



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

Purchase Order

PURCHASE ORDER NO.
 DIGCOP09A

PAGE
 1

BLANKET RELEASE
 00

CHANGE ORDER

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

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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

AGENCY COPY

*709041827 304-522-7022
 AARONS PRODUCTS INCORPORATED
 PO BOX 332
 1041 8TH AVE
 HUNTINGTON WV 25701

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
12/03/2008		NET 30		550488450			
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				
			BLANKET OPEN-END STATEWIDE CONTRACT - Regions: I, II, III, IV				
			THIS BLANKET OPEN-END STATEWIDE CONTRACT IS TO PROVIDE DIGITAL COPIERS TO WEST VIRGINIA STATE AGENCIES AND POLITICAL SUBDIVISIONS.				
			***** THE FOLLOWING IS INCORPORATED HEREIN BY REFERENCE AND MADE A PART HEREOF: REQUEST FOR QUOTATION DATED 09/03/2008. ALL SPECIFICATIONS AND ADDENDA THERETO. VENDOR'S BID DATED 11/11/2008. *****				
			***** BIDDING AND ORDERING PROCEDURES *****				
			AT THE TIME OF NEED, AGENCIES SHALL REVIEW THE MINIMUM SPECIFICATION REQUIREMENTS FOR COPIER BAND AND ACCESSORY OPTIONS TO DETERMINE THE APPROPRIATE BAND AND OPTIONS REQUIRED.				
			AGENCIES SHALL CONTACT ALL VENDORS WITH CONTRACTS FOR THE APPROPRIATE REGION TO OBTAIN A QUOTE FOR THE REQUIRED DIGITAL COPIER. THE REQUEST FOR				

PURCHASING DIVISION
 CERTIFIED ENCUMBERED
 DEC 10 2008
Beverly Tolson

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE 12/05/08

OPEN END
 TOTAL

APPROVED BY
[Signature]
 DATE *12/05/08*

BY *[Signature]* JO ANN ADKINS 304-558-8802
 PURCHASING DIVISION AUTHORIZED SIGNATURE
 DATE *12/8/08*

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

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 of 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 Cover Entity (45 CFR §160.103) and will be disclosing Protected Health Information (45 CFR §160.103) to the vendor.
15. **WEST VIRGINIA ALCOHOL & DRUG-FREE WORKPLACE ACT:** If this Contract constitutes a public improvement construction contract as set forth in Article 1D, Chapter 21 of the West Virginia Code ("The West Virginia Alcohol and Drug-Free Workplace Act"), then the following language shall hereby become part of this Contract: "The contractor and its subcontractors shall implement and maintain a written drug-free workplace policy in compliance with the West Virginia Alcohol and Drug-Free Workplace Act, as set forth in Article 1D, Chapter 21 of the West Virginia Code. The contractor and its subcontractors shall provide a sworn statement in writing, under the penalties of perjury, that they maintain a valid drug-free work place policy in compliance with the West Virginia and Drug-Free Workplace Act. It is understood and agreed that this Contract shall be cancelled by the awarding authority if the Contractor: 1) Fails to implement its drug-free workplace policy; 2) Fails to provide information regarding implementation of the contractor's drug-free workplace policy at the request of the public authority; or 3) Provides to the public authority false information regarding the contractor's drug-free workplace policy."

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.
 DIGCOP09A

PAGE
 2

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

SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS

NON-COMMERCIAL

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

PURCHASER

*709041827 304-522-7022
 AARONS PRODUCTS INCORPORATED
 PO BOX 332
 1041 8TH AVE
 HUNTINGTON WV 25701

SHIP TO

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
12/03/2008		NET 30		550488450			
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				
0001		LS			.00000		

QUOTE SHALL INCLUDED: THE DIGCOP09 COST QUOTE FORM AND THE COPIER ACCESSORY OPTION FORM. THE AGENCY SHALL INDICATE IF COPIER IS TO BE PURCHASED OR LEASED AND INCLUDE THE NUMBER OF MONTHS (24, 26, OR 48) ON THE DIGCOP09 COST QUOTE FORM. THE AGENCY SHALL INDICATE ON THE ACCESSORY OPTION FORM ALL REQUIRED OPTIONS.

*****THE AGENCY SHALL INDICATE ON THEIR QUOTE IF THEY DO NOT REQUIRE NETWORK CONNECTION. *****

REQUIRED DIGITAL COPIER SPECIFICATIONS SHALL BE WRITTEN TO ALLOW COMPETITION.

***** WRITTEN JUSTIFICATION SHALL BE REQUIRED FOR ANY REQUEST FOR QUOTATION THAT DOES NOT RECEIVE AT LEAST THREE BIDS AND MUST BE MAINTAINED IN THE FILE.

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

TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE



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

Purchase Order

PURCHASE ORDER NO.
 DIGCOP09A

PAGE
 3

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

SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS

INVOICE TO

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

VENDOR

*709041827 304-522-7022
 AARONS PRODUCTS INCORPORATED
 PO BOX 332
 1041 8TH AVE
 HUNTINGTON WV 25701

SHIP TO

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
12/03/2008		NET 30		550488450			
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				
	12/14/2009		985-64				
	DIGITAL COPIERS AND PRINTERS						
	EXHIBIT 3						
	LIFE OF CONTRACT: THIS CONTRACT BECOMES EFFECTIVE ON DECEMBER 15, 2008 AND EXTENDS FOR A PERIOD OF SIX (6) MONTHS OR UNTIL SUCH "REASONABLE TIME" THEREAFTER AS IS NECESSARY TO OBTAIN A NEW CONTRACT OR RENEW THE ORIGINAL CONTRACT. THE "REASONABLE TIME" PERIOD SHALL NOT EXCEED TWELVE (12) MONTHS. DURING THIS "REASONABLE TIME" THE VENDOR MAY TERMINATE THIS CONTRACT FOR ANY REASON UPON GIVING THE DIRECTOR OF PURCHASING 30 DAYS WRITTEN NOTICE.						
	UNLESS SPECIFIC PROVISIONS ARE STIPULATED ELSEWHERE IN THIS CONTRACT DOCUMENT, THE TERMS, CONDITIONS AND PRICING SET HEREIN ARE FIRM FOR THE LIFE OF THE CONTRACT.						
	RENEWAL: THIS CONTRACT MAY BE RENEWED UPON THE MUTUAL WRITTEN CONSENT OF THE SPENDING UNIT AND VENDOR, SUBMITTED TO THE DIRECTOR OF PURCHASING THIRTY (30) DAYS PRIOR TO THE EXPIRATION DATE. SUCH RENEWAL SHALL BE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE ORIGINAL CONTRACT AND SHALL BE LIMITED TO FOUR (4) SIX (6) MONTH PERIODS.						

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

TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE



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

Purchase Order

PURCHASE ORDER NO.
 DIGCOP09A

PAGE
 4

BLANKET RELEASE
 00

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

CHANGE ORDER

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

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

VENDOR
 *709041827 304-522-7022
 AARONS PRODUCTS INCORPORATED
 PO BOX 332
 1041 8TH AVE
 HUNTINGTON WV 25701

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
12/03/2008		NET 30		550488450			
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				
<p>CANCELLATION: THE DIRECTOR OF PURCHASING RESERVES THE RIGHT TO CANCEL THIS CONTRACT IMMEDIATELY UPON WRITTEN NOTICE TO THE VENDOR IF THE COMMODITIES AND/OR SERVICES SUPPLIED ARE OF AN INFERIOR QUALITY OR DO NOT CONFORM TO THE SPECIFICATIONS OF THE BID AND CONTRACT HEREIN.</p> <p>OPEN MARKET CLAUSE: THE DIRECTOR OF PURCHASING MAY AUTHORIZE A SPENDING UNIT TO PURCHASE ON THE OPEN MARKET, WITHOUT THE FILING OF A REQUISITION OR COST ESTIMATE, ITEMS SPECIFIED ON THIS CONTRACT FOR IMMEDIATE DELIVERY IN EMERGENCIES DUE TO UNFORESEEN CAUSES (INCLUDING BUT NOT LIMITED TO DELAYS IN TRANSPORTATION OR AN UNANTICIPATED INCREASE IN THE VOLUME OF WORK.)</p> <p>QUANTITIES: QUANTITIES LISTED IN THE REQUISITION ARE APPROXIMATIONS ONLY, BASED ON ESTIMATES SUPPLIED BY THE STATE SPENDING UNIT. IT IS UNDERSTOOD AND AGREED THAT THE CONTRACT SHALL COVER THE QUANTITIES ACTUALLY ORDERED FOR DELIVERY DURING THE TERM OF THE CONTRACT, WHETHER MORE OR LESS THAN THE QUANTITIES SHOWN.</p> <p>ORDERING PROCEDURE: SPENDING UNIT(S) SHALL ISSUE A WRITTEN STATE CONTRACT ORDER (FORM NUMBER WV-39) TO THE VENDOR FOR COMMODITIES COVERED BY THIS CONTRACT. THE ORIGINAL COPY OF THE WV-39 SHALL BE MAILED TO THE VENDOR AS AUTHORIZATION FOR SHIPMENT, A SECOND COPY MAILED TO THE PURCHASING DIVISION, AND A THIRD COPY</p>							

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

TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE



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

Purchase Order

PURCHASE ORDER NO.
 DIGCOP09A

PAGE
 5

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

**SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS**

INVOICE TO

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

VENDOR

*709041827 304-522-7022
 AARONS PRODUCTS INCORPORATED
 PO BOX 332
 1041 8TH AVE
 HUNTINGTON WV 25701

SHIP TO

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
12/03/2008		NET 30		550488450			
SHIP VIA		F.O.B.		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MULT.-MULT.	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		PREPAID	MULT.-MULT.	
	DELIVERY DATE	CAT.NO.	ITEM NUMBER		UNIT PRICE	AMOUNT	
	RETAINED BY THE SPENDING UNIT.						
	BANKRUPTCY: IN THE EVENT THE VENDOR/CONTRACTOR FILES FOR BANKRUPTCY PROTECTION, THIS CONTRACT IS AUTOMATICALLY NULL AND VOID, AND IS TERMINATED WITHOUT FURTHER ORDER.						
	THE TERMS AND CONDITIONS CONTAINED IN THIS CONTRACT SHALL SUPERSEDE ANY AND ALL SUBSEQUENT TERMS AND CONDITIONS WHICH MAY APPEAR ON ANY ATTACHED PRINTED DOCUMENTS SUCH AS PRICE LISTS, ORDER FORMS, SALES AGREEMENTS OR MAINTENANCE AGREEMENTS, INCLUDING ANY ELECTRONIC MEDIUM SUCH AS CD-ROM.						
	REV. 04/11/2001						
	EXHIBIT 6						
	PRICE ADJUSTMENT PROVISION: THE STATE OF WEST VIRGINIA WILL CONSIDER PROVISIONS FOR PRICE ADJUSTMENTS PRIOR TO THE ORIGINAL EXPIRATION OF THE CONTRACT, PROVIDED THAT SUCH PRICE ADJUSTMENT COVERS BOTH UPWARD AND DOWNWARD MOVEMENT OF THE COMMODITY PRICE, AND THAT ADJUSTMENT IS BASED ON THE "PASS THROUGH" INCREASE OR DECREASE OF RAW MATERIALS AND/OR LABOR, WHICH MAKE UP ALL OR A						
						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



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

Purchase Order

PURCHASE ORDER NO.
 DIGCOP09A

PAGE
 6

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

**SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS**

PURCHASER

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

VENDOR

*709041827 304-522-7022
 AARONS PRODUCTS INCORPORATED
 PO BOX 332
 1041 8TH AVE
 HUNTINGTON WV 25701

SHIP TO

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
12/03/2008		NET 30		550488450			
SHIP VIA		F.O.B		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MULT.-MULT.	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE		AMOUNT
	DELIVERY DATE	CAT.NO.	ITEM NUMBER				
<p>SUBSTANTIAL PART OF A PRODUCT. ADJUSTMENTS ARE TO BE BASED UPON AN ACTUAL DOLLAR FIGURE, NOT A PERCENTAGE. ALL PRICE ADJUSTMENT REQUESTS MUST BE SUBSTANTIATED IN A MANNER ACCEPTABLE TO THE DIRECTOR PURCHASING, E.G. GOVERNMENTAL BENCH MARKS, GENERAL MARKET INCREASE, PUBLISHED PRICE LISTS. SUCH REQUESTS FOR AND INCREASE SHOULD BE RECEIVED IN WRITING BY THE DIRECTOR OF PURCHASING AT LEAST 30 DAYS IN ADVANCE OF THE EFFECTIVE DATE OF THE INCREASE. ANY TIME THE VENDOR REQUESTS A PRICE ADJUSTMENT, THE PURCHASING DIVISION MAY EITHER ACCEPT THE PRICE ADJUSTMENT AND AMEND THE CONTRACT ACCORDINGLY OR REJECT THE ADJUSTMENT IN ITS ENTIRETY AND CANCEL THE CONTRACT.</p> <p>PREFERRED TERMS: IT IS PREFERRED THAT THE PRICES ON THIS CONTRACT ARE FIRM FOR LIFE OF THE CONTRACT, AS INDICATED IN THE LIFE OF CONTRACT CLAUSE CONTAINED HEREIN, NOT TO EXCEED SIX (6) MONTHS.</p> <p>EXHIBIT 4</p> <p>LOCAL GOVERNMENT BODIES: UNLESS THE VENDOR INDICATES IN THE BID HIS REFUSAL TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO COUNTY, SCHOOL, MUNICIPAL AND OTHER LOCAL GOVERNMENT BODIES, THE BID SHALL EXTEND</p>							

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

TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE



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

Purchase Order

PURCHASE ORDER NO.
 DIGCOP09A

PAGE
 7

BLANKET RELEASE
 00

CHANGE ORDER

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.

SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS

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

*709041827 304-522-7022
 AARONS PRODUCTS INCORPORATED
 PO BOX 332
 1041 8TH AVE
 HUNTINGTON WV 25701

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
12/03/2008		NET 30		550488450			
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				
	TO POLITICAL SUBDIVISIONS OF THE STATE OF WEST VIRGINIA. IF THE VENDOR DOES NOT WISH TO EXTEND THE PRICES, TERMS, AND CONDITIONS OF THE BID TO ALL POLITICAL SUBDIVISIONS OF THE STATE, THE VENDOR MUST CLEARLY INDICATE SUCH REFUSAL IN HIS BID. SUCH REFUSAL SHALL NOT PREJUDICE THE AWARD OF THIS CONTRACT IN ANY MANNER. REV. 3/88						

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

TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE

DIGCOP09
VENDOR INFORMATION

Please CIRCLE the regions you will service.

Region I - Hancock, Brooke, Ohio, Marshall, Wetzel, Monongalia, Marion, Harrison, Doddridge, Gilmer, Pleasants,	<input type="checkbox"/>
Region II - Mason, Cabell, Wayne, Mingo, Logan, Boone, Lincoln, Kanawha, Putnam, Roane and Jackson	<input type="checkbox"/>
Region III - Lewis, Upshur, Randolph, Pendleton, Hardy, Grant, Hampshire, Mineral, Morgan, Berkeley,	<input checked="" type="checkbox"/>
Region IV - Braxton, Clay, Nicholas, Fayette, Raleigh, Wyoming, McDowell, Mercer, Summers, Greenbrier,	<input type="checkbox"/>

Contact Name: **Mark Salmons**

Signed: 

Date: **11-12-08**

Phone: **304-522-7022**

Office: **304-342-4637**

Fax: **304-525-3069**

Cell: **304-964-3013**

Email: **MARK.SALMONS@CAROLANSPRODUCTS.COM**

Aaron's Products, Inc.

For all your office needs

Date: September 20, 2008
 To: State of West Virginia
 From: Mark Salmons
 State of West Virginia Representative
 Aaron's Products, Inc.
 Regarding: State of West Virginia RFQ # DIGCOP09

To Whom It May Concern:

This is to establish the sub-contractors assisting Aaron's Products, Inc. with the sales and servicing of the State of West Virginia RFQ shown above. Listed below are the sub-contractors names and the areas they will cover. Aaron's Products, Inc. will support the southern portion of the State, from the Charleston-Huntington Area south. (Regions II and IV)


Help Desk Number for Machine/Printing/Scanning/Faxing is 1-800-642-1930.

<u>Sub-Contractor</u>	<u>Region (s) Supported</u>
NOE Office Equipment 610 Green St Parkersburg WV	Region II
Richardson Copy Concepts 72 East Cove Ave Wheeling WV	Region I
Heaster-Hart, LLC 203 Buckhannon Pike Clarksburg WV	Regions I, III, IV
Landis Office Center 151 North Center St Cumberland MD	Region III

Toshiba has a nationwide network of vendors providing service and support. The above listed companies are a part of that network. They are certified and factory trained to provide service on all Toshiba contained in the State of West Virginia RFQ # DIGCOP09. In the event there are any questions or concerns, they will be handled through Aaron's Products, Inc.

Thank you for the opportunity to be of service to you and the State of West Virginia. If you have any questions regarding any information contained herein, please feel free to contact me at the numbers/email listed below.

Thank you,


 Mark Salmons
 State of West Virginia Representative
 Aaron's Products, Inc.

Contact – Mark Salmons

Pager – 341-2461, Email – mark.salmons@aaronsproducts.com Cell Phone – 964-3013

COPIER ACCESSORY OPTION LISTING

VENDOR: Aaron's Products, Inc.

BAND: ____ Band 1 Mono Copier ____

MANUFACTURER: ____ Toshiba ____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
ADF	MR2017	Yes
RADF (e-STUDIO167/207/237 Only)	MR3019	No
ADU (e-STUDIO167/207/237 Only)	MD0103	No
Platen Cover	KA1640PC	No
Paper Feed Unit	MY1027	No
550-Sheet PFP (e-STUDIO167/207/237 Only)	KD1022	No
Paper Drawer (e-STUDIO167/207/237 Only)	MY1028	No
Paper Feed Controller (Required w/MD0103 & KD1022)	GH1060	No
64MB Memory	GC1240	No
ESP Power Filter; 120V-15 AMPS	PWRFLTR-D5131NT	No
Stand	Stand000100	No
CONNECTIVITY OPTIONS:		
Network Print Kit (e-STUDIO167/207/237 Only)	GA1190	No
Network Scan Kit (e-STUDIO167/207/237 Only)	GA1200	No
Keyboard (Required w/GA1200 or GD1220)	GJ1040	No
Re-Rite Software	GB1280	No
DS/BarCodeJet (36 Month Warranty)	11B525-00	No
Coin Controller Wiring Harness	GQ1130	No
FAX OPTIONS:		
Fax Kit (e-STUDIO167/207/237 Only)	GD1220	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: Aaron's Products, Inc.

BAND: ____ Band 2 Mono Copier ____

MANUFACTURER: ____ Toshiba ____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
ADF	MR2017	Yes
RADF (e-STUDIO167/207/237 Only)	MR3019	No
ADU (e-STUDIO167/207/237 Only)	MD0103	No
Platen Cover	KA1640PC	No
Paper Feed Unit	MY1027	No
550-Sheet PFP (e-STUDIO167/207/237 Only)	KD1022	No
Paper Drawer (e-STUDIO167/207/237 Only)	MY1028	No
Paper Feed Controller (Required w/MD0103 & KD1022)	GH1060	No
64MB Memory	GC1240	No
ESP Power Filter, 120V-15 AMPS	PWRFLTR-D5131NT	No
Stand	Stand000100	No
CONNECTIVITY OPTIONS:		
Network Print Kit (e-STUDIO167/207/237 Only)	GA1190	No
Network Scan Kit (e-STUDIO167/207/237 Only)	GA1200	No
Keyboard (Required w/GA1200 or GD1220)	GJ1040	No
Re-Rite Software	GB1280	No
DS/BarCodeJet (36 Month Warranty)	11B525-00	No
Coin Controller Wiring Harness	GQ1130	No
FAX OPTIONS:		
Fax Kit (e-STUDIO167/207/237 Only)	GD1220	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: _____ Aaron's Products, Inc. _____

BAND: _____ Band 3 Mono Copier _____

MANUFACTURER: _____ Toshiba _____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
RADF	MR3018	Yes
Platen Cover	KA3511	No
Finisher - Hanging (e-STUDIO353 Only)	MJ1022	No
Finisher - Console Finisher w/ Stapling	MJ1101	No
Finisher - Saddle Stitch	MJ1024	No
Bridge Kit (Required w/ MJ1022, MJ1101 or MJ1024)	KN3520	No
Job Separator	MJ5004	No
Offset Catch Tray	MJ5005	No
Hole Punch (MJ1101 Only)	MJ6101	No
Hole Punch (MJ1024 Only)	MJ6004	No
Paper Feed Pedestal	KD1011	No
Cassette for PFP	MY1021	No
Large Capacity Feeder	KD1012	No
Work Tray	KK3511	No
ESP Power Filter, 120V-15 AMPS	PWRFLTR-D5131NT	No
Stand	Stand3511/4511	No
CONNECTIVITY OPTIONS:		
Print Enabler	GM1061	Yes
Print/Scan Enabler	GM2061	No
Scan Upgrade Enabler	GM4060	No
512MB Module Memory Module	GC1230	No
Scrambler Board	GP1040	No
Data Overwrite Enabler	GP1060	No
PCI Slot	GO1060	No
Wireless LAN Adapter	GN1041	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Re-Rite Software	GB1280	No
DS/BarCodeJet (36 Month Warranty)	11B525-00	No
Coin Controller Wiring Harness	GQ1020	No
FAX OPTIONS:		
Fax Board	GD1201	No
2nd Line Fax	GD1260	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: _____ Aaron's Products, Inc. _____

BAND: _____ Band 4 Mono Copier _____

MANUFACTURER: _____ Toshiba _____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
RADF	MR3018	Yes
Platen Cover	KA3511	No
Finisher - Hanging (e-STUDIO353 Only)	MJ1022	No
Finisher - Console Finisher w/ Stapling	MJ1101	No
Finisher - Saddle Stitch	MJ1024	No
Bridge Kit (Required w/ MJ1022, MJ1101 or MJ1024)	KN3520	No
Job Separator	MJ5004	No
Offset Catch Tray	MJ5005	No
Hole Punch (MJ1101 Only)	MJ6101	No
Hole Punch (MJ1024 Only)	MJ6004	No
Paper Feed Pedestal	KD1011	Yes
Cassette for PFP	MY1021	No
Large Capacity Feeder	KD1012	No
Work Tray	KK3511	No
ESP Power Filter, 120V-15 AMPS	PWRFLTR-D5131NT	No
Stand	Stand3511/4511	No
CONNECTIVITY OPTIONS:		
Print Enabler	GM1061	Yes
Print/Scan Enabler	GM2061	No
Scan Upgrade Enabler	GM4060	No
512MB Module Memory Module	GC1230	No
Scrambler Board	GP1040	No
Data Overwrite Enabler	GP1060	No
PCI Slot	GO1060	No
Wireless LAN Adapter	GN1041	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Re-Rite Software	GB1280	No
DS/BarCodeJet (36 Month Warranty)	11B525-00	No
Coin Controller Wiring Harness	GQ1020	No
FAX OPTIONS:		
Fax Board	GD1201	No
2nd Line Fax	GD1260	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: _____ Aaron's Products, Inc. _____

BAND: _____ Band 5 Mono Copier _____

MANUFACTURER: _____ Toshiba _____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
Large Capacity Feeder	MP4004	No
50 Sheet Finisher	MJ1027	No
50 Sheet Saddle-Stitch Finisher	MJ1028	No
100 Sheet Saddle-Stitch Finisher	MJ1029	No
HolePunch	MJ6003	No
Post Inserter	MJ7001	No
Rail For Finisher	KN1017	No
ESP Power Filter; 120V-20 AMPS	PWRFLTR-D5141NT	No
CONNECTIVITY OPTIONS:		
Print Enabler	GM1051	Yes
Print/Scan Enabler	GM2041	No
Scan Upgrade Enabler	GM4010	No
512MB Module Memory Module	GC1230	No
Scrambler Board	GP1040	No
Data Overwrite Enabler	GP1060	No
PCI Slot	GO1050	No
Parallel Interface Kit	GF1140	No
Wireless LAN Adapter	GN1041	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Re-Rite Software	GB1280	No
DS/BarCodeJet (36 Month Warranty)	11B525-00	No
Coin Controller Wiring Harness	GQ1040	No
FAX OPTIONS		
Fax Board (Requires GO1050)	GD1170	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: _____ Aaron's Products, Inc. _____

BAND: _____ Band 6 Mono Copier _____

MANUFACTURER: _____ Toshiba _____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
Large Capacity Feeder	MP4004	No
50 Sheet Finisher	MJ1027	No
50 Sheet Saddle-Stitch Finisher	MJ1028	No
100 Sheet Saddle-Stitch Finisher	MJ1029	No
HolePunch	MJ6003	No
Post Inserter	MJ7001	No
Rail For Finisher	KN1017	No
ESP Power Filter; 120V-20 AMPS	PWRFLTR-D5141NT	No
CONNECTIVITY OPTIONS:		
Print Enabler	GM1051	Yes
Print/Scan Enabler	GM2041	No
Scan Upgrade Enabler	GM4010	No
512MB Module Memory Module	GC1230	No
Scrambler Board	GP1040	No
Data Overwrite Enabler	GP1060	No
PCI Slot	GO1050	No
Parallel Interface Kit	GF1140	No
Wireless LAN Adapter	GN1041	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Re-Rite Software	GB1280	No
DS/BarCodeJet (36 Month Warranty)	11B525-00	No
Coin Controller Wiring Harness	GQ1040	No
FAX OPTIONS		
Coin Controller Wiring Harness	1170	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: _____ Aaron's Products, Inc. _____

BAND: _____ Band 7 Mono Copier _____

MANUFACTURER: _____ Toshiba _____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
Large Capacity Feeder	MP4004	No
50 Sheet Finisher	MJ1027	No
50 Sheet Saddle-Stitch Finisher	MJ1028	No
100 Sheet Saddle-Stitch Finisher	MJ1029	No
HolePunch	MJ6003	No
Post Inserter	MJ7001	No
Rail For Finisher	KN1017	No
ESP Power Filter; 120V-20 AMPS	PWRFLTR-D5141NT	No
CONNECTIVITY OPTIONS:		
Print Enabler	GM1051	Yes
Print/Scan Enabler	GM2041	No
Scan Upgrade Enabler	GM4010	No
512MB Module Memory Module	GC1230	No
Scrambler Board	GP1040	No
Data Overwrite Enabler	GP1060	No
PCI Slot	GO1050	No
Parallel Interface Kit	GF1140	No
Wireless LAN Adapter	GN1041	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Re-Rite Software	GB1280	No
DS/BarCodeJet (36 Month Warranty)	11B525-00	No
Coin Controller Wiring Harness	GQ1040	
FAX OPTIONS		
Fax Board (Requires GO1050)	GD1170	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: ___Aaron's Products, Inc._____

BAND: ___Band 1 Color Copier_____

MANUFACTURER: ___Toshiba_____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
RADF	MR3018	Yes
Platen Cover	KA3511	No
Hanging Finisher	MJ1031	No
Finisher - Console Finisher w/ Stapling	MJ1101	No
Finisher - Saddle Stitch	MJ1030	No
Bridge Kit (Required with MJ1031, MJ1101 or MJ1030)	KN4520	No
Hole Punch (MJ1101 Only)	MJ6101	No
Hole Punch (MJ1030 Only)	MJ6004	No
550 Sheet Paper Feed Pedestal	KD1023	No
550 Sheet Drawer for KD1023	MY1032	No
2500 Sheet Large Capacity Feeder	KD1024	No
Work Tray	KK3511	No
ESP Power Filter; 120V-15 AMPS	PWRFLTR-D5131NT	No
Stand	Stand4520	No
CONNECTIVITY OPTIONS:		
Wireless 802.11g	GN1050	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Metascan Enabler	GS1010	No
External Interface Enabler	GS1020	No
Data Overwrite Enabler	GP1070	No
IPSEC Enabler	GP1080	No
FAX OPTIONS:		
Fax Board	GD1250	No
2nd Line Fax for GD1250	GD1260	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: ___Aaron's Products, Inc._____

BAND: ___Band 2 Color Copier_____

MANUFACTURER: ___Toshiba_____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
RADF	MR3018	Yes
Platen Cover	KA3511	No
Hanging Finisher	MJ1031	No
Finisher - Console Finisher w/ Stapling	MJ1101	No
Finisher - Saddle Stitch	MJ1030	No
Bridge Kit (Required with MJ1031, MJ1101 or MJ1030)	KN4520	No
Hole Punch (MJ1101 Only)	MJ6101	No
Hole Punch (MJ1030 Only)	MJ6004	No
550 Sheet Paper Feed Pedestal	KD1023	No
550 Sheet Drawer for KD1023	MY1032	No
2500 Sheet Large Capacity Feeder	KD1024	No
Work Tray	KK3511	No
ESP Power Filter; 120V-15 AMPS	PWRFLTR-D5131NT	No
Stand	Stand4520	No
CONNECTIVITY OPTIONS:		
Wireless 802.11g	GN1050	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Metascan Enabler	GS1010	No
External Interface Enabler	GS1020	No
Data Overwrite Enabler	GP1070	No
IPSEC Enabler	GP1080	No
FAX OPTIONS:		
Fax Board	GD1250	No
2nd Line Fax for GD1250	GD1260	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: ___Aaron's Products, Inc._____

BAND: ___Band 3 Color Copier_____

MANUFACTURER: ___Toshiba_____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
RADF	MR3018	Yes
Platen Cover	KA3511	No
Hanging Finisher	MJ1031	No
Finisher - Console Finisher w/ Stapling	MJ1101	No
Finisher - Saddle Stitch	MJ1030	No
Bridge Kit (Required with MJ1031, MJ1101 or MJ1030)	KN4520	No
Hole Punch (MJ1101 Only)	MJ6101	No
Hole Punch (MJ1030 Only)	MJ6004	No
550 Sheet Paper Feed Pedestal	KD1023	Yes
550 Sheet Drawer for KD1023	MY1032	No
2500 Sheet Large Capacity Feeder	KD1024	No
Work Tray	KK3511	No
ESP Power Filter; 120V-15 AMPS	PWRFLTR-D5131NT	No
Stand	Stand4520	No
CONNECTIVITY OPTIONS:		
Wireless 802.11g	GN1050	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Metascan Enabler	GS1010	No
External Interface Enabler	GS1020	No
Data Overwrite Enabler	GP1070	No
IPSEC Enabler	GP1080	No
FAX OPTIONS:		
Fax Board	GD1250	No
2nd Line Fax for GD1250	GD1260	No
ADDITIONAL OPTIONS:		
See Software		

COPIER ACCESSORY OPTION LISTING

VENDOR: ___Aaron's Products, Inc._____

BAND: ___Band 4 Color Copier_____

MANUFACTURER: ___Toshiba_____

ACCESSORY DESCRIPTION	Information	
	PRODUCT NUMBER	BASE CONFIGURATION (Y/N)
EQUIPMENT DESCRIPTION:		
RADF	MR3018	Yes
Platen Cover	KA3511	No
Hanging Finisher	MJ1031	No
Finisher - Console Finisher w/ Stapling	MJ1101	No
Finisher - Saddle Stitch	MJ1030	No
Bridge Kit (Required with MJ1031, MJ1101 or MJ1030)	KN4520	No
Hole Punch (MJ1101 Only)	MJ6101	No
Hole Punch (MJ1030 Only)	MJ6004	No
550 Sheet Paper Feed Pedestal	KD1023	No
550 Sheet Drawer for KD1023	MY1032	No
2500 Sheet Large Capacity Feeder	KD1024	No
Work Tray	KK3511	No
ESP Power Filter; 120V-15 AMPS	PWRFLTR-D5131NT	No
Stand	Stand4520	No
CONNECTIVITY OPTIONS:		
Wireless 802.11g	GN1050	No
Bluetooth MOD	GN2010	No
Antenna	GN3010	No
Metascan Enabler	GS1010	No
External Interface Enabler	GS1020	No
Data Overwrite Enabler	GP1070	No
IPSEC Enabler	GP1080	No
FAX OPTIONS:		
Fax Board	GD1250	No
2nd Line Fax for GD1250	GD1260	No
ADDITIONAL OPTIONS:		
See Software		

Software Available to all Bands in RFQ DIGCOP09

MODEL / DESCRIPTION	PLAN PRODUCT NUMBER	LIST PURCHASE PRICE	PURCHASE PRICE	PLAN MONTHLY BASE CHARGE	MONTHLY COPIES	MONTHLY COPIES	MONTHLY COPIES	PLANS										
								MONTHLY RENTAL	36 MOS	48 MOS	OVERAGE COPIES	MONTHLY COPIES	OVERAGE COPY					
ADDITIONAL OPTIONS:																		
RERITE SOFTWARE	GB-1280																	
RE-RITE SOFTWARE - ASIAN VERSION	GB-1310																	
IDRIVER	IDRIVER																	
IDriver Service Pack - required with purchase of IDRIVER	IDRIVERSERVICEPACK																	
BARCODEJET	11B525-00																	
DS/LinkCom III 10/100 + IPDS	962452-332																	
DS/LinkCom III 10/100 + IPDS + SCS (HS 85)	962452-343																	
DS/LinkCom III 10/100 + IPDS + SCS (HS 120)	962452-353																	
DS/LinkCom III 10/100 + IPDS + SCS (HS 200)	962452-363																	
1YEAR ANNUAL MAINTENANCE FOR 962452-332	1MA-962452-332																	
1YEAR ANNUAL MAINTENANCE FOR 962452-342	1MA-962452-343																	
1YEAR ANNUAL MAINTENANCE FOR 962452-352	1MA-962452-353																	
1YEAR ANNUAL MAINTENANCE FOR 962452-362	1MA-962452-363																	
3YEAR ANNUAL MAINTENANCE FOR 962452-332	3MA-962452-332																	
3YEAR ANNUAL MAINTENANCE FOR 962452-342	3MA-962452-343																	
3YEAR ANNUAL MAINTENANCE FOR 962452-352	3MA-962452-353																	
3YEAR ANNUAL MAINTENANCE FOR 962452-362	3MA-962452-363																	
5YEAR ANNUAL MAINTENANCE FOR 962452-332	5MA-962452-332																	
5YEAR ANNUAL MAINTENANCE FOR 962452-342	5MA-962452-343																	
5YEAR ANNUAL MAINTENANCE FOR 962452-352	5MA-962452-353																	
5YEAR ANNUAL MAINTENANCE FOR 962452-362	5MA-962452-363																	

DS/WebCRD Credit Card Module - Annual 3x7 Maintenance	M-WCRD-622-3																							
DS/WebCRD TBO (Template Based Ordering) Module	M-WCRD-623																							
DS/WebCRD TBO (Template Based Ordering) Module - Annual 1x5 Maintenance	M-WCRD-623-1																							
DS/WebCRD TBO (Template Based Ordering) Module - Annual 3x5 Maintenance	M-WCRD-623-2																							
DS/WebCRD TBO (Template Based Ordering) Module - Annual 3x7 Maintenance	M-WCRD-623-3																							
DS/WebCRD Additional Site License (Per Additional Site)	M-WCRD-626																							
DS/WebCRD Additional Site License - 1x5 Annual Maintenance	M-WCRD-626-1																							
DS/WebCRD Additional Site License - 3x5 Annual Maintenance	M-WCRD-626-2																							
DS/WebCRD Additional Site License - 3x7 Annual Maintenance	M-WCRD-626-3																							
DS/WebCRD Additional Site License Implementation Fee	M-WCRD-626-99																							
DS/WebCRD AJCE (Advanced Job Cost Estimating) Module	M-WCRD-630																							
DS/WebCRD AJCE (Advanced Job Cost Estimating) Module - Annual 1x5 Maintenance	M-WCRD-630-1																							
DS/WebCRD AJCE (Advanced Job Cost Estimating) Module - Annual 3x5 Maintenance	M-WCRD-630-2																							
DS/WebCRD AJCE (Advanced Job Cost Estimating) Module - Annual 3x7 Maintenance	M-WCRD-630-3																							
DS/WebCRD AutoStock Module (Requires AutoStock Implementation Fee)	M-WCRD-635																							
DS/WebCRD AutoStock Module - 1x5 Annual Maintenance	M-WCRD-635-1																							
DS/WebCRD AutoStock Module - 3x5 Annual Maintenance	M-WCRD-635-2																							
DS/WebCRD AutoStock Module - 3x7 Annual Maintenance	M-WCRD-635-3																							
DS/WebCRD AutoStock Module Implementation Fee	M-WCRD-635-99																							
DS/Central PDF software (RSA provided PC for conversion)	M-WCRD-636																							
DS/Central PDF software (RSA provided PC for conversion) - 1x5 Annual Maintenance	M-WCRD-636-1																							
DS/Central PDF software (RSA provided PC for conversion) - 3x5 Annual Maintenance	M-WCRD-636-2																							

DS/Central PDF software (RSA provided PC for conversion) - 3x7 Annual Maintenance	M-WCRD-636-3										
DS/WebCRD Analytics Module (Requires Analytics Implementation Fee)	M-WCRD-638										
DS/WebCRD Analytics Module - Annual 1x5 Maintenance	M-WCRD-638-1										
DS/WebCRD Analytics Module - Annual 3x5 Maintenance	M-WCRD-638-2										
DS/WebCRD Analytics Module - Annual 3x7 Maintenance	M-WCRD-638-3										
DS/WebCRD Analytics Implementation Fee	M-WCRD-638-99										
DS/WebCRD Multilingual Module	M-WCRD-640										
DS/WebCRD Multilingual Module - Annual 1x5 Maintenance	M-WCRD-640-1										
DS/WebCRD Multilingual Module - Annual 3x5 Maintenance	M-WCRD-640-2										
DS/WebCRD Multilingual Module - Annual 3x7 Maintenance	M-WCRD-640-3										
DS/WebCRD Backup or DR License	M-WCRD-800										
DS/WebCRD Backup or DR License - Annual 1x5 Maintenance	M-WCRD-800-1										
DS/WebCRD Backup or DR License - Annual 3x5 Maintenance	M-WCRD-800-2										
DS/WebCRD Backup or DR License - Annual 3x7 Maintenance	M-WCRD-800-3										
DS/PDF Lite (Includes 1 Application)	M-PDF-49										
DS/PDF Lite - 1x5 Annual Maintenance	M-PDF-49-1										
DS/PDF Lite - 3x5 Annual Maintenance	M-PDF-49-2										
DS/PDF Lite - 3x7 Annual Maintenance	M-PDF-49-3										
DS/PDF Pro (Includes 1 Application)	M-PDF-50										
DS/PDF Pro - 1x5 Annual Maintenance	M-PDF-50-1										
DS/PDF Pro - 3x5 Annual Maintenance	M-PDF-50-2										
DS/PDF Pro - 3x7 Annual Maintenance	M-PDF-50-3										
(1) RSA products do not include maintenance.											
DS/Freight & Handling	M-FRT-100										

DS/FollowMe Q-Server v5 - Professional	00-13-1517-0052							
DS/FollowMe Q-Server v5 - Public Printing - PDF Feature	00-13-1517-1051							
DS/FollowMe Q-Server v5 - Public Printing - Office & PDF Feature	00-13-1517-1052							
DS/NFR Dealer Demo Kit	00-16-1517-9000							
DS/10PACK SMARTCARDS	KP2004-CDEMO							
DS/Daily Professional Services Rate	04-02-1000-0001							
DS/FollowMe Certified training Course	04-02-1000-0002							
DS/HITAG 1 - Proximity Card (R/DALE)	88-00000168							
DS/HITAG 1 - Proximity Key Fob (BLK)	88-14170003							
DS/HITAG 1 - Proximity Key Fob (WHT)	88-14170001							
DS/Mag SW/CD (WHT)(STD)	88-14170000							
DS/Proximity Card (WHT)	88-00000160							
DS/Equipment Lock Box (Beige)	00-56-15280010							
DS/Equipment Lock Box (Black)	00-56-15280020							
DS/FM - Copy Patrol Cable (Toshiba - BW Only)	54-15170011							
DS/FM - Copy Patrol Processor (Toshiba - Color)	54-15080000							
DS/FollowMe E-Line - Copy Patrol (Encryption Enabled)	00-16-1517-0001							
DS/FollowMe E-Line - Standard (Encryption Enabled)	00-16-1517-0000							
DS/FM - CASH RUSCO 940 Proximity Card Reader (BLK)	00-16-4007-0000							
DS/FM - Cotag Proximity Card Reader (WHT)	00-16-4009-0000							
DS/FM - Diester PRX5 Proximity Card Reader (WHT)	00-16-4011-0000							
DS/FM - e-TAG/QUASAR - ISO 15693 Wiegand/RD (WHT)	00-16-4034-0000							
DS/FM - Fixed CCD Barcode Reader (WHT)	00-16-4002-0000							
DS/FM - HITAG 1 Proximity Card Reader (w/Cards)	00-16-0423-0049							
DS/FM - HITAG 1 Proximity Card Reader (w/o Cards)	00-16-0423-0048							
DS/FM - Identec Census Proximity Card Reader (BLK)	00-16-4013-0000							
DS/FM - Kantec ioProx P100XSF Proximity Card Reader (BLK)	00-16-4006-0000							
DS/FM - Kerl MCR-403 Wiegand/RD (BLK)	00-16-4016-0000							

PRINTAUDIT5REDUCTION800-999	PA5REDUCTI ON999								
PRINTAUDIT5REDUCTION1K-2K	PA5REDUCTI ON2K								
PRINTAUDIT5REDUCTION2K-3K	PA5REDUCTI ON3K								
PRINTAUDIT5REDUCTION3K-5K	PA5REDUCTI ON5K								
PRINTAUDIT5REDUCTION5K-10K	PA5REDUCTI ON10K								
PRINTAUDIT5ANALYSIS5-49 [Minimum of 20 Seats for new accounts]	PA5ANALYSI S49								
PRINTAUDIT5ANALYSIS50-99	PA5ANALYSI S99								
PRINTAUDIT5ANALYSIS100-149	PA5ANALYSI S149								
PRINTAUDIT5ANALYSIS150-199	PA5ANALYSI S199								
PRINTAUDIT5ANALYSIS200-299	PA5ANALYSI S299								
PRINTAUDIT5ANALYSIS300-399	PA5ANALYSI S399								
PRINTAUDIT5ANALYSIS400-499	PA5ANALYSI S499								
PRINTAUDIT5ANALYSIS500-599	PA5ANALYSI S599								
PRINTAUDIT5ANALYSIS600-799	PA5ANALYSI S799								
PRINTAUDIT5ANALYSIS800-999	PA5ANALYSI S999								
PRINTAUDIT5ANALYSIS1K-2K	PA5ANALYSI S2K								
PRINTAUDIT5ANALYSIS2K-3K	PA5ANALYSI S3K								
PRINTAUDIT5ANALYSIS3K-5K	PA5ANALYSI S5K								
PRINTAUDIT5ANALYSIS5K-10K	PA5ANALYSI S10K								
PRINTAUDIT5ANALYSIS&REDU CTION5-49 [Minimum of 20 Seats for new accounts]	PA5ANRED49								
PRINTAUDIT5ANALYSIS&REDU CTION50-99	PA5ANRED99								
PRINTAUDIT5ANALYSIS&REDU CTION100-149	PA5ANRED14 9								
PRINTAUDIT5ANALYSIS&REDU CTION150-199	PA5ANRED19 9								
PRINTAUDIT5ANALYSIS&REDU CTION200-299	PA5ANRED29 9								
PRINTAUDIT5ANALYSIS&REDU CTION300-399	PA5ANRED39 9								
PRINTAUDIT5ANALYSIS&REDU CTION400-499	PA5ANRED49 9								

3 Yr Maintenance [DS/PA5RED50-99-3YRMA]	PA5RED99-3YRMA
3 Yr Maintenance [DS/PA5RED50-149-3YRMA]	PA5RED149-3YRMA
3 Yr Maintenance [DS/PA5RED50-199-3YRMA]	PA5RED199-3YRMA
3 Yr Maintenance [DS/PA5RED50-299-3YRMA]	PA5RED299-3YRMA
3 Yr Maintenance [DS/PA5RED50-399-3YRMA]	PA5RED399-3YRMA
3 Yr Maintenance [DS/PA5RED50-499-3YRMA]	PA5RED499-3YRMA
3 Yr Maintenance [DS/PA5RED50-599-3YRMA]	PA5RED599-3YRMA
3 Yr Maintenance [DS/PA5RED50-799-3YRMA]	PA5RED799-3YRMA
3 Yr Maintenance [DS/PA5RED50-999-3YRMA]	PA5RED999-3YRMA
3 Yr Maintenance [DS/PA5RED50-2K-3YRMA]	PA5RED2K-3YRMA
3 Yr Maintenance [DS/PA5RED50-3K-3YRMA]	PA5RED3K-3YRMA
3 Yr Maintenance [DS/PA5RED50-5K-3YRMA]	PA5RED5K-3YRMA
3 Yr Maintenance [DS/PA5RED50-10K-3YRMA]	PA5RED10K-3YRMA
3 Yr Maintenance [DS/PA5ANA50-49-3YRMA]	PA5ANA49-3YRMA
3 Yr Maintenance [DS/PA5ANA50-99-3YRMA]	PA5ANA99-3YRMA
3 Yr Maintenance [DS/PA5ANA50-149-3YRMA]	PA5ANA149-3YRMA
3 Yr Maintenance [DS/PA5ANA50-199-3YRMA]	PA5ANA199-3YRMA
3 Yr Maintenance [DS/PA5ANA50-299-3YRMA]	PA5ANA299-3YRMA
3 Yr Maintenance [DS/PA5ANA50-399-3YRMA]	PA5ANA399-3YRMA
3 Yr Maintenance [DS/PA5ANA50-499-3YRMA]	PA5ANA499-3YRMA
3 Yr Maintenance [DS/PA5ANA50-599-3YRMA]	PA5ANA599-3YRMA
3 Yr Maintenance [DS/PA5ANA50-799-3YRMA]	PA5ANA799-3YRMA
3 Yr Maintenance [DS/PA5ANA50-999-3YRMA]	PA5ANA999-3YRMA
3 Yr Maintenance [DS/PA5ANA50-2K-3YRMA]	PA5ANA2K-3YRMA
3 Yr Maintenance [DS/PA5ANA50-3K-3YRMA]	PA5ANA3K-3YRMA
3 Yr Maintenance [DS/PA5ANA50-5K-3YRMA]	PA5ANA5K-3YRMA
3 Yr Maintenance [DS/PA5ANA50-10K-3YRMA]	PA5ANA10K-3YRMA

3 Yr Maintenance [DS/PAS5RED&REC1K-2K-3YRMA]	PAS5REDREC 2K-3YRMA							
3 Yr Maintenance [DS/PAS5RED&REC2K-3K-3YRMA]	PAS5REDREC 3K-3YRMA							
3 Yr Maintenance [DS/PAS5RED&REC3K-5K-3YRMA]	PAS5REDREC 5K-3YRMA							
3 Yr Maintenance [DS/PAS5RED&REC5K-10K-3YRMA]	PAS5REDREC 10K-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE549-3YRMA]	PAS5SUITE49-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE50-99-3YRMA]	PAS5SUITE99-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE100-149-3YRMA]	PAS5SUITE149-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE150-199-3YRMA]	PAS5SUITE199-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE200-299-3YRMA]	PAS5SUITE299-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE300-399-3YRMA]	PAS5SUITE399-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE400-499-3YRMA]	PAS5SUITE499-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE500-599-3YRMA]	PAS5SUITE599-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE600-799-3YRMA]	PAS5SUITE799-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE800-999-3YRMA]	PAS5SUITE999-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE1K-2K-3YRMA]	PAS5SUITE2K-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE2K-3K-3YRMA]	PAS5SUITE3K-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE3K-5K-3YRMA]	PAS5SUITE5K-3YRMA							
3 Yr Maintenance [DS/PAS5SUITE5K-10K-3YRMA]	PAS5SUITE10K-3YRMA							
FR 9.0 Pro - 1 license	FRPF90XB							
FR 9.0 Pro - 3 license pak	FRPF90XB3C							
FR 9.0 Pro - 5 license pak	FRPF90XB5C							
FR 9.0 Pro Upgrade - 1 license	FRPF90XB							
FR 9.0 Pro Upgrade - 3 license pak	FRPF90XB3C							
FR 9.0 Pro Upgrade - 5 license pak	FRPF90XB5C							
FR 9.0 CE - 1 license	FRCE90XB							
FR 9.0 CE - 3 concurrent licenses	FRCE90XB3C							
FR 9.0 CE - 5 concurrent licenses	FRCE90XB5C							

Enterprise version w/ FCS additional TWAIN scanning workstation.	AFR6EEFCS-SSL-T													
Enterprise version w/ FCS, ISIS scanning workstation.	AFR6EEFCS-SSL-I													
Enterprise version w/ FCS, additional recognition workstation	AFR6EEFCS-RSL													
Enterprise version w/ FCS, additional verification workstation	AFR6EEFCS-VSL													
Enterprise version w/ FCS, additional correction workstation	AFR6EEFCS-CSL													
FlexiCapture Studio Designer	AFR6FCSD													
Basic DocForm Software, allows up to 5 DocForm clients, unlimited printers	DF-20011													
DocForm Professional, XML-driven automatic report generator, allows 6-20 DocForm clients	DF-20012													
One extra DocForm Designer; can be used to allow others to remotely design DF projects.	DF-20013													
One extra DocForm Server	DF-20014													
Backup version for disaster recovery, one backup-up version per primary product.	DF-20050													
Test platform version for design and testing environments; one per primary product	DF-20060													
DocForm Web Server allows presentation of Web-based docForm generated eForms	DF-22010													
Allows input from a single Windows XP Tablet PC. One client per each Tablet PC	DF-22000													
Allows input from a single signature pad. One client per Signature Pad, Pad not included.	DF-22001													
Postal Certification module for up to 300,000 items of mail annually, one year license.	DF-22020													
Renewal of DF-22020 of license	DF-22021													
Postal Certification module under 300,000 items of mail annually, one year license	DF-22025													
Renewal of DF-22025 license.	DF-22026													
Mixed Weight allows mailer to combine mailpieces of varying weights with in the same mailing.	DF-22050													
Renewal of DF-22050 license.	DF-22051													
Geocode links postal addresses with US geographical data, one year license.	DF-22070													
Renewal of DF-22071 license.	DF-22071													
Upgrade from DF-20011 to DF-20012	DF-21000													



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

Purchase Order

PURCHASE ORDER NO.
 DIGCOP09A

PAGE
 []

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
 []

SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS

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

VENDOR
 *709041827 304-522-7022
 AARONS PRODUCTS INCORPORATED
 PO BOX 332
 1041 8TH AVE
 HUNTINGTON WV 25701

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
12/03/2008		NET 30		550488450			
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: DIGCOP09A							
LINE	CATNO	ITEM NUMBER	DESCRIPTION			QTY	DATE
0001		985-64	DIGITAL COPIERS AND PRINTERS				
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