchase price	\$12,021.00	
Amount to be deducted if ordering as a non-connected machine		\$1,169.00
Maintenance a month for purchased machine	\$260.00	
24 Month Rental	\$740.00 a month	
(Amount to be deducted if ordering as a non connected machine)		\$47.00
36 Month Rental	\$599.00 a month	
(Amount to be deducted if ordering as a non connected machine)		\$33.00
48 Month Rental	\$580.00 a month	
(Amount to be deducted if ordering as a non connected machine)		\$31.00
Warranty 90 days from purchase (duration) REDUCTION to monthly maintenance and rental price during warranty:	\$0.00	

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies except paper for 75,000 copies a month

Per copy overage charge for copies in excess of 75,000 copies a month .0078 each

Accessories - Venders may attach a list in the format indicated for any available accessories they wish to include in the contract.

Ricoh Business Solutions Pricing Proposal  
 Prepared For State of West Virginia  
 Digital MFP Purchase / Rental Pricing

Band	Model / Description	Ricoch Product Number	List Purchase Price \$	Purchase Price \$	Maintenance Plan			Rental Plans					
					Monthly Base Charge \$	Monthly Clicks Included	Overage Click Charge \$	Monthly Rental Base Charge \$		Monthly Clicks Included	Overage Click Charge \$		
								24 Mos	36 Mos			48 Mos	
7	Base Configuration												
	MP8000 S/P Digital Copy / Scan / Print Package	414344	32,495.00	10,999.00	260.00	75,000	0.0078	698.00	570.00	553.00	75,000	0.0078	
	RT43 Large Capacity Tray (4,000 Sheet)	414517	2,095.00	752.00	-	-	-	30.00	21.00	20.00	-	-	
	Copy Exit Tray Type 2075	412190	145.00	70.00	-	-	-	3.00	2.00	2.00	-	-	
	Network Integration Charge	990-8612	250.00	200.00	-	-	-	9.00	6.00	5.00	-	-	
	Total Connected Price			12,021.00				740.00	599.00	580.00			
7	MP8000 Digital System (80 PPM)	414343	28,995.00	10,030.00	260.00	75,000	0.0078	660.00	543.00	527.00	75,000	0.0078	
	RT43 Large Capacity Tray (4,000 Sheet)	414517	2,095.00	752.00	-	-	-	30.00	21.00	20.00	-	-	
	Copy Exit Tray Type 2075	412190	145.00	70.00	-	-	-	3.00	2.00	2.00	-	-	
	Total Non-Connected Price			10,852.00				693.00	566.00	549.00			
	Amount Deducted for Non-Connected Unit			1,169.00				47.00	33.00	31.00			
	Optional Accessories												
	Legal Paper (8 1/2" x 14") Option for LCT	411187	810.00	430.00	-	-	-	21.00	15.00	12.00	-	-	
	SR970 Finisher (3,000 Sheet, 50 Sheet Stapling)	413321	3,000.00	1,781.00	-	-	-	84.00	59.00	47.00	-	-	
	SR4000 Booklet Finisher (3,000 Sheet, 50 Sheet Stapling)	413319	5,200.00	2,756.00	-	-	-	129.00	91.00	72.00	-	-	
	ZF4000 Z-Folding Unit for SR970 & SR842	412805	7,000.00	3,710.00	29.00	-	-	202.00	151.00	125.00	-	-	
	2/3 Hole Punch Kit Type 3260 for SR970 & SR4000	412209	375.00	406.00	-	-	-	19.00	14.00	11.00	-	-	
	SR842 Finisher (3,000 Sheet, 100 Sheet Stapling)	413310	5,460.00	2,894.00	-	-	-	135.00	95.00	75.00	-	-	
	2/3 Hole Punch Kit Type 1075 for SR842	411198	375.00	464.00	-	-	-	22.00	16.00	12.00	-	-	
	Output Jogger Unit Type 3260 for SR970 & SR4000	412212	350.00	186.00	-	-	-	9.00	7.00	5.00	-	-	
	Cover Interposer Tray Type 3260 for SR970 & SR4000	412213	1,100.00	583.00	-	-	-	28.00	20.00	16.00	-	-	
	Tab Sheet Holder Type 3260	412203	45.00	24.00	-	-	-	2.00	1.00	1.00	-	-	
	11" x 17" Paper Tray Kit Type 1075 (1,000 Sheet)	411185	1,450.00	769.00	-	-	-	36.00	26.00	20.00	-	-	
	Fax Accessories												
	Fax Option Type 7500	413419	1,095.00	621.00	-	-	-	29.00	21.00	17.00	-	-	
	G3 Interface Unit Type 7500	413494	650.00	371.00	-	-	-	18.00	13.00	10.00	-	-	
	32 MB Memory Type 400 dpi/SAF	001342MIU	185.00	99.00	-	-	-	5.00	4.00	3.00	-	-	
	Print/Scan Accessories												
	PostScript3 Option Type MP7500	412916	2,150.00	1,140.00	-	-	-	54.00	38.00	30.00	-	-	
	File Format Converter Type C	412813	600.00	318.00	-	-	-	15.00	11.00	9.00	-	-	
	IEEE 1394 (Firewire) Interface Board Type B	412995	150.00	88.00	-	-	-	5.00	3.00	3.00	-	-	
	IEEE 802.11b (Wireless LAN) Interface Kit Type H	414525	475.00	252.00	-	-	-	12.00	9.00	7.00	-	-	
	IEEE 802.11b (Wireless LAN) Interface Kit Type H	414525	375.00	199.00	-	-	-	10.00	7.00	6.00	-	-	

Purchase Plan:

1. Includes standard 90 day warranty.
2. Includes standard delivery and installation.

Service Plan:

1. Includes all parts and labor including drum & developer.
2. Includes black toner & staples (Excludes paper).
3. See Lanier Master Agreement for specific Maintenance terms and conditions.

Rental Plan:

1. Warranty does not apply to rental plan.
2. Includes standard installation and removal.
3. Includes service for the term (See note above for service plan).
4. See Lanier Master Agreement for specific Rental terms and conditions.



May 21, 2008

WV Purchasing Division  
Attn: JoAnn Adkins  
Capitol Building  
2019 Washington St. E.  
Charleston, WV 25305

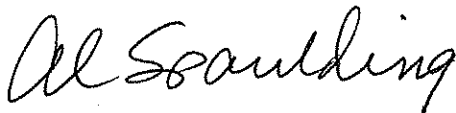
Dear Mrs. Adkins,

Ricoh Americas Corporation has announced a model change for copiers on the WV State Wide Digital Contract number DIGCOP04B. On band 5/6/7 monochrome, the MP6000,MP7000,MP8000 replaces LD255,LD265,LD275/

This model is an upgrade to the original monochrome copiers and exceeds the specifications of the WV State Wide Contract. Also, the pricing will remain the same on all the machines. We would like this change to become effective immediately.

If you have any questions, or if I can be of service, please contact me at the below number. Thank you for partnering with Ricoh and assisting us with this change order.

Sincerely,



Al Spaulding  
Major Account Manager  
(304) 342 - 4099 ext 360

RECEIVED  
08 MAY 23 AM 11:17  
PURCHASING DIVISION  
STATE OF WV



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

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 DIGCOP04BA

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BLANKET RELEASE  
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CHANGE ORDER  
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VENDOR

\*709005526 01 304-347-2353  
 RICOH AMERICAS CORPORATION  
 1411 VIRGINIA ST E  
 CHARLESTON WV 25301

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DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
05/30/2008		NET 30		222783521			
SHIP VIA		F.O.B.		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.	UNIT PRICE	AMOUNT		
	DELIVERY DATE	CAT.NO.	ITEM NUMBER				
			RECEIPT TICKET FOR PURCHASE ORDER: DIGCOP04BA				
0001		985-64	PER ATTACHED COST SHEETS				
			SIGNATURE _____				DATE _____
						TOTAL	

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE

APPROVED AS TO FORM BY  
 ASSISTANT ATTORNEY GENERAL

BY \_\_\_\_\_  
 PURCHASING DIVISION AUTHORIZED SIGNATURE