



# Proposal DIGCOP17A for Digital Copiers CRFQ 0212 SWC1700000015

## State of West Virginia

Presented by:

**Just**  **Tech**

JULY 20, 2017

07/21/17 11:29:06  
WV Purchasing Division





Proposal DIGCOP17A for Digital Copiers  
CRFQ 0212 SWC1700000015

**State of West Virginia**

Presented by:

**Just  Tech**

JULY 20, 2017



July 20, 2017



Tara Lyle, Buyer  
Department of Administration  
Purchasing Division  
State of West Virginia  
2019 Washington Street, East  
Charleston, WV 25305

JUST TECH  
1102 3<sup>rd</sup> Avenue  
Huntington, WV 25701  
(304) 638-5005 cell  
(304) 525-4009 office  
bmarcum@justtech.com

Dear Tara,

On behalf of Just Tech, we would like to thank you for considering us as a technology partner to provide the State of West Virginia with reliable, quality and highly functional digital copiers.

In response to this solicitation, Just Tech is enclosing our proposal for the purchase or lease of Xerox machines based on the State of WV contract pricing and terms and conditions. The State of West Virginia is entitled to this pricing upon acceptance of the contract terms and conditions.

This proposal reflects our commitment to deliver the highest quality digital copiers, benchmark technical support, and long-term relationship strategy with the State of West Virginia at a distinctively cost-effective price. We have carefully studied the requirements of the State's RFQ and believe that our solution will best meet your needs. The State of West Virginia will gain access to proven methods for controlling office equipment and services spend by selecting Just Tech as your strategic partner.

Moreover, this partnership holds valuable promise through:

- Reliable products designed to deliver maximum uptime to the end users within State agencies.
- Easy to use machines to maximize users' productivity and allow staff to focus on core responsibilities
- Support from a certified and recognized leader in the document services industry with world class service, sales and administrative support; backed by an unparalleled "Total Satisfaction Guarantee"

We look forward to working with you throughout the bid and award process, demonstrating our technology; but more importantly, we look forward to a long-term business partnership with the State of West Virginia. We appreciate the opportunity to address any questions or concerns that you may have, so please feel free to call me to discuss any aspect of this response. Once again, thank you for inviting me to recommend equipment based upon your specifications.

Sincerely,

A handwritten signature in black ink, appearing to read "Beth Marcum", is written over a horizontal line.

Beth Marcum



Purchasing Division  
 2D19 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 - Office Equip.

Proc Folder: 328007

Doc Description: Statewide contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	version
2017-04-28	2017-05-18 13:30:00	CRFQ 0212 SWC1700000015	1

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON STE  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and telephone Number:

JUSTTECH  
 1102 3<sup>RD</sup> AVENUE  
 HUNTINGTON, WV 25701  
 304-525-4009

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tle@wv.gov

Signature *Beth Maud* FEIN# 20-4771102 DATE 7/20/2017

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

The West Virginia Purchasing Division is soliciting bids on behalf of all state agencies and political subdivisions to establish an open-end contract for digital copiers per the attached documentation.

ALL STATE AGENCIES  
VARIOUS LOCATIONS AS INDICATED BY ORDER

STATE OF WEST VIRGINIA  
VARIOUS LOCATIONS AS INDICATED BY ORDER

No City WV99999

No City WV 99999

US

US

Line	Comm LnDesc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model#
44101501	Xerox		

Extended Description :  
Statewide contract for digital copiers

SWC1700000016	<b>Document Phase</b> Draft	<b>Document Description</b> statewide contract for digital copiers	<b>Page3</b> <b>of3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

## INSTRUCTIONS TO VENDORS SUBMITTING BIDS

**1. REVIEW DOCUMENTS THOROUGHLY:** The attached documents contain a solicitation for bids. Please read these instructions and all documents attached in their entirety. These instructions provide critical information about requirements that if overlooked could lead to disqualification of a Vendor's bid. All bids must be submitted in accordance with the provisions contained in these instructions and the Solicitation. Failure to do so may result in disqualification of Vendor's bid.

**2. MANDATORY TERMS:** The Solicitation may contain mandatory provisions identified by the use of the words "must," "will," and "shall." Failure to comply with a mandatory term in the Solicitation will result in bid disqualification.

**3. PREBID MEETING:** The item identified below shall apply to this Solicitation.

- A pre-bid meeting will not be held prior to bid opening
- A **NON-MANDATORY PRE-BID** meeting will be held at the following place and time:
  
- A **MANDATORY PRE-BID** meeting will be held at the following place and time:

All Vendors submitting a bid must attend the mandatory pre-bid meeting. Failure to attend the mandatory pre-bid meeting shall result in disqualification of the Vendor's bid. No one person attending the pre-bid meeting may represent more than one Vendor.

An attendance sheet provided at the pre-bid meeting shall serve as the official document verifying attendance. The State will not accept any other form of proof or documentation to verify attendance. Any person attending the pre-bid meeting on behalf of a Vendor must list on the attendance sheet his or her name and the name of the Vendor he or she is representing.

Additionally, the person attending the pre-bid meeting should include the Vendor's E-Mail address, phone number, and Fax number on the attendance sheet. It is the Vendor's responsibility to locate the attendance sheet and provide the required information. Failure to complete the attendance sheet as required may result in disqualification of Vendor's bid.

All Vendors should arrive prior to the starting time for the pre-bid. Vendors who arrive after the starting time but prior to the end of the pre-bid will be permitted to sign in, but are charged with knowing all matters discussed at the pre-bid.

Questions submitted at least five business days prior to a scheduled pre-bid will be discussed at the pre-bid meeting if possible. Any discussions or answers to questions at the pre-bid meeting are preliminary in nature and are non-binding. Official and binding answers to questions will be published in a written addendum to the Solicitation prior to bid opening.

**4. VENDOR QUESTION DEADLINE:** Vendors may submit questions relating to this Solicitation to the Purchasing Division. Questions must be submitted in writing. All questions must be submitted on or before the date listed below and to the address listed below in order to be considered. A written response will be published in a Solicitation addendum if a response is possible and appropriate. Non-written discussions, conversations, or questions and answers regarding this Solicitation are preliminary in nature and are nonbinding.

Submitted e-mails should have solicitation number in the subject line.

Question Submission Deadline: May 9, 2017 by 4:00 pm

Submit Questions to: Tara Lyle  
2019 Washington Street, East  
Charleston, WV 25305  
Fax: (304) 558-4115 (Vendors should not use this fax number for bid submission)  
Email: [Tara.L.Lyle@wv.gov](mailto:Tara.L.Lyle@wv.gov)

**5. VERBAL COMMUNICATION:** Any verbal communication between the Vendor and any State personnel is not binding, including verbal communication at the mandatory pre-bid conference. Only information issued in writing and added to the Solicitation by an official written addendum by the Purchasing Division is binding.

**6. BID SUBMISSION:** All bids must be submitted electronically through wvOASIS or signed and delivered by the Vendor to the Purchasing Division at the address listed below on or before the date and time of the bid opening. Any bid received by the Purchasing Division staff is considered to be in the possession of the Purchasing Division and will not be returned for any reason. The Purchasing Division will not accept bids, modification of bids, or addendum acknowledgment forms via e-mail. Acceptable delivery methods include electronic submission via wvOASIS, hand delivery, delivery by courier, or facsimile.



The bid delivery address is:  
Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

A bid that is not submitted electronically through wvOASIS should contain the information listed below on the face of the envelope or the bid may be rejected by the Purchasing Division.:

SEALED BID:  
BUYER:  
SOLICITATION NO.:  
BID OPENING DATE:  
BID OPENING TIME:  
FAX NUMBER:

The Purchasing Division may prohibit the submission of bids electronically through wvOASIS at its sole discretion. Such a prohibition will be contained and communicated in the wvOASIS system resulting in the Vendor's inability to submit bids through wvOASIS. Submission of a response to an Expression or Interest or Request for Proposal is not permitted in wvOASIS.

**For Request For Proposal ("RFP") Responses Only:** In the event that Vendor is responding to a request for proposal, the Vendor shall submit one original technical and one original cost proposal plus NIA convenience copies of each to the Purchasing Division at the address shown above. Additionally, the Vendor should identify the bid type as either a technical or cost proposal on the face of each bid envelope submitted in response to a request for proposal as follows:

**BID TYPE:** (This only applies to CRFP)

- Technical
- Cost

**7. BID OPENING:** Bids submitted in response to this Solicitation will be opened at the location identified below on the date and time listed below. Delivery of a bid after the bid opening date and time will result in bid disqualification. For purposes of this Solicitation, a bid is considered delivered when confirmation of delivery is provided by wvOASIS (in the case of electronic submission) or when the bid is time stamped by the official Purchasing Division time clock (in the case of hand delivery).

**Bid Opening Date and Time:** May 18, 2017 at 1:30 pm

**Bid Opening Location:** Department of Administration, Purchasing Division  
2019 Washington Street East  
Charleston, WV 25305-0130

**8. ADDENDUM ACKNOWLEDGEMENT:** Changes or revisions to this Solicitation will be made by an official written addendum issued by the Purchasing Division. Vendor should acknowledge receipt of all addenda issued with this Solicitation by completing an Addendum Acknowledgment Form, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**9. BID FORMATTING:** Vendor should type or electronically enter the information onto its bid to prevent errors in the evaluation. Failure to type or electronically enter the information may result in bid disqualification.

**10. ALTERNATES:** Any model, brand, or specification listed in this Solicitation establishes the acceptable level of quality only and is not intended to reflect a preference for, or in any way favor, a particular brand or vendor. Vendors may bid alternates to a listed model or brand provided that the alternate is at least equal to the model or brand and complies with the required specifications. The equality of any alternate being bid shall be determined by the State at its sole discretion. Any Vendor bidding an alternate model or brand should clearly identify the alternate items in its bid and should include manufacturer's specifications, industry literature, and/or any other relevant documentation demonstrating the equality of the alternate items. Failure to provide information for alternate items may be grounds for rejection of a Vendor's bid.

**11. EXCEPTIONS AND CLARIFICATIONS:** The Solicitation contains the specifications that shall form the basis of a contractual agreement. Vendor shall clearly mark any exceptions, clarifications, or other proposed modifications in its bid. Exceptions to, clarifications of, or modifications of a requirement or term and condition of the Solicitation may result in bid disqualification.

**12. COMMUNICATION LIMITATIONS:** In accordance with West Virginia Code of State Rules §148-1-6.6, communication with the State of West Virginia or any of its employees regarding this Solicitation during the solicitation, bid, evaluation or award periods, except through the Purchasing Division, is strictly prohibited without prior Purchasing Division approval. Purchasing Division approval for such communication is implied for all agency delegated and exempt purchases.

**13. REGISTRATION:** Prior to Contract award, the apparent successful Vendor must be properly registered with the West Virginia Purchasing Division and must have paid the \$125 fee, if applicable.

**14. UNIT PRICE:** Unit prices shall prevail in cases of a discrepancy in the Vendor's bid.

**15. PREFERENCE:** Vendor Preference may only be granted upon written request and only in accordance with the West Virginia Code § 5A-3-37 and the West Virginia Code of State Rules. A Vendor Preference Certificate form has been attached hereto to allow Vendor to apply for the preference. Vendor's failure to submit the Vendor Preference Certificate form with its bid will result in denial of Vendor Preference. Vendor Preference does not apply to construction projects.

**16. SMALL, WOMEN-OWNED, OR MINORITY-OWNED BUSINESSES:** For any solicitations publicly advertised for bid, in accordance with West Virginia Code §5A-3-37(a)(7) and W. Va. CSR§ 148-22-9, any non-resident vendor certified as a small, women-owned, or minority-owned business under W. Va. CSR§ 148-22-9 shall be provided the same preference made available to any resident vendor. Any non-resident small, women-owned, or minority-owned business must identify itself as such in writing, must submit that writing to the Purchasing Division with its bid, and must be properly certified under W. Va. CSR § 148-22-9 prior to contract award to receive the preferences made available to resident vendors. Preference for a non-resident small, women-owned, or minority owned business shall be applied in accordance with W. Va. CSR§ 148-22-9.

**17. WAIVER OF MINOR IRREGULARITIES:** The Director reserves the right to waive minor irregularities in bids or specifications in accordance with West Virginia Code of State Rules §148-1-4.6.

**18. ELECTRONIC FILE ACCESS RESTRICTIONS:** Vendor must ensure that its submission in wvOASIS can be accessed and viewed by the Purchasing Division staff immediately upon bid opening. The Purchasing Division will consider any file that cannot be immediately accessed and viewed at the time of the bid opening (such as, encrypted files, password protected files, or incompatible files) to be blank or incomplete as context requires, and are therefore unacceptable. A vendor will not be permitted to unencrypt files, remove password protections, or resubmit documents after bid opening to make a file viewable if those documents are required with the bid. A Vendor may be required to provide document passwords or remove access restrictions to allow the Purchasing Division to print or electronically save documents provided that those documents are viewable by the Purchasing Division prior to obtaining the password or removing the access restriction.

**19. NON-RESPONSIBLE:** The Purchasing Division Director reserves the right to reject the bid of any vendor as Non-Responsible in accordance with W. Va. Code of State Rules § 148-1-5.3, when the Director determines that the vendor submitting the bid does not have the capability to fully perform, or lacks the integrity and reliability to assure good-faith performance."

**20. ACCEPTANCE/REJECTION:** The State may accept or reject any bid in whole, or in part in accordance with W. Va. Code of State Rules§ 148-1-4.5. and§ 148-1-6.4.b."

**21. YOUR SUBMISSION IS A PUBLIC DOCUMENT:** Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and SG-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

**DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.**

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

## GENERAL TERMS A. D CONDITIONS:

- 1. CONTRACTUAL AGREEMENT:** Issuance of a Award Document signed by the Purchasing Division Director, or his designee, and approved as to form by the Attorney General's office constitutes acceptance of this Contract made by and between the State of West Virginia and the Vendor. Vendor's signature on its bid signifies Vendor's agreement to be bound by and accept the terms and conditions contained in this Contract.
- 2. DEFINITIONS:** As used in this Solicitation/Contract, the following terms shall have the meanings attributed to them below. Additional definitions may be found in the specifications included with this Solicitation/Contract.

  - 2.1. "Agency" or "Agencies"** means the agency, board, commission, or other entity of the State of West Virginia that is identified on the first page of the Solicitation or any other public entity seeking to procure goods or services under this Contract.
  - 2.2. "Bid" or "Proposal"** means the vendors submitted response to this solicitation.
  - 2.3. "Contract"** means the binding agreement that is entered into between the State and the Vendor to provide the goods or services requested in the Solicitation.
  - 2.4. "Director"** means the Director of the West Virginia Department of Administration, Purchasing Division.
  - 2.5. "Purchasing Division"** means the West Virginia Department of Administration, Purchasing Division.
  - 2.6. "Award Document"** means the document signed by the Agency and the Purchasing Division, and approved as to form by the Attorney General, that identifies the Vendor as the contract holder.
  - 2.7. "Solicitation"** means the official notice of an opportunity to supply the State with goods or services that is published by the Purchasing Division.
  - 2.8. "State"** means the State of West Virginia and/or any of its agencies, commissions, boards, etc. as context requires.
  - 2.9. "Vendor" or "Vendors"** means any entity submitting a bid in response to the Solicitation, the entity that has been selected as the lowest responsible bidder, or the entity that has been awarded the Contract as context requires.

**3. CONTRACT TERM; RENEWAL; EXTENSION:** The term of this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below:

**[Z] Term Contract**

**Initial Contract Term:** This Contract becomes effective on Upon award and extends for a period of one (1) .... Year(s).

**Renewal Term:** This Contract may be renewed upon the mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any request for renewal should be submitted to the Purchasing Division thirty (30) days prior to the expiration date of the initial contract term or appropriate renewal term. A Contract renewal shall be in accordance with the terms and conditions of the original contract. Renewal of this Contract is limited to three (3) successive one (1) year periods or multiple renewal periods of less than one year, provided that the multiple renewal periods do not exceed 36 months in total. Automatic renewal of this Contract is prohibited. Notwithstanding the foregoing, Purchasing Division approval is not required on agency delegated or exempt purchases. Attorney General approval may be required for vendor terms and conditions.

**Delivery Order Limitations:** In the event that this contract permits delivery orders, a delivery order may only be issued during the time this Contract is in effect. Any delivery order issued within one year of the expiration of this Contract shall be effective for one year from the date the delivery order is issued. No delivery order may be extended beyond one year after this Contract has expired.

- **Fixed Period Contract:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and must be completed within \_\_\_\_\_ days.
- **Fixed Period Contract with Renewals:** This Contract becomes effective upon Vendor's receipt of the notice to proceed and part of the Contract more fully described in the attached specifications must be completed within \_\_\_\_\_ days.

Upon completion, the vendor agrees that maintenance, monitoring, or warranty services will be provided for one year thereafter with an additional \_\_\_\_\_ successive one year renewal periods or multiple renewal periods of less than one year provided that the multiple renewal periods do not exceed \_\_\_\_\_ months in total. Automatic renewal of this Contract is prohibited.

- **One Time Purchase:** The term of this Contract shall run from the issuance of the Award Document until all of the goods contracted for have been delivered, but in no event will this Contract extend for more than one fiscal year.
- **Other:** See attached.

**4. NOTICE TO PROCEED:** Vendor shall begin performance of this Contract immediately upon receiving notice to proceed unless otherwise instructed by the Agency. Unless otherwise specified, the fully executed Award Document will be considered notice to proceed.

**5. QUANTITIES:** The quantities required under this Contract shall be determined in accordance with the category that has been identified as applicable to this Contract below.

- ✓ **Open End Contract:** Quantities listed in this Solicitation are approximations only, based on estimates supplied by the Agency. 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.
- **Service:** The scope of the service to be provided will be more clearly defined in the specifications included herewith.
- **Combined Service and Goods:** The scope of the service and deliverable goods to be provided will be more clearly defined in the specifications included herewith.
- **One Time Purchase:** This Contract is for the purchase of a set quantity of goods that are identified in the specifications included herewith. Once those items have been delivered, no additional goods may be procured under this Contract without an appropriate change order approved by the Vendor, Agency, Purchasing Division, and Attorney General's office.

**6. EMERGENCY PURCHASES:** The Purchasing Division Director may authorize the Agency to purchase goods or services in the open market that Vendor would otherwise provide under this Contract if those goods or services are for immediate or expedited delivery in an emergency. Emergencies shall include, but are not limited to, delays in transportation or an unanticipated increase in the volume of work. An emergency purchase in the open market, approved by the Purchasing Division Director, shall not constitute of breach of this Contract and shall not entitle the Vendor to any form of compensation or damages. This provision does not excuse the State from fulfilling its obligations under a One Time Purchase contract.

**7. REQUIRED DOCUMENTS:** All of the items checked below must be provided to the Purchasing Division by the Vendor as specified below.

- **BID BOND (Construction Only):** Pursuant to the requirements contained in W. Va. Code § 5-22-1(c), All Vendors submitting a bid on a construction project shall furnish a valid bid bond in the amount of five percent (5%) of the total amount of the bid protecting the State of West Virginia. The bid bond must be submitted with the bid.
- **PERFORMANCE BOND:** The apparent successful Vendor shall provide a performance bond in the amount of \_\_\_\_\_. The performance bond must be received by the Purchasing Division prior to Contract award. On construction contracts, the performance bond must be 100% of the Contract value.

- **LABOR/MATERIAL PAYMENT BOND:** The apparent successful Vendor shall provide a labor/material payment bond in the amount of 100% of the Contract value. The labor/material payment bond must be delivered to the Purchasing Division prior to Contract award.

In lieu of the Bid Bond, Performance Bond, and Labor/Material Payment Bond, the Vendor may provide certified checks, cashier's checks, or irrevocable letters of credit. Any certified check, cashier's check, or irrevocable letter of credit provided in lieu of a bond must be of the same amount and delivered on the same schedule as the bond it replaces. A letter of credit submitted in lieu of a performance and labor/material payment bond will only be allowed for projects under \$100,000. Personal or business checks are not acceptable. Notwithstanding the foregoing, West Virginia Code § 5-22-1 (d) mandates that a vendor provide a performance and labor/material payment bond for construction projects. Accordingly, substitutions for the performance and labor/material payment bonds for construction projects is not permitted.

- **MAINTENANCE BOND:** The apparent successful Vendor shall provide a two (2) year maintenance bond covering the roofing system. The maintenance bond must be issued and delivered to the Purchasing Division prior to Contract award.
- **LICENSE(S) / CERTIFICATIONS / PERMITS:** In addition to anything required under the Section entitled Licensing, of the General Terms and Conditions, the apparent successful Vendor shall furnish proof of the following licenses, certifications, and/or permits prior to Contract award, in a form acceptable to the Purchasing Division.

○

○

○

○

The apparent successful Vendor shall also furnish proof of any additional licenses or certifications contained in the specifications prior to Contract award regardless of whether or not that requirement is listed above.



**8. INSURANCE:** The apparent successful Vendor shall furnish proof of the insurance identified by a checkmark below prior to Contract award. Subsequent to contract award, and prior to the insurance expiration date, Vendor shall provide the Agency with proof that the insurance mandated herein has been continued. Vendor must also provide Agency with immediate notice of any changes in its insurance policies mandated herein, including but not limited to, policy cancelation, policy reduction, or change in insurers. The insurance coverages identified below must be maintained throughout the life of this contract. The apparent successful Vendor shall also furnish proof of any additional insurance requirements contained in the specifications prior to Contract award regardless of whether or not that insurance requirement is listed in this section.

Vendor must maintain:

- **Commercial General Liability Insurance** in at least an amount of:

\_\_\_\_\_

- **Automobile Liability Insurance** in at least an amount of: \_\_\_\_\_

- **Professional/Malpractice/Errors and Omission Insurance** in at least an amount of:

\_\_\_\_\_

- **Commercial Crime and Third Party Fidelity Insurance** in an amount of:

\_\_\_\_\_

- **Cyber Liability Insurance** in an amount of: \_\_\_\_\_

- **Builders Risk Insurance** in an amount equal to 100% of the amount of the Contract.

**9. WORKERS' COMPENSATION INSURANCE:** The apparent successful Vendor shall comply with laws relating to workers compensation, shall maintain workers' compensation insurance when required, and shall furnish proof of workers' compensation insurance upon request.

**10. LITIGATION BOND:** The Director reserves the right to require any Vendor that files a protest of an award to submit a litigation bond in the amount equal to one percent of the lowest bid submitted or \$5,000, whichever is greater. The entire amount of the bond shall be forfeited if the hearing officer determines that the protest was filed for frivolous or improper purpose, including but not limited to, the purpose of harassing, causing unnecessary delay, or needless expense for the Agency. All litigation bonds shall be made payable to the Purchasing Division. In lieu of a bond, the protester may submit a cashier's check or certified check payable to the Purchasing Division. Cashier's or certified checks will be deposited with and held by the State Treasurer's office. If it is determined that the protest has not been filed for frivolous or improper purpose, the bond or deposit shall be returned in its entirety.

**11. LIQUIDATED DAMAGES:** Vendor shall pay liquidated damages in the amount of

for \_\_\_\_\_

This clause shall in no way be considered exclusive and shall not limit the State or Agency's right to pursue any other available remedy.

**12. ACCEPTANCE:** Vendor's signature on its bid, or on the certification and signature page, constitutes an offer to the State that cannot be unilaterally withdrawn, signifies that the product or service proposed by vendor meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise indicated, and signifies acceptance of the terms and conditions contained in the Solicitation unless otherwise indicated.

**13. PRICING:** The pricing set forth herein is final for the life of the Contract, unless specified elsewhere within this Solicitation/Contract by the State. A Vendor's inclusion of price adjustment provisions in its bid, without an express authorization from the State in the Solicitation to do so, may result in bid disqualification.

**14. PAYMENT:** Payment in advance is prohibited under this Contract. Payment may only be made after the delivery and acceptance of goods or services. The Vendor shall submit invoices, in arrears.

**15. PURCHASING CARD ACCEPTANCE:** The State of West Virginia currently utilizes a Purchasing Card program, administered under contract by a banking institution, to process payment for goods and services. The Vendor must accept the State of West Virginia's Purchasing Card for payment of all orders under this Contract unless the box below is checked.

- Vendor is not required to accept the State of West Virginia's Purchasing Card as payment for all goods and services.

**16. TAXES:** The Vendor shall pay any applicable sales, use, personal property or any other taxes arising out of this Contract and the transactions contemplated thereby. The State of West Virginia is exempt from federal and state taxes and will not pay or reimburse such taxes.

**17. ADDITIONAL FEES:** Vendor is not permitted to charge additional fees or assess additional charges that were not either expressly provided for in the solicitation published by the State of West Virginia or included in the unit price or lump sum bid amount that Vendor is required by the solicitation to provide. Including such fees or charges as notes to the solicitation may result in rejection of vendor's bid. Requesting such fees or charges be paid after the contract has been awarded may result in cancellation of the contract.

**18. FUNDING:** This Contract shall continue for the term stated herein, contingent upon funds being appropriated by the Legislature or otherwise being made available. In the event funds are not appropriated or otherwise made available, this Contract becomes void and of no effect beginning on July 1 of the fiscal year for which funding has not been appropriated or otherwise made available.

**19. CANCELLATION:** The Purchasing Division Director reserves the right to cancel this Contract immediately upon written notice to the vendor if the materials or workmanship supplied do not conform to the specifications contained in the Contract. The Purchasing Division Director may also cancel any purchase or Contract upon 30 days written notice to the Vendor in accordance with West Virginia Code of State Rules § 148-1-6.1.e.

**20. TIME:** Time is of the essence with regard to all matters of time and performance in this Contract.

**21. APPLICABLE LAW:** This Contract is governed by and interpreted under West Virginia law without giving effect to its choice of law principles. Any information provided in specification manuals, or any other source, verbal or written, which contradicts or violates the West Virginia Constitution, West Virginia Code or West Virginia Code of State Rules is void and of no effect.

**22. COMPLIANCE:** Vendor shall comply with all applicable federal, state, and local laws, regulations and ordinances. By submitting a bid, Vendor acknowledges that it has reviewed, understands, and will comply with all applicable laws, regulations, and ordinances.

**23. ARBITRATION:** Any references made to arbitration contained in this Contract, Vendor's bid, or in any American Institute of Architects documents pertaining to this Contract are hereby deleted, void, and of no effect.

**24. MODIFICATIONS:** This writing is the parties' final expression of intent. Notwithstanding anything contained in this Contract to the contrary no modification of this Contract shall be binding without mutual written consent of the Agency, and the Vendor, with approval of the Purchasing Division and the Attorney General's office (Attorney General approval is as to form only). Any change to existing contracts that adds work or changes contract cost, and were not included in the original contract, must be approved by the Purchasing Division and the Attorney General's Office (as to form) prior to the implementation of the change or commencement of work affected by the change.

Revised 04/07/2017

**25. WAIVER:** The failure of either party to insist upon a strict performance of any of the terms or provision of this Contract, or to exercise any option, right, or remedy herein contained, shall not be construed as a waiver or a relinquishment for the future of such term, provision, option, right, or remedy, but the same shall continue in full force and effect. Any waiver must be expressly stated in writing and signed by the waiving party.

**26. SUBSEQUENT FORMS:** The terms and conditions contained in this Contract shall supersede any and all subsequent terms and conditions which may appear on any form documents submitted by Vendor to the Agency or Purchasing Division such as price lists, order forms, invoices, sales agreements, or maintenance agreements, and includes internet websites or other electronic documents. Acceptance or use of Vendor's forms does not constitute acceptance of the terms and conditions contained thereon.

**27. ASSIGNMENT:** Neither this Contract nor any monies due, or to become due hereunder, may be assigned by the Vendor without the express written consent of the Agency, the Purchasing Division, the Attorney General's office (as to form only), and any other government agency or office that may be required to approve such assignments. Notwithstanding the foregoing, Purchasing Division approval may or may not be required on certain agency delegated or exempt purchases.

**28. WARRANTY:** The Vendor expressly warrants that the goods and/or services covered by this Contract will: (a) conform to the specifications, drawings, samples, or other description furnished or specified by the Agency; (b) be merchantable and fit for the purpose intended; and (c) be free from defect in material and workmanship.

**29. STATE EMPLOYEES:** State employees are not permitted to utilize this Contract for personal use and the Vendor is prohibited from permitting or facilitating the same.

**30. BANKRUPTCY:** In the event the Vendor files for bankruptcy protection, the State of West Virginia may deem this Contract null and void, and terminate this Contract without notice.

**31. PRIVACY, SECURITY, AND CONFIDENTIALITY:** The Vendor agrees that it will not disclose to anyone, directly or indirectly, any such personally identifiable information or other confidential information gained from the Agency, unless the individual who is the subject of the information consents to the disclosure in writing or the disclosure is made pursuant to the Agency's policies, procedures, and rules. Vendor further agrees to comply with the Confidentiality Policies and Information Security Accountability Requirements, set forth in <http://www.state.wv.us/admin/purchase/privacy/default.html>.

**32. YOUR SUBMISSION IS A PUBLIC DOCUMENT:** Vendor's entire response to the Solicitation and the resulting Contract are public documents. As public documents, they will be disclosed to the public following the bid/proposal opening or award of the contract, as required by the competitive bidding laws of West Virginia Code §§ 5A-3-1 et seq., 5-22-1 et seq., and 50-1-1 et seq. and the Freedom of Information Act West Virginia Code §§ 29B-1-1 et seq.

**DO NOT SUBMIT MATERIAL YOU CONSIDER TO BE CONFIDENTIAL, A TRADE SECRET, OR OTHERWISE NOT SUBJECT TO PUBLIC DISCLOSURE.**

Submission of any bid, proposal, or other document to the Purchasing Division constitutes your explicit consent to the subsequent public disclosure of the bid, proposal, or document. The Purchasing Division will disclose any document labeled "confidential," "proprietary," "trade secret," "private," or labeled with any other claim against public disclosure of the documents, to include any "trade secrets" as defined by West Virginia Code § 47-22-1 et seq. All submissions are subject to public disclosure without notice.

**33. LICENSING:** In accordance with West Virginia Code of State Rules § 148-1-6.1.e, Vendor must be licensed and in good standing in accordance with any and all state and local laws and requirements by any state or local agency of West Virginia, including, but not limited to, the West Virginia Secretary of State's Office, the West Virginia Tax Department, West Virginia Insurance Commission, or any other state agency or political subdivision. Upon request, the Vendor must provide all necessary releases to obtain information to enable the Purchasing Division Director or the Agency to verify that the Vendor is licensed and in good standing with the above entities.

**34. ANTITRUST:** In submitting a bid to, signing a contract with, or accepting a Award Document from any agency of the State of West Virginia, the Vendor agrees to convey, sell, assign, or transfer to the State of West Virginia all rights, title, and interest in and to all causes of action it may now or hereafter acquire under the antitrust laws of the United States and the State of West Virginia for price fixing and/or unreasonable restraints of trade relating to the particular commodities or services purchased or acquired by the State of West Virginia. Such assignment shall be made and become effective at the time the purchasing agency tenders the initial payment to Vendor.

**35. VENDOR CERTIFICATIONS:** By signing its bid or entering into this Contract, Vendor certifies (1) that its bid or offer was made without prior understanding, agreement, or connection with any corporation, firm, limited liability company, partnership, person or entity submitting a bid or offer for the same material, supplies, equipment or services; (2) that its bid or offer is in all respects fair and without collusion or fraud; (3) that this Contract is accepted or entered into without any prior understanding, agreement, or connection to any other entity that could be considered a violation of law; and (4) that it has reviewed this Solicitation in its entirety; understands the requirements, terms and conditions, and other information contained herein.

Vendor's signature on its bid or offer also affirms that neither it nor its representatives have any interest, nor shall acquire any interest, direct or indirect, which would compromise the performance of its services hereunder. Any such interests shall be promptly presented in detail to the Agency. The individual signing this bid or offer on behalf of Vendor certifies that he or she is authorized by the Vendor to execute this bid or offer or any documents related thereto on Vendor's behalf; that he or she is authorized to bind the Vendor in a contractual relationship; and that, to the best of his or her knowledge, the Vendor has properly registered with any State agency that may require registration.

**36. VENDOR RELATIONSHIP:** The relationship of the Vendor to the State shall be that of an independent contractor and no principal-agent relationship or employer-employee relationship is contemplated or created by this Contract. The Vendor as an independent contractor is solely liable for the acts and omissions of its employees and agents. Vendor shall be responsible for selecting, supervising, and compensating any and all individuals employed pursuant to the terms of this Solicitation and resulting contract. Neither the Vendor, nor any employees or subcontractors of the Vendor, shall be deemed to be employees of the State for any purpose whatsoever. Vendor shall be exclusively responsible for payment of employees and contractors for all wages and salaries, taxes, withholding payments, penalties, fees, fringe benefits, professional liability insurance premiums, contributions to insurance and pension, or other deferred compensation plans, including but not limited to, Workers' Compensation and Social Security obligations, licensing fees, etc. and the filing of all necessary documents, forms, and returns pertinent to all of the foregoing.

Vendor shall hold harmless the State, and shall provide the State and Agency with a defense against any and all claims including, but not limited to, the foregoing payments, withholdings, contributions, taxes, Social Security taxes, and employer income tax returns.

**37. INDEMNIFICATION:** The Vendor agrees to indemnify, defend, and hold harmless the State and the Agency, their officers, and employees from and against: (1) Any claims or losses for services rendered by any subcontractor, person, or firm performing or supplying services, materials, or supplies in connection with the performance of the Contract; (2) Any claims or losses resulting to any person or entity injured or damaged by the Vendor, its officers, employees, or subcontractors by the publication, translation, reproduction, delivery, performance, use, or disposition of any data used under the Contract in a manner not authorized by the Contract, or by Federal or State statutes or regulations; and (3) Any failure of the Vendor, its officers, employees, or subcontractors to observe State and Federal laws including, but not limited to, labor and wage and hour laws.

**38. PURCHASING AFFIDAVIT:** In accordance with West Virginia Code § 5A-3-10a, all Vendors are required to sign, notarize, and submit the Purchasing Affidavit stating that neither the Vendor nor a related party owe a debt to the State in excess of \$1,000. The affidavit must be submitted prior to award, but should be submitted with the Vendor's bid. A copy of the Purchasing Affidavit is included herewith.

**39. ADDITIONAL AGENCY AND LOCAL GOVERNMENT USE:** This Contract may be utilized by other agencies, spending units, and political subdivisions of the State of West Virginia; county, municipal, and other local government bodies; and school districts ("Other Government Entities"). Any extension of this Contract to the aforementioned Other Government Entities must be on the same prices, terms, and conditions as those offered and agreed to in this Contract, provided that such extension is in compliance with the applicable laws, rules, and ordinances of the Other Government Entity. If the Vendor does not wish to extend the prices, terms, and conditions of its bid and subsequent contract to the Other Government Entities, the Vendor must clearly indicate such refusal in its bid. A refusal to extend this Contract to the Other Government Entities shall not impact or influence the award of this Contract in any manner.

**40. CONFLICT OF INTEREST:** Vendor, its officers or members or employees, shall not presently have or acquire an interest, direct or indirect, which would conflict with or compromise the performance of its obligations hereunder. Vendor shall periodically inquire of its officers, members and employees to ensure that a conflict of interest does not arise. Any conflict of interest discovered shall be promptly presented in detail to the Agency.

**41. REPORTS:** Vendor shall provide the Agency and/or the Purchasing Division with the following reports identified by a checked box below:

- Such reports as the Agency and/or the Purchasing Division may request. Requested reports may include, but are not limited to, quantities purchased, agencies utilizing the contract, total contract expenditures by agency, etc.
- Quarterly reports detailing the total quantity of purchases in units and dollars, along with a listing of purchases by agency. Quarterly reports should be delivered to the Purchasing Division via email at [purchasing.regquisitions@wv.gov](mailto:purchasing.regquisitions@wv.gov).

**42. BACKGROUND CHECK:** In accordance with W. Va. Code § 15-2D-3, the Director of the Division of Protective Services shall require any service provider whose employees are regularly employed on the grounds or in the buildings of the Capitol complex or who have access to sensitive or critical information to submit to a fingerprint-based state and federal background inquiry through the state repository. The service provider is responsible for any costs associated with the fingerprint-based state and federal background inquiry.

After the contract for such services has been approved, but before any such employees are permitted to be on the grounds or in the buildings of the Capitol complex or have access to sensitive or critical information, the service provider shall submit a list of all persons who will be physically present and working at the Capitol complex to the Director of the Division of Protective Services for purposes of verifying compliance with this provision. The State reserves the right to prohibit a service provider's employees from accessing sensitive or critical information or to be present at the Capitol complex based upon results addressed from a criminal background check.

Service providers should contact the West Virginia Division of Protective Services by phone at (304) 558-9911 for more information.

**43. PREFERENCE FOR USE OF DOMESTIC STEEL PRODUCTS:** Except when authorized by the Director of the Purchasing Division pursuant to W. Va. Code§ SA-3-56, no contractor may use or supply steel products for a State Contract Project other than those steel products made in the United States. A contractor who uses steel products in violation of this section may be subject to civil penalties pursuant to W. Va. Code§ SA-3-56. As used in this section:

a. "State Contract Project" means any erection or construction of, or any addition to, alteration of or other improvement to any building or structure, including, but not limited to, roads or highways, or the installation of any heating or cooling or ventilating plants or other equipment, or the supply of and materials for such projects, pursuant to a contract with the State of West Virginia for which bids were solicited on or after June 6, 2001.

b. "Steel Products" means products rolled, formed, shaped, drawn, extruded, forged, cast, fabricated or otherwise similarly processed, or processed by a combination of two or more or such operations, from steel made by the open heath, basic oxygen, electric furnace, Bessemer or other steel making process. The Purchasing Division Director may, in writing, authorize the use of foreign steel products if:

c. The cost for each contract item used does not exceed one tenth of one percent (.1%) of the total contract cost or two thousand five hundred dollars (\$2,500.00), whichever is greater. For the purposes of this section, the cost is the value of the steel product as delivered to the project; or

d. The Director of the Purchasing Division determines that specified steel materials are not produced in the United States in sufficient quantity or otherwise are not reasonably available to meet contract requirements.



**44. PREFERENCE FOR USE OF DOMESTIC ALUMINUM, GLASS, AND STEEL:** In Accordance with W. Va. Code § 5-19-1 et seq., and W. Va. CSR § 148-10-1 et seq., for every contract or subcontract, subject to the limitations contained herein, for the construction, reconstruction, alteration, repair, improvement or maintenance of public works or for the purchase of any item of machinery or equipment to be used at sites of public works, only domestic aluminum, glass or steel products shall be supplied unless the spending officer determines, in writing, after the receipt of offers or bids, (1) that the cost of domestic aluminum, glass or steel products is unreasonable or inconsistent with the public interest of the State of West Virginia, (2) that domestic aluminum, glass or steel products are not produced in sufficient quantities to meet the contract requirements, or (3) the available domestic aluminum, glass, or steel do not meet the contract specifications. This provision only applies to public works contracts awarded in an amount more than fifty thousand dollars (\$50,000) or public works contracts that require more than ten thousand pounds of steel products.

The cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than twenty percent (20%) of the bid or offered price for foreign made aluminum, glass, or steel products. If the domestic aluminum, glass or steel products to be supplied or produced in a "substantial labor surplus area", as defined by the United States Department of Labor, the cost of domestic aluminum, glass, or steel products may be unreasonable if the cost is more than thirty percent (30%) of the bid or offered price for foreign made aluminum, glass, or steel products. This preference shall be applied to an item of machinery or equipment, as indicated above, when the item is a single unit of equipment or machinery manufactured primarily of aluminum, glass or steel, is part of a public works contract and has the sole purpose or of being a permanent part of a single public works project. This provision does not apply to equipment or machinery purchased by a spending unit for use by that spending unit and not as part of a single public works project.

All bids and offers including domestic aluminum, glass or steel products that exceed bid or offer prices including foreign aluminum, glass or steel products after application of the preferences provided in this provision may be reduced to a price equal to or lower than the lowest bid or offer price for foreign aluminum, glass or steel products plus the applicable preference. If the reduced bid or offer prices are made in writing and supersede the prior bid or offer prices, all bids or offers, including the reduced bid or offer prices, will be reevaluated in accordance with this rule.

**DESIGNATED CONTACT:** Vendor appoints the individual identified in this Section as the Contract Administrator and the initial point of contact for matters relating to this Contract.

 WV Sales & Operations Manager

(Name, Title)

Beth Marcum WV Sales and Operations Manager

(Printed Name and Title)

1102 3<sup>rd</sup> Avenue Huntington, WV

(Address)

C: 304-638-5005 O: 304-525-4009 F: 304-781-2342

(Phone Number) / (Fax Number)

[bmarcum@justtech.com](mailto:bmarcum@justtech.com)

(email address)

**CERTIFICATION AND SIGNATURE:** By signing below, or submitting documentation through wvOASIS, I certify that I have reviewed this Solicitation in its entirety; that I understand the requirements, terms and conditions, and other information contained herein; that this bid, offer or proposal constitutes an offer to the State that cannot be unilaterally withdrawn; that the product or service proposed meets the mandatory requirements contained in the Solicitation for that product or service, unless otherwise stated herein; that the Vendor accepts the terms and conditions contained in the Solicitation, unless otherwise stated herein; that I am submitting this bid, offer or proposal for review and consideration; that I am authorized by the vendor to execute and submit this bid, offer, or proposal, or any documents related thereto on vendor's behalf; that I am authorized to bind the vendor in a contractual relationship; and that to the best of my knowledge, the vendor has properly registered with any State agency that may require registration.

JustTech LLC

(Company)

Beth Marcum, WV Sales and Operations Manager

(Authorized Signature) (Representative Name, Title)

Beth Marcum WV Sales and Operations Manager

(Printed Name and Title of Authorized Representative)

July 20, 2017

(Date)

(304-525-4009 Office) (304-781-4234 Fax) (304-638-5005 Cell)

(Phone Number) (Fax Number)

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOP17A - Digital copiers

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**SPECIFICATIONS**

**1. PURPOSE AND SCOPE:** The West Virginia Purchasing Division is soliciting bids for a open-end statewide contract for digital copiers. The Contract may be utilized by West Virginia State agencies and all political subdivisions of the State in all 55 counties.

**2. DEFINITIONS:** The terms listed below shall have the meanings assigned to them below. Additional definitions can be found in section 2 of the General Terms and Conditions.

**2.1 "Contract Item" or "Contract Items"** means the list of items identified in Section 3.1 below and on the Pricing Pages.

**2.2 "Pricing Pages"** means the schedule of prices, estimated order quantity, and totals attached hereto as Exhibit A and used to evaluate the RFQ.

**2.3 "RFQ"** means the official RFQ published by the Purchasing Division and identified as DIGCOP17.

**3. GENERAL REQUIREMENTS:**

**3.1 Contract Items and Mandatory Requirements:** Vendor shall provide Agency with the Contract Items on an open-end and continuing basis. Contract Items must meet or exceed the mandatory requirements shown below.

**3.1.1 BAND 1 - MONOCHROME COPIER**

**3.1.1.1** Band 1 must be have the following minimum specifications:

- a. Manufacturer copy volume 5,000 month
- b. Copy speed 18 cpm
- c. 250 sheet paper capacity
- d. Bypass tray
- e. Auto document feeder
- f. Minimum 8 1/2" x 11" capacity paper tray
- g. Stapling capability notrequired

Our Proposed Xerox Product Meets the stated specifications

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 – DIGCOP17A - Digital copiers

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**3.1.2 BAND 2 - MONOCHROME COPIER**

**3121** Band 2 must be have the following minimum specifications:

- a. Manufacturer copy volume 15,000 month
- b. Copy speed 25 cpm
- c. 500 sheet paper capacity
- d. 2 paper sources
- e. Auto document feeder
- f. Electronic sorting or finisher/sorter

Our Proposed Xerox Product Meets the stated specifications

**3.1.3 BAND 3 - MONOCHROME COPIER**

**3131** Band 3 must be have the following minimum specifications:

- a. Manufacturer copy volume 30,000 month
- b. Copy speed 30 cpm
- c. 1,000 sheet paper capacity
- d. 2 paper sources
- e. Auto duplexing
- f. Auto document feeder
- g. Electronic sorting or finisher/sorter

Our Proposed Xerox Product Meets the stated specifications

**3.1.4 BAND 4 - MONOCHROME COPIER**

**3141** Band 4 must be have the following minimum specifications:

- a. Manufacturer copy volume 45,000 month
- b. Copy speed 40 cpm
- c. 1,500 sheet paper capacity
- d. 3 paper sources
- e. Auto duplexing
- f. Auto document feeder
- g. Electronic sorting or finisher/sorter

Our Proposed Xerox Product Meets the stated specifications

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOPI7A - Digital copiers

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**3.1.5 BAND 5 - MONOCHROME COPIER**

**3151** Band 5 must be have the following minimum specifications:

- a. Manufacturer copy volume 65,000 month
- b. Copy speed 50 cpm
- c. 1,500 sheet paper capacity
- d. 3 paper sources
- e. Auto duplexing
- f. Auto document feeder
- g. Electronic sorting or finisher/sorter

*Our Proposed Xerox Product Meets the stated specifications*

**3.1.6 BAND 6 - MONOCHROME COPIER**

**3161** Band 6 must be have the following minimum specifications:

- a. Manufacturer copy volume 80,000 month
- b. Copy speed 60 cpm
- c. 1,500 sheet paper capacity
- d. 4 paper sources
- e. Auto duplexing
- f. Auto document feeder
- g. Electronic sorting or finisher/sorter

*Our Proposed Xerox Product Meets the stated specifications*

**3.1.7 BAND 7 - MONOCHROME COPIER**

**3171** Band 7 must be have the following minimum specifications:

- a. Manufacturer copy volume 150,000 month
- b. Copy speed 70 cpm
- c. 1,500 sheet paper capacity
- d. 4 paper sources
- e. Auto duplexing
- f. Auto document feeder
- g. Electronic sorting or finisher/sorter

*Our Proposed Xerox Product Meets the stated specifications*

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOPI7A- Digital copiers

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**3.1.8 BAND 1-COLORCOPIER**

**3181** Band 1 must be have the following minimum specifications:

- a. Manufacturer copy volume 10,000 month
- b. Copy speed 18 cpm
- c. 250 sheet paper capacity
- d. Bypass tray
- e. Auto document feeder
- f. Minimum 8 1/2" x 11" capacity paper tray
- g. Stapling capability not required

Our Proposed Xerox Product Meets the stated specifications

**3.1.9 BAND 2- COLOR COPIER**

**3191** Band 2 must be have the following minimum specifications:

- a. Manufacturer copy volume 20,000 month
- b. Copy speed 25 cpm
- c. 500 sheet paper capacity
- d. Bypass tray
- e. Auto document feeder
- f. Stapling capability optional
- g. Electronic sorting or finisher/sorter

Our Proposed Xerox Product Meets the stated specifications

**3.1.10 BAND 3 - COLOR COPIER**

**31101** Band 3 must be have the following minimum specifications:

- a. Manufacturer copy volume 30,000 month
- b. Copy speed 30 cpm
- c. 1,000 sheet paper capacity
- d. 2 paper sources
- e. Auto duplexing
- f. Auto document feeder
- g. Electronic sorting or finisher/sorter

Our Proposed Xerox Product Meets the stated specifications

REQUEST FOR QUOTATION  
**CRFQ SWCI700000015 - DIGCOPI7A - Digital copiers**

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**3.1.11 BAND 4 - COLOR COPIER**

**31111** Band 4 must be have the following minimum specifications:

- a. Manufacturer copy volume 40,000 month
- b. Copy speed 40 cpm
- c. 1,500 sheet paper capacity
- d. 3 paper sources
- e. Auto duplexing
- f. Auto document feeder
- g. Electronic sorting or finisher/sorter

[Our Proposed Xerox Product Meets the stated specifications](#)

**3.1.12 PROHIBITION OF 90 COPIES PER MINUTE:** Vendor shall not include in its bid any copier that produces copies at a rate of 90 copies per minute or more. If Vendor does bid a copier that produces copies at 90 copies per minute or more, that copier will be rejected and Vendor's bid will be evaluated as if Vendor failed to bid a copier for that band.

[Our bid meets this requirement](#)

**3.1.13 ADDITIONAL CONTRACT ITEM REQUIREMENTS:**

**31131 Copier Requirements:** All copiers provided under this contract must:

- A. be digital equipment. Analog models will not be accepted.
- B. be capable of reproducing general office correspondence, reports, and bound documents.
- C. be able to reproduce quality copies from any of the following types of original documents while operating in an automated exposure mode: laser printed originals, multi-generation copies of copies, faxed documents, standard black graphite #2 pencils, red pen & pencil, blue ball point pen, NCR forms (blue or black print on white or colored paper stocks), photographs (color or B&W), solid lines and grids, solids, and graduated gray-scale tones.

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOPI7A - Digital copiers

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- D. be capable of automatically selecting the proper paper size in respect to the original being copied.
- E. have the ability to be set for reduction and enlargement in 1% increments.
- F. be in production and available for sale at time of submitted quote.
- G. be Energy Star Compliant and be installed with energy saving features enabled.
- H. be capable of copying on plain bond paper in both 8 ½" x 11", 8 ½"x 14"and 11" x 17".The 11" x 17"size is required for Bands 2 and above.

Our Proposed Xerox Product Meets the stated specifications

**31.132 Service and Maintenance**

- A. **Full Service Requirement:** Vendor must have the ability to provide on-site service and maintenance for all Contract Items. Vendor must enter into a full service and maintenance contract for all Contract Items that are leased or if the Contract Items are Purchased and Agency elects to include maintenance in the purchase price. Vendor must provide a copy of any maintenance agreement for approval prior to award of this Contract. Vendors must provide an 800 telephone number for service support prior to Contract award.

Our Full Service Maintenance Agreement (FSMA) maximizes your product's productivity and ensures your investment in technology pays off. Standard service coverage hours are from 8 A.M until 5 P.M., Monday through Friday, excluding designated holidays. The FSMA is backed by a team of experienced technical support professionals who are equipped with the latest technology and diagnostic tools. Online, on call, or on site, our team is an extension of the State's team, committed to maximizing the performance and productivity of your Xerox equipment.

The FSMA includes all parts, labor, maintenance and travel for your product's operating hardware and software. An operating system hotline, access to on-site system Analyst support, software version updates, hardware and all diagnostic licenses are also included



**B. Maintenance** A preventative maintenance schedule shall be provided as needed on all Contract Items as specified by the manufacturer. This includes, but is not limited to: routine cleaning, lubrications, replacement of unserviceable parts and all necessary adjustments to ensure successful performance of the equipment.

Xerox products, especially Multi-Function Devices (MFDs) are built on platforms that minimize or eliminate the need for incremental preventative maintenance. At each service call the Customer Service Engineer (CSE) follows several steps and processes. The majority of these steps and processes relate to providing preventative maintenance on your equipment to ensure you are able to achieve maximum uptime and efficiency.

Xerox equipment is designed with an onboard, volume-driven diagnostic tool. It can track maintenance intervals and usage of all high-wear items, while software tracks the number of prints/copies being produced. A threshold is set, which is based on the number of prints/copies produced since the last time the equipment was serviced.

When a component reaches the threshold level, an indicator flag will appear. While your CSE is performing maintenance on your machine, he or she will review all of the flags and will replace parts that have met the recommended threshold level, as well as review any items that are close to the threshold level.

**C. Per Click Charge:** Vendor shall provide a per click charge for all monochrome and color copier to include all parts, supplies and consumables excluding paper and maintenance for each band. Service and maintenance costs include the

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOPI7A - Digital copiers

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cost of all inspections, lubrications, cleaning, adjustments, parts, repairs, travel expenses, and supplies (excepting paper) that are necessary to maintain satisfactory performance of the copier.

There shall be no charge for service impressions. There may not be more than one cost per impression for color impressions, regardless of the number of colors (i.e. a higher charge for 4 colors than for 3 colors).

The proposed maintenance and cost per copy charges meet the stated specifications.

- D. **Connectivity Service Support:** Vendor must provide service support to coordinate installation of Contract Items with agency personnel.

We will provide as part of the planned implementation.

- E. **Certification Requirement:** Service representatives must be full time employees of the Vendor or of a subcontracted party designated by Vendor in writing. All service representatives must be factory trained technicians. The State reserves the right to request proof of certification at any time.

Xerox has more than 4,000 highly skilled independent and manufacturer-certified Customer Service Engineers (CSEs). Extensive ongoing training ensures that our CSEs know their customers' requirements and can support their needs.

- F. **Replacement Units:** Vendor shall provide a temporary replacement copier for any copier being rented, at no charge, if the Agency's copier is estimated to be down for 16 consecutive working hours or longer for repair. Temporary replacement copiers shall be of comparable size and functionality as the copier it is replacing. The Agency will not pay any charges associated with the temporary replacement unit, but shall pay the charges that it would have incurred if its copier had not been temporarily replaced.

We will provide a loaner unit if the equipment is not returned to service after 16 consecutive working hours and if a loaner

unit is available. If a loaner is not provided, a service credit will be issued equal to 1/30<sup>th</sup> of the equipment's monthly maintenance component for each day the equipment is inoperable and is not available for the State of West Virginia's use, beginning with the day of the State's initial service call.

**G. Response Requirement:** Vendors must respond to all requests for service within two (2) working hours of an Agency's request and be on site to complete the repair within eight (8) working hours of the request throughout the term of this Contract. Repetitive complaints concerning the failure to meet this requirement may be cause for cancellation of the contract. Service must be provided during normal working hours (8:00 am to 5:00 pm EST), Monday through Friday, with the exception of State holidays.

Our response time objective is to return all service calls within thirty minutes, and to arrive on-site on average, within four (4) business hours for office devices with a copy speed less than 100 pages per minute, and within eight (8) business hours for desktop printers if the problem cannot be resolved over the phone. During standard business hours (8 A.M.) to 5 P.M., Monday thru Friday) all service calls will go directly to our Service Welcome Center where our service personnel will attempt to quickly resolve the issue over the phone through on-line diagnostic. If the problem cannot be resolved over the phone the Service Technician will be dispatched.

REQUEST FOR QUOTATION  
CRFO SWCI700000015 - DIGCOPI7A- Digital copiers

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**H. Failure Rate:** Any copier averaging more than two malfunctions per month for a three (3) month period shall be reviewed by the Agency with the Vendor present to determine a course of corrective action, which may include but not be limited to, replacement of the machine or cancellation of the order and removal of the machine at no additional cost to the State. All service complaints shall be documented in writing by the Agency. The Purchasing Division shall determine the corrective action necessary in the event that an impasse cannot be resolved to the Agency's satisfaction. This section will apply to the machine for the life of the contract.

For machines without maintenance agreements, this section will apply for the first year of contract for any copier with the understanding that the machine adheres to the published copy volumes as provided by the vendor and/or manufacturer for that particular make/model copier.

Xerox's product guarantee states that if the State of West Virginia is not satisfied with the performance of the equipment, you may request a replacement with an identical model or at the option of Xerox with a machine with comparable features and capabilities will be provided. The term of the Xerox Total Satisfaction Guarantee (TSG) is three years from the date of the initial installation or equipment or effective during the entire lease term, except for equipment damaged or destroyed due to an Act of God. The Xerox Total Satisfaction Guarantee applies only if the Equipment has been continuously and exclusively maintained by Xerox under Full Service Maintenance from the date of installation. If the situation arises, where the equipment does not perform to its published specification and the State elects to exercise the TSG. We will meet with the State's representative and arrange a mutually agreeable time for the equipment's exchange.

**31.133 Training:** Vendor shall provide Agency with in-house at the agency's location or online training within five working days of installation of the equipment or as otherwise agreed to by Agency.

Our professional instructors are dedicated to teaching your employees how to maximize the effectiveness of your Xerox solution. Training will be addressed and scheduled during Implementation planning to meet the State's requested timeframe.

- 31.134** **Manuals:** Vendors shall provide at least one (1) copy of the operator's instruction manual for each Copier leased or purchased to the Agency that has leased or purchased it. Each manual shall include the vendor's name, telephone number(s), contact person(s), and complete instructions for inspecting, adjusting, clearing jams and operating the machine and any installed accessories. The instruction manual may be provided in an electronic format.

We will provide as requested.

- 31.135** **Paper Requirement:** A stack feed bypass (allows insertion of 20 to 150 sheets at a time and provides multi-copy capability) may be counted as meeting the minimum paper source specification. However, a sheet bypass (single, hand-fed sheets) shall not meet the minimum paper source specifications.

Paper capacity is the listing for all on-line paper trays combined.

The Xerox proposed products meet this specification.

REQUEST FOR QUOTATION  
CRFQ SWC1700000015 - DIGCOP17A - Digital copiers

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**31.136 Fees and Costs:** Purchase price for monochrome and color copiers, monthly rental fees, per click charges, and other supply costs and maintenance costs shall remain firm for the life of the Contract. Pricing shall also be inclusive of shipping, delivery, installation, and training.

If the item bid is discontinued, the vendor may propose an equivalent product meeting or exceeding the specifications at the same bid price. If the replacement item is accepted or approved, the item will be added by change order.

The proposed pricing meet the stated specifications.

**31.137 Manufacturer Accessory Listing Requirements:** Vendors shall provide a listing of all possible accessories available for each copier that Vendor includes on the Pricing Pages. It is preferred that the Accessory Listing be provided with the bid. Stands are optional for all machines.

We will provide at award or if requested before.

**31.138 New/Re-manufactured Requirement:** All Contract Items must be new (not used previously or remanufactured), of current manufacturer. Re-manufactured equipment is not acceptable. Equipment designated as factory new or newly manufactured shall be accepted with a new machine warranty. Newly manufactured means manufactured in the current year and has not been used.

All proposed Xerox equipment is newly manufactured. None of the equipment provided will be remanufactured, reconditioned, recycled, refurbished, or used. The State of West Virginia will be the first user of the newly manufactured equipment.

**31.139 Retrofits:** Any convenience, performance or safety-related retrofits that may be mandated by the vendor or manufacturer must be installed at no additional cost on copiers placed in service resulting from a contract. Features must be installed within 90 days after it becomes available to the public.

As technology changes, we will provide performance and safety retrofits free of charge with Lease or Full Service Maintenance Agreement (FSMA) coverage. Also, for certain mandatory safety retrofits we also will update Time & Materials (non-contract) machines free of charge as well. Only 100% Xerox authorized parts are used in the servicing of your Xerox equipment.

**31.1310 Published Specifications:** All copiers quoted must have published copy volumes per month and copies per minute. Vendors must provide published descriptive literature to illustrate compliance with the minimum, mandatory band specifications, which include copy volumes per month, copies/minute data, available memory, paper sources and paper capacity prior to award. Vendor should highlight all standard features on within the literature provided for each copier bid.

We have included with our response.

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOPI7A - Digital copiers

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**31.1311 Parts Availability:** Vendors must guarantee that all parts and service on all purchased units shall be available for a period of seven years from the date of purchase and for the term of the rental on all rental units. All parts shall not be used.

Xerox guarantees availability of parts and service. We will always use Xerox parts, they will come directly from Xerox distribution.

**31.1312 Scan Charges:** Scanning charges, in addition to, or as a part of the per copy charge, shall not be allowed. Scanning can only be billed as an accessory that may increase the monthly cost per unit as shown on the Pricing Pages. There shall be no charge for scans which do not produce a physical document.

We do not charge for scans.

**31.1313 Power Protection:** Vendors should include, as part of their available accessories for digital copiers, surge and ground noise protection units. Units shall be ESP QC Power protection, or equal, for Bands 4 through 7, and ESP Majac Power protection, or equal, for Bands 1 through 3. Vendors must provide manufacturer literature for any "or equal" power protection unit bid prior to award.

We will supply the ESP power protection devices and literature

**31.1314 Power Requirements:** If a copier requires a dedicated power line, it is the joint responsibility of the vendor and Agency to determine if this requirement can be met. Vendor is not responsible for providing power if the necessary power outlets or junctions are not available.

We understand and will comply.

**31.1315 Network Connection:** All network connected units must include all cable, cards, etc. for connection to the Agency's network at no additional cost to the Agency. Vendor's equipment must be capable of connecting to an Ethernet/Fast-Ethernet network that has either Microsoft or Novell as the network operating system.

The proposed products will comply.



REQUEST FOR QUOTATION  
CRFQ SWC1700000015 - DIGCOPI7A- Digital copiers

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**31.1316 Firmware/Software:** Vendors shall ensure that it provides all necessary firmware/software with each copier to allow Agency to obtain full use of the copier being installed. The cost of any firmware/software shall be included in the base price of the copier being bid. Vendor and agency must obtain approval from the appropriate entity prior to connecting any firmware/software to a State network. Vendor must provide a copy of any firmware/software agreement for approval prior to award of this Contract.

We understand and will comply.

**31.1317 Information Security:** All stored information must be secured and rendered unreadable by Vendor whenever a copier is removed from service. Removal and rendering information unusable must be conducted in accordance with the policies and procedures of the Office of Technology or other entity that has authority over technology related matters for the Agency, specifically pursuant to NIST standards and provide a certificate of validation with all pertinent hard drive identification information such as the serial number.

For purchased machines, the agency must dispose of the machine and hard drive per the policies of the WV State Agency for Surplus Property and the Office of Technology.

For leased machines: At the end of the lease, if the agency does not choose to keep the machine, the vendor shall remove the machine's hard drive and leave it with the agency for disposition in accordance with procedures prescribed by the Office of Technology.

The cost associated to remove the hard drive should be incorporated into the unit pricing.

We understand and will comply

**31.1318 Vendor Certification:** Vendor, if other than the manufacturer, should provide the following authorization/certification prior to award of the Contract: Verification from the manufacturer that vendor or vendor's subcontractor is an authorized distributor and/or service representative that is authorized to sell and service manufacturer's products.

We understand and will comply

REQUEST FOR QUOTATION  
CRFQ SWC1700000015 DIGCOPI7A - Digital copiers

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**31.1319 Leasing of machines:** If a third party leasing company is used, they will be held to the specifications of the contract. The State cannot permit payment to the leasing agency directly, the State can only pay the vendor who is awarded the contract. The State cannot sign lease documents if leased through another company meaning any other entity other than the awarded vendor.

We understand and will comply

3.1.13.19.1 If an agency has a lease under an expired master contract, the current placements will remain under that master contract until the lease term expires. Once the lease term expires, the state agency will be required to procure a new machine on the then current master contract.

3.1.13.19.2 Equipment Removal. Upon termination of the Lease, the Vendor shall take required action to have all equipment removed. Upon written notification by the State, the equipment shall be removed within ten (10) days from lease termination or the expiration date, at no additional cost to the State. Equipment not removed within the allotted time frame, shall be shipped to Vendor at the Vendor's expense.

3.1.13.19.3 Equipment Relocation/Transfer. The State shall be allowed to move or transfer the equipment from one location to another, at its own expense, as deemed necessary with no change to lease, maintenance plans nor loss of equity. The State shall provide written notification to Vendor of any move or transfer and include new location information. No installation or de-installation charges will be billed based on changes in location.

We understand and will comply with  
3.1.13.19.1 - 3.1.13.19.2 - 3.1.13.19.3

## **CONTRACT AWARD:**

**4.1 Contract Award:** The Purchasing Division intends to award this Contract to a single vendor that will provide all of the Contract Items. This Contract shall be limited to only those Contract Items that Vendor includes in its bid and any accessories that can be affixed to the Contract Item that Vendor bid. This Contract will be awarded to the Vendor that provides all Contract Items for the lowest Total Overall Bid Price for All Items on the Pricing Pages. Failure to bid all Contract Items may result in rejection of a vendor's bid.

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOPI7A - Digital copiers

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Notwithstanding the foregoing, the Purchasing Division reserves the right to split the award of this Contract among multiple Vendors if doing so is found to be in the best interest of the State of West Virginia.

Pricing must include setup, delivery of equipment, software, installation of equipment/accessories/software, network installation, removal of all waste material, initial training costs, and removal cost (of the equipment placed under any subsequent agreement).

**Accessories:** Vendor shall provide all accessories, other than those listed on the pricing pages, to Agency at manufacturer's invoice price. Prices for the listed copiers on the pricing pages should include the vendor's profit, shipping, setup cost and installation for all items. The copier bid for each band and the accessories requested on the Pricing Pages shall be provided to Agency at the Price listed on the Pricing Pages. A copy of the invoice must be provided

**4.2 Pricing Pages:** The Pricing Pages consist of the eight item numbers each listing an order type and containing 1 through 7 monochrome copier bands or 1 through 4 color copier bands. Vendor should bid only one copier per band. In the event that a single Vendor submits multiple copiers for any given band, only the lowest cost copier will be considered for evaluation purposes. The bands are defined in Section 3 above. Additionally, the Pricing Pages contain totals for each band, totals for each item number and a Total Overall Bid Price for All Items. Each item number contains some or all of the following:

**Purchased Machines (Item No. 1 and 2)**

**4.2.1 Copier** - Vendor should list the brand name and Model No. of the single copier that it is bidding for the item no. and band number in question. Vendor should also list the unit price for each item number bid. Then, the vendor should multiply the unit price by the Estimated quantity to get the Total price for each line item, if not completing the Pricing Pages electronically.

**4.2.2 Accessories** - Scanning, Network Printing, Fax, and Staple are listed as common accessories on the Pricing Pages. Vendor should include the brand name of the accessory (if applicable), the model number of the accessory (if applicable), and the Unit Price for each accessory. Vendor should also list the total price for the accessory based on the estimated quantity if not completing the pricing pages electronically. **In the event that Vendor's copier already includes one or more of the listed accessories, Vendor should write "included" in the space for the brand name of the accessory and list the Unit Price as \$0 for the accessory in question.** The cost of

REQUEST FOR QUOTATION  
CRFQ SWC1700000015 – DIGCOP17A - Digital copiers

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an accessory already included in the copier being bid should be reflected in the Unit Price of the copier.

- 4.2.3 Per Click Charge Per Copier (Monochrome)** - Vendor should provide a unit price for the per click charge price which should include maintenance and consumables. Then, this unit price should be multiplied by the estimated quantity to get the total price.
- 4.2.4 Per Click Charge Per Copier (Color)** - Vendor should provide a unit price for the per click charge price which should include maintenance and consumables. Then, this unit price should be multiplied by the estimated quantity to get the total price.
- 4.2.5 Total for Band 1 through 7 (Monochrome) and Bands 1 through 4 (Color)**-This is the line below each band to allow the Vendor to add up all of the Total Costs for each band. The total for each band will then be added together to arrive at either the Total Purchase Price of Monochrome Bands 1 - 7 or the Total Purchase Price of Color Bands 1 - 4.

**Leased Machines (Item Nos. 3 through 8)**

- 4.2.6 Copier (including maintenance for \_\_ copies)** - Vendor should list the brand name and Model No. of the copier that it is bidding for the item no. and band number in question. As indicated, the Unit Price on all leased copiers must include any service and maintenance costs for the number of copies per month listed. The space above has been left blank because each band has a different number of copies included. Vender should multiply the Unit Price by the quantity specified to calculate the Total Price Per Month (Including Maintenance).
- 4.2.7 Copier** - Same as above.
- 4.2.8 Accessories** - Same as above.
- 4.2.9 Total for Band 1** - Same as above.

**4.2.10 Per Click Copy Charge (Monochrome)** - Vendor should list the per click copy charge for monochrome copies in the Unit Price column for this line item. The unit price should then be multiplied by the Estimated Quantity to arrive at the Total Price per Month. The Total Annual Cost column is a sum of the Total Price per Month multiplied by 12 for 12 months.

**4.2.11 Per Click Copy Charge (Color)**- Vendor should list the per click copy charge for color copies and monochrome copies in the Unit Price column for each line item. The unit price should then be multiplied by the Estimated Quantity to arrive at the Total Price per Month. The Total Annual Cost column is a sum of the Total Price per Month multiplied by 12 for 12 months.

**4.2.12 Total Monthly Lease Price of Monochrome Bands 1 through 7 for \_\_\_ Month Lease** - This line item represents a combined total of all monochrome bands in the specified monthly lease period. Vendor should ensure that this line item has been properly added and completed. The space above is left blank because on the pricing pages it will continue either 24, 36 or 48 months.

**4.2.13 Total Monthly Lease Price of Color Bands 1 through 4 for \_\_\_ Month Lease** - This line item represents a combined total of all color bands in the specified monthly lease period. Vendor should ensure that this line item has been properly added and completed. The space above is left blank because on the pricing pages it will continue either 24, 36 or 48 months.

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOPI7A- Digital copiers

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**Final Pricing Page**

**4.2.14 Total Price for All Items** - The last page of the Pricing Pages contains a chart of each items (Item Nos. 1 through 8) total Price and a combined total of all items identified as the Total Price for All Items. Vendor should ensure that each of these line items has been properly added and completed.

**4.3** Vendor should complete the Pricing Pages by filling in any blank spaces with the information requested. The information requested on the Pricing Pages for each Eligible Item includes the Brand Name of the Item Bid, the Model No. of item Bid, and the Unit Price of the item bid, totals for each band, totals for each combined set of bands (For example: Total Purchase Price of Monochrome Bands 1 through 7), and the Total Price for all Items. Vendor should complete all columns as failure to complete the Pricing Pages in their entirety may result in Vendor's bid being disqualified. Notwithstanding the foregoing, the Purchasing Division may correct errors at its discretion.

The Pricing Pages also contain a list of estimated quantities that will be purchased. The estimated quantity for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Vendor should type or electronically enter the information into the Pricing Pages to prevent errors in the evaluation. The Pricing Pages will automatically perform the necessary calculations once the Unit Price has been entered for each item. Vendor is required, however, to ensure that the calculation is correct. The Pricing Pages were created as a Microsoft Excel document and Vendor can request an electronic copy for bid purposes by sending an email request to Tara Lyle at [Tara.L.Lyle@wv.gov](mailto:Tara.L.Lyle@wv.gov).

We understand and will comply with 4.1 through 4.3

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 - DIGCOPI7A- Digital copiers

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**5 ORDERING AND PAYMENT:**

**5.1 Ordering Procedure:** At the time of need, agencies shall review the minimum specification requirements for copier bands to determine the appropriate band required. The agency should use the WV-39 for release orders to obtain the Contract Items under this Contract. Agency may either lease or purchase the Contract Items from the vendor awarded this Contract. Agency may order any accessory that Vendor has for the copier that Vendor bid. Upon request, Vendor must provide a list of all available accessories for the copiers that Vendor bid to Agencies for ordering purposes.

Vendor shall accept orders by regular mail, facsimile, e-mail, or any other written forms of communication. Vendor may, but is not required to, accept on-line orders through a secure internet ordering portal website. If Vendor has the ability to accept on-line orders, it should include in its response a brief description of how Agencies may utilize the on-line ordering system. Any on-line ordering system must have the capability to restrict prices and available items to conform to the Catalog originally submitted with this RFQ. Vendor shall ensure that its on-line ordering system is properly secured prior to processing Agency orders on-line.

**5.2 Authorizing Documentation:** Vendor is prohibited from filling orders without a fully executed WV39 or Agency Delivery Order (ADO).

**5.3 Maintenance Option:** Agencies have the option of not entering into a maintenance/service contract on purchased copiers. If maintenance is not obtained through this Contract, Agency may obtain it through a separate procurement on a per call, time and materials basis.

**5.4 Short Term Rental:** Any Agency requiring a copier for less than a 24-month term shall bid the procurement on the open market in accordance with State of West Virginia, Department of Administration, Purchasing Division rules and regulations.

**5.5 Payment:** Vendor shall accept payment in accordance with the payment procedures of the State of West Virginia. Methods of acceptable payment must include the West Virginia Purchasing Card. Payment in advance is not permitted under this Contract.



REQUEST FOR QUOTATION  
**CRFQ SWCI700000015 - DIGCOPI7A - Digital copiers**

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**5.6 Invoicing/Meter Read:** Normal invoicing shall be monthly in arrears. However, upon mutual agreement of the Vendor and Agency, invoicing may be done on a quarterly basis in arrears. If quarterly billing is done, the monthly copy volume shall be aggregated for the quarter to determine per copy overage charges. For example, if the monthly copy volume included in the base charge is 30,000 copies per month, 90,000 copies for a three month period will be allowed before an overage charge is billed, regardless of how many copies were completed in each of the three months of the three month period.

This option is being made available to diminish the administrative burden of obtaining a monthly meter read. Agencies may provide meter readings monthly or quarterly as agreed. Vendors may accept meter readings via their web site, fax, telephone, or any means agreeable to the Vendor and Agency.

[We understand and will comply with 5.1 through 5.6](#)

**6 DELIVERY AND RETURN:**

**6.1 Delivery Time:** Vendor shall deliver standard orders within 30 working days after orders are received. Vendor shall ship all orders in accordance with the above schedule and shall not hold orders until a minimum delivery quantity is met.

**6.2 Late Delivery:** The Agency placing the order under this Contract must be notified in writing if orders will be delayed for any reason. Any delay in delivery that could cause harm to an Agency will be grounds for cancellation of the delayed order, and/or obtaining the items ordered from a third party.

Any Agency seeking to obtain items from a third party under this provision must first obtain approval of the Purchasing Division.

**6.3 Delivery Payment/Risk of Loss:** Standard order delivery shall be F.O.B. destination to the Agency's location. Vendor shall include the cost of standard order delivery charges in its bid pricing/discount and is not permitted to charge the Agency separately for such delivery. The Agency will pay delivery charges on all emergency orders provided that Vendor invoices those delivery costs as a separate charge with the original freight bill attached to the invoice.

The Vendor must assume all shipping and installation charges and all insurance charges associated with the delivery of the equipment. Any delivery or installation charge, including connection to the end user's network, if desired, shall be incorporated into the base price of the equipment. Prices must include initial training and start-up supplies. Start-up supplies shall be the normal quantity to begin operation of the equipment.

REQUEST FOR QUOTATION  
CRFQ SWCI700000015 – DIGCOPI7A - Digital copiers

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**6.4 Installation and Removal Charges:** All Contract Items sold or leased to an Agency under this Contract shall be installed and removed free of charge. This applies to all situations or de-installations.

**6.5 Return of Unacceptable Items:** If the Agency deems the Contract Items to be unacceptable, the Contract Items shall be returned to Vendor at Vendor's expense and with no restocking charge. Vendor shall either make arrangements for the return within five (5) days of being notified that items are unacceptable, or permit the Agency to arrange for the return and reimburse Agency for delivery expenses. If the original packaging cannot be utilized for the return, Vendor will supply the Agency with appropriate return packaging upon request. All returns of unacceptable items shall be F.O.B. the Agency's location. The returned product shall either be replaced, or the Agency shall receive a full credit or refund for the purchase price, at the Agency's discretion.

Patent Defect - the right to return 10 business days after installation and testing; and

Latent Defect - the right to return 10 business days after discovery and confirmation that there is a defect.

**6.6 Return Due to Agency Error:** Items ordered in error by the Agency will be returned for credit within 30 days of receipt, F.O.B. Vendor's location. Vendor shall not charge a restocking fee if returned products are in a resalable condition. Items shall be deemed to be in a resalable condition if they are unused and in the original packaging. Any restocking fee for items not in a resalable condition shall be the lower of the Vendor's customary restocking fee or 5% of the total invoiced value of the returned items.

*We understand and will comply with 6.1 through 6.6*

## 7 MISCELLANIOUS:

**7.1 No Substitutions:** Vendor shall supply only Contract Items submitted in response to the RFQ. Vendor shall not supply substitute items without Purchasing Division approval.

**7.2 Vendor Supply:** Vendor must carry sufficient inventory of the Contract Items being offered to fulfill its obligations under this Contract. By signing its bid, Vendor certifies that it can supply the Contract Items contained in its bid response.

REQUEST FOR QUOTATION  
CRFQ SWC170000015 DIGCOP17A- Digital copiers

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- 7.3 Reports:** Vendor shall provide quarterly reports and annual summaries to the Agency showing the Agency's items purchased, quantities of items purchased, and total dollar value of the items purchased. Vendor shall also provide reports, upon request, showing the items purchased during the term of this Contract, the quantity purchased for each of those items, and the total value of purchases for each of those items. Failure to supply such reports may be grounds for cancellation of this Contract.
- 7.4 Contract Manager:** During its performance of this Contract, Vendor must designate and maintain a primary contract manager responsible for overseeing Vendor's responsibilities under this Contract. The Contract manager must be available during normal business hours to address any customer service or other issues related to this Contract.
- 7.5 Minimum Qualification Experience:** Vendors must have a minimum of five (5) years of relevant experience in copier sales and service and must be an authorized manufacturer representative. Vendors must provide a written manufacturers' certification evidencing authorization to sell and service the copiers that will be offered in each band. Failure to provide required information when requested by the Purchasing Division may result in disqualification of the bid.
- 7.6 Subcontracts/Joint Ventures:** The Vendor is solely responsible for all work performed under the Contract and shall assume prime contractor responsibility for all services offered and products to be delivered under the terms of this Contract. The State will consider the Vendor to be the sole point of contact with regard to all contractual matters. The Vendor may, with the prior written consent of the State, enter into written subcontracts for performance of work under this Contract; however, the Vendor is totally responsible for payment of the subcontractor.
- 7.7 Rental Term:** Prices for all standard rental units are to be for a 24, 36, and 48 month term. In addition, rental orders may be extended on a month to month basis upon mutual written agreement of the parties. Month to month extension should only be used when an agency has a compelling reason such as anticipation of an office move or closing. After expiration of this Contract, month to month extensions are not permitted, but lease agreements entered into under this Contract prior to expiration shall remain in effect for the remainder of the lease term.
- 7.8 Damages:** Agencies shall be responsible for damages or loss of rental equipment caused by misuse, abuse, vandalism, theft, fire, flood, or any other occurrence where necessary care was not taken by the agency to prevent loss to the vendor.

We understand and will comply with 7.1 through 7.8

Item No.	Order Type	Item Description	Brand Name of Item Bid	Model No. of Item Bid	Est. Quantity	Est. Quantity Unit of Measure	Unit Price	Total Purchase Price (includes annual estimated click charges)
1	Purchase	Monochrome						
		<b>Band 1</b>						
		Copier	XEROX	3315/DN	4	per year	\$ 270.00	\$ 1,080.00
		Scanning		Included	4	per year		\$ -
		Network Printing		Included	4	per year		\$ -
		Fax		Included	4	per year		\$ -
		Per Click Charge (includes maintenance and consumables)			500	per month	\$ 0.007500	\$ 180.00
		<b>Total for Band 1</b>						<b>\$ 1,260.00</b>
		<b>Band 2</b>						
		Copier	Xerox	B7025	3	per year	\$ 2,560.00	\$ 7,680.00
		Scanning		Included	3	per year		\$ -
		Network Printing		Included	3	per year		\$ -
		Fax		Included	3	per year		\$ -
		Staple		Included	3	per year		\$ -
		Per Click Charge (includes maintenance and consumables)			2,200	per month	\$ 0.005400	\$ 427.68
		<b>Total for Band 2</b>						<b>\$ 8,107.68</b>
		<b>Band 3</b>						
		Copier	Xerox	B7030	4	per year	\$ 2,760.00	\$ 11,040.00
		Scanning		Included	4	per year		\$ -
		Network Printing		Included	4	per year		\$ -
		Fax		Included	4	per year		\$ -
		Staple		Included	4	per year		\$ -
		Per Click Charge (includes maintenance and consumables)			4,500	per month	\$ 0.005400	\$ 1,166.40
		<b>Total for Band 3</b>						<b>\$ 12,206.40</b>
		<b>Band 4</b>						
		Copier	Xerox	B8045	1	per year	\$ 3,010.00	\$ 3,010.00
		Scanning		Included	1	per year		\$ -
		Network Printing		Included	1	per year		\$ -
		Fax		Included	1	per year		\$ -
		Staple		Included	1	per year		\$ -
		Per Click Charge (includes maintenance and consumables)			7,000	per month	\$ 0.005400	\$ 453.60
		<b>Total for Band 4</b>						<b>\$ 3,463.60</b>

Item No.	Order Type	Item Description	Brand Name of Item Bid	Model no. of Item Bid	Est. Quantity	Est. Quantity Unit of Measure	Unit Price	Total Purchase Price (includes annual estimated click charges)	
1	Purchase (cont.)	Monochrome							
		<b>Band 5</b>							
		Copier	Xerox	B8055	1	per year	\$ 3,560.00	\$ 3,560.00	
		Scanning		Included	1	per year		\$ -	
		Network Printing		Included	1	per year		\$ -	
		Fax		Included	1	per year		\$ -	
		Staple		Included	1	per year		\$ -	
		Per Click Charge (includes maintenance and consumables)			12,000	per month	\$ 0.005400	\$ 777.60	
		<b>Total for Band 5</b>						<b>\$ 4,337.60</b>	
		<b>Band 6</b>							
		Copier	Xerox	B8065	1	per year	\$ 4,460.00	\$ 4,460.00	
		Scanning		Included	1	per year		\$ -	
		Network Printing		Included	1	per year		\$ -	
		Fax		Included	1	per year		\$ -	
		Staple		Included	1	per year		\$ -	
		Per Click Charge (includes maintenance and consumables)			18,000	per month	\$ 0.005400	\$ 1,166.40	
		<b>Total for Band 6</b>						<b>\$ 5,626.40</b>	
		<b>Band 7</b>							
		Copier		B8075	1	per year	\$ 5,760.00	\$ 5,760.00	
		Scanning		Included	1	per year		\$ -	
		Network Printing		Included	1	per year		\$ -	
		Fax		Included	1	per year		\$ -	
		Staple		Included	1	per year		\$ -	
		Per Click Charge (includes maintenance and consumables)			25,000	per month	\$ 0.004500	\$ 1,350.00	
		<b>Total for Band 7</b>						<b>\$ 7,110.00</b>	
		<b>Total Purchase Price of Monochrome Bands 1 through 7</b>							<b>\$ 42,111.68</b>

Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Est. Quantity Unit of Measure	Unit Price	Total Purchase Price (includes annual estimated click charges)
2	Purchase	<b>Color</b>						
		<b>Band 1</b>						
		Copier	Xerox	6515/DN	1	per year	\$ 320.00	\$ 320.00
		Scanning		Included	1	per year		\$ -
		Network Printing		Included	1	per year		\$ -
		Fax		Included	1	per year		\$ -
		Per Click Charge (Color) (includes maintenance and consumables)			200	per month	\$ 0.070000	\$ 168.00
		Per Click Charge (Monochrome) (includes maintenance and consumables)			500	per month	\$ 0.007800	\$ 46.80
		<b>Total for Band 1</b>						
								<b>\$ 534.80</b>
		<b>Band 2</b>						
		Copier	Xerox	C7025	2	per year	\$ 2,960.00	\$ 5,920.00
		Scanning		Included	2	per year		\$ -
		Network Printing		Included	2	per year		\$ -
		Fax		Included	2	per year		\$ -
		Staple		Included	2	per year		\$ -
		Per Click Charge (Color) (includes maintenance and consumables)			1,000	per month	\$ 0.040000	\$ 960.00
		Per Click Charge (Monochrome) (includes maintenance and consumables)			1,000	per month	\$ 0.006500	\$ 156.00
		<b>Total for Band 2</b>						
								<b>\$ 7,036.00</b>
		<b>Band 3</b>						
		Copier		C8030	1	per year	\$ 3,460.00	\$ 3,460.00
		Scanning		Included	1	per year		\$ -
		Network Printing		Included	1	per year		\$ -
		Fax		Included	1	per year		\$ -
		Staple		Included	1	per year		\$ -
		Per Click Charge (Color) (includes maintenance and consumables)			2,000	per month	\$ 0.040000	\$ 960.00
		Per Click Charge (Monochrome) (includes maintenance and consumables)			1,000	per month	\$ 0.006500	\$ 78.00
		<b>Total for Band 3</b>						
								<b>\$ 4,498.00</b>
		<b>Band 4</b>						
		Copier	Xerox	C8045	6	per year	\$ 4,460.00	\$ 26,760.00
		Scanning		Included	6	per year		\$ -
		Network Printing		Included	6	per year		\$ -
		Fax		Included	6	per year		\$ -
		Staple		Included	6	per year		\$ -
		Per Click Charge (Color) (includes maintenance and consumables)			4,000	per month	\$ 0.040000	\$ 11,520.00
		Per Click Charge (Monochrome) (includes maintenance and consumables)			1,000	per month	\$ 0.006500	\$ 468.00
		<b>Total for Band 4</b>						
								<b>\$ 38,748.00</b>
		<b>Total Purchase Price of Color Bands 1-4</b>						
								<b>\$ 50,816.80</b>

Item No.	Order Type	Description	Brand Name	Model No.	Est. Quantity	Est. Quantity Unit of Measure	Unit Price Per Month	Total Price Per Month	No. of Months	Total Lease Term Cost
3	24 Month	<b>Monochrome</b>								
		<b>Band 1</b>								
		Copier	Xerox	3315/DN	1	per year	\$ 12.59	\$ 12.59	24	\$ 302.16
		Scanning		Included	1	per year	\$ -	\$ -	24	\$ -
		Network Printing		Included	1	per year	\$ -	\$ -	24	\$ -
		Fax		Included	1	per year	\$ -	\$ -	24	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			500	per month	\$ 0.007500	\$ 3.75	24	\$ 90.00
		<b>Total for Band 1</b>						<b>\$ 16.34</b>		<b>\$ 392.16</b>
		<b>Band 2</b>								
		Copier	Xerox	B7025	2	per year	\$ 119.36	\$ 238.72	24	\$ 5,729.28
		Scanning		Included	2	per year	\$ -	\$ -	24	\$ -
		Network Printing		Included	2	per year	\$ -	\$ -	24	\$ -
		Fax		Included	2	per year	\$ -	\$ -	24	\$ -
		Staple		Included	2	per year	\$ -	\$ -	24	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			2,200	per month	\$ 0.005400	\$ 11.88	24	\$ 570.24
		<b>Total for Band 2</b>						<b>\$ 250.60</b>		<b>\$ 6,299.52</b>
		<b>Band 3</b>								
		Copier	Xerox	B7030	2	per year	\$ 128.69	\$ 257.38	24	\$ 6,177.12
		Scanning		Included	2	per year	\$ -	\$ -	24	\$ -
		Network Printing		Included	2	per year	\$ -	\$ -	24	\$ -
		Fax		Included	2	per year	\$ -	\$ -	24	\$ -
		Staple		Included	2	per year	\$ -	\$ -	24	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			4,500	per month	\$ 0.005400	\$ 24.30	24	\$ 1,166.40
		<b>Total for Band 3</b>						<b>\$ 281.68</b>		<b>\$ 7,343.52</b>

Item No.	Order Type	Description	Brand Name	N. No.	Est. Quantity	Est. Quantity Unit of Measure	Unit Price Per Month	Total Price Per Month	No. of Months	Total Lease Term Cost	
3	24 Month Lease (cont.)	<b>Monochrome</b>									
		<b>Band 4</b>									
		Copier	Xerox	B8045	1	per year	\$ 140.34	\$ 140.34	24	\$ 3,368.16	
		Scanning		Included	1	per year	\$ -	\$ -	24	\$ -	
		Network Printing		Included	1	per year	\$ -	\$ -	24	\$ -	
		Fax		Included	1	per year	\$ -	\$ -	24	\$ -	
		Staple		Included	1	per year	\$ -	\$ -	24	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			7,000	per month	\$ 0.005400	\$ 37.80	24	\$ 907.20	
		<b>Total for Band 4</b>					\$ 178.14	\$ 178.14		\$ 4,275.36	
		<b>Band 5</b>									
		Copier	Xerox	B8055	1	per year	\$ 165.99	\$ 165.99	24	\$ 3,983.76	
		Scanning		Included	1	per year	\$ -	\$ -	24	\$ -	
		Network Printing		Included	1	per year	\$ -	\$ -	24	\$ -	
		Fax		Included	1	per year	\$ -	\$ -	24	\$ -	
		Staple		Included	1	per year	\$ -	\$ -	24	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			12,000	per month	\$ 0.005400	\$ 64.80	24	\$ 1,555.20	
		<b>Total for Band 5</b>					\$ 230.79	\$ 230.79		\$ 5,538.96	
		<b>Band 6</b>									
		Copier	Xerox	B8065	1	per year	\$ 207.95	\$ 207.95	24	\$ 4,990.80	
		Scanning		Included	1	per year	\$ -	\$ -	24	\$ -	
		Network Printing		Included	1	per year	\$ -	\$ -	24	\$ -	
		Fax		Included	1	per year	\$ -	\$ -	24	\$ -	
		Staple		Included	1	per year	\$ -	\$ -	24	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			18,000	per month	\$ 0.005400	\$ 97.20	24	\$ 2,332.80	
		<b>Total for Band 6</b>					\$ 305.15	\$ 305.15		\$ 7,323.60	
		<b>Band 7</b>									
		Copier	Xerox	B8075	1	per year	\$ 268.57	\$ 268.57	24	\$ 6,445.68	
		Scanning		Included	1	per year	\$ -	\$ -	24	\$ -	
		Network Printing		Included	1	per year	\$ -	\$ -	24	\$ -	
		Fax		Included	1	per year	\$ -	\$ -	24	\$ -	
		Staple		Included	1	per year	\$ -	\$ -	24	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			25,000	per month	\$ 0.004500	\$ 112.50	24	\$ 2,700.00	
		<b>Total for Band 7</b>					\$ 381.07	\$ 381.07		\$ 9,145.68	
		<b>Total Monthly Lease Price of Monochrome Bands 1 through 7 for 24 Month Lease</b>						<b>\$ 1,643.77</b>			<b>\$ 40,318.80</b>



Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Est. Quantity Unit of Measure	Unit Price Per Month	Total Price Per Month	No. of Months	Total Lease Term Cost
4	24 Month Lease	Color								
		<b>Band 1</b>								
		Copier	Xerox	6515/DN+E285	1	per year	\$ 14.92	\$ 14.92	24	\$ 358.08
		Scanning		Included	1	per year	\$ -	\$ -	24	\$ -
		Network Printing		Included	1	per year	\$ -	\$ -	24	\$ -
		Fax		Included	1	per year	\$ -	\$ -	24	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			200	per month	\$ 0.070000	\$ 14.00	24	\$ 336.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			500	per month	\$ 0.007800	\$ 3.90	24	\$ 93.60
		<b>Total for Band 1</b>						<b>\$ 32.82</b>		<b>\$ 787.68</b>
		<b>Band 2</b>								
		Copier	Xerox	C7025	1	per year	\$ 138.01	\$ 138.01	24	\$ 3,312.24
		Scanning		Included	1	per year	\$ -	\$ -	24	\$ -
		Network Printing		Included	1	per year	\$ -	\$ -	24	\$ -
		Fax		Included	1	per year	\$ -	\$ -	24	\$ -
		Staple		Included	1	per year	\$ -	\$ -	24	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.040000	\$ 40.00	24	\$ 960.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.006500	\$ 6.50	24	\$ 156.00
		<b>Total for Band 2</b>						<b>\$ 184.51</b>		<b>\$ 4,428.24</b>
		<b>Band 3</b>								
		Copier	Xerox	C8030	1	per year	\$ 161.33	\$ 161.33	24	\$ 3,871.92
		Scanning		Included	1	per year	\$ -	\$ -	24	\$ -
		Network Printing		Included	1	per year	\$ -	\$ -	24	\$ -
		Fax		Included	1	per year	\$ -	\$ -	24	\$ -
		Staple		Included	1	per year	\$ -	\$ -	24	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			2,000	per month	\$ 0.040000	\$ 80.00	24	\$ 1,920.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.006500	\$ 6.50	24	\$ 156.00
		<b>Total for Band 3</b>						<b>\$ 247.83</b>		<b>\$ 5,947.92</b>
		<b>Band 4</b>								
		Copier	Xerox	C8045	4	per year	\$ 207.95	\$ 831.80	24	\$ 19,963.20
		Scanning		Included	4	per year	\$ -	\$ -	24	\$ -
		Network Printing		Included	4	per year	\$ -	\$ -	24	\$ -
		Fax		Included	4	per year	\$ -	\$ -	24	\$ -
		Staple		Included	4	per year	\$ -	\$ -	24	\$ -

	Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications		4,000	per month	\$ 0.040000	\$ 160.00	24	15,360.00
	Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications		1,000	per month	\$ 0.006500	\$ 6.50	24	\$ 624.00
	<b>Total for Band 4</b>					<b>\$ 998.30</b>		<b>\$ 35,947.20</b>
	<b>Total Monthly Lease Price of Color Bands 1 through 4 for 24 Month Lease</b>					<b>\$ 1,463.46</b>		<b>\$ 47,111.04</b>

Item No.		Description	Brand Name	Model No.	Est. Quantity	Est. Quantity Unit of Measure	Unit Price Per Month	Total Price Per Month	No. of Months	Total Lease Term Cost
5	36 Month Lease	Monochrome								
		<b>Band 1</b>								
		Copier	Xerox	3315/DN	16	per year	\$ 8.84	\$ 141.44	36	\$ 5,091.84
		Scanning			16	per year		\$ -	36	\$ -
		Network Printing			16	per year		\$ -	36	\$ -
		Fax			16	per year		\$ -	36	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			500	per month	\$ 0.007500	\$ 3.75	36	\$ 2,160.00
		<b>Total for Band 1</b>						\$ 145.19		\$ 7,251.84
		<b>Band 2</b>								
		Copier	Xerox	B7025	6	per year	\$ 83.86	\$ 503.16	36	\$ 18,113.76
		Scanning		Included	6	per year		\$ -	36	\$ -
		Network Printing		Included	6	per year		\$ -	36	\$ -
		Fax		Included	6	per year		\$ -	36	\$ -
		Staple		Included	6	per year		\$ -	36	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			2,200	per month	\$ 0.005400	\$ 11.88	36	\$ 2,566.08
		<b>Total for Band 2</b>						\$ 515.04		\$ 20,679.84
		<b>Band 3</b>								
		Copier	Xerox	B7030	14	per year	\$ 90.41	\$ 1,265.74	36	\$ 45,566.64
		Scanning		Included	14	per year		\$ -	36	\$ -
		Network Printing		Included	14	per year		\$ -	36	\$ -
		Fax		Included	14	per year		\$ -	36	\$ -
		Staple		Included	14	per year		\$ -	36	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			4,500	per month	\$ 0.005400	\$ 24.30	36	\$ 12,247.20
		<b>Total for Band 3</b>						\$ 1,290.04		\$ 57,813.84
		<b>Band 4</b>								
		Copier	Xerox	B8045	15	per year	\$ 98.60	\$ 1,479.00	36	\$ 53,244.00
		Scanning		Included	15	per year		\$ -	36	\$ -
		Network Printing		Included	15	per year		\$ -	36	\$ -
		Fax		Included	15	per year		\$ -	36	\$ -
		Staple		Included	15	per year		\$ -	36	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			7,000	per month	\$ 0.005400	\$ 37.80	36	\$ 20,412.00

		Total for Band 4							\$ 1,516.80		73,656.00
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Item No.	Description	Brand Name	Model No.	Est. Quantity	Est. Quantity Unit of Measure	Unit Price Per Month	Total Price Per Month	No. of Months	Total Lease Term Cost
5	36 Month Lease (cont.)	Monochrome							
	<b>Band 5</b>								
	Copier	Xerox	B8055	16	per year	\$ 116.62	\$ 1,865.92	36	\$ 67,173.12
	Scanning		Included	16	per year		\$ -	36	\$ -
	Network Printing		Included	16	per year		\$ -	36	\$ -
	Fax		Included	16	per year		\$ -	36	\$ -
	Staple		Included	16	per year		\$ -	36	\$ -
	Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			12,000	per month	\$ 0.005400	\$ 64.80	36	\$ 37,324.80
	<b>Total for Band 5</b>						<b>\$ 1,930.72</b>		<b>\$ 104,497.92</b>
	<b>Band 6</b>								
	Copier	Xerox	B8065	6	per year	\$ 146.10	\$ 876.60	36	\$ 31,557.60
	Scanning		Included	6	per year		\$ -	36	\$ -
	Network Printing		Included	6	per year		\$ -	36	\$ -
	Fax		Included	6	per year		\$ -	36	\$ -
	Staple		Included	6	per year		\$ -	36	\$ -
	Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			18,000	per month	\$ 0.005400	\$ 97.20	36	\$ 20,995.20
	<b>Total for Band 6</b>						<b>\$ 973.80</b>		<b>\$ 52,552.80</b>
	<b>Band 7</b>								
	Copier	Xerox	B8075	2	per year	\$ 188.69	\$ 377.38	36	\$ 13,585.68
	Scanning		Included	2	per year		\$ -	36	\$ -
	Network Printing		Included	2	per year		\$ -	36	\$ -
	Fax		Included	2	per year		\$ -	36	\$ -
	Staple		Included	2	per year		\$ -	36	\$ -
	Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			25,000	per month	\$ 0.004500	\$ 112.50	36	\$ 8,100.00
	<b>Total for Band 7</b>						<b>\$ 489.88</b>		<b>\$ 21,685.68</b>
	<b>Total Monthly Lease Price of Monochrome Bands 1 through 7 for 36 Month Lease</b>						<b>\$ 6,861.47</b>		<b>\$ 338,137.92</b>

Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Est. Quantity Unit of Measure	Unit Price Per Month	Total Price Per Month	No. of Months	Total Lease Term Cost
6	36 Month Lease	Color								
		<b>Band 1</b>								
		Copier	Xerox	6515/DN+E393	1	per year	\$ 10.48	\$ 10.48	36	\$ 377.28
		Scanning		Included	1	per year		\$ -	36	\$ -
		Network Printing		Included	1	per year		\$ -	36	\$ -
		Fax		Included	1	per year		\$ -	36	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			200	per month	\$ 0.070000	\$ 14.00	36	\$ 504.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			500	per month	\$ 0.007800	\$ 3.90	36	\$ 140.40
		<b>Total for Band 1</b>						<b>\$ 28.38</b>		<b>\$ 1,021.68</b>
		<b>Band 2</b>								
		Copier	Xerox	C7025	3	per year	\$ 96.96	\$ 290.88	36	\$ 10,471.68
		Scanning		Included	3	per year		\$ -	36	\$ -
		Network Printing		Included	3	per year		\$ -	36	\$ -
		Fax		Included	3	per year		\$ -	36	\$ -
		Staple		Included	3	per year		\$ -	36	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.040000	\$ 40.00	36	\$ 4,320.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.006500	\$ 6.50	36	\$ 702.00
		<b>Total for Band 2</b>						<b>\$ 337.38</b>		<b>\$ 15,493.68</b>
		<b>Band 3</b>								
		Copier	Xerox	C8030	14	per year	\$ 113.34	\$ 1,586.76	36	\$ 57,123.36
		Scanning		Included	14	per year		\$ -	36	\$ -
		Network Printing		Included	14	per year		\$ -	36	\$ -
		Fax		Included	14	per year		\$ -	36	\$ -
		Staple		Included	14	per year		\$ -	36	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			2,000	per month	\$ 0.040000	\$ 80.00	36	\$ 40,320.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.006500	\$ 6.50	36	\$ 3,276.00
		<b>Total for Band 3</b>						<b>\$ 1,673.26</b>		<b>\$ 100,719.36</b>
		<b>Band 4</b>								
		Copier	Xerox	C8045	16	per year	\$ 146.10	\$ 2,337.60	36	\$ 84,153.60
		Scanning		Included	16	per year		\$ -	36	\$ -
		Network Printing		Included	16	per year		\$ -	36	\$ -
		Fax		Included	16	per year		\$ -	36	\$ -
		Staple		Included	16	per year		\$ -	36	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			4,000	per month	\$ 0.040000	\$ 160.00	36	\$ 92,160.00

	Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications		1,000	per month	\$ 0.006500	\$ 6.50	36	3,744.00	
	<b>Total for Band 4</b>					\$ 2,504.10		\$ 180,057.60	
	<b>Total Monthly Lease Price of Color Bands 1 through 4 for 36 Month Lease</b>						\$ 4,543.12		\$ 297,292.32





Copier	Xerox	B8055	20	per year	\$ 93.15	\$ 1,863.00	4	89,424.00
Scanning		Included	20	per year		\$ -	48	-
Network Printing		Included	20	per year		\$ -	48	\$ -
Fax		Included	20	per year		\$ -	48	\$ -
Staple		Included	20	per year		\$ -	48	\$ -
Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			12,000	per month	\$ 0.005400	\$ 64.80	48	\$ 62,208.00
<b>Total for Band 5</b>						<b>\$ 1,927.80</b>		<b>\$ 151,632.00</b>
<b>Band 6</b>								
Copier	Xerox	B8065	18	per year	\$ 116.70	\$ 2,100.60	48	\$ 100,828.80
Scanning		Included	18	per year		\$ -	48	\$ -
Network Printing		Included	18	per year		\$ -	48	\$ -
Fax		Included	18	per year		\$ -	48	\$ -
Staple		Included	18	per year		\$ -	48	\$ -
Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			18,000	per month	\$ 0.005400	\$ 97.20	48	\$ 83,980.80
<b>Total for Band 6</b>						<b>\$ 2,197.80</b>		<b>\$ 184,809.60</b>
<b>Band 7</b>								
Copier	Xerox	B8075	13	per year	\$ 150.72	\$ 1,959.36	48	\$ 94,049.28
Scanning		Included	13	per year		\$ -	48	\$ -
Network Printing		Included	13	per year		\$ -	48	\$ -
Fax		Included	13	per year		\$ -	48	\$ -
Staple		Included	13	per year		\$ -	48	\$ -
Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			25,000	per month	\$ 0.004500	\$ 112.50	48	\$ 70,200.00
<b>Total for Band 7</b>						<b>\$ 2,071.86</b>		<b>\$ 164,249.28</b>
<b>Total Monthly Lease Price of Monochrome Bands 1 through 7 for 48 Month Lease</b>						<b>\$ 12,497.21</b>		<b>\$ 902,562.72</b>

Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Est. Quantity Unit of Measure	Unit Price Per Month	Total Price Per Month	No. of Months	Total Lease Term Cost
8	48 Month Lease	Color								
		<b>Band 1</b>								
		Copier	Xerox	6515/DN+E436	1	per year	\$ 8.37	\$ 8.37	48	\$ 401.76
		Scanning		Included	1	per year	\$ -	\$ -	48	\$ -
		Network Printing		Included	1	per year	\$ -	\$ -	48	\$ -
		Fax		Included	1	per year	\$ -	\$ -	48	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			200	per month	\$ 0.070000	\$ 14.00	48	\$ 672.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			500	per month	\$ 0.007800	\$ 3.90	48	\$ 187.20
		<b>Total for Band 1</b>					\$ 26.27	\$ 26.27		\$ 1,260.96
		<b>Band 2</b>								
		Copier	Xerox	C7025	7	per year	\$ 77.45	\$ 542.15	48	\$ 26,023.20
		Scanning		Included	7	per year	\$ -	\$ -	48	\$ -
		Network Printing		Included	7	per year	\$ -	\$ -	48	\$ -
		Fax		Included	7	per year	\$ -	\$ -	48	\$ -
		Staple		Included	7	per year	\$ -	\$ -	48	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.040000	\$ 40.00	48	\$ 13,440.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.006500	\$ 6.50	48	\$ 2,184.00
		<b>Total for Band 2</b>					\$ 588.65	\$ 588.65		\$ 41,647.20
		<b>Band 3</b>								
		Copier	Xerox	C8030	12	per year	\$ 90.54	\$ 1,086.48	48	\$ 52,151.04
		Scanning		Included	12	per year	\$ -	\$ -	48	\$ -
		Network Printing		Included	12	per year	\$ -	\$ -	48	\$ -
		Fax		Included	12	per year	\$ -	\$ -	48	\$ -
		Staple		Included	12	per year	\$ -	\$ -	48	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			2,000	per month	\$ 0.040000	\$ 80.00	48	\$ 46,080.00
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000	per month	\$ 0.006500	\$ 6.50	48	\$ 3,744.00
		<b>Total for Band 3</b>					\$ 1,172.98	\$ 1,172.98		\$ 101,975.04
		<b>Band 4</b>								
		Copier	Xerox	C8045	25	per year	\$ 116.70	\$ 2,917.50	48	\$ 140,040.00
		Scanning		Included	25	per year	\$ -	\$ -	48	\$ -
		Network Printing		Included	25	per year	\$ -	\$ -	48	\$ -
		Fax		Included	25	per year	\$ -	\$ -	48	\$ -
		Staple		Included	25	per year	\$ -	\$ -	48	\$ -

	Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications		4,000	per month	\$ 0.040000	\$ 160.00	48	\$ 192,000.00	
	Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications		1,000	per month	\$ 0.006500	\$ 6.50	48	\$ 7,800.00	
	<b>Total for Band 4</b>					\$ 3,084.00		\$ 339,840.00	
	<b>Total Monthly Lease Price of Color Bands 1 through 4 for 48 Month Lease</b>						\$ 4,871.90		\$ 484,723.20

Total Price for All Items		
Item 1	Total Purchasing Price of Monochrome Bands 1 through 7	\$ 42,111.68
Item 2	Total Purchas Price of Color Bands 1-4	\$ 50,816.80
Item 3	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 24 Month Lease	\$ 40,318.80
Item 4	Total Monthly Lease Price of Color Bands 1 through 4 for 24 Month Lease	\$ 47,111.04
Item 5	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 36 Month Lease	\$ 338,137.92
Item 6	Total Monthly Lease Price of Color Bands 1 through 4 for 36 Month Lease	\$ 297,292.32
Item 7	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 48 Month Lease	\$ 902,562.72
Item 8	Total Monthly Lease Price of Color Bands 1 through 4 for 48 Month Lease	\$ 484,723.20
<b>Total Overall Bid Price for All Items</b>		<b>\$ 2,203,074.48</b>

**Vendor Information:**

Vendor Name: JustTech LLC

Contact Name: Beth Marcum

Address: 1102 3<sup>rd</sup> Ave.  
Huntington, WV 25701

Phone No.: 304-525-4009-

Fax No.: 304-781-2342

Authorized Signature: Beth Marcum

# State of West Virginia

## VENDOR PREFERENCE CERTIFICATE

Certification and application is hereby made for Preference in accordance with *West Virginia Code*, §5A-3-37. (Does not apply to construction contracts). *West Virginia Code*, §5A-3-37, provides an opportunity for qualifying vendors to request (at the time of bid) preference for their residency status. Such preference is an evaluation method only and will be applied only to the cost bid in accordance with the *West Virginia Code*. This certificate for application is to be used to request such preference. The Purchasing Division will make the determination of the Vendor Preference, if applicable.

1. **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is an individual resident vendor and has resided continuously in West Virginia for four (4) years immediately preceding the date of this certification; **or**,  
 Bidder is a partnership, association or corporation resident vendor and has maintained its headquarters or principal place of business continuously in West Virginia for four (4) years immediately preceding the date of this certification;  
 Bidder is a resident vendor partnership, association, or corporation with at least eighty percent of ownership interest of bidder held by another entity that meets the applicable four year residency requirement; **or**,  
 Bidder is a nonresident vendor which has an affiliate or subsidiary which employs a minimum of one hundred state residents and which has maintained its headquarters or principal place of business within West Virginia continuously for the four (4) years immediately preceding the date of this certification; **or**,
2.  **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is a resident vendor who certifies that, during the life of the contract, on average at least 75% of the employees working on the project being bid are residents of West Virginia who have resided in the state continuously for the two years immediately preceding submission of this bid; **or**,
3.  **Application is made for 2.5% vendor preference for the reason checked:**  
 Bidder is a nonresident vendor that employs a minimum of one hundred state residents, or a nonresident vendor which has an affiliate or subsidiary which maintains its headquarters or principal place of business within West Virginia and employs a minimum of one hundred state residents, and for purposes of producing or distributing the commodities or completing the project which is the subject of the bidder's bid and continuously over the entire term of the project, on average at least seventy-five percent of the bidder's employees or the bidder's affiliate's or subsidiary's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years and the vendor's bid; **or**,
4.  **Application is made for 5% vendor preference for the reason checked:**  
 Bidder meets either the requirement of both subdivisions (1) and (2) or subdivision (1) and (3) as stated above; **or**,
5.  **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
 Bidder is an individual resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard and has resided in West Virginia continuously for the four years immediately preceding the date on which the bid is submitted; **or**,
6.  **Application is made for 3.5% vendor preference who is a veteran for the reason checked:**  
 Bidder is a resident vendor who is a veteran of the United States armed forces, the reserves or the National Guard, if, for purposes of producing or distributing the commodities or completing the project which is the subject of the vendor's bid and continuously over the entire term of the project, on average at least seventy-five percent of the vendor's employees are residents of West Virginia who have resided in the state continuously for the two immediately preceding years.
7.  **Application is made for preference as a non-resident small, women- and minority-owned business, in accordance with *West Virginia Code* §5A-3-59 and *West Virginia Code of State Rules*.**  
 Bidder has been or expects to be approved prior to contract award by the Purchasing Division as a certified small, women- and minority-owned business.

Bidder understands if the Secretary of Revenue determines that a Bidder receiving preference has failed to continue to meet the requirements for such preference, the Secretary may order the Director of Purchasing to: (a) rescind the contract or purchase order; or (b) assess a penalty against such Bidder in an amount not to exceed 5% of the bid amount and that such penalty will be paid to the contracting agency or deducted from any unpaid balance on the contract or purchase order.

By submission of this certificate, Bidder agrees to disclose any reasonably requested information to the Purchasing Division and authorizes the Department of Revenue to disclose to the Director of Purchasing appropriate information verifying that Bidder has paid the required business taxes, provided that such information does not contain the amounts of taxes paid nor any other information deemed by the Tax Commissioner to be confidential.

**Bidder hereby certifies that this certificate is true and accurate in all respects; and that if a contract is issued to Bidder and if anything contained within this certificate changes during the term of the contract, Bidder will notify the Purchasing Division in writing immediately.**

**Bidder:** JustTech, LLC

**Signed:** 

**Date:** 7-20-17

**Title:** President

\*Check any combination of preference consideration(s) indicated above, which you are entitled to receive.

STATE OF WEST VIRGINIA  
Purchasing Division

# PURCHASING AFFIDAVIT

**CONSTRUCTION CONTRACTS:** Under W. Va. Code § 5-22-1(i), the contracting public entity shall not award a construction contract to any bidder that is known to be in default on any monetary obligation owed to the state or a political subdivision of the state, including, but not limited to, obligations related to payroll taxes, property taxes, sales and use taxes, fire service fees, or other fines or fees.

**ALL OTHER CONTRACTS:** Under W. Va. Code §5A-3-10a, no contract or renewal of any contract may be awarded by the state or any of its political subdivisions to any vendor or prospective vendor when the vendor or prospective vendor or a related party to the vendor or prospective vendor is a debtor and: (1) the debt owed is an amount greater than one thousand dollars in the aggregate; or (2) the debtor is in employer default.

**EXCEPTION:** The prohibition listed above does not apply where a vendor has contested any tax administered pursuant to chapter eleven of the W. Va. Code, workers' compensation premium, permit fee or environmental fee or assessment and the matter has not become final or where the vendor has entered into a payment plan or agreement and the vendor is not in default of any of the provisions of such plan or agreement.

**DEFINITIONS:**

**"Debt"** means any assessment, premium, penalty, fine, tax or other amount of money owed to the state or any of its political subdivisions because of a judgment, fine, permit violation, license assessment, defaulted workers' compensation premium, penalty or other assessment presently delinquent or due and required to be paid to the state or any of its political subdivisions, including any interest or additional penalties accrued thereon.

**"Employer default"** means having an outstanding balance or liability to the old fund or to the uninsured employers' fund or being in policy default, as defined in W. Va. Code § 23-2c-2, failure to maintain mandatory workers' compensation coverage, or failure to fully meet its obligations as a workers' compensation self-insured employer. An employer is not in employer default if it has entered into a repayment agreement with the Insurance Commissioner and remains in compliance with the obligations under the repayment agreement.

**"Related party"** means a party, whether an individual, corporation, partnership, association, limited liability company or any other form or business association or other entity whatsoever, related to any vendor by blood, marriage, ownership or contract through which the party has a relationship of ownership or other interest with the vendor so that the party will actually or by effect receive or control a portion of the benefit, profit or other consideration from performance of a vendor contract with the party receiving an amount that meets or exceeds five percent of the total contract amount.

**AFFIRMATION:** By signing this form, the vendor's authorized signer affirms and acknowledges under penalty of law for false swearing (W. Va. Code §61-5-3) that: (1) for construction contracts, the vendor is not in default on any monetary obligation owed to the state or a political subdivision of the state, and (2) for all other contracts, that neither vendor nor any related party owe a debt as defined above and that neither vendor nor any related party are in employer default as defined above, unless the debt or employer default is permitted under the exception above.

**WITNESS THE FOLLOWING SIGNATURE:**

Vendor's Name: JustTech, LLC

Authorized Signature: *Jul Jul* Date: 7-20-17

State of West Virginia

County of Cabell, to-wit:

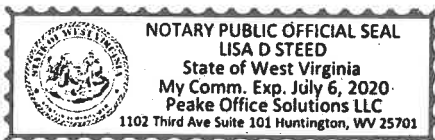
Taken, subscribed, and sworn to before me this 20<sup>th</sup> day of July, 2017.

My Commission expires July 6, 2020.

**AFFIX SEAL HERE**

**NOTARY PUBLIC**

*Lisa D Steed*



*Purchasing Affidavit (Revised 07/07/2017)*

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ SWC1700000015**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input checked="" type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input checked="" type="checkbox"/> Addendum No. 7  |
| <input checked="" type="checkbox"/> Addendum No. 3 | <input checked="" type="checkbox"/> Addendum No. 8  |
| <input checked="" type="checkbox"/> Addendum No. 4 | <input checked="" type="checkbox"/> Addendum No. 9  |
| <input checked="" type="checkbox"/> Addendum No. 5 | <input checked="" type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Just Tech LLC  
Company  
Beth Marc  
Authorized Signature  
7/20/2017  
Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.

The parties have executed this Assignment as of the Effective Date.

**ASSIGNOR:**  
**Peake Office Solutions, LLC**

By: Beth Marcum

Name: **Beth Marcum**

Title: Agent Owner / Member

**ASSIGNEE:**  
**JustTech, LLC**

By: Joshua Justice

Name: **Joshua Justice**

Title: President

**XEROX CORPORATION**

By: \_\_\_\_\_

Name: **Lee Terris**

Title: **Channel Business Manager – North  
East**



Xerox® Phaser® 3320 and  
Xerox® WorkCentre® 3315/3325

Letter-size  
Black-and-white Printer  
and Multifunction Printer



Phaser 3320 Printer  
and WorkCentre 3315/3325  
Multifunction Printer  
Compact, high performance,  
outstanding value.



**Multiple functions, minimal footprint.** The Xerox® WorkCentre® 3315/3325 Multifunction Printer offers outstanding print performance, plus a host of powerful productivity tools designed to make your daily office tasks more efficient than ever.



1

A 50-sheet automatic document feeder handles media sizes from 5.6 x 5.8 in. to 8.5 x 14 in. Upgrade to the WorkCentre 3325 Multifunction Printer's 50-sheet DADF and get the extra ability to scan, copy, fax and email two-sided originals.

2

Powerful color scanning capabilities include scan to email, network scanning (WorkCentre 3325 only), scan to folder and scan to USB memory device.

3

A large, brightly illuminated front panel with easy-access buttons and help screens to streamline operations.

4

Standard copy features include ID Card Copy, N-up, photo mode, and more.

5

Packed with the latest fax capabilities at a speed of 33.6 Kbps and MH/MR/MMR/JBIG/JPEG compression.

6

A front-side USB port allows users to quickly print from or scan to any standard USB memory device.

7

150-sheet output tray.

8

Adjustable 50-sheet bypass input tray accepts custom media sizes from 3 x 5 in. to 8.5 x 14 in.

9

250-sheet input tray accepts custom media sizes from 4.1 x 5.8 in. to 8.5 x 14 in.

10

Choose an additional 520-sheet paper tray and increase total capacity to 820 sheets.

11

A standard 600 MHz processor and 256 MB memory (expandable to 768 MB) easily handle a heavy workload (WorkCentre 3325 only).

# Xerox® Phaser® 3320 Printer and Xerox® WorkCentre® 3315/3325 Multifunction Printer

## Superior desktop productivity with the latest office technology advantages.

The convenient, value-packed Phaser 3320 Printer and WorkCentre 3315/3325 Multifunction Printer deliver reliable, economical performance where you need it, helping you stay focused on what matters most: growing your business.

### Get more pages!

Print longer right out of the box. The Phaser 3320 and WorkCentre 3325 come with a standard toner cartridge that yields up to 5,000 pages.

### Do More for Less

- **More efficient input.** A Duplex Automatic Document Feeder (DADF) comes standard with the WorkCentre 3325, making faster work of two-sided scan, copy and fax jobs.
- **Standard duplexing.** Highly efficient, no-hassle two-sided printing can cut your paper consumption and cost in half. And it's included with the Phaser 3320 and WorkCentre 3315/3325, not an expensive add-on.

### Engineered to Perform, Built to Last

- **Outstanding performance.** A fast print speed of up to 37 ppm and a first-page-out time as fast as 6.5 seconds mean your documents are always ready when you need them.
- **Print more for longer.** An optional second paper tray lets you load an extra 520 sheets at one time for extended interruption-free printing.
- **See the difference.** Your documents show exceptional sharpness with up to 1200 x 1200 image quality.
- **Reliable endurance.** A monthly duty cycle of up to 80,000 prints for the Phaser 3320 and WorkCentre 3325 (up to 50,000 prints for the WorkCentre 3315) means heavy-duty production. A standard one-year depot warranty gives you added peace of mind.
- **Multifunction productivity.** The space saving WorkCentre 3315/3325 Multifunction Printer helps you conserve energy and reduce supplies costs by combining the functions of a copier, printer, color scanner, and fax into one affordable device.

### An Easy Fit

- **Go wireless.** The Phaser 3320 and WorkCentre 3325 come standard with internal Wi-Fi connectivity\*, giving you the freedom to choose the device that's right for you, and put it right where you need it.
- **Stay secure.** Keep your sensitive documents away from unintended recipients with the latest security features, including IPsec, SNMPv3, IP filtering and secure print.
- **Productivity where you need it.** All three devices feature a small footprint, which allows for easy integration within your work space, whether on your desk or in a shared location.
- **Economical efficiency.** Available high-capacity print cartridges reduce your total cost of ownership and demand less frequent replacement.
- **Easy management.** With Xerox® CentreWare® IS, remote device administration is handled with ease right from your computer's browser.

\* DNI configurations only

### WorkCentre 3315/3325 Quick Facts

- Print up to 33/37 ppm
- First-page-out time as fast as 6.5 seconds
- Built-in Wi-Fi connectivity\*
- 50-sheet (Duplex) Automatic Document Feeder (WorkCentre 3325 only)
- Standard 250-sheet paper capacity
- 50-sheet Bypass Tray
- 600 MHz processor (WorkCentre 3315: 360 MHz)
- Up to 1200 x 1200 image quality



Copy / Print / Scan / Fax / Email

8.5 x 11 in. / A4

33 ppm (3315)  
37 ppm (3325)

**WorkCentre 3315**

**WxDxH:**  
16.7 x 16.6 x 16.4 in./  
424 x 422 x 417 mm

**Weight:**  
31.7 lbs./14.4 kg

**WorkCentre 3325**

**WxDxH:**  
18.5 x 18 x 17.6 in./  
469 x 458 x 447 mm

**Weight:**  
36.5 lbs./16.6 kg

### Phaser 3320 Quick Facts

- Print up to 37 ppm
- First-page-out time as fast as 6.5 seconds
- Built-in Wi-Fi connectivity\*
- Standard 250-sheet paper capacity
- 50-sheet Bypass Tray
- 600 MHz processor
- Up to 1200 x 1200 image quality



Print

8.5 x 11 in. / A4

37 ppm

**Phaser 3320**

**WxDxH:**  
14.4 x 14.5 x 10.1 in./  
366 x 368 x 257 mm

**Weight:**  
21.8 lbs./9.9 kg

	Phaser® 3320	WorkCentre® 3315	WorkCentre 3325
<b>Speed</b>	Up to 37 ppm Letter / 35 ppm A4	Up to 33ppm Letter / 31 ppm A4	Up to 37 ppm Letter / 35 ppm A4
<b>Duty Cycle</b>	Up to 80,000 pages / month <sup>1</sup>	Up to 50,000 pages / month <sup>1</sup>	Up to 80,000 pages / month <sup>1</sup>
<b>Paper Handling</b> Paper Input	Standard	<b>Automatic Document Feeder (ADF):</b> 50 sheets: Custom Sizes: 5.6 x 5.8 in. to 8.5 x 14 in. / 142 x 148 mm to 216 x 356 mm	<b>Duplex Automatic Document Feeder (DADF):</b> 50 sheets: Custom Sizes: 5.6 x 5.8 in. to 8.5 x 14 in. / 142 x 148 mm to 216 x 356 mm
	Optional	<b>Bypass Tray:</b> 50 sheets; Custom sizes: 3 x 5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm	
		<b>Tray 1:</b> 250 sheets; Custom sizes: 4.1 x 5.8 in. to 8.5 x 14 in. / 105 x 148 mm to 216 x 356 mm	
		<b>Additional Tray:</b> 520 sheets; Custom sizes: 5.83 x 8.27 in. to 8.5 x 14 in. / 148 x 210 mm to 216 x 356 mm	
Paper Output	150 sheets		
Automatic Two-sided Printing	Standard		
<b>Print</b> First-page-out Time	As fast as 6.5 seconds		
Print Resolution (max)	Up to 600 x 600 dpi (1200 x 1200 image quality)		
Processor	600 MHz	360 MHz	600 MHz
Memory (std / max)	128 MB / 384 MB		256 MB / 768 MB
Local Drive	NA	NA	2 GB
Connectivity	USB 2.0, 10/100/1000Base-T Ethernet, Wi-Fi <sup>2</sup>		USB 2.0, 10/100/1000Base-T Ethernet, Wi-Fi <sup>2</sup>
Page Description Languages	PCL® 5e and 6 emulations, PostScript 3 emulation	PCL® 5e and 6 emulations, PostScript 3 emulation, PDF emulation	PCL® 5e and 6 emulations, Adobe® PostScript® 3™ emulation, PDF emulation, XPS®
Print Features	Watermarks, Collation, Auto 2-sided prints, N-up, Poster, Booklet print, Custom page size, Fit to page, Scaling, Toner Save mode, Earth Smart mode	Watermarks, Collation, Auto 2-sided prints, N-up, Poster, Booklet print, Custom page size, Fit to page, Scaling, Toner Save mode, Earth Smart mode, Print from USB	Watermarks, Collation, Auto 2-sided prints, N-up, Poster, Booklet print, Custom page size, Fit to page, Scaling, Toner Save mode, Earth Smart mode, Print from USB, Job scheduling, Print from local drive, Save, Save and Print
<b>Copy</b> First-page-out Time		As fast as 12 seconds	As fast as 10 seconds
Copy Resolution (max)		Up to 600 x 600 dpi	
Copy Features	NA	Automatic background suppression, Darkness control, ID Card Copy, Margin shift, N-up, Job build, Photo mode, Program Ahead	Automatic background suppression, Darkness control, ID Card Copy, Margin shift, N-up, Job build, Photo mode, Program Ahead, Booklet creation, Book copying with center erase, Job interrupt, Edge erase, Poster copying
<b>Fax</b> <sup>3</sup> Fax Features	NA	33.6 Kbps with MH/MR/MMR/JBIG/JPEG compression, Address book (up to 200 speed dials, 209 group dials), Resolution up to 300 x 300 dpi, Auto redial, Auto reduction, Color Fax Send, Delayed Send, Fax Forward to Email/Fax, Junk fax protection, Memory Receive, PC Fax (Windows only), Secure Fax	
<b>Scan</b> Scan Destinations	NA	Scan to Email, USB, Local PC, Network PC	Scan to Email, USB, Local PC, Network PC, Folder, FTP, SMB, Local Drive
Scan Features		Up to 4800 x 4800 dpi resolution, 24-bit color / 8-bit grayscale, PDF / JPEG / TIFF (single and multi-page), Xerox® Scan to PC Desktop® Personal Edition	
<b>Security</b>	Secure HTTPS (SSL), IPsec, 802.1X, SNMPv3, IP Filtering, Secure Print, Mac Address Filtering	Secure HTTPS (SSL), IPsec, 802.1X, SNMPv3, IP Filtering, Secure Print (with optional 256 MB Memory upgrade), Mac Address Filtering, Secure LDAP	Secure HTTPS (SSL), IPsec, 802.1X, SNMPv3, IP Filtering, Secure Print, Mac Address Filtering, Network Authentication, Secure LDAP, Image Overwrite
<b>Warranty</b>	One-year depot warranty, earn free service coverage with Xerox eConcierge®, Xerox Total Satisfaction Guarantee		

#### Device Management

CentreWare® Internet Services, CentreWare Web, Email alerts, Apple® Bonjour

#### Print Drivers

Windows XP and later, OSX 10.5 and later, various Linux and Unix distributions, Xerox Global Print Driver, Xerox Mobile Express Driver

#### Media Handling

Automatic Document Feeder (3315): 16 lb. – 28 lb. bond / 60 – 105 gsm; Duplex Automatic Document Feeder (3325): 12.5 lb. – 28 lb. bond / 50 – 105 gsm; Bypass Tray: 16 lb. bond – 58 lb. cover / 60 – 220 gsm; Tray 1: 16 lb. – 43 lb. bond / 60 – 163 gsm; Media types: Plain paper, envelopes, labels, transparencies, cardstock, recycled

#### Operating Environment

Temperature: Storage: 32° to 104° F / 0° to 40° C; Operating: 50° to 90° F / 10° to 32° C; Humidity: Operating: 20% to 80%; Sound pressure levels: 3320: Printing: 52 dB(A), Standby: 26 dB(A); 3315: Printing/copying: 52 dB(A), Standby: 26 dB(A); 3325: Printing/copying 53 dB(A), Standby 26 dB(A); Warm-up time (from sleep mode): as fast as 35 seconds

#### Electrical

Power: 110 – 127 VAC, 50/60 Hz, 6.5A or 220 – 240 VAC, 50/60 Hz, 3.3A; Power Consumption: 3320: Standby: 48 W, Printing: 420 W, Sleep: 10 W; 3315: Standby: 50 W, Printing: 600 W, Sleep: 8 W; 3325: Standby: 50 W, Printing: 650 W, Sleep: 8 W

#### Supplies

3320: 11,000 std. pages <sup>4</sup>	106R02307
3320: 5,000 std. pages <sup>4</sup>	106R02305
3325: 11,000 std. pages <sup>4</sup>	106R02313
3325: 5,000 std. pages <sup>4</sup>	106R02311
3315: 5,000 std. pages <sup>4</sup>	106R02311
3315: 2,300 std. pages <sup>4</sup>	106R02309

#### Options

Additional 520-sheet Paper Tray	497N01412
256 MB Memory	
(Phaser 3320 & WorkCentre 3315)	098N02189
512 MB Memory (WorkCentre 3325)	097N01878

<sup>1</sup> Maximum volume capacity expected in any one month.

Not expected to be sustained on a regular basis.

<sup>2</sup> DNI configurations only.

<sup>3</sup> Requires analog phone line.

<sup>4</sup> Average standard pages. Declared Yield in accordance with ISO/IEC 19752. Yield will vary based on image, area coverage and print mode.



(Does not include WorkCentre 3315)

For more information, call 1-877-362-6567 or visit us at [www.xerox.com/office](http://www.xerox.com/office).

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332BR-01UE



# XEROX® VERSALINK® MULTIFUNCTION PRINTER

Reliable. Budget friendly. Business ready.

**B7025/B7030/B7035**



ConnectKey®  
Technology



# Xerox® VersaLink® B7025/B7030/B7035 Multifunction Printer

When it comes to seamless integration into your work environment and helping you get important tasks done faster, there's no smarter option than the affordable, reliable and supremely business-ready VersaLink B7025/B7030/B7035 Multifunction Printer—featuring Xerox® ConnectKey® Technology.

## **HIGHER PERFORMANCE. OPTIMIZED EFFICIENCY.**

Right out of the box, you'll count on your Xerox® VersaLink B7000 Series Multifunction Printer to consistently and flawlessly perform the tasks that make your business work more efficiently. From IT-free installation wizards, to step-by-step configuration options, you're ready to go—hassle free.

And with an entirely re-engineered paper path and new LED print head technology, we've taken day-in, day-out reliability to an impressive level of excellence.

VersaLink devices are loaded with features and time-saving Xerox® technologies designed to speed up information sharing and reduce inefficient workflows. Ensure information accuracy with Scan and Fax preview, and do more with scanned documents with built-in optical character recognition (OCR).

When it comes to safeguarding critical documents and data, VersaLink devices deliver benchmark security that protects all points of vulnerability, including protection from unauthorized device access, secure network communication, 256-bit hard disk encryption with secure overwrite and the ability to add security to individual documents.

## **EASY TO USE. EASY TO CUSTOMIZE.**

With the VersaLink B7000 Series Multifunction Printer's oversize, customizable 7-inch color touchscreen, you can tap, swipe and pinch your way through tasks and functions with mobile-like ease.

Preloaded Xerox® ConnectKey® Apps help optimize office efficiency, and on-screen access to the extensive Xerox App Gallery provides expanded functionality—like the Xerox® Easy Translator Service app, which quickly translates scanned documents into numerous languages.

Speed through tasks by saving common settings as presets for simple, single-touch job setup. With Simple ID, individual users and groups enter a user ID and password once, and then enjoy fast, secure, easy access to task-specific presets and commonly used apps on a personalized home screen.

## **READY FOR THE WAY YOU WORK.**

The VersaLink B7000 Series Multifunction Printer gives you the freedom to work where and how you want—with out-of-the-box direct connectivity to Google Drive™, Microsoft® OneDrive® and DropBox™, and access to additional options through the Xerox App Gallery.

The ability to connect and print from multiple devices is key for today's worker, and VersaLink devices meet the challenge with optional Wi-Fi® and Wi-Fi Direct®, plus Apple® AirPrint®, Google Cloud Print™, Xerox® Print Service Plug-in for Android™, Near Field Communication (NFC) Tap-to-Pair and Mopria®.

Learn more about why Xerox is the only choice for today's mobile professionals by visiting [www.xerox.com/mobile](http://www.xerox.com/mobile).

## **XEROX® CONNECTKEY® TECHNOLOGY—THE NEXUS OF YOUR COMPLETE PRODUCTIVITY ECOSYSTEM**

From Xerox—the company that created the modern workplace—we present the next revolution in workplace productivity. With a consistent user experience across a wide range of devices, mobile and cloud connectivity and a growing library of apps to expand functionality, you'll work faster, better and smarter.

### **Intuitive User Experience**

An entirely new—and yet entirely familiar way to interact that includes a tablet-like experience, with gesture-based touchscreen controls and easy customization.

### **Mobile and Cloud Ready**

Instant connectivity to cloud and mobile devices right from the user interface, with access to pre-loaded, cloud-hosted services that let you work where, when and how you want.

### **Benchmark Security**

Full multi-level protection for both documents and data, ready to guard against and eliminate emerging threats and meet or exceed regulatory compliance.

### **Enables Next Generation Services**

Work more efficiently and manage resources more effectively. Easy integration of Xerox® Managed Print Services enables remote monitoring of service delivery and consumables.

### **Gateway to New Possibilities**

Instantly extend your capabilities with access to the Xerox App Gallery, featuring real-world apps designed to optimize digital workflows. Commission our network of partners to design innovative, business-specific solutions.

Find out more about how you'll work smarter at [www.connectkey.com](http://www.connectkey.com).

## FINISHING APPLICATIONS



- 1 A 110-sheet Duplex Automatic Document Feeder (DADF)** scans two-sided black-and-white or color originals for copy, scan and fax jobs.
- 2 Optional work surface** (included with Convenience Stapler) gives you plenty of room to sort documents.
- 3 Card Reader Bay** with embedded USB port.<sup>1</sup>
- 4 An easily accessible USB port<sup>1</sup>** allows users to quickly print from or scan to any standard USB memory device.
- 5 The 100-sheet Bypass Tray** handles media sizes from 3.5 x 3.87 in. to 11.69 x 17 in./88.9 x 98.4 mm to 297 x 431.8 mm.
- 6 The standard 520-sheet Tray 1** handles media sizes from 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm.

<sup>1</sup> USB ports can be disabled.



### MULTIPLE PAPER TRAY OPTIONS TO FIT EVERY NEED:

- 7 Add the Single Tray Module** to the Desktop model to increase the total paper capacity to 1,140 sheets (includes Bypass Tray). Or choose the optional Three Tray Module (not shown) to increase the total paper capacity to 2,180 sheets (includes Bypass Tray).
- 8 Choose the optional Single Tray with Stand Module** to increase the total paper capacity to 1,140 sheets (includes Bypass Tray) and provides storage for toner cartridges and other supplies.
- 9 Choose the optional High-Capacity Tandem Tray Module** allows for a total paper capacity of up to 3,140 sheets (includes Bypass Tray).
- 10 The optional High-Capacity Feeder** holds 2,000 sheets of letter/A4 paper, increasing the maximum paper capacity to 5,140 sheets.

### ADD INCREASED VERSATILITY WITH FINISHING OPTIONS:

- 11 The Dual Catch Trays** (optional with Desktop model) stack up to 250 sheets each, lower tray offsets.
- 12 The optional Office Finisher LX** gives you advanced finishing functions at a great value and offers optional booklet making.
- 13 The optional Integrated Office Finisher** provides 500-sheet stacking and 50-sheet, single-position stapling.



### INTRODUCING TOUCHSCREEN SUPERIORITY

Meet our all-new, 7-inch color touchscreen—the user interface that sets a higher standard for customization, personalization and versatility.

By presenting a familiar “mobile” experience—with support for gestural input and task-focused apps that share a common look and feel—fewer steps are needed to complete even the most complex jobs.

A highly intuitive layout guides you through every task from start to finish, with a natural hierarchy placing critical functions near the top of the screen and commonly used options front and center. Don't like where a function or app is located? Customize the layout to make it yours.

This unmatched balance of hardware technology and software capability helps everyone who interacts with the VersaLink® B7000 Series Multifunction Printer get more work done, faster.

The VersaLink B7025/B7030/B7035 Multifunction Printer is built on Xerox® ConnectKey® Technology. For more information, visit [www.connectkey.com](http://www.connectkey.com).

DEVICE SPECIFICATIONS		VersaLink B7025	VersaLink B7030	VersaLink B7035
Speed		Up to 25 ppm	Up to 30 ppm	Up to 35 ppm
Monthly Duty Cycle <sup>1</sup>		Up to 107,000 pages	Up to 129,000 pages	Up to 153,000 pages
Hard Drive/Processor/Memory		320 GB HDD <sup>2</sup> /1.05 GHz Dual-core/2 GB memory		
Connectivity		Ethernet 10/100/1000 Base-T, High-speed USB 3.0, Wi-Fi® and Wi-Fi Direct® with optional Wi-Fi Kit		
Controller Features		Unified Address Book, Configuration Cloning, Scan Preview, Xerox Extensible Interface Platform®, Xerox App Gallery, Xerox® Standard Accounting, Role Based Permissions, Convenience Authentication Enabled, Online Support		
<b>Copy and Print</b>	Resolution	<b>Copy:</b> Up to 600 x 600 dpi; <b>Print:</b> Up to 1200 x 1200 dpi		
First-copy-out Time (as fast as)		As fast as 6.8 seconds	As fast as 5.4 seconds	As fast as 5.4 seconds
First-print-out Time		As fast as 10.4 seconds	As fast as 9.1 seconds	As fast as 9.1 seconds
Page Description Languages		PCL® 5e/PCL 6/PDF/XPS/TIFF/JPEG/HP-GL/optional Adobe® PostScript® 3™		
<b>Paper Input</b>	Standard	<b>Duplex Automatic Document Feeder (DADF):</b> 110 sheets; Standard sizes: 5.5 x 8.5 in. to 11 x 17 in./A5 to A3; Custom sizes (duplex): 4.92 x 4.33 in. to 11.69 x 17 in./125 x 110 mm to 297 x 431.8 mm; Custom sizes (simplex): 4.92 x 3.35 in. to 11.69 x 17 in./125 x 85 mm to 297 x 431.8 mm		
		<b>Bypass Tray:</b> 100 sheets; Custom sizes: 3.5 x 3.87 in. to 11.69 x 17 in./88.9 x 98.4 mm to 297 x 431.8 mm		
		<b>Tray 1:</b> 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm		
	Choose One	<b>Single Tray Module:</b> 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm <b>Single Tray with Stand:</b> 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm <b>Three Tray Module</b> (1,560 sheets): 520 sheets each; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm <b>High-Capacity Tandem Tray</b> (2,520 sheets): Tray 2: 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm; Tray 3: 870 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5; Tray 4: 1,130 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5		
Optional		<b>Envelope Tray:</b> Up to 60 envelopes; #10 commercial, Monarch, DL, C5; Custom sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in./98 x 148 mm to 162 x 241 mm <b>High-Capacity Feeder (HCF):</b> 2,000 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5		
<b>Paper Output/Finishing</b>	Standard	<b>Dual Catch Tray<sup>2</sup>:</b> 250 sheets each; Lower tray offsets		
	Optional	<b>Integrated Office Finisher:</b> 500-sheet stacker, 50 sheets stapled, single-position stapling <b>Office Finisher LX:</b> 2,000-sheet stacker, 50 sheets stapled, 3-position stapling, optional hole-punch, optional booklet maker (score, saddle stitch) <b>Convenience Stapler with Work Surface:</b> Staples 50 sheets		

## INTUITIVE USER EXPERIENCE

Customize and Personalize	Walkup customization, Personalize Home Screen by User, Multiple Home Screens with Simple ID, Customize by Site, Function or Workflow with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver® and Mobile Express Driver®
Xerox® Embedded Web Server	PC or mobile—Status Information, Responsive Design, Settings, Device Management, Cloning
Preview	Preview of Scan/Fax with Zoom, Rotate, Add Page
Print Features	Print from USB, Secure Print, Sample Set, Personal Print, Saved Job, Xerox® Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Real-time Status, Scaling, Job Monitoring, Application Defaults, Two-sided Printing (as default), Skip Blank Pages, Draft Mode
Scan	Optical Character Recognition (OCR), Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPEG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-Page PDF/XPS/TIFF/Password Protected PDF
Fax	Optional Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), optional Fax Over IP

## MOBILE AND CLOUD READY

Mobile Printing	Apple® AirPrint® <sup>5</sup> , Google Cloud Print™ Ready, Xerox® Print Service and Mopria® Print Service Plug-ins for Android™
Mobility Options	@PrintByXerox <sup>3</sup> , Xerox® Mobile Print and Mobile Print Cloud <sup>4</sup> , Connect via NFC/Wi-Fi Direct Printing <sup>4</sup> , Xerox® Mobile Link App <sup>3</sup> . Visit <a href="http://www.xerox.com/officemobileapps">www.xerox.com/officemobileapps</a> for available apps.
Cloud Connectors <sup>3</sup>	Print from/Scan to Google Drive™, Microsoft® OneDrive®, Dropbox™, Microsoft Office 365®, Box®, Xerox® DocuShare® and more

## BENCHMARK SECURITY

Network Security	IPsec, HTTPS, encrypted email, Network Authentication, SNMPv3, SSL/TLS, Security Certificates, Automatic Self-Signed Certificate
Device Access	Firmware Verification, User access and internal firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enabled (CAC/PIV/NET), Xerox® Integrated Card Reader Bay
Data Protection	Setup/Security Wizards, Job Level Encryption via HTTPS/IPPS submission, Encrypted hard disk (AES 256-bit, FIPS 140-2) and image overwrite, Common Criteria Certification (ISO 15408) (undergoing evaluation)
Document Security	Secure Print, Secure Fax, Secure Scan, Secure Email, Password Protected PDF

## ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite <sup>4</sup> , Configuration Cloning, Xerox® Standard Accounting, Equitrac <sup>4</sup> , Y Soft <sup>4</sup> and more
Managing Print	Xerox® Device Manager, Xerox® Support Assistance, Auto Meter Read, Managed Print Services tools
Sustainability	Cisco EnergyWise®, Earth Smart Printing, Print User ID on margins

## GATEWAY TO NEW POSSIBILITIES

Cloud Services	Xerox® Easy Translator <sup>4</sup> , Xerox® Healthcare MFP (U.S. only) <sup>4</sup> , many additional services available
Xerox App Gallery	Many apps and cloud services available. Visit <a href="http://www.xerox.com/appgallery">www.xerox.com/appgallery</a> for a growing selection of Xerox® apps available for adding functions to the Printer/MFP.

<sup>1</sup> Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis; <sup>2</sup> HDD and Dual Catch Tray are optional on Desktop model; <sup>3</sup> Free optional download from Xerox App Gallery to the Printer—[www.xerox.com/xeroxappgallery](http://www.xerox.com/xeroxappgallery); <sup>4</sup> Purchased option; <sup>5</sup> Visit [www.apple.com](http://www.apple.com) for AirPrint Certification list.

For more detailed specifications, go to [www.xerox.com/VersaLinkB7000Specs](http://www.xerox.com/VersaLinkB7000Specs).



# XEROX® VERSALINK® MULTIFUNCTION PRINTER

Reliable. Budget friendly. Business ready.

**B7025/B7030/B7035**



ConnectKey®  
Technology



# Xerox® VersaLink® B7025/B7030/B7035 Multifunction Printer

When it comes to seamless integration into your work environment and helping you get important tasks done faster, there's no smarter option than the affordable, reliable and supremely business-ready VersaLink B7025/B7030/B7035 Multifunction Printer—featuring Xerox® ConnectKey® Technology.

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<sup>1</sup> USB ports can be disabled.

### MULTIPLE PAPER TRAY OPTIONS TO FIT EVERY NEED:

- 7 Add the Single Tray Module** to the Desktop model to increase the total paper capacity to 1,140 sheets (includes Bypass Tray). Or choose the optional Three Tray Module (not shown) to increase the total paper capacity to 2,180 sheets (includes Bypass Tray).
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- 9 Choose the optional High-Capacity Tandem Tray Module** allows for a total paper capacity of up to 3,140 sheets (includes Bypass Tray).
- 10 The optional High-Capacity Feeder** holds 2,000 sheets of letter/A4 paper, increasing the maximum paper capacity to 5,140 sheets.

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Speed	Up to 25 ppm	Up to 30 ppm	Up to 35 ppm
Monthly Duty Cycle <sup>1</sup>	Up to 107,000 pages	Up to 129,000 pages	Up to 153,000 pages
Hard Drive/Processor/Memory	320 GB HDD <sup>2</sup> /1.05 GHz Dual-core/2 GB memory		
Connectivity	Ethernet 10/100/1000 Base-T, High-speed USB 3.0, Wi-Fi® and Wi-Fi Direct® with optional Wi-Fi Kit		
Controller Features	Unified Address Book, Configuration Cloning, Scan Preview, Xerox Extensible Interface Platform®, Xerox App Gallery, Xerox® Standard Accounting, Role Based Permissions, Convenience Authentication Enabled, Online Support		
<b>Copy and Print</b> Resolution	<b>Copy:</b> Up to 600 x 600 dpi; <b>Print:</b> Up to 1200 x 1200 dpi		
First-copy-out Time (as fast as)	As fast as 6.8 seconds	As fast as 5.4 seconds	As fast as 5.4 seconds
First-print-out Time	As fast as 10.4 seconds	As fast as 9.1 seconds	As fast as 9.1 seconds
Page Description Languages	PCL® 5e/PCL 6/PDF/XPS/TIFF/JPEG/HP-GL/optional Adobe® PostScript® 3™		
<b>Paper Input</b> Standard	<b>Duplex Automatic Document Feeder (DADF):</b> 110 sheets; Standard sizes: 5.5 x 8.5 in. to 11 x 17 in./A5 to A3; Custom sizes (duplex): 4.92 x 4.33 in. to 11.69 x 17 in./125 x 110 mm to 297 x 431.8 mm; Custom sizes (simplex): 4.92 x 3.35 in. to 11.69 x 17 in./125 x 85 mm to 297 x 431.8 mm		
	<b>Bypass Tray:</b> 100 sheets; Custom sizes: 3.5 x 3.87 in. to 11.69 x 17 in./88.9 x 98.4 mm to 297 x 431.8 mm		
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Choose One	<b>Single Tray Module:</b> 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm		
	<b>Single Tray with Stand:</b> 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm		
	<b>Three Tray Module (1,560 sheets):</b> 520 sheets each; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm		
	<b>High-Capacity Tandem Tray (2,520 sheets):</b> Tray 2: 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm; Tray 3: 870 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5; Tray 4: 1,130 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5		
Optional	<b>Envelope Tray:</b> Up to 60 envelopes: #10 commercial, Monarch, DL, C5; Custom sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in./98 x 148 mm to 162 x 241 mm		
	<b>High-Capacity Feeder (HCF):</b> 2,000 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5		
<b>Paper Output/Finishing</b> Standard	<b>Dual Catch Tray<sup>2</sup>:</b> 250 sheets each; Lower tray offsets		
Optional	<b>Integrated Office Finisher:</b> 500-sheet stacker, 50 sheets stapled, single-position stapling		
	<b>Office Finisher LX:</b> 2,000-sheet stacker, 50 sheets stapled, 3-position stapling, optional hole-punch, optional booklet maker (score, saddle stitch)		
	<b>Convenience Stapler with Work Surface:</b> Staples 50 sheets		

## INTUITIVE USER EXPERIENCE

Customize and Personalize	Walkup customization, Personalize Home Screen by User, Multiple Home Screens with Simple ID, Customize by Site, Function or Workflow with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver® and Mobile Express Driver®
Xerox® Embedded Web Server	PC or mobile—Status Information, Responsive Design, Settings, Device Management, Cloning
Preview	Preview of Scan/Fax with Zoom, Rotate, Add Page
Print Features	Print from USB, Secure Print, Sample Set, Personal Print, Saved Job, Xerox® Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Real-time Status, Scaling, Job Monitoring, Application Defaults, Two-sided Printing (as default), Skip Blank Pages, Draft Mode
Scan	Optical Character Recognition (OCR), Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPEG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-Page PDF/XPS/TIFF/Password Protected PDF
Fax	Optional Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), optional Fax Over IP

## MOBILE AND CLOUD READY

Mobile Printing	Apple® AirPrint®, Google Cloud Print™ Ready, Xerox® Print Service and Mopria® Print Service Plug-ins for Android™
Mobility Options	@PrintByXerox®, Xerox® Mobile Print and Mobile Print Cloud®, Connect via NFC/Wi-Fi Direct Printing®, Xerox® Mobile Link App®. Visit <a href="http://www.xerox.com/office/mobileapps">www.xerox.com/office/mobileapps</a> for available apps.
Cloud Connectors <sup>3</sup>	Print from/Scan to Google Drive™, Microsoft® OneDrive®, Dropbox™, Microsoft Office 365®, Box®, Xerox® DocuShare® and more

## BENCHMARK SECURITY

Network Security	IPsec, HTTPS, encrypted email, Network Authentication, SNMPv3, SSL/TLS, Security Certificates, Automatic Self-Signed Certificate
Device Access	Firmware Verification, User access and internal firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enabled (CAC/PIV.NET), Xerox® Integrated Card Reader Bay
Data Protection	Setup/Security Wizards, Job Level Encryption via HTTPS/IPPS submission, Encrypted hard disk (AES 256-bit, FIPS 140-2) and image overwrite, Common Criteria Certification (ISO 15408) (undergoing evaluation)
Document Security	Secure Print, Secure Fax, Secure Scan, Secure Email, Password Protected PDF

## ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite®, Configuration Cloning, Xerox® Standard Accounting, Equitrac®, Y Soft® and more
Managing Print	Xerox® Device Manager, Xerox® Support Assistance, Auto Meter Read, Managed Print Services tools
Sustainability	Cisco EnergyWise®, Earth Smart Printing, Print User ID on margins

## GATEWAY TO NEW POSSIBILITIES

Cloud Services	Xerox® Easy Translator®, Xerox® Healthcare MFP (U.S. only)®, many additional services available
Xerox App Gallery	Many apps and cloud services available. Visit <a href="http://www.xerox.com/appgallery">www.xerox.com/appgallery</a> for a growing selection of Xerox® apps available for adding functions to the Printer/MFP.

<sup>1</sup> Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis; <sup>2</sup> HDD and Dual Catch Tray are optional on Desktop model; <sup>3</sup> Free optional download from Xerox App Gallery to the Printer—[www.xerox.com/xeroxappgallery](http://www.xerox.com/xeroxappgallery); <sup>4</sup> Purchased option; <sup>5</sup> Visit [www.apple.com](http://www.apple.com) for AirPrint Certification list.

For more detailed specifications, go to [www.xerox.com/VersaLinkB7000Specs](http://www.xerox.com/VersaLinkB7000Specs).

# XEROX<sup>®</sup> ALTALINK<sup>®</sup> MULTIFUNCTION PRINTER

The fleet-ready, black-and-white workflow accelerator.

**B8045/B8055/B8065/B8075/B8090**



ConnectKey<sup>®</sup>  
Technology



# Xerox® AltaLink® B8045/B8055/B8065/B8075/B8090 Multifunction Printer

Introducing our latest black-and-white smart multifunction printer intelligent enough to change the way you work. Offering a next generation, mobile-ready user experience, the AltaLink B8000 Series is built for ease of use, security and the future-proof flexibility of app-based workflows. Transform your fleet—and then your business.

## SMART AND PRODUCTIVE

You've never seen a multifunction printer like this before. From its tablet-like user interface to its right-out-of-the-box mobile-friendly connectivity options, the Xerox® AltaLink B8000 Series is the multifunction device today's workers have been waiting for.

Optimized for business processes, and easy to manage as a standalone device or as part of an entire fleet, it's designed to enable multitasking and collaboration. Create personalized workflows, automate complex tasks, print and scan directly to and from the cloud with services such as Box®, Microsoft® OneDrive®, Google Drive™, Dropbox™, Microsoft Office 365™ and email. Connect any time, from anywhere on any device.

With the touch of a button, you can go to our Xerox App Gallery and download these simple, yet powerful, serverless apps to your AltaLink multifunction printer to increase user productivity and shorten everyday tasks.

Built-in mobile connectivity, including Near Field Communication (NFC) Tap-to-Pair, optional Wi-Fi Direct®, @PrintByXerox, Apple® AirPrint®, Google Cloud Print™, Xerox® Print Service Plug-in for Android™ and Mopria®, provides the time-saving convenience your workforce wants and needs.

## POWERFUL AND SCALABLE

Your workgroups operate more efficiently and effectively with AltaLink. Manage, monitor and upgrade your entire fleet, or provide interactive training and support right from your desktop with our remote user interface.

Fewer maintenance hassles, less IT support, high-capacity paper trays and the ability to print on varying paper sizes add up to increased uptime and greater productivity. Scanning, printing and faxing can be done simultaneously, allowing for multitasking during peak periods—and your choice of finishing options means you can configure your AltaLink device for any work environment and any document type, including booklets, brochures and pamphlets.

## BUILT-IN SECURITY

The AltaLink B8000 Series Multifunction Printer provides the maximum level of security through our partnership with McAfee, proactively addressing risks at the fleet and individual device level.

User credentials can be tailored, allowing IT departments or fleet managers complete control over which users have access to critical data and software. And with Secure Print, jobs can be issued a unique PIN to ensure confidential documents are held for release until they're ready to be retrieved at the machine.

## XEROX® CONNECTKEY® TECHNOLOGY—THE NEXUS OF YOUR COMPLETE PRODUCTIVITY ECOSYSTEM

From Xerox—the company that created the modern workplace—we present the next revolution in workplace productivity. With a consistent user experience across a wide range of devices, mobile and cloud connectivity and a growing library of apps to expand functionality, you'll work faster, better and smarter.

### Intuitive User Experience

An entirely new—and yet entirely familiar way to interact that includes a tablet-like experience with gesture-based touchscreen controls and easy customization.

### Mobile and Cloud Ready

Instant connectivity to cloud and mobile devices right from the user interface, with access to pre-loaded, cloud-hosted services that let you work where, when and how you want.

### Benchmark Security

Full multi-level protection for both documents and data, ready to guard against and eliminate emerging threats and meet or exceed regulatory compliance.

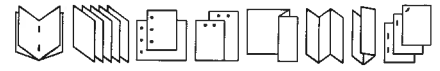
### Enables Next Generation Services

Work more efficiently and manage resources more effectively. Easy integration of Xerox® Managed Print Services enables remote monitoring of service delivery and consumables, plus remote configuration for even more time savings.

### Gateway to New Possibilities

Instantly extend your capabilities with access to the Xerox App Gallery, featuring real-world apps designed to optimize digital workflows. Commission our network of partners to design innovative, business-specific solutions.

Find out more about how you'll work smarter at [www.connectkey.com](http://www.connectkey.com).



**CHOOSE THE CONFIGURATION THAT MEETS YOUR NEEDS**

- 1 Single-Pass Duplex Automatic Document Feeder** scans documents at up to 200 images per minute.
- 2 Convenience Stapler** (optional) staples up to 50 sheets of 20 lb/75 gsm media.
- 3 Bypass Tray** handles up to 100 sheets of 80 lb Cover/216 gsm.
- 4 Two 500-sheet universal trays** are adjustable up to 11 x 17 in./A3.
- 5 Envelope Kit** (optional—replaces Tray 2) provides trouble-free feeding of up to 50 envelopes.
- 6 High-Capacity Tandem Tray** holds a total of 3,600 sheets of letter/A4-size paper.
- 7 High-Capacity Feeder** (optional) holds 3,300 sheets of paper. This brings the maximum capacity up to 8,000 sheets.
- 8 Offset Catch Tray (OCT)** (optional; included with all finishers) holds 400 sheets.
- 9 Office Finisher** (optional with AltaLink® B8045/ B8055/B8065/B8075) provides 50-sheet multiposition stapling with an optional hole punch.
- 10 Office Finisher with Booklet Maker** (optional with AltaLink B8045/B8055/B8065/B8075) provides all the finishing of the Office Finisher the capability to create 60-page saddle-stitched booklets (2 to 15 sheets).

- 11 High Volume Finisher (HVF)** (optional with AltaLink B8065/B8075; required for AltaLink B8090) features 100-sheet multiposition stapling and an optional hole punch.
- 12 Post Process Inserter** (optional with HVF and with HVF with Booklet Maker) inserts up to 250 sheets of cover stock or other media (16 lb to 57 lb Bond/80 lb Cover/60 to 216 gsm).
- 13 High Volume Finisher with Booklet Maker** (optional with AltaLink B8065/B8075/B8090) provides all the finishing of the High Volume Finisher with additional saddle-stitch booklet making capabilities (2 to 15 sheets / 60 pages).
- 14 Z-Fold/C-Fold Unit** (optional with HVF with Booklet Maker) adds letter-size Z-folding and C-folding (50 sheets or unlimited capacity with tray stop in the down position).
- 15 Keyboard** (optional)
- 16 Xerox® Integrated RFID Card Reader E1.0** (optional) adds card based authentication with support for over 90 access cards.
- 17 Near Field Communication (NFC) Tap-to-Pair** allows users to tap their mobile device to an AltaLink B8000 and the MFP will be added to their device list and instantly allow printing.



**INTRODUCING MOBILE DEVICE-LIKE TOUCHSCREEN SUPERIORITY**

Meet our all-new, 10.1-inch color touchscreen—the user interface that sets a higher standard for customization, ease of use and versatility.

By presenting a familiar “mobile” experience—with support for gestural input and task-focused apps that share a common look and feel—fewer steps are needed to complete even the most complex jobs.

A highly intuitive layout guides you through every task from start to finish, with a natural hierarchy placing critical functions near the top of the screen and commonly used options front and center. Don't like where a function or app is located? Customize the layout to make it yours.

This unmatched balance of hardware technology and software smarts helps everyone who interacts with the AltaLink® B8000 Series get more work done, faster. Try our new UI at [www.xerox.com/AltaLinkUI](http://www.xerox.com/AltaLinkUI).

# Xerox® AltaLink® B8045/B8055/B8065/B8075/B8090 Multifunction Printer

ConnectKey®  
Technology

DEVICE SPECIFICATIONS	AltaLink B8045	AltaLink B8055	AltaLink B8065	AltaLink B8075	AltaLink B8090
Speed	Up to 45 ppm	Up to 55 ppm	Up to 65 ppm	Up to 75 ppm	Up to 90 ppm
Monthly Duty Cycle*	Up to 175,000 pages	Up to 200,000 pages	Up to 250,000 pages	Up to 300,000 pages	Up to 400,000 pages
Hard Drive/Processor/Memory	Minimum 250 GB HDD/1.8GHz Quad Core/4 GB system memory				
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct® with optional Xerox® USB Wireless Adapter, NFC Tap-to-Pair				
<b>Copy and Print</b>	<b>Copy Resolution:</b> Up to 600 x 600 dpi; <b>Print Resolution:</b> Up to 1200 x 1200, 256 shades of gray				
First-copy-out Time	As fast as 3.7 seconds from the platen/ 7.4 seconds from the Duplex Automatic Document Feeder		As fast as 2.9 seconds from the platen/ 6.9 seconds from the Duplex Automatic Document Feeder		
First-print-out Time	As fast as 4.9 seconds				
Warm-up from Power Off (Boot Time)	As fast as 120 seconds				
Page Description Languages	Adobe® PostScript® 3™, Adobe PDF version 1.7, PCL® 5c/PCL 6, Optional XML Paper Specification (XPS)				
<b>Paper Input</b>	Standard	<b>Single-Pass Duplex Automatic Document Feeder:</b> 200 sheets; Speed: up to 200 ipm (duplex); Sizes: 4.9 x 5 in. to 11.7 x 17 in./125 x 138 mm to 297 x 432 mm <b>Bypass Tray:</b> 100 sheets; Custom sizes: 4.25 x 5.5 to 11 x 17 in./A6 to A3 <b>Trays 1 and 2:</b> 500 sheets each; Custom sizes: 5.5 x 8.5 to 11 x 17 in./A5 to A3 <b>High-Capacity Tandem Tray Module:</b> 3,600-sheet total (1,600 and 2,000 sheets); Size 8.5 x 11 in./A4			
	Optional	<b>High-Capacity Feeder (HCF):</b> 3,300 sheets; Size 8.5 x 11 in./A4 long edge feed <b>HCF Kits (HCF required)</b> (only available for B8065/B8075/B8090): 1,250-sheet 11 x 17 in. Short Edge Kit or 1,250-sheet Letter/Legal Short Edge Kit <b>Envelope Tray (Replaces Tray 2):</b> Up to 50 envelopes: #10 Commercial, Monarch, DL, C5			
<b>Paper Output/Finishing</b>	Optional	<b>Offset Catch Tray</b> (Required when finishers are not attached—not available with B8090): 400 sheets <b>Office Finisher</b> (Not available with B8090): 2,000 + 250-sheet trays, 50-sheet multi-position stapling, optional hole punch <b>Office Finisher with Booklet Maker</b> (Not available with B8090): 2,000 + 250-sheet trays, 50-sheet multi-position stapling, saddle-stitch booklet making (2 to 15 sheets (60 pages)), optional hole punch <b>High Volume Finisher (HVF)</b> (Optional with B8065/B8075; HVF or HVF with Booklet Maker is required for B8090): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, optional hole punch <b>High Volume Finisher with Booklet Maker</b> (Optional with B8065/B8075/B8090): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, saddle-stitch booklet making (2 to 15 sheets (60 pages)), optional hole punch <b>Z-Fold/C-Fold Unit</b> (Optional with HVF with Booklet Maker): Adds letter-size Z-folding and C-folding <b>Post-Process Insertter</b> (Optional with HVF and with HVF with Booklet Maker): Adds preprinted inserts <b>Convenience Stapler:</b> 50-sheet stapling (based on 20 lb Bond/75 gsm), includes Work Surface			

## INTUITIVE USER EXPERIENCE

Customize and Personalize	Site, Function or Workflow Customization with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver®, Xerox® Mobile Express Driver®
Xerox® Embedded Web Server	PC or mobile—Status Information, Settings, Device Management, Cloning
Remote Console/Preview	Remote User Interface
Print Features	Print from USB, Sample Set, Personal Print, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Defaults, Two-sided Printing, Draft Mode
Scan and Fax	Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/XPS/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR)

## MOBILE AND CLOUD READY

Mobile Connectivity	Apple® AirPrint®, Google Cloud Print™ Ready, Xerox® Print Service Plug-in for Android™, Mopria® Print Service Plug-in for Android, NFC, Wi-Fi Direct Printing
Mobile Printing	@PrintByXerox, Xerox® Mobile Print, Xerox® Mobile Print Cloud, Xerox® Mobile Link App; Visit <a href="http://www.xerox.com/officemobileapps">www.xerox.com/officemobileapps</a> for available apps.
Cloud Connectivity	Print from/Scan to Google Drive™, Microsoft® OneDrive®, DropBox™, Microsoft Office 365™, Box®, Xerox® DocuShare® and more.

## BENCHMARK SECURITY

Network Security	IPsec, HTTPS, SFTP and Encrypted Email, Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, SSL, TLS, Security Certificates, Automatic Self-signed Certificate
Device Access	Firmware Verification, User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enablement Kit (CAC/PIV/NET), Xerox® Integrated RFID Card Reader E1.0
Data Protection	Encrypted Hard Disk (AES 256-bit, FIPS 140-2, Validated) and Image Overwrite, McAfee® ePolicy Orchestrator®, McAfee Integrity Control, Whitelisting, Job Level Encryption via HTTPS and Drivers
Document Security	Common Criteria Certification (ISO 15408) (undergoing evaluation), Encrypted Secure Print, FIPS Encrypted Print Drivers

## ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite, Configuration Cloning, Xerox® Standard Accounting, Equitrac, Y Soft, PaperCut and more partner solutions
Managing Print	Xerox® Device Manager, Xerox® Support Assistance, Auto Meter Read, Managed Print Services Tools
Sustainability	Cisco EnergyWise®, Print User ID on Margins, Earth Smart Print Settings

## GATEWAY TO NEW POSSIBILITIES

Cloud Services	Xerox® Easy Translator, Xerox® Healthcare MFP (U.S. only), many additional services available
Xerox App Gallery	Many apps and cloud services available. Visit <a href="http://www.xerox.com/appgallery">www.xerox.com/appgallery</a> for a growing selection of apps available for adding functions to the MFP.

\* Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

For more detailed specifications, including the latest certifications, go to [www.xerox.com/AltalinkB8000Specs](http://www.xerox.com/AltalinkB8000Specs).

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**B8045/B8055/B8065/B8075/B8090**



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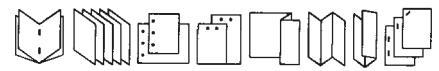
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- 9 Office Finisher** (optional with AltaLink® B8045/ B8055/B8065/B8075) provides 50-sheet multiposition stapling with an optional hole punch.
- 10 Office Finisher with Booklet Maker** (optional with AltaLink B8045/B8055/B8065/B8075) provides all the finishing of the Office Finisher the capability to create 60-page saddle-stitched booklets (2 to 15 sheets).

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- 14 Z-Fold/C-Fold Unit** (optional with HVF with Booklet Maker) adds letter-size Z-folding and C-folding (50 sheets or unlimited capacity with tray stop in the down position).
- 15 Keyboard** (optional)
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**INTRODUCING MOBILE DEVICE-LIKE TOUCHSCREEN SUPERIORITY**

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This unmatched balance of hardware technology and software smarts helps everyone who interacts with the AltaLink® B8000 Series get more work done, faster. Try our new UI at [www.xerox.com/AltaLinkUI](http://www.xerox.com/AltaLinkUI)



# Xerox® AltaLink® B8045/B8055/B8065/B8075/B8090 Multifunction Printer



DEVICE SPECIFICATIONS	AltaLink B8045	AltaLink B8055	AltaLink B8065	AltaLink B8075	AltaLink B8090
Speed	Up to 45 ppm	Up to 55 ppm	Up to 65 ppm	Up to 75 ppm	Up to 90 ppm
Monthly Duty Cycle*	Up to 175,000 pages	Up to 200,000 pages	Up to 250,000 pages	Up to 300,000 pages	Up to 400,000 pages
Hard Drive/Processor/Memory	Minimum 250 GB HDD/1.8 GHz Quad Core/4 GB system memory				
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct® with optional Xerox® USB Wireless Adapter, NFC Tap-to-Pair				
<b>Copy and Print</b>	<b>Copy Resolution:</b> Up to 600 x 600 dpi; <b>Print Resolution:</b> Up to 1200 x 1200, 256 shades of gray				
First-copy-out Time	As fast as 3.7 seconds from the platen/ 7.4 seconds from the Duplex Automatic Document Feeder		As fast as 2.9 seconds from the platen/ 6.9 seconds from the Duplex Automatic Document Feeder		
First-print-out Time	As fast as 4.9 seconds				
Warm-up from Power Off (Boot Time)	As fast as 120 seconds				
Page Description Languages	Adobe® PostScript® 3™, Adobe PDF version 1.7, PCL® 5c/PCL 6, Optional XML Paper Specification (XPS)				
<b>Paper Input</b>	Standard	<b>Single-Pass Duplex Automatic Document Feeder:</b> 200 sheets; Speed: up to 200 ipm (duplex); Sizes: 4.9 x 5 in. to 11.7 x 17 in./125 x 138 mm to 297 x 432 mm <b>Bypass Tray:</b> 100 sheets; Custom sizes: 4.25 x 5.5 to 11 x 17 in./A6 to A3 <b>Trays 1 and 2:</b> 500 sheets each; Custom sizes: 5.5 x 8.5 to 11 x 17 in./A5 to A3 <b>High-Capacity Tandem Tray Module:</b> 3,600-sheet total (1,600 and 2,000 sheets); Size 8.5 x 11 in./A4			
	Optional	<b>High-Capacity Feeder (HCF):</b> 3,300 sheets; Size 8.5 x 11 in./A4 long edge feed <b>HCF Kits (HCF required)</b> (only available for B8065/B8075/B8090): 1,250-sheet 11 x 17 in. Short Edge Kit or 1,250-sheet Letter/Legal Short Edge Kit <b>Envelope Tray</b> (Replaces Tray 2): Up to 50 envelopes: #10 Commercial, Monarch, DL, C5			
<b>Paper Output/Finishing</b>	Optional	<b>Offset Catch Tray</b> (Required when finishers are not attached—not available with B8090): 400 sheets <b>Office Finisher</b> (Not available with B8090): 2,000 + 250-sheet trays, 50-sheet multi-position stapling, optional hole punch <b>Office Finisher with Booklet Maker</b> (Not available with B8090): 2,000 + 250-sheet trays, 50-sheet multi-position stapling, saddle-stitch booklet making (2 to 15 sheets (60 pages)), optional hole punch <b>High Volume Finisher (HVF)</b> (Optional with B8065/B8075; HVF or HVF with Booklet Maker is required for B8090): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, optional hole punch <b>High Volume Finisher with Booklet Maker</b> (Optional with B8065/B8075/B8090): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, saddle-stitch booklet making (2 to 15 sheets (60 pages)), optional hole punch <b>Z-Fold/C-Fold Unit</b> (Optional with HVF with Booklet Maker): Adds letter-size Z-folding and C-folding <b>Post-Process Inserter</b> (Optional with HVF and with HVF with Booklet Maker): Adds preprinted inserts <b>Convenience Stapler:</b> 50-sheet stapling (based on 20 lb Bond/75 gsm), includes Work Surface			

## INTUITIVE USER EXPERIENCE

Customize and Personalize	Site, Function or Workflow Customization with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver®, Xerox® Mobile Express Driver®
Xerox® Embedded Web Server	PC or mobile—Status Information, Settings, Device Management, Cloning
Remote Console/Preview	Remote User Interface
Print Features	Print from USB, Sample Set, Personal Print, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Defaults, Two-sided Printing, Draft Mode
Scan and Fax	Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/XPS/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR)

## MOBILE AND CLOUD READY

Mobile Connectivity	Apple® AirPrint®, Google Cloud Print™ Ready, Xerox® Print Service Plug-in for Android™, Mopria® Print Service Plug-in for Android, NFC, Wi-Fi Direct Printing
Mobile Printing	@PrintByXerox, Xerox® Mobile Print, Xerox® Mobile Print Cloud, Xerox® Mobile Link App; Visit <a href="http://www.xerox.com/officemobileapps">www.xerox.com/officemobileapps</a> for available apps.
Cloud Connectivity	Print from/Scan to Google Drive™, Microsoft® OneDrive®, Dropbox™, Microsoft Office 365™, Box®, Xerox® DocuShare® and more.

## BENCHMARK SECURITY

Network Security	IPsec, HTTPS, SFTP and Encrypted Email, Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, SSL, TLS, Security Certificates, Automatic Self-signed Certificate
Device Access	Firmware Verification, User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enablement Kit (CAC/PIV.NET), Xerox® Integrated RFID Card Reader E1.0
Data Protection	Encrypted Hard Disk (AES 256-bit, FIPS 140-2, Validated) and Image Overwrite, McAfee® ePolicy Orchestrator®, McAfee Integrity Control, Whitelisting, Job Level Encryption via HT TPS and Drivers
Document Security	Common Criteria Certification (ISO 15408) (undergoing evaluation), Encrypted Secure Print, FIPS Encrypted Print Drivers

## ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite, Configuration Cloning, Xerox® Standard Accounting, Equitrac, Y Soft, PaperCut and more partner solutions
Managing Print	Xerox® Device Manager, Xerox® Support Assistance, Auto Meter Read, Managed Print Services Tools
Sustainability	Cisco EnergyWise®, Print User ID on Margins, Earth Smart Print Settings

## GATEWAY TO NEW POSSIBILITIES

Cloud Services	Xerox® Easy Translator, Xerox® Healthcare MFP (U.S. only), many additional services available
Xerox App Gallery	Many apps and cloud services available. Visit <a href="http://www.xerox.com/appgallery">www.xerox.com/appgallery</a> for a growing selection of apps available for adding functions to the MFP.

\* Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

For more detailed specifications, including the latest certifications, go to [www.xerox.com/AltaLinkB8000Specs](http://www.xerox.com/AltaLinkB8000Specs).

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# XEROX<sup>®</sup> ALTALINK<sup>®</sup> MULTIFUNCTION PRINTER

The fleet-ready, black-and-white workflow accelerator.

**B8045/B8055/B8065/B8075/B8090**



ConnectKey<sup>®</sup>  
Technology

xerox 

# Xerox® AltaLink® B8045/B8055/B8065/B8075/B8090 Multifunction Printer

Introducing our latest black-and-white smart multifunction printer intelligent enough to change the way you work. Offering a next generation, mobile-ready user experience, the AltaLink B8000 Series is built for ease of use, security and the future-proof flexibility of app-based workflows. Transform your fleet—and then your business.

## SMART AND PRODUCTIVE

You've never seen a multifunction printer like this before. From its tablet-like user interface to its right-out-of-the-box mobile-friendly connectivity options, the Xerox® AltaLink B8000 Series is the multifunction device today's workers have been waiting for.

Optimized for business processes, and easy to manage as a standalone device or as part of an entire fleet, it's designed to enable multitasking and collaboration. Create personalized workflows, automate complex tasks, print and scan directly to and from the cloud with services such as Box®, Microsoft® OneDrive®, Google Drive™, Dropbox™, Microsoft Office 365™ and email. Connect any time, from anywhere on any device.

With the touch of a button, you can go to our Xerox App Gallery and download these simple, yet powerful, serverless apps to your AltaLink multifunction printer to increase user productivity and shorten everyday tasks.

Built-in mobile connectivity, including Near Field Communication (NFC) Tap-to-Pair, optional Wi-Fi Direct®, @PrintByXerox, Apple® AirPrint®, Google Cloud Print™, Xerox® Print Service Plug-in for Android™ and Mopria®, provides the time-saving convenience your workforce wants and needs.

## POWERFUL AND SCALABLE

Your workgroups operate more efficiently and effectively with AltaLink. Manage, monitor and upgrade your entire fleet, or provide interactive training and support right from your desktop with our remote user interface.

Fewer maintenance hassles, less IT support, high-capacity paper trays and the ability to print on varying paper sizes add up to increased uptime and greater productivity. Scanning, printing and faxing can be done simultaneously, allowing for multitasking during peak periods—and your choice of finishing options means you can configure your AltaLink device for any work environment and any document type, including booklets, brochures and pamphlets.

## BUILT-IN SECURITY

The AltaLink B8000 Series Multifunction Printer provides the maximum level of security through our partnership with McAfee, proactively addressing risks at the fleet and individual device level.

User credentials can be tailored, allowing IT departments or fleet managers complete control over which users have access to critical data and software. And with Secure Print, jobs can be issued a unique PIN to ensure confidential documents are held for release until they're ready to be retrieved at the machine.

## XEROX® CONNECTKEY® TECHNOLOGY—THE NEXUS OF YOUR COMPLETE PRODUCTIVITY ECOSYSTEM

From Xerox—the company that created the modern workplace—we present the next revolution in workplace productivity. With a consistent user experience across a wide range of devices, mobile and cloud connectivity and a growing library of apps to expand functionality, you'll work faster, better and smarter.

### Intuitive User Experience

An entirely new—and yet entirely familiar way to interact that includes a tablet-like experience with gesture-based touchscreen controls and easy customization.

### Mobile and Cloud Ready

Instant connectivity to cloud and mobile devices right from the user interface, with access to pre-loaded, cloud-hosted services that let you work where, when and how you want.

### Benchmark Security

Full multi-level protection for both documents and data, ready to guard against and eliminate emerging threats and meet or exceed regulatory compliance.

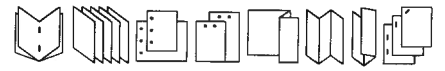
### Enables Next Generation Services

Work more efficiently and manage resources more effectively. Easy integration of Xerox® Managed Print Services enables remote monitoring of service delivery and consumables, plus remote configuration for even more time savings.

### Gateway to New Possibilities

Instantly extend your capabilities with access to the Xerox App Gallery, featuring real-world apps designed to optimize digital workflows. Commission our network of partners to design innovative, business-specific solutions.

Find out more about how you'll work smarter at [www.connectkey.com](http://www.connectkey.com).



**CHOOSE THE CONFIGURATION THAT MEETS YOUR NEEDS**

- 1 Single-Pass Duplex Automatic Document Feeder** scans documents at up to 200 images per minute.
- 2 Convenience Stapler** (optional) staples up to 50 sheets of 20 lb/75 gsm media.
- 3 Bypass Tray** handles up to 100 sheets of 80 lb Cover/216 gsm.
- 4 Two 500-sheet universal trays** are adjustable up to 11 x 17 in./A3.
- 5 Envelope Kit** (optional—replaces Tray 2) provides trouble-free feeding of up to 50 envelopes.
- 6 High-Capacity Tandem Tray** holds a total of 3,600 sheets of letter/A4-size paper.
- 7 High-Capacity Feeder** (optional) holds 3,300 sheets of paper. This brings the maximum capacity up to 8,000 sheets.
- 8 Offset Catch Tray (OCT)** (optional; included with all finishers) holds 400 sheets.
- 9 Office Finisher** (optional with AltaLink® B8045/ B8055/B8065/B8075) provides 50-sheet multiposition stapling with an optional hole punch.
- 10 Office Finisher with Booklet Maker** (optional with AltaLink B8045/B8055/B8065/B8075) provides all the finishing of the Office Finisher the capability to create 60-page saddle-stitched booklets (2 to 15 sheets).

- 11 High Volume Finisher (HVF)** (optional with AltaLink B8065/B8075; required for AltaLink B8090) features 100-sheet multiposition stapling and an optional hole punch.
- 12 Post Process Inserter** (optional with HVF and with HVF with Booklet Maker) inserts up to 250 sheets of cover stock or other media (16 lb to 57 lb Bond/80 lb Cover/60 to 216 gsm).
- 13 High Volume Finisher with Booklet Maker** (optional with AltaLink B8065/B8075/B8090) provides all the finishing of the High Volume Finisher with additional saddle-stitch booklet making capabilities (2 to 15 sheets / 60 pages).
- 14 Z-Fold/C-Fold Unit** (optional with HVF with Booklet Maker) adds letter-size Z-folding and C-folding (50 sheets or unlimited capacity with tray stop in the down position).
- 15 Keyboard** (optional)
- 16 Xerox® Integrated RFID Card Reader E1.0** (optional) adds card based authentication with support for over 90 access cards.
- 17 Near Field Communication (NFC) Tap-to-Pair** allows users to tap their mobile device to an AltaLink B8000 and the MFP will be added to their device list and instantly allow printing.



**INTRODUCING MOBILE DEVICE-LIKE TOUCHSCREEN SUPERIORITY**

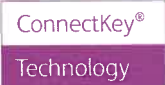
Meet our all-new, 10.1-inch color touchscreen—the user interface that sets a higher standard for customization, ease of use and versatility.

By presenting a familiar “mobile” experience—with support for gestural input and task-focused apps that share a common look and feel—fewer steps are needed to complete even the most complex jobs.

A highly intuitive layout guides you through every task from start to finish, with a natural hierarchy placing critical functions near the top of the screen and commonly used options front and center. Don't like where a function or app is located? Customize the layout to make it yours.

This unmatched balance of hardware technology and software smarts helps everyone who interacts with the AltaLink® B8000 Series get more work done, faster. Try our new UI at [www.xerox.com/AltaLinkUI](http://www.xerox.com/AltaLinkUI).

# Xerox® AltaLink® B8045/B8055/B8065/B8075/B8090 Multifunction Printer



DEVICE SPECIFICATIONS	AltaLink B8045	AltaLink B8055	AltaLink B8065	AltaLink B8075	AltaLink B8090
Speed	Up to 45 ppm	Up to 55 ppm	Up to 65 ppm	Up to 75 ppm	Up to 90 ppm
Monthly Duty Cycle*	Up to 175,000 pages	Up to 200,000 pages	Up to 250,000 pages	Up to 300,000 pages	Up to 400,000 pages
Hard Drive/Processor/Memory	Minimum 250 GB HDD/1.8 GHz Quad Core/4 GB system memory				
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct® with optional Xerox® USB Wireless Adapter, NFC Tap-to-Pair				
<b>Copy and Print</b>	<b>Copy Resolution:</b> Up to 600 x 600 dpi; <b>Print Resolution:</b> Up to 1200 x 1200, 256 shades of gray				
First-copy-out Time	As fast as 3.7 seconds from the platen/ 7.4 seconds from the Duplex Automatic Document Feeder		As fast as 2.9 seconds from the platen/ 6.9 seconds from the Duplex Automatic Document Feeder		
First-print-out Time	As fast as 4.9 seconds				
Warm-up from Power Off (Boot Time)	As fast as 120 seconds				
Page Description Languages	Adobe® PostScript® 3™, Adobe PDF version 1.7, PCL® 5c/PCL 6, Optional XML Paper Specification (XPS)				
<b>Paper Input</b>	Standard	<b>Single-Pass Duplex Automatic Document Feeder:</b> 200 sheets; Speed: up to 200 ipm (duplex); Sizes: 4.9 x 5 in. to 11.7 x 17 in./125 x 138 mm to 297 x 432 mm <b>Bypass Tray:</b> 100 sheets; Custom sizes: 4.25 x 5.5 to 11 x 17 in./A6 to A3 <b>Trays 1 and 2:</b> 500 sheets each; Custom sizes: 5.5 x 8.5 to 11 x 17 in./A5 to A3 <b>High-Capacity Tandem Tray Module:</b> 3,600-sheet total (1,600 and 2,000 sheets); Size 8.5 x 11 in./A4			
	Optional	<b>High-Capacity Feeder (HCF):</b> 3,300 sheets; Size 8.5 x 11 in./A4 long edge feed <b>HCF Kits (HCF required)</b> (only available for B8065/B8075/B8090): 1,250-sheet 11 x 17 in. Short Edge Kit or 1,250-sheet Letter/Legal Short Edge Kit <b>Envelope Tray</b> (Replaces Tray 2): Up to 50 envelopes: #10 Commercial, Monarch, DL, C5			
<b>Paper Output/Finishing</b>	Optional	<b>Offset Catch Tray</b> (Required when finishers are not attached—not available with B8090): 400 sheets <b>Office Finisher</b> (Not available with B8090): 2,000 + 250-sheet trays, 50-sheet multi-position stapling, optional hole punch <b>Office Finisher with Booklet Maker</b> (Not available with B8090): 2,000 + 250-sheet trays, 50-sheet multi-position stapling, saddle-stitch booklet making (2 to 15 sheets (60 pages)), optional hole punch <b>High Volume Finisher (HVF)</b> (Optional with B8065/B8075; HVF or HVF with Booklet Maker is required for B8090): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, optional hole punch <b>High Volume Finisher with Booklet Maker</b> (Optional with B8065/B8075/B8090): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, saddle-stitch booklet making (2 to 15 sheets (60 pages)), optional hole punch <b>Z-Fold/C-Fold Unit</b> (Optional with HVF with Booklet Maker): Adds letter-size Z-folding and C-folding <b>Post-Process Inserter</b> (Optional with HVF and with HVF with Booklet Maker): Adds preprinted inserts <b>Convenience Stapler:</b> 50-sheet stapling (based on 20 lb Bond/75 gsm), includes Work Surface			

## INTUITIVE USER EXPERIENCE

Customize and Personalize	Site, Function or Workflow Customization with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver®, Xerox® Mobile Express Driver®
Xerox® Embedded Web Server	PC or mobile—Status Information, Settings, Device Management, Cloning
Remote Console/Preview	Remote User Interface
Print Features	Print from USB, Sample Set, Personal Print, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Defaults, Two-sided Printing, Draft Mode
Scan and Fax	Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/XPS/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR)

## MOBILE AND CLOUD READY

Mobile Connectivity	Apple® AirPrint®, Google Cloud Print™ Ready, Xerox® Print Service Plug-in for Android™, Mopria® Print Service Plug-in for Android, NFC, Wi-Fi Direct Printing
Mobile Printing	@PrintByXerox, Xerox® Mobile Print, Xerox® Mobile Print Cloud, Xerox® Mobile Link App; Visit <a href="http://www.xerox.com/officemobileapps">www.xerox.com/officemobileapps</a> for available apps.
Cloud Connectivity	Print from/Scan to Google Drive™, Microsoft® OneDrive®, DropBox™, Microsoft Office 365™, Box®, Xerox® DocuShare® and more.

## BENCHMARK SECURITY

Network Security	IPsec, HTTPS, SFTP and Encrypted Email, Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, SSL, TLS, Security Certificates, Automatic Self-signed Certificate
Device Access	Firmware Verification, User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enablement Kit (CAC/PIV/.NET), Xerox® Integrated RFID Card Reader E1.0
Data Protection	Encrypted Hard Disk (AES 256-bit, FIPS 140-2, Validated) and Image Overwrite, McAfee® ePolicy Orchestrator®, McAfee Integrity Control, Whitelisting, Job Level Encryption via HTTPS and Drivers
Document Security	Common Criteria Certification (ISO 15408) (undergoing evaluation), Encrypted Secure Print, FIPS Encrypted Print Drivers

## ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite, Configuration Cloning, Xerox® Standard Accounting, Equitrac, Y Soft, PaperCut and more partner solutions
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For more detailed specifications, including the latest certifications, go to [www.xerox.com/AltalinkB8000Specs](http://www.xerox.com/AltalinkB8000Specs).

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# XEROX<sup>®</sup> ALTALINK<sup>®</sup> MULTIFUNCTION PRINTER

The fleet-ready, black-and-white workflow accelerator.

**B8045/B8055/B8065/B8075/B8090**



ConnectKey<sup>®</sup>  
Technology

xerox 

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Full multi-level protection for both documents and data, ready to guard against and eliminate emerging threats and meet or exceed regulatory compliance.

### Enables Next Generation Services

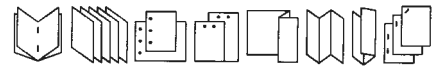
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Find out more about how you'll work smarter at [www.connectkey.com](http://www.connectkey.com).

## FINISHING APPLICATIONS



### CHOOSE THE CONFIGURATION THAT MEETS YOUR NEEDS

- 1 Single-Pass Duplex Automatic Document Feeder** scans documents at up to 200 images per minute.
- 2 Convenience Stapler** (optional) staples up to 50 sheets of 20 lb/75 gsm media.
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- 4 Two 500-sheet universal trays** are adjustable up to 11 x 17 in./A3.
- 5 Envelope Kit** (optional—replaces Tray 2) provides trouble-free feeding of up to 50 envelopes.
- 6 High-Capacity Tandem Tray** holds a total of 3,600 sheets of letter/A4-size paper.
- 7 High-Capacity Feeder** (optional) holds 3,300 sheets of paper. This brings the maximum capacity up to 8,000 sheets.
- 8 Offset Catch Tray (OCT)** (optional; included with all finishers) holds 400 sheets.
- 9 Office Finisher** (optional with AltaLink® B8045/ B8055/B8065/B8075) provides 50-sheet multiposition stapling with an optional hole punch.
- 10 Office Finisher with Booklet Maker** (optional with AltaLink B8045/B8055/B8065/B8075) provides all the finishing of the Office Finisher the capability to create 60-page saddle-stitched booklets (2 to 15 sheets).

- 11 High Volume Finisher (HVF)** (optional with AltaLink B8065/B8075; required for AltaLink B8090) features 100-sheet multiposition stapling and an optional hole punch.
- 12 Post Process Inserter** (optional with HVF and with HVF with Booklet Maker) inserts up to 250 sheets of cover stock or other media (16 lb to 57 lb Bond/80 lb Cover/60 to 216 gsm).
- 13 High Volume Finisher with Booklet Maker** (optional with AltaLink B8065/B8075/B8090) provides all the finishing of the High Volume Finisher with additional saddle-stitch booklet making capabilities (2 to 15 sheets / 60 pages).
- 14 Z-Fold/C-Fold Unit** (optional with HVF with Booklet Maker) adds letter-size Z-folding and C-folding (50 sheets or unlimited capacity with tray stop in the down position).
- 15 Keyboard** (optional)
- 16 Xerox® Integrated RFID Card Reader E1.0** (optional) adds card based authentication with support for over 90 access cards.
- 17 Near Field Communication (NFC) Tap-to-Pair** allows users to tap their mobile device to an AltaLink B8000 and the MFP will be added to their device list and instantly allow printing.



### INTRODUCING MOBILE DEVICE-LIKE TOUCHSCREEN SUPERIORITY

Meet our all-new, 10.1-inch color touchscreen—the user interface that sets a higher standard for customization, ease of use and versatility.

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This unmatched balance of hardware technology and software smarts helps everyone who interacts with the AltaLink® B8000 Series get more work done, faster. Try our new UI at [www.xerox.com/AltaLinkUI](http://www.xerox.com/AltaLinkUI).



# Xerox® AltaLink® B8045/B8055/B8065/B8075/B8090 Multifunction Printer



DEVICE SPECIFICATIONS	AltaLink B8045	AltaLink B8055	AltaLink B8065	AltaLink B8075	AltaLink B8090
Speed	Up to 45 ppm	Up to 55 ppm	Up to 65 ppm	Up to 75 ppm	Up to 90 ppm
Monthly Duty Cycle*	Up to 175,000 pages	Up to 200,000 pages	Up to 250,000 pages	Up to 300,000 pages	Up to 400,000 pages
Hard Drive/Processor/Memory	Minimum 250 GB HDD/1.8 GHz Quad Core/4 GB system memory				
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct® with optional Xerox® USB Wireless Adapter, NFC Tap-to-Pair				
<b>Copy and Print</b>	<b>Copy Resolution:</b> Up to 600 x 600 dpi; <b>Print Resolution:</b> Up to 1200 x 1200, 256 shades of gray				
First-copy-out Time	As fast as 3.7 seconds from the platen/ 7.4 seconds from the Duplex Automatic Document Feeder		As fast as 2.9 seconds from the platen/ 6.9 seconds from the Duplex Automatic Document Feeder		
First-print-out Time	As fast as 4.9 seconds				
Warm-up from Power Off (Boot Time)	As fast as 120 seconds				
Page Description Languages	Adobe® PostScript® 3™, Adobe PDF version 1.7, PCL® 5c/PCL 6, Optional XML Paper Specification (XPS)				
<b>Paper Input</b>	Standard	<b>Single-Pass Duplex Automatic Document Feeder:</b> 200 sheets; Speed: up to 200 ipm (duplex); Sizes: 4.9 x 5 in. to 11.7 x 17 in./125 x 138 mm to 297 x 432 mm <b>Bypass Tray:</b> 100 sheets; Custom sizes: 4.25 x 5.5 to 11 x 17 in./A6 to A3 <b>Trays 1 and 2:</b> 500 sheets each; Custom sizes: 5.5 x 8.5 to 11 x 17 in./A5 to A3 <b>High-Capacity Tandem Tray Module:</b> 3,600-sheet total (1,600 and 2,000 sheets); Size 8.5 x 11 in./A4			
	Optional	<b>High-Capacity Feeder (HCF):</b> 3,300 sheets; Size 8.5 x 11 in./A4 long edge feed <b>HCF Kits (HCF required)</b> (only available for B8065/B8075/B8090): 1,250-sheet 11 x 17 in. Short Edge Kit or 1,250-sheet Letter/Legal Short Edge Kit <b>Envelope Tray</b> (Replaces Tray 2): Up to 50 envelopes: #10 Commercial, Monarch, DL, C5			
<b>Paper Output/Finishing</b>	Optional	<b>Offset Catch Tray</b> (Required when finishers are not attached—not available with B8090): 400 sheets <b>Office Finisher</b> (Not available with B8090): 2,000 + 250-sheet trays, 50-sheet multi-position stapling, optional hole punch <b>Office Finisher with Booklet Maker</b> (Not available with B8090): 2,000 + 250-sheet trays, 50-sheet multi-position stapling, saddle-stitch booklet making (2 to 15 sheets (60 pages)), optional hole punch <b>High Volume Finisher (HVF)</b> (Optional with B8065/B8075; HVF or HVF with Booklet Maker is required for B8090): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, optional hole punch <b>High Volume Finisher with Booklet Maker</b> (Optional with B8065/B8075/B8090): 3,000 + 250-sheet trays, 100-sheet multi-position stapling, saddle-stitch booklet making (2 to 15 sheets (60 pages)), optional hole punch <b>Z-Fold/C-Fold Unit</b> (Optional with HVF with Booklet Maker): Adds letter-size Z-folding and C-folding <b>Post-Process Insertter</b> (Optional with HVF and with HVF with Booklet Maker): Adds preprinted inserts <b>Convenience Stapler:</b> 50-sheet stapling (based on 20 lb Bond/75 gsm), includes Work Surface			

## INTUITIVE USER EXPERIENCE

Customize and Personalize	Site, Function or Workflow Customization with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver®, Xerox® Mobile Express Driver®
Xerox® Embedded Web Server	PC or mobile—Status Information, Settings, Device Management, Cloning
Remote Console/Preview	Remote User Interface
Print Features	Print from USB, Sample Set, Personal Print, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Defaults, Two-sided Printing, Draft Mode
Scan and Fax	Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/XPS/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR)

## MOBILE AND CLOUD READY

Mobile Connectivity	Apple® AirPrint®, Google Cloud Print™ Ready, Xerox® Print Service Plug-in for Android™, Mopria® Print Service Plug-in for Android, NFC, Wi-Fi Direct Printing
Mobile Printing	@PrintByXerox, Xerox® Mobile Print, Xerox® Mobile Print Cloud, Xerox® Mobile Link App; Visit <a href="http://www.xerox.com/officemobileapps">www.xerox.com/officemobileapps</a> for available apps.
Cloud Connectivity	Print from/Scan to Google Drive™, Microsoft® OneDrive®, Dropbox™, Microsoft Office 365™, Box®, Xerox® DocuShare® and more.

## BENCHMARK SECURITY

Network Security	IPsec, HTTPS, SFTP and Encrypted Email, Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, SSL, TLS, Security Certificates, Automatic Self-signed Certificate
Device Access	Firmware Verification, User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enablement Kit (CAC/PIV/.NET), Xerox® Integrated RFID Card Reader E1.0
Data Protection	Encrypted Hard Disk (AES 256-bit, FIPS 140-2, Validated) and Image Overwrite, McAfee® ePolicy Orchestrator®, McAfee Integrity Control, Whitelisting, Job Level Encryption via HTTPS and Drivers
Document Security	Common Criteria Certification (ISO 15408) (undergoing evaluation), Encrypted Secure Print, FIPS Encrypted Print Drivers

## ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite, Configuration Cloning, Xerox® Standard Accounting, Equitrac, Y Soft, PaperCut and more partner solutions
Managing Print	Xerox® Device Manager, Xerox® Support Assistance, Auto Meter Read, Managed Print Services Tools
Sustainability	Cisco EnergyWise®, Print User ID on Margins, Earth Smart Print Settings

## GATEWAY TO NEW POSSIBILITIES

Cloud Services	Xerox® Easy Translator, Xerox® Healthcare MFP (U.S. only), many additional services available
Xerox App Gallery	Many apps and cloud services available. Visit <a href="http://www.xerox.com/appgallery">www.xerox.com/appgallery</a> for a growing selection of apps available for adding functions to the MFP.

\* Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

For more detailed specifications, including the latest certifications, go to [www.xerox.com/AltaLinkB8000Specs](http://www.xerox.com/AltaLinkB8000Specs)

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# Xerox® Phaser® 6510 Color Printer and Xerox® WorkCentre® 6515 Color Multifunction Printer

Above and Beyond for Business



# Pursue relentlessly. Produce effortlessly.

That's the way to build your business. Introducing the Xerox® Phaser® 6510 Color Printer and Xerox® WorkCentre® 6515 Color Multifunction Printer—ready to work right out of the box. Fantastic image quality, easy connectivity, built-in productivity and reliability you can count on, at a price that won't break the bank.

## Extreme Connectivity

Our devices are ready for the way you work, right out of the box, and DNI configurations come standard with Wi-Fi connectivity for untethered mobility and the freedom to put your device right where you need it. Our new Wi-Fi® installation wizard and Wi-Fi Protected Setup™ (WPS) make getting connected secure and super simple. And, with Wi-Fi Direct®, mobile devices can connect directly (and securely).

- **Ready to pair.** Now you can easily connect to mobile phones, tablets and other enabled devices with Near Field Communication (NFC) Tap-to-Pair<sup>1</sup>—the same technology behind Apple Pay® and other mobile convenience apps.
- **Upwardly mobile.** Print emails, photos and important documents from a wide array of mobile devices, instantly, and without complicated setup with Apple® AirPrint®, Google Cloud Print™, Xerox® Print Service. Plug in for Android™ and Mopria®.

## Spectacular Image Quality

Whatever your business, you'll put your best face forward with our newest innovation in color image quality.

- **Tuned up toner.** Both the Phaser 6510 and WorkCentre 6515 use our new Xerox® EA Toner formulation, which has been re-engineered for enhanced dot reproducibility and less toner waste. And because it melts at lower temperatures, it saves energy too.

- **Stunning resolution.** Smaller toner particles translate to finer details, and with 1200 x 2400 native dpi, your printed materials will capture attention and project polish and panache.
- **Color correct.** PANTONE® Color-approved solid color simulations and Xerox® color correction technology ensure results that match your expectations.

## Commanding Performance

Get a handle on day-to-day workloads with the powerful performance your business needs to grow and thrive.

- **Multifunction productivity.** The space-saving WorkCentre 6515 Color Multifunction Printer helps you conserve energy and reduce supplies costs by combining the functions of a copier, printer, color scanner and fax into one affordable device.
- **Outstanding performance.** With a monthly duty cycle of 50,000 pages and print speeds up to 30 ppm, both devices are perfectly positioned to support the demands of your growing business.
- **Print more for longer.** An optional second paper tray lets you load an extra 550 sheets at one time for extended interruption-free printing.
- **Save time.** The WorkCentre 6515 simultaneously scans both sides of a two-sided document at up to 37 impressions per minute.

- **Scan savvy.** Scan preview lets you see your scanned file before you send it. Remove unwanted pages, check accuracy and save valuable time—a solid boost for productivity.

## Time-Saving Taskmaster

Time is money, and these devices are purpose-built to save both by simplifying and automating profit-killing, time-consuming tasks.

- **Touch and go.** Our latest color touchscreen interface offers an app-based, tablet-like user experience with gestures and multi-touch interactions. Customize it to match your workflow and navigate with intuitive, smartphone-like swipes and gestures.<sup>1</sup>
- **Cloud-connected cohort.** With just a few simple steps, your multifunction printer is ready to scan or print directly to or from the cloud.<sup>2</sup> Scan to Email, FTP, Network or somewhere more down to earth—like the integrated front and rear panel USB ports.
- **Easy management.** Our redesigned Embedded Web Server is easy to use and responsive, so you can easily manage your printer or multifunction printer at your desk or on the go.
- **Stay secure.** Keep your sensitive documents away from unintended recipients with the latest security features, including IPsec, SNMPv3, IP filtering and secure print.

<sup>1</sup> WorkCentre 6515 only

<sup>2</sup> Requires support for Xerox® Mobile Link App for IOS® or Android™, available early 2017.

Eye-popping color. Delectable detail.  
A perfect recipe for business success.



# Built to Accelerate Business

The Xerox® WorkCentre® 6515 Color Multifunction Printer builds on the outstanding print performance found in the Xerox® Phaser® 6510, with powerful productivity tools designed to make running, keeping and building your business easier and more efficient than ever.



Phaser 6510

- 1 A 50-sheet single-pass duplex automatic document feeder handles media sizes from 5.5 x 5.5 in. to 8.5 x 14 in. / 139.7 x 139.7 mm to 216 x 356 mm. Powerful scanning features include the ability to create searchable PDFs with integrated optical character recognition (OCR), as well as Scan to Email, Network Scanning and Direct Scan to Applications.
- 2 The WorkCentre 6515 includes our latest multi-touch interface for a mobile-like user experience.
- 3 A front-side USB port allows users to quickly print from or scan to any standard USB memory device.



WorkCentre 6515

- 4 The adjustable 50-sheet Bypass Tray accepts custom media sizes from 3 x 5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm.
- 5 The 250-sheet Tray 1 accepts custom media sizes from 3 x 5.8 in. to 8.5 x 14 in. / 76 x 147 mm to 216 x 356 mm.
- 6 An optional 550-sheet Tray 2 increases the total capacity to 850 sheets for more uptime and uninterrupted print runs.

## Xerox® Mobile Link App<sup>1</sup>

Scan, email and fax from your phone or tablet by connecting with our multifunction printers using this free app. Send data to and print data from cloud storage and create one-touch workflows between a mobile device and a multifunction printer. For more information, go to [www.xerox.com/MobileLink](http://www.xerox.com/MobileLink).

<sup>1</sup> Available early 2017

## Color Counts

Research proves that color commands attention.

**82%** The amount of increase in attention span gained by color.

**80%** The gain in readership when color is used.

**39%** The increase in memorability when compared to black and white.

**55%** The added likelihood a piece of mail printed in color will be picked up first.

To see all the ways color commands performance, visit [www.xerox.com/ColorCounts](http://www.xerox.com/ColorCounts).



Sources:

**Studies:** Loyola College, Maryland, U.S.A., by Ellen Hoadley, Ph.D., Laurette Simmons, Ph.D., and Faith Gilroy, Ph.D. Case & Company, Management Consultants. Bureau of Advertising, Color in Newspaper Advertising. Maritz Motivation, Inc., Southern Illinois.

**Published material:** *The Persuasive Properties of Color*, Marketing Communications; *What's Working in Direct Marketing. How to Use Color to Sell*, Cahners Publishing Company. *Grasp Facts Fast with Color Copying*, Modern Office Procedures.

# Xerox® Phaser® 6510 and Xerox® WorkCentre® 6515

Device Specifications	Phaser 6510N	Phaser 6510DN	Phaser 6510DNI	WorkCentre 6515N	WorkCentre 6515DN	WorkCentre 6515DNI
<b>Speed</b>	Up to 30 ppm color and black-and-white (Letter) / 28 ppm color and black-and-white (A4)					
<b>Duty Cycle<sup>1</sup></b>	Up to 50,000 pages / month <sup>1</sup>					
<b>Paper Handling</b>	Standard			Single-pass Duplex Automatic Document Feeder (DADF): 50 sheets; Custom Sizes: 5.5 x 5.5 in. to 8.5 x 14 in. / 139.7 x 139.7 mm to 216 x 356 mm		
Paper Input	NA					
	Bypass Tray: 50 sheets; Custom sizes: 3 x 5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm					
	Tray 1: 250 sheets; Custom sizes: 3 x 5.8 in. to 8.5 x 14 in. / 76 x 147 mm to 216 x 356 mm					
Optional	Tray 2: 550 sheets; Custom sizes: 3 x 7.5 in. to 8.5 x 14 in. / 76 x 191 mm to 216 x 356 mm					
Paper Output	150 sheets					
Automatic Two-sided Printing	NA	Standard		NA	Standard	
<b>Print and Copy</b>	Resolution			Resolution		
	Print: Up to 1200 x 2400 dpi			Print: Up to 1200 x 2400 dpi; Copy: Up to 600 x 600 dpi		
First-print-out Time	As fast as 12 seconds color and black-and-white					
First-copy-out Time	NA					
Processor / Memory	733 MHz / 1 GB			1.05 GHz / 2 GB		
Connectivity	10/100/1000Base-T Ethernet, USB 3.0		10/100/1000Base-T Ethernet, Wi-Fi 802.11n, Wi-Fi Direct, USB 3.0	10/100/1000Base-T Ethernet, USB 3.0		10/100/1000Base-T Ethernet, Wi-Fi 802.11n, Wi-Fi Direct, USB 3.0
Page Description Languages	Adobe® PostScript® 3™, PCL® 5e, 6, PDF, TIFF					
Print Features	PANTONE® Color-approved solid color simulations, N-up, Fit to page, Booklet printing, Run black, Covers/Separators, Poster printing, Watermarks, Overlays, Banner sheets, Draft mode, Secure print, Proof print, Personal print, Saved print, RAM collation					
Mobile Printing and Apps	Standard	Apple® AirPrint®, Google Cloud Print™ <sup>2</sup>				
	Free Download	Mopria® Print Service Plug-in, Xerox® Mobile Link App, Xerox® Print Service Plug-in for Android™				
	Optional	Xerox® Wireless Print Solutions Adapter (includes Apple AirPrint, Google Cloud Print v2.0 and Mopria. For more information, visit <a href="http://www.xerox.com/WPSA">www.xerox.com/WPSA</a> )	NA	Xerox® Wireless Print Solutions Adapter (includes Apple AirPrint, Google Cloud Print v2.0 and Mopria. For more information, visit <a href="http://www.xerox.com/WPSA">www.xerox.com/WPSA</a> )	NA	
<b>Scan</b>	Standard	NA			Destinations: Scan to Email (local address book or LDAP integration, SMTP), Network (via FTP/SMB), USB Memory Device, WSD, Application (TWAIN Network), WIA (WSD Scan), Mac 10.9 or later (Network/Mac ICA), Network Computer (SMB/FTP), Multiple Destinations in a Single Scan Job; File Formats: JPG, TIFF (single and multi-page), PDF, Searchable PDF with integrated OCR; Features: Up to 600 x 600 dpi optical resolution, 24-bit color / 8-bit grayscale	
	Optional	Numerous solutions available through various Xerox Business Innovation Partners				
<b>Fax</b>	Standard	NA			33.6 Kbps with MH/MR/MMR/JBIG compression, Broadcast Sending (up to 200 destinations), Delayed Start (up to 24 hours), Fax Address Book (up to 200 speed dials), Fax Forward to Email, Fax Forwarding and Local Print, Polling Receive, Reject Junk Fax, Secure Fax Receive	
Fax Features <sup>3</sup>	NA					
<b>Security</b>	Standard	Secure HTTPS (TLS), IPsec, 802.1x Authentication, S/MIME, IPv6, IP Filtering, Secure Print, SNMPv3, LDAP (SASL)			Secure HTTPS (TLS), IPsec, 802.1x Authentication, S/MIME, IPv6, IP Filtering, Secure Print, Secure Fax Receive, SNMPv3, LDAP (SASL), Network Authentication, Kerberos Authentication (Unix / Linux / Windows ADS)	

<sup>1</sup> Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis. <sup>2</sup> Depending on the specific mobile device, versions or vendor—the mobile device may require a free download of the app from the appropriate store(s). <sup>3</sup> Analog phone line required.

## Device Management

Xerox® Embedded Web Server, Xerox® CentreWare Web, Apple® Bonjour®

## Print Drivers

Windows®, 7, 8, 10, Server 2000, Server 2003, Server 2008, Server 2008 R2 Server 2012, Mac OS® version 10.9 and higher, Citrix, Redhat® Enterprise, Linux®, IBM® AIX® 5, HP-UX® 11iv2, Oracle® Solaris 9, 10, Fedora Core 12-15, SUSE®, Xerox® Global Print Driver®, Xerox® Mobile Express Driver®

## Font Capability

136 PostScript fonts; 88 PCL fonts

## Media Handling

Single-pass Duplex Automatic Document Feeder: 16 lb Bond – 45 lb Cover / 60 – 125 gsm; Bypass Tray and Trays 1 and 2: 16 lb Bond – 80 lb Cover / 60 – 220 gsm

## Media Types

Bond, Plain Paper, Cardstock, Custom, Envelopes, Glossy Cardstock, Light Punched, Labels, Letterhead, Lightweight Cardstock, Lightweight Glossy Cardstock, Pre-Printed, Recycled

## Operating Environment

Temperature: Storage: -4° to 104° F / -20° to 40° C; Operating: 41° to 90° F / 5° to 32° C; Humidity: 15% to 85%; Sound pressure levels: Phaser 6510: Printing: 51.9 dB(A), Standby: 24.9 dB(A); WorkCentre 6515: Printing: 52.5 dB(A), Standby: 26.3 dB(A); Sound power levels: Printing: Phaser 6510: 6.76 B or less, Standby:

4.0 B or less; WorkCentre 6515: 6.84 B or less, Standby: 4.25 B or less; Warm-up time (from sleep mode): Phaser 6510: as fast as 26 seconds; WorkCentre 6515: as fast as 27 seconds

## Electrical

Power: 120 VAC, 60 Hz; Power consumption: Phaser 6510: Printing: 380 W, Standby: 41 W, Sleep: 0.9 W; WorkCentre 6515: Printing: 350 W, Standby: 51 W, Sleep: 1.1 W; 220-240 VAC, 50 Hz; Power consumption: Phaser 6510: Printing: 350 W, Standby: 44 W, Sleep: 1.0 W; WorkCentre 6515: Printing: 370 W, Standby: 52 W, Sleep: 1.2 W; ENERGY STAR® qualified (DN and DNI configurations)

## Dimensions (WxDxH)

Phaser 6510N, DN: 16.5 x 19 x 13.7 in. / 420 x 483 x 347 mm; Weight: 52.5 lb / 23.8 kg; Phaser 6510DNI: 16.5 x 19.6 x 13.7 in. / 420 x 499 x 347 mm; Weight: 52.5 lb / 23.8 kg; WorkCentre 6515: 16.5 x 19.9 x 19.7 in. / 420 x 506 x 500 mm; Weight: 67.7 lb / 30.7 kg; Optional Tray 2: 16.5 x 18.3 x 5.9 in. / 420 x 465 x 150 mm; Weight: 14.8 lb / 6.7 kg

## Certifications

To view the latest list of certifications, go to [www.xerox.com/OfficeCertifications](http://www.xerox.com/OfficeCertifications)

## Supplies

Extra-High Capacity Print Cartridges:  
Cyan: 4,300 std. pages<sup>1</sup> 106R03690  
Magenta: 4,300 std. pages<sup>1</sup> 106R03691  
Yellow: 4,300 std. pages<sup>1</sup> 106R03692

## High Capacity Print Cartridges:

Black: 5,500 std. pages<sup>1</sup> 106R03480  
Cyan: 2,400 std. pages<sup>1</sup> 106R03477  
Magenta: 2,400 std. pages<sup>1</sup> 106R03478  
Yellow: 2,400 std. pages<sup>1</sup> 106R03479

## Standard Capacity Print Cartridges:

Black: 2,500 std. pages<sup>1</sup> 106R03476  
Cyan: 1,000 std. pages<sup>1</sup> 106R03473  
Magenta: 1,000 std. pages<sup>1</sup> 106R03474  
Yellow: 1,000 std. pages<sup>1</sup> 106R03475

## Routine Maintenance Items:

Black Drum Cartridge: 48,000 pages<sup>2</sup> 108R01420  
Cyan Drum Cartridge: 48,000 pages<sup>2</sup> 108R01417  
Magenta Drum Cartridge: 48,000 pages<sup>2</sup> 108R01418  
Yellow Drum Cartridge: 48,000 pages<sup>2</sup> 108R01419  
Waste Cartridge: 30,000 pages<sup>2</sup> 108R01416

## Options

550-sheet Feeder 097504765  
Wireless Network Adapter 497K16750

<sup>1</sup> Average standard pages. Declared Yield in accordance with ISO/IEC 19798. Yield will vary based on image, area coverage and print mode.

<sup>2</sup> Approximate pages. Declared yield based on an average job size of 3 A4-letter-size pages. Yield will vary depending on job run length and media size and orientation.

Configurations vary by geography.

For more information, visit us at [www.xerox.com/office](http://www.xerox.com/office).

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# XEROX® VERSALINK® COLOR MULTIFUNCTION PRINTER

Reliable. Connected. Business Ready.

C7020/C7025/C7030



ConnectKey®  
Technology





- 1 **A 110-sheet Duplex Automatic Document Feeder (DADF)** scans two-sided black-and-white or color originals for copy, scan and fax jobs.
- 2 **Optional Convenience Stapler and Work Surface.**
- 3 **Card Reader Bay** with embedded USB port.<sup>1</sup>
- 4 **An easily accessible USB port<sup>1</sup>** allows users to quickly print from or scan to any standard USB memory device.
- 5 **The 100-sheet Bypass Tray** handles media sizes from 3.5 x 3.87 in. to 11.69 x 17 in./88.9 x 98.4 mm to 297 x 431.8 mm.
- 6 **The standard 520-sheet Tray 1** handles media sizes from 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm.

<sup>1</sup> USB ports can be disabled.

**MULTIPLE PAPER TRAY OPTIONS TO FIT EVERY NEED:**

- 7 **Add the Single Tray Module** to the Desktop model to increase the total paper capacity to 1,140 sheets (includes Bypass Tray).
- 8 **Choose the Single Tray with Stand Module** to increase the total paper capacity to 1,140 sheets (includes Bypass Tray) and provides storage for toner cartridges and other supplies.
- 9 **Choose the Three Tray Module** increases the total paper capacity to 2,180 sheets (includes Bypass Tray). Or choose the optional High-Capacity Tandem Tray Module (not shown) allows for a total paper capacity of up to 3,140 sheets (includes Bypass Tray).
- 10 **The optional High-Capacity Feeder** holds 2,000 sheets of letter/A4 paper, increasing the maximum paper capacity to 5,140 sheets.

**ADD INCREASED VERSATILITY WITH FINISHING OPTIONS:**

- 11 **The Dual Catch Trays** (optional with Desktop model) stack up to 250 sheets each, lower tray offsets.
- 12 **The optional Office Finisher LX** gives you advanced finishing functions at a great value and offers optional booklet making (score, saddle-stitch).
- 13 **The optional Integrated Office Finisher** provides 500-sheet stacking and 50-sheet, single-position stapling.



**INTRODUCING TOUCHSCREEN SUPERIORITY**

Meet our all-new, 7-inch color touchscreen—the user interface that sets a higher standard for customization, personalization and versatility.

By presenting a familiar “mobile” experience—with support for gestural input and task-focused apps that share a common look and feel—fewer steps are needed to complete even the most complex jobs.

A highly intuitive layout guides you through every task from start to finish, with a natural hierarchy placing critical functions near the top of the screen and commonly used options front and center. Don't like where a function or app is located? Customize the layout to make it yours.

This unmatched balance of hardware technology and software capability helps everyone who interacts with the VersaLink® C7000 Series Color Multifunction Printer get more work done, faster.

# Xerox® VersaLink® C7020/C7025/C7030 Color Multifunction Printer

The Xerox® ConnectKey® Technology-enabled VersaLink C7000 Series Color Multifunction Printer offers flawless reliability, seamless integration and advanced productivity. Cloud connected, mobile ready, app-enabled, and easy to personalize, the C7000 Series is your modern workplace assistant—helping you excel today and stay ready for the future.

## **FLAWLESS RELIABILITY. SUPERIOR PERFORMANCE.**

Right out of the box, you'll count on your Xerox® VersaLink C7000 Series Color Multifunction Printer to consistently and flawlessly perform the tasks that make your business work more efficiently. From IT-free installation wizards, to step-by-step configuration options, you're ready to go—hassle free.

Designed for superior reliability, the VersaLink C7000 Series features a new hardware design with fewer moving parts, strengthened paper-path components, and an advanced imaging system.

VersaLink devices are loaded with features and time-saving Xerox® technologies designed to speed up information sharing and reduce inefficient workflows. Ensure information accuracy with Scan and Fax preview, easily archive, organize and search with scanned documents with built-in optical character recognition (OCR).

When it comes to safeguarding critical information, VersaLink devices deliver a spectrum of stringent security features, including Secure Print and card authentication to control access.

Count on superior print quality to make your work look its best. A print resolution of up to 1200 x 2400 dpi delivers sharp text and fine line detail, plus exceptional color vibrancy, solid fills and skin tones.

## **CLOUD CONNECTED. PERSONALIZED EFFICIENCY.**

With the VersaLink C7000 Series Color Multifunction Printer's oversize, customizable 7-inch color touchscreen, you can tap, swipe and pinch your way through tasks and functions with mobile-like ease.

Preloaded Xerox® ConnectKey® Apps help optimize office efficiency, and on-screen access to the extensive Xerox App Gallery provides expanded functionality—like the Xerox® Easy Translator Service app, which quickly translates scanned documents into numerous languages.

Speed through tasks by saving common settings as presets for simple, single-touch job setup. With Simple ID, individual users and groups enter a user ID and password once, and then enjoy fast, secure, easy access to task-specific presets and commonly used apps on a personalized home screen.

## **READY FOR THE WAY YOU WORK.**

The VersaLink C7000 Series gives you the freedom to work where and how you want—with out-of-the-box connectivity to Google Drive™, Microsoft® OneDrive® and DropBox™, and access to additional options through the Xerox App Gallery.

The ability to connect and print from multiple devices is key for today's worker, and VersaLink devices meet the challenge with Apple® AirPrint®, Google Cloud Print™, Xerox® Print Service Plug-in for Android™, Near Field Communication (NFC) Tap-to-Pair and Mopria®, plus optional Wi-Fi and Wi-Fi Direct.

Learn more about why Xerox is the only choice for today's mobile professionals by visiting [www.xerox.com/mobile](http://www.xerox.com/mobile).

To learn more about VersaLink device features, go to [www.xerox.com/VersaLinkEG](http://www.xerox.com/VersaLinkEG)

## **XEROX® CONNECTKEY® TECHNOLOGY—THE NEXUS OF YOUR COMPLETE PRODUCTIVITY ECOSYSTEM**

From Xerox—the company that created the modern workplace—we present the next revolution in workplace productivity. With a consistent user experience across a wide range of devices, mobile and cloud connectivity and a growing library of apps to expand functionality, you'll work faster, better and smarter.

### **Intuitive User Experience**

An entirely new—and yet entirely familiar way to interact that includes a tablet-like experience, with gesture-based touchscreen controls and easy customization.

### **Mobile and Cloud Ready**

Instant connectivity to cloud and mobile devices right from the user interface, with access to pre-loaded, cloud-hosted services that let you work where, when and how you want.

### **Benchmark Security**

Full multi-level protection for both documents and data, ready to guard against and eliminate emerging threats and meet or exceed regulatory compliance.

### **Enables Next Generation Services**

Work more efficiently and manage resources more effectively. Easy integration of Xerox® Managed Print Services enables remote monitoring of service delivery and consumables.

### **Gateway to New Possibilities**

Instantly extend your capabilities with access to the Xerox App Gallery, featuring real-world apps designed to optimize digital workflows. Commission our network of partners to design innovative, business-specific solutions.

Find out more about how you'll work smarter at [www.connectkey.com](http://www.connectkey.com).

The VersaLink C7020/C7025/C7030 Color Multifunction Printer is built on Xerox® ConnectKey® Technology. For more information, visit [www.connectkey.com](http://www.connectkey.com).

DEVICE SPECIFICATIONS	VersaLink C7020	VersaLink C7025	VersaLink C7030
Speed	Up to 20 ppm	Up to 25 ppm	Up to 30 ppm
Monthly Duty Cycle <sup>1</sup>	Up to 87,000 pages	Up to 107,000 pages	Up to 129,000 pages
Hard Drive/Processor/Memory	320 GB HDD <sup>2</sup> /1.05 GHz Dual-core/4 GB memory		
Connectivity	Ethernet 10/100/1000 Base-T, High-speed USB 3.0, Wi-Fi® and Wi-Fi Direct® with optional Wi-Fi Kit, NFC Tap-to-Pair		
Controller Features	Unified Address Book, Configuration Cloning, Scan Preview, Xerox Extensible Interface Platform®, Xerox App Gallery, Xerox® Standard Accounting Tool, Role Based Permissions, Convenience Authentication Enabled, Online Support		
<b>Copy and Print</b> Resolution	<b>Copy:</b> Up to 600 x 600 dpi; <b>Print:</b> Up to 1200 x 2400 dpi		
First-copy-out Time (as fast as)	As fast as 9.0 seconds color/6.9 seconds black-and-white		As fast as 7.2 seconds color/ 5.8 seconds black-and-white
First-print-out Time	As fast as 9.4 seconds color/7.2 seconds black-and-white	As fast as 9.4 seconds color/ 7.1 seconds black-and-white	As fast as 7.3 seconds color/ 5.6 seconds black-and-white
Page Description Languages	PCL® 5e/PCL 6/PDF/XPS/TIFF/JPEG/HP-GL/optional Adobe® PostScript® 3™		
<b>Paper Input</b> Standard	<b>Duplex Automatic Document Feeder (DADF):</b> 110 sheets; Speed: up to 55 ipm; Custom sizes (duplex): 4.92 x 4.33 in. to 11.69 x 17 in./125 x 110 mm to 297 x 431.8 mm; Custom sizes (simplex): 4.92 x 3.35 in. to 11.69 x 17 in./125 x 85 mm to 297 x 431.8 mm		
	<b>Bypass Tray:</b> 100 sheets; Custom sizes: 3.5 x 3.87 in. to 11.69 x 17 in./88.9 x 98.4 mm to 297 x 431.8 mm		
	<b>Tray 1:</b> 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm		
Choose One	<b>Single Tray Module:</b> 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm		
	<b>Single Tray with Stand:</b> 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm		
	<b>Three Tray Module (1,560 sheets):</b> 520 sheets each; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm		
	<b>High-Capacity Tandem Tray (2,520 sheets):</b> Tray 2: 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm; Tray 3: 870 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5; Tray 4: 1,130 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5		
Optional	<b>Envelope Tray:</b> Up to 60 envelopes: #10 commercial, Monarch, DL, C5; Custom sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in./98 x 148 mm to 162 x 241 mm		
	<b>High-Capacity Feeder (HCF):</b> 2,000 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5		
<b>Paper Output/Finishing</b> Standard	<b>Dual Catch Tray<sup>2</sup>:</b> 250 sheets each; Lower tray offsets		
Optional	<b>Integrated Office Finisher:</b> 500-sheet stacker, 50 sheets stapled, single-position stapling		
	<b>Office Finisher LX:</b> 2,000-sheet stacker, 50 sheets stapled, 3-position stapling, optional hole-punch, optional booklet maker (score, saddle stitch)		
	<b>Convenience Stapler and Work Surface:</b> Staples 50 sheets		

## INTUITIVE USER EXPERIENCE

Customize and Personalize	Walkup customization, Personalize Home Screen by User, Multiple Home Screens with Simple ID, Customize by Site, Function or Workflow with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver® and Mobile Express Driver®
Embedded Web Server	PC or mobile—Status Information, Responsive Design, Settings, Device Management, Cloning
Preview	Preview of Scan/Fax with Zoom, Rotate, Add Page
Print Features	Print from USB, Secure Print, Sample Set, Personal Print, Saved Job, Xerox® Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Real-time Status, Scaling, Job Monitoring, Application Defaults, Two-sided Printing (as default), Skip Blank Pages, Draft Mode
Scan	Optical Character Recognition (OCR), Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPEG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-Page PDF/XPS/TIFF/Password Protected PDF
Fax	Optional Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), optional Fax Over IP

## MOBILE AND CLOUD READY

Mobile Printing	Apple® AirPrint®, Google Cloud Print™ Ready, Xerox® Print Service and Mopria® Print Service Plug-ins for Android™
Mobility Options	@PrintByXerox <sup>3</sup> , Xerox® Mobile Print and Mobile Print Cloud <sup>4</sup> , Connect via NFC/Wi-Fi Direct Printing <sup>4</sup> , Xerox® Mobile Link App <sup>3</sup> . Visit <a href="http://www.xerox.com/officemobileapps">www.xerox.com/officemobileapps</a> for available apps.
Cloud Connectors <sup>3</sup>	Print from/Scan to Google Drive™, Microsoft® OneDrive®, Dropbox™, Microsoft Office 365®, Box®, Xerox® DocuShare® Platform and more

## BENCHMARK SECURITY

Network Security	IPsec, HTTPS, encrypted email, Network Authentication, SNMPv3, SSL/TLS, Security Certificates, Automatic Self-Signed Certificate
Device Access	Firmware Verification, User access and internal firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enabled (CAC/PIV/NET), Integrated Card Reader Bay
Data Protection	Setup/Security Wizards, Job Level Encryption via HTTPS/IPPS submission, Encrypted hard disk (AES 256-bit, FIPS 140-2) and image overwrite, Common Criteria Certification (ISO 15408) (undergoing evaluation)
Document Security	Secure Print, Secure Fax, Secure Scan, Secure Email, Password Protected PDF

## ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite <sup>4</sup> , Configuration Cloning, Xerox® Standard Accounting Tool, Equitrac <sup>4</sup> , Y Soft <sup>4</sup> and more
Managing Print	Xerox® Device Manager, Support Assistance, Auto Meter Read, Managed Print Services tools
Sustainability	Cisco EnergyWise®, Earth Smart Printing, Print User ID on margins

## GATEWAY TO NEW POSSIBILITIES

Cloud Services	Xerox® Easy Translator <sup>4</sup> , Xerox® Healthcare MFP Solution (U.S. only) <sup>4</sup> , many additional services available
Xerox App Gallery	Many apps and cloud services available. Visit <a href="http://www.xerox.com/appgallery">www.xerox.com/appgallery</a> for a growing selection of Xerox® apps available for adding functions.

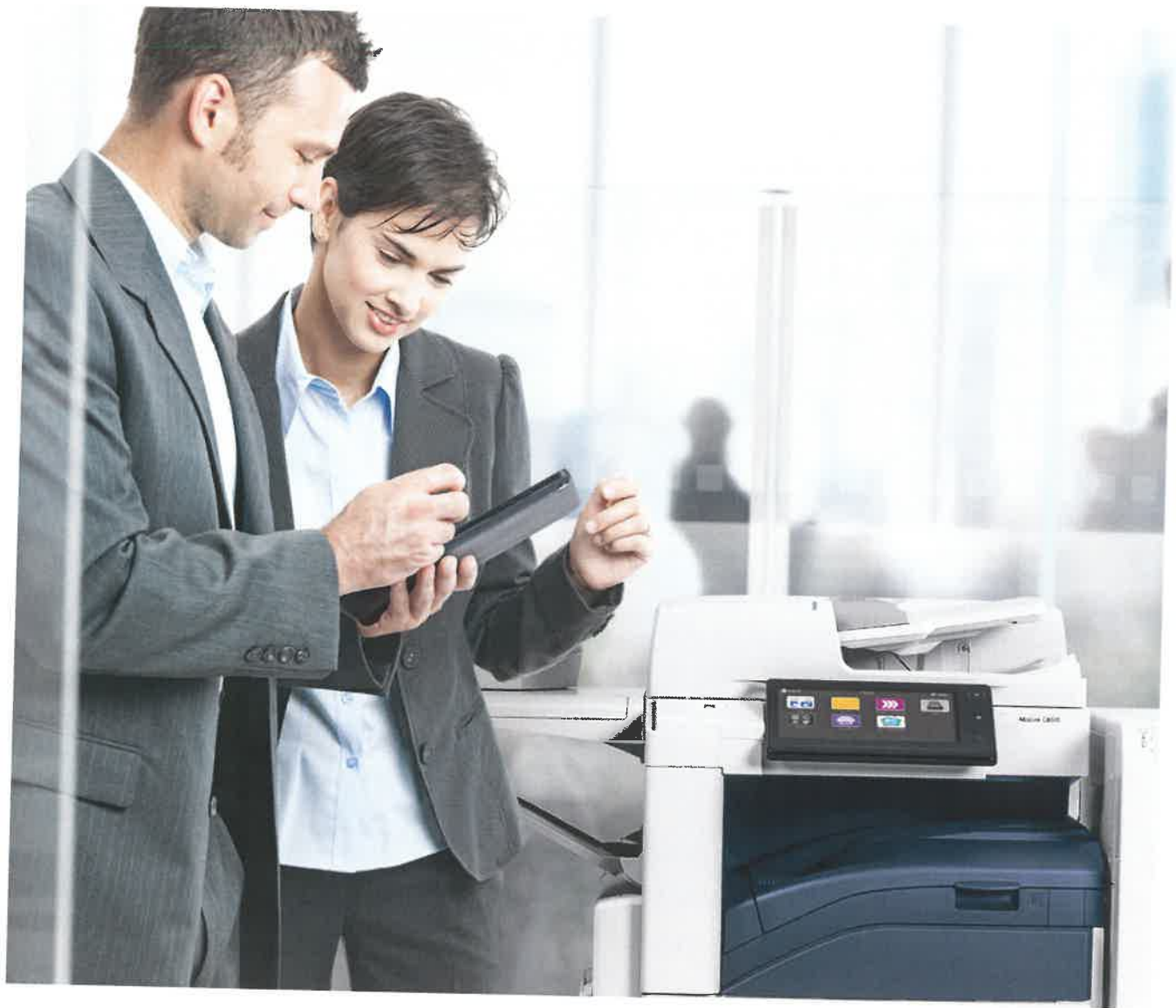
<sup>1</sup> Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis; <sup>2</sup> HDD and Dual Catch Tray are optional on Desktop model; <sup>3</sup> Free optional download from Xerox App Gallery to the Printer—[www.xerox.com/xeroxappgallery](http://www.xerox.com/xeroxappgallery); <sup>4</sup> Purchased option; <sup>5</sup> Visit [www.apple.com](http://www.apple.com) for AirPrint Certification list.

For more detailed specifications, go to [www.xerox.com/VersaLinkC7000Specs](http://www.xerox.com/VersaLinkC7000Specs).

# XEROX<sup>®</sup> ALTALINK<sup>®</sup> COLOR MULTIFUNCTION PRINTER

Smart, Secure and Connected

C8030/C8035/C8045/C8055/C8070



ConnectKey<sup>®</sup>  
Technology

xerox 

# Xerox® AltaLink® C8030/C8035/C8045/C8055/C8070 Color Multifunction Printer

Xerox® AltaLink devices provide new levels of capability and connectivity for mid-size, large workgroups and busy offices. With AltaLink, your extended workforce has instant and secure access to the documents, data and workflows it needs to work faster and more efficiently—from every location and with any device.

## SMART AND PRODUCTIVE

You've never seen a multifunction printer like this before. From its tablet-like user interface to its right-out-of-the-box mobile-friendly connectivity options, the Xerox® AltaLink C8000 Series is the color multifunction device today's workers have been waiting for.

Optimized for business processes, and easy to manage as a standalone device or as part of an entire fleet, it's designed to enable multitasking and collaboration. Create customized workflows, automate complex tasks, print and scan directly to and from the cloud with services like Box®, Microsoft® OneDrive®, Google Drive™, Dropbox™ and Microsoft Office 365™. Connect any time, from anywhere and any device.

With the touch of a button, you can go to our Xerox App Gallery and download simple, yet powerful, serverless apps to your AltaLink color multifunction printer to increase user productivity and shorten everyday tasks.

Built-in mobile connectivity, including Near Field Communication (NFC) Tap-to-Pair, optional Wi-Fi Direct®, @PrintByXerox, Google Cloud Print™, Xerox® Print Service Plug-in for Android™ and Mopria® provides the time-saving convenience your workforce wants and needs.

## POWERFUL AND SCALABLE

Your workgroups operate more efficiently and effectively with AltaLink. Manage, monitor and upgrade your entire fleet with our Embedded Web Server, or provide interactive training and support right from your desktop with our remote user interface.

Fewer maintenance hassles, less IT support, high-capacity paper trays and the ability to print on varying paper sizes add up to increased uptime and greater productivity. Scanning, printing and faxing can be done simultaneously, allowing for multitasking during peak periods—and your choice of finishing options means you can configure your AltaLink device for any work environment and any document type, including booklets, brochures and pamphlets.

## BUILT-IN SECURITY

The AltaLink C8000 Series Color Multifunction Printer provides the maximum level of security through our partnership with McAfee, proactively addressing risks at the fleet and individual device level.

Multiple layers of security include data encryption, disk overwrite and industry certifications. At the user level, Secure Print holds documents for release until they're ready to be retrieved at the device.

## COLOR WHERE IT COUNTS

With high resolution output of 1200 x 2400 dpi, photo-quality color images and crisp text will give your documents clarity and impact. You can also upgrade your AltaLink C8000 Series with the Xerox® EX-c C8000 Print Server Powered by Fiery®, enabling office users to quickly, efficiently and cost effectively print professional-looking documents.

## XEROX® CONNECTKEY® TECHNOLOGY—THE NEXUS OF YOUR COMPLETE PRODUCTIVITY ECOSYSTEM

From Xerox—the company that created the modern workplace—we present the next revolution in workplace productivity. With a consistent user experience across a wide range of devices, mobile and cloud connectivity and a growing library of apps to expand functionality, you'll work faster, better and smarter.

### Intuitive User Experience

An entirely new—and yet entirely familiar way to interact that includes a tablet-like experience with gesture-based touchscreen controls and easy customization.

### Mobile and Cloud Ready

Instant connectivity to cloud and mobile devices right from the user interface, with access to pre-loaded, cloud-hosted services that let you work where, when and how you want.

### Benchmark Security

Full multi-level protection for both documents and data, ready to guard against and eliminate emerging threats and meet or exceed regulatory compliance.

### Enables Next Generation Services

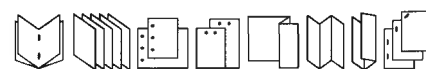
Work more efficiently and manage resources more effectively. Easy integration of Xerox® Managed Print Services enables remote monitoring of service delivery and consumables, plus remote configuration for even more time savings.

### Gateway to New Possibilities

Instantly extend your capabilities with access to the Xerox App Gallery, featuring real-world apps designed to optimize digital workflows. Commission our network of partners to design innovative, business-specific solutions.

Find out more about how you'll work smarter at [www.connectkey.com](http://www.connectkey.com).

## FINISHING APPLICATIONS



- 1 Single-Pass Duplex Automatic Document Feeder (DADF)** saves time by simultaneously scanning both sides of two-sided documents at up to 139 impressions per minute.
- 2 Convenience Stapler** (optional) staples up to 50 sheets of 20 lb/80 gsm media.
- 3 Bypass Tray** handles up to 100 sheets of 20 lb/80 gsm, also feeds up to 110 lb Cover/300 gsm media.
- 4 Two 520-sheet adjustable trays** (standard with all configurations). Tray 1 handles media sizes up to 11.7 x 17 in./A3 and Tray 2 handles media sizes up to 12 x 18 in./SRA3.
- 5 Envelope Kit** (optional—replaces Tray 1) provides trouble-free feeding of up to 60 envelopes.
- 6 High-Capacity Tandem Tray Module** (optional) brings the total paper capacity up to 3,140 sheets.
- 7 Four Tray Module** (optional with C8030/C8035) holds a total of 2,180 sheets.
- 8 High-Capacity Feeder** (optional) holds 2,000 sheets of letter/A4 paper, increasing the maximum paper capacity to 5,140 sheets.
- 9 Business Ready (BR) Finisher** (optional) gives you advanced finishing functions at a great value.
- 10 BR Booklet Maker Finisher** (optional) provides advanced finishing the capability to create 60-page saddle-stitched booklets (2 to 15 sheets).
- 11 C-Fold/Z-Fold Unit** (optional) adds three folds: C-fold, Z-fold and Z-half-fold to the BR Finisher or BR Booklet Maker Finisher.
- 12 Offset Catch Tray (OCT)** (standard on all configurations and included with all finishers).
- 13 Integrated Office Finisher** (optional with C8030/C8035) provides 500-sheet stacking and 50-sheet, single-position stapling.
- 14 Office Finisher LX** (optional with C8030/C8035/C8045/C8055) gives you advanced finishing functions at a great value, and offers optional crease/score and saddle-stitch booklet making capable of 60-page booklets (2 to 15 sheets).
- 15 Xerox® Integrated RFID Card Reader E1.0** (optional) adds card based authentication with support for over 90 access cards.
- 16 Near Field Communication (NFC) Tap-to-Pair** allows users to tap their mobile device to the AltaLink C8000 user panel and instantly connect with the MFP.



### INTRODUCING MOBILE DEVICE-LIKE TOUCHSCREEN SUPERIORITY

Meet our all-new, 10.1-inch color touchscreen—the user interface that sets a higher standard for customization, ease of use and versatility.

By presenting a familiar “mobile” experience—with support for gestural input and task-focused apps that share a common look and feel—fewer steps are needed to complete even the most complex jobs.

A highly intuitive layout guides you through every task from start to finish, with a natural hierarchy placing critical functions near the top of the screen and commonly used options front and center. Don't like where a function or app is located? Customize the layout to make it yours.

This unmatched balance of hardware technology and software smarts helps everyone who interacts with the AltaLink® C8000 Series get more work done, faster. Try our new UI at [www.xerox.com/AltaLinkUI](http://www.xerox.com/AltaLinkUI).



# Xerox® AltaLink® C8030/C8035/C8045/C8055/C8070

## Color Multifunction Printer



DEVICE SPECIFICATIONS	AltaLink C8030	AltaLink C8035	AltaLink C8045	AltaLink C8055	AltaLink C8070
Speed (Color/Black-and-white)	Up to 30/30 ppm	Up to 35/35 ppm	Up to 45/45 ppm	Up to 50/55 ppm	Up to 70/70 ppm
Monthly Duty Cycle*	Up to 90,000 pages	Up to 110,000 pages	Up to 200,000 pages	Up to 300,000 pages	Up to 300,000 pages
Hard Drive/Processor/Memory	Minimum 250 GB HDD/Intel® Atom™ Quad Core 1.91 GHz/2 MB Cache/8 GB system memory				
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct® with optional Xerox® USB Wireless Adapter, NFC Tap-to-Pair				
Optional Controller	Xerox® EX-c C8000 Print Server Powered by Fiery®				
<b>Copy and Print</b> Resolution	<b>Copy:</b> Up to 600 x 600 dpi; <b>Print:</b> Up to 1200 x 2400 dpi				
First-copy-out Time (as fast as) (from platen/warmed-up state)	8.1 seconds color/6.7 seconds black-and-white		7.8 seconds color/6.4 seconds black-and-white	7.2 seconds color/5.7 seconds black-and-white	5.2 seconds color/4.9 seconds black-and-white
First-print-out Time (as fast as)	6.5 seconds color/5.3 seconds black-and-white	6.4 seconds color/5.2 seconds black-and-white	6.5 seconds color/5.3 seconds black-and-white	6.0 seconds color/4.7 seconds black-and-white	4.7 seconds color/4.0 seconds black-and-white
Page Description Languages	Adobe® PostScript® 3™, Adobe PDF version 1.7, PCL® 5c/PCL 6, Optional XML Paper Specification (XPS)				
<b>Paper Input</b> Standard	<b>Single-Pass Duplex Automatic Document Feeder:</b> 130 sheets; Speed: up to 139 ipm (duplex); Sizes: 3.4 x 4.9 in. to 11.7 x 17 in./85 x 125 mm to 297 x 432 mm <b>Bypass Tray:</b> 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 19 in./89 x 98 mm to 320 x 483 mm (SEF) <b>Tray 1:</b> 520 sheets; Custom sizes: 5.5 x 7.2 in. to 11.7 x 17 in./140 x 182 mm to 297 x 432 mm (SEF) <b>Tray 2:</b> 520 sheets; Custom sizes: 5.5 x 7.2 in. to 12 x 18 in./140 x 182 mm to SRA3 (SEF)				
Choose One	<b>Four Tray Module</b> (Trays 3 and 4—available with C8030/C8035): 1,040 sheets; 520 sheets each; Custom sizes: 5.5 x 7.2 to 12 x 18 in./140 x 182 mm to SRA3 (SEF) <b>High Capacity Tandem Tray Module:</b> 2,000 sheets; One 867-sheet paper tray and one 1,133-sheet paper tray; Sizes: 8.5 x 11 in./A4				
Optional	<b>High-Capacity Feeder (HCF):</b> 2,000 sheets; Size 8.5 x 11 in./A4 long edge feed <b>Envelope Tray (replaces Tray 1):</b> Up to 60 envelopes: #10 Commercial, Monarch, DL, C5				
<b>Paper Output/Finishing</b> Standard	<b>Dual Offset Catch Tray</b> (standard when finishers are not attached): 250 sheets each; Face up Tray: 100 sheets				
Optional	<b>Integrated Office Finisher</b> (Available with C8030/C8035): 500-sheet stacker, 50 sheets stapled, single-position stapling <b>Office Finisher LX</b> (Available with C8030/C8035/C8045/C8055): 2,000-sheet stacker, 50 sheets stapled, 2-position stapling, optional hole punch, optional booklet maker (score, saddle stitch 2 to 15 sheets (60 pages)) <b>BR Finisher:</b> 3,000-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching <b>BR Booklet Maker Finisher:</b> 1,500-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching plus saddle-stitch booklet making (2 to 15 sheets, 60 pages) and V-folding <b>C-Fold/Z-Fold Unit:</b> Adds Z-folding, Letter Z-folding and Letter C-folding to the BR Finisher and BR Booklet Maker Finisher <b>Convenience Stapler:</b> 50-sheet stapling (based on 80 gsm), includes Work Surface				

### INTUITIVE USER EXPERIENCE

Customize and Personalize	Site, Function or Workflow Customization with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver®, Xerox® Mobile Express Driver®
Xerox® Embedded Web Server	PC or mobile—Status Information, Settings, Device Management, Cloning
Remote Console/Preview	Remote User Interface
Print Features	Print from USB, Sample Set, Personal Print, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Defaults, Two-sided Printing, Draft Mode
Scan and Fax	Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/XPS/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR)

### MOBILE AND CLOUD READY

Mobile Connectivity	Apple® AirPrint®, Google Cloud Print™ Ready, Xerox® Print Service Plug-in for Android™, Mopria® Print Service Plug-in for Android, NFC, Wi-Fi Direct Printing
Mobile Printing	@PrintByXerox, Xerox® Mobile Print, Xerox® Mobile Print Cloud, Xerox® Mobile Link App; Visit <a href="http://www.xerox.com/officemobileapps">www.xerox.com/officemobileapps</a> for available apps.
Cloud Connectivity	Print from/Scan to Google Drive™, Microsoft® OneDrive®, Dropbox™, Microsoft Office 365™, Box®, Xerox® DocuShare® and more.

### BENCHMARK SECURITY

Network Security	IPsec, HTTPS, SFTP and Encrypted Email, Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, SSL, TLS, Security Certificates, Automatic Self-signed Certificate
Device Access	Firmware Verification, User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enablement Kit (CAC/PIV.NET), Xerox® Integrated RFID Card Reader E1.0
Data Protection	Encrypted Hard Disk (AES 256-bit, FIPS 140-2, Validated) and Image Overwrite, McAfee® ePolicy Orchestrator®, McAfee Integrity Control, Whitelisting, Job Level Encryption via HTTPS and Drivers
Document Security	Common Criteria Certification (ISO 15408) (undergoing evaluation), Encrypted Secure Print, FIPS Encrypted Print Drivers

### ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite, Configuration Cloning, Xerox® Standard Accounting, Equitrac, Y Soft, PaperCut and more partner solutions
Managing Print	Xerox® Device Manager, Xerox® Support Assistance, Auto Meter Read, Managed Print Services Tools
Sustainability	Cisco EnergyWise®, Print User ID on Margins, Earth Smart Print Settings

### GATEWAY TO NEW POSSIBILITIES

Cloud Services	Xerox® Easy Translator, Xerox® Healthcare MFP (U.S. only), many additional services available
Xerox App Gallery	Many apps and cloud services available. Visit <a href="http://www.xerox.com/appgallery">www.xerox.com/appgallery</a> for a growing selection of apps available for adding functions to the MFP.

\* Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

For more detailed specifications, including the latest certifications, go to [www.xerox.com/AltalinkC8000Specs](http://www.xerox.com/AltalinkC8000Specs).





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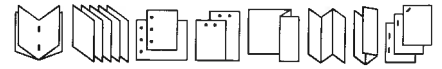
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- 4 Two 520-sheet adjustable trays** (standard with all configurations). Tray 1 handles media sizes up to 11.7 x 17 in./A3 and Tray 2 handles media sizes up to 12 x 18 in./SRA3.
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### INTRODUCING MOBILE DEVICE-LIKE TOUCHSCREEN SUPERIORITY

Meet our all-new, 10.1-inch color touchscreen—the user interface that sets a higher standard for customization, ease of use and versatility.

By presenting a familiar “mobile” experience—with support for gestural input and task-focused apps that share a common look and feel—fewer steps are needed to complete even the most complex jobs.

A highly intuitive layout guides you through every task from start to finish, with a natural hierarchy placing critical functions near the top of the screen and commonly used options front and center. Don't like where a function or app is located? Customize the layout to make it yours.

This unmatched balance of hardware technology and software smarts helps everyone who interacts with the AltaLink® C8000 Series get more work done, faster. Try our new UI at [www.xerox.com/AltaLinkUI](http://www.xerox.com/AltaLinkUI).



# Xerox® AltaLink® C8030/C8035/C8045/C8055/C8070

## Color Multifunction Printer



DEVICE SPECIFICATIONS	AltaLink C8030	AltaLink C8035	AltaLink C8045	AltaLink C8055	AltaLink C8070
Speed (Color/Black-and-white)	Up to 30/30 ppm	Up to 35/35 ppm	Up to 45/45 ppm	Up to 50/55 ppm	Up to 70/70 ppm
Monthly Duty Cycle*	Up to 90,000 pages	Up to 110,000 pages	Up to 200,000 pages	Up to 300,000 pages	Up to 300,000 pages
Hard Drive/Processor/Memory	Minimum 250 GB HDD/Intel® Atom™ Quad Core 1.91 GHz/2 MB Cache/8 GB system memory				
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct® with optional Xerox® USB Wireless Adapter, NFC Tap-to-Pair				
Optional Controller	Xerox® EX-c C8000 Print Server Powered by Fiery®				
<b>Copy and Print</b>	<b>Resolution</b> Copy: Up to 600 x 600 dpi; <b>Print:</b> Up to 1200 x 2400 dpi				
First-copy-out Time (as fast as) (from platen/warmed-up state)	8.1 seconds color/6.7 seconds black-and-white		7.8 seconds color/6.4 seconds black-and-white	7.2 seconds color/5.7 seconds black-and-white	5.2 seconds color/4.9 seconds black-and-white
First-print-out Time (as fast as)	6.5 seconds color/5.3 seconds black-and-white	6.4 seconds color/5.2 seconds black-and-white	6.5 seconds color/5.3 seconds black-and-white	6.0 seconds color/4.7 seconds black-and-white	4.7 seconds color/4.0 seconds black-and-white
Page Description Languages	Adobe® PostScript® 3™, Adobe PDF version 1.7, PCL® 5c/PCL 6, Optional XML Paper Specification (XPS)				
<b>Paper Input</b>	Standard	<b>Single-Pass Duplex Automatic Document Feeder:</b> 130 sheets; Speed: up to 139 ipm (duplex); Sizes: 3.4 x 4.9 in. to 11.7 x 17 in./85 x 125 mm to 297 x 432 mm <b>Bypass Tray:</b> 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 19 in./89 x 98 mm to 320 x 483 mm (SEF) <b>Tray 1:</b> 520 sheets; Custom sizes: 5.5 x 7.2 in. to 11.7 x 17 in./140 x 182 mm to 297 x 432 mm (SEF) <b>Tray 2:</b> 520 sheets; Custom sizes: 5.5 x 7.2 in. to 12 x 18 in./140 x 182 mm to SRA3 (SEF)			
	Choose One	<b>Four Tray Module</b> (Trays 3 and 4—available with C8030/C8035): 1,040 sheets; 520 sheets each; Custom sizes: 5.5 x 7.2 to 12 x 18 in./140 x 182 mm to SRA3 (SEF) <b>High Capacity Tandem Tray Module:</b> 2,000 sheets; One 867-sheet paper tray and one 1,133-sheet paper tray; Sizes: 8.5 x 11 in./A4			
	Optional	<b>High-Capacity Feeder (HCF):</b> 2,000 sheets; Size 8.5 x 11 in./A4 long edge feed <b>Envelope Tray (replaces Tray 1):</b> Up to 60 envelopes: #10 Commercial, Monarch, DL, C5			
<b>Paper Output/Finishing</b>	Standard	<b>Dual Offset Catch Tray</b> (standard when finishers are not attached): 250 sheets each; Face up Tray: 100 sheets			
	Optional	<b>Integrated Office Finisher</b> (Available with C8030/C8035): 500-sheet stacker, 50 sheets stapled, single-position stapling <b>Office Finisher LX</b> (Available with C8030/C8035/C8045/C8055): 2,000-sheet stacker, 50 sheets stapled, 2-position stapling, optional hole punch, optional booklet maker (score, saddle stitch 2 to 15 sheets (60 pages)) <b>BR Finisher:</b> 3,000-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching <b>BR Booklet Maker Finisher:</b> 1,500-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching plus saddle-stitch booklet making (2 to 15 sheets, 60 pages) and V-folding <b>C-Fold/Z-Fold Unit:</b> Adds Z-folding, Letter Z-folding and Letter C-folding to the BR Finisher and BR Booklet Maker Finisher <b>Convenience Stapler:</b> 50-sheet stapling (based on 80 gsm), includes Work Surface			

### INTUITIVE USER EXPERIENCE

Customize and Personalize	Site, Function or Workflow Customization with Xerox App Gallery and Xerox® App Studio
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver®, Xerox® Mobile Express Driver®
Xerox® Embedded Web Server	PC or mobile—Status Information, Settings, Device Management, Cloning
Remote Console/Preview	Remote User Interface
Print Features	Print from USB, Sample Set, Personal Print, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Defaults, Two-sided Printing, Draft Mode
Scan and Fax	Scan to USB/Email/Network (FTP/SMB), Scan File Formats: PDF, PDF/A, XPS, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/XPS/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or three-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR)

### MOBILE AND CLOUD READY

Mobile Connectivity	Apple® AirPrint®, Google Cloud Print™ Ready, Xerox® Print Service Plug-in for Android™, Mopria® Print Service Plug-in for Android, NFC, Wi-Fi Direct Printing
Mobile Printing	@PrintByXerox, Xerox® Mobile Print, Xerox® Mobile Print Cloud, Xerox® Mobile Link App; Visit <a href="http://www.xerox.com/officemobileapps">www.xerox.com/officemobileapps</a> for available apps.
Cloud Connectivity	Print from/Scan to Google Drive™, Microsoft® OneDrive®, Dropbox™, Microsoft Office 365™, Box®, Xerox® DocuShare® and more.

### BENCHMARK SECURITY

Network Security	IPsec, HTTPS, SFTP and Encrypted Email, Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, SSL, TLS, Security Certificates, Automatic Self-signed Certificate
Device Access	Firmware Verification, User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Smart Card Enablement Kit (CAC/PIV.NET), Xerox® Integrated RFID Card Reader E1.0
Data Protection	Encrypted Hard Disk (AES 256-bit, FIPS 140-2, Validated) and Image Overwrite, McAfee® ePolicy Orchestrator®, McAfee Integrity Control, Whitelisting, Job Level Encryption via HTTPS and Drivers
Document Security	Common Criteria Certification (ISO 15408) (undergoing evaluation), Encrypted Secure Print, FIPS Encrypted Print Drivers

### ENABLES NEXT GENERATION SERVICES

Print Management	Xerox® Print Management and Mobility Suite, Configuration Cloning, Xerox® Standard Accounting, Equitrac, Y Soft, PaperCut and more partner solutions
Managing Print	Xerox® Device Manager, Xerox® Support Assistance, Auto Meter Read, Managed Print Services Tools
Sustainability	Cisco EnergyWise®, Print User ID on Margins, Earth Smart Print Settings

### GATEWAY TO NEW POSSIBILITIES

Cloud Services	Xerox® Easy Translator, Xerox® Healthcare MFP (U.S. only), many additional services available
Xerox App Gallery	Many apps and cloud services available. Visit <a href="http://www.xerox.com/appgallery">www.xerox.com/appgallery</a> for a growing selection of apps available for adding functions to the MFP.

\* Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

For more detailed specifications, including the latest certifications, go to [www.xerox.com/AltaLinkC8000Specs](http://www.xerox.com/AltaLinkC8000Specs).

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Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 - Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 1 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-05-04	2017-05-25 13:30:00	CRFQ 0212 SWC1700000015	2

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X *Beth Mue*

FEIN # *204771102*

DATE *7/20/2017*

offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 1 - To extend the vendor question deadline from 05/09/2017 to 05/15/2017. To extend the bid opening from 05/18/2017 to 05/25/2017.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

Extended Description :  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-15

<b>SWC1700000015</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No. 1 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

# SOLICITATION NUMBER: CRFQ – SWC1700000015

## Addendum Number: 1

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The purpose of this addendum is to modify the solicitation identified as CRFQ SWC1700000015 (“Solicitation”) to reflect the change(s) identified and described below.

### Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

### Description of Modification to Solicitation:

1. To extend vendor question deadline from 05/09/2017 to 05/15/2017.
2. To extend the bid opening from 05/18/2017 to 05/25/2017.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

### Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ SWC1700000015**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

---

Company

---

Authorized Signature

---

Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 - Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 2 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-05-12	2017-05-30 13:30:00	CRFQ 0212 SWC1700000015	3

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X *Beth Mac*

FEIN # 20-4771102

DATE 7/20/2017

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMAITON:**

Addendum No. 2 - To extend the vendor question deadline from 05/15/2017 to 05/18/2017. To extend the bid opening from 05/25/2017 05/30/2017.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

Extended Description :  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC1700000015</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No. 2 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**SOLICITATION NUMBER: CRFQ – SWC1700000015**  
**Addendum Number: 1**

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The purpose of this addendum is to modify the solicitation identified as CRFQ SWC1700000015 (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. To extend vendor question deadline from 05/15/2017 to 05/18/2017.
2. To extend the bid opening from 05/25/2017 to 05/30/2017.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 – Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 3 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-05-25	2017-06-08 13:30:00	CRFQ 0212 SWC1700000015	4

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature *Beth Mo*

FEIN # *20-4771102*

DATE *7/24/2017*

I offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 3 - To extend the bid opening from 05/30/2017 to 06/08/2017. Responses to vendor questions will be issued under separate addendum.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**

Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Revised Technical question deadline	2017-05-18

<b>SWC1700000015</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No. 3 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



# SOLICITATION NUMBER: CRFQ – SWC1700000015

## Addendum Number: 3

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The purpose of this addendum is to modify the solicitation identified as CRFQ SWC1700000015 (“Solicitation”) to reflect the change(s) identified and described below.

### Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

### Description of Modification to Solicitation:

1. To extend the bid opening from 05/30/2017 to 06/08/2017.
2. Responses to vendor questions will be issued under separate addendum.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

### Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFO SWC1700000015**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 — Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 4 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date issued	Solicitation Closes	Solicitation No	Version
2017-06-05	2017-06-21 13:30:00	CRFQ 0212 SWC1700000015	5

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.lyle@wv.gov

Signature *Beth No* FEIN # DATE

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION**

Addendum No. 4 - To extend the bid opening from 06/08/2017 to 06/21/2017. Responses to vendor questions will be issued under separate addendum.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC170000015</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No. 4 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**SOLICITATION NUMBER: CRFQ – SWC1700000015**

**Addendum Number: 4**

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The purpose of this addendum is to modify the solicitation identified as CRFQ SWC1700000015 (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. To extend the bid opening from 06/08/2017 to 06/21/2017.
2. Responses to vendor questions will be issued under separate addendum.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFO SWC1700000015**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 – Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 5 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-06-16	2017-06-29 13:30:00	CRFQ 0212 SWC1700000015	6

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X  FEIN# \_\_\_\_\_ DATE \_\_\_\_\_

All offers subject to all terms and conditions contained in this solicitation



**ADDITIONAL INFORMATION:**

Addendum No. 5 - To extend the bid opening from 06/21/2017 to 06/29/2017. Responses to vendor questions will be issued under separate addendum.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

Extended Description :  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC1700000016</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No. 5 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**SOLICITATION NUMBER: CRFQ – SWC1700000015**  
**Addendum Number: 5**

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The purpose of this addendum is to modify the solicitation identified as CRFQ SWC1700000015 (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. To extend the bid opening from 06/21/2017 to 06/29/2017.
2. Responses to vendor questions will be issued under separate addendum.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFO SWC170000015**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**NOTE:** This addendum acknowledgment should be submitted with the bid to expedite document processing.

**SOLICITATION NUMBER: CRFQ – SWC1700000015**  
**Addendum Number: 6**

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The purpose of this addendum is to modify the solicitation identified as CRFQ SWC1700000015 (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. To extend the bid opening from 06/29/2017 to 07/11/2017.
2. Responses to vendor questions will be issued under separate addendum.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFQ SWC170000015**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

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Company

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Authorized Signature

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Date

**NOTE:** This addendum acknowledgement should be submitted with the bid to expedite document processing.



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 – Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 7 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-07-05	2017-07-11 13:30:00	CRFQ 0212 SWC1700000015	8

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.lyle@wv.gov

Signature X *Tara Lyle* FEIN # 20-4771102 DATE 7/20/2017  
 All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 7 - Responses to vendor questions and revised pricing pages attached. The bid opening remains on 07/11/2017 at 1:30 pm.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**

Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18



<b>SWC1700000015</b>	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No. 7 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

# SOLICITATION NUMBER: CRFQ – SWC1700000015

## Addendum Number: 7

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The purpose of this addendum is to modify the solicitation identified as CRFQ SWC1700000015 (“Solicitation”) to reflect the change(s) identified and described below.

### Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

### Description of Modification to Solicitation:

1. Responses to vendor questions attached.
2. Revised pricing pages attached.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

### Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

**ATTACHMENT A**  
**SWC170000015 – Addendum No. 7**

**Questions:**

- Q1: My only questions is on the pricing sheet. I think some of the formula are not lined up or something. I created an example in the spread sheet.  
Example Row 229  
This is 16 machines times 500 x click cost times 12 (months)  
The formula doesn't multiple by the number of machines.  
And on some of the rows it moves totals up into the fax or staple row.
- A1: Revised pricing pages attached.
- Q2: Are the number of copies on the calculation sheets just for evaluation purposes or are the number of copies used to be included in the MA or rental price as a base allowance?
- A2: Evaluation purposes only.
- Q3: Please clarify the hard drive expectations at the end of a rental. Having to give the hard drive to the agency at the end of a rental adds unnecessary cost to the base. Plus most systems now don't keep stored images on the drive and have high levels of security. Can we submit our security whitepapers to show the level of security we offer?
- A3: See Section 3.1.1.13.17 in the specifications.
- Q4: Does the agency have the authority to cancel a rental, or does the agency have to have approval from the Director of Purchasing.
- A4: The agency should have the approval from the Purchasing Division.
- Q5: Are there certain conditions that have to be met to justify cancelling, such as non-funding or service issues?
- A5: See Section 19 – Cancellation – in the General Terms and Conditions.
- Q6: Who is responsible for transferring email addresses or fax numbers from the existing system to the new system? Vendor, Agency, or OT?
- A6: The Office of Technology.

Q7: I have attached a suggested modified version of the calculation sheet you had sent out. The changes I made are as follows:

1. Multiplied the Purchase bands Per Click Charge (PCC) by the estimated quantity and then by 36 months
2. Multiplied the Rental bands PCC by the estimated quantity.
3. Multiplied Rentals Total Price per Month Price by xx months of the term (24,36,48) to get a full term cost for the life of the rentals, not just 12 months.
4. I made the additional column of "Est. Quantity" = the cell for 1<sup>st</sup> "Est. Quantity", so that if you change any of the Est. Quantities for the number of copiers the other cell will match.

A7: Revised pricing pages attached.

Q8: When will all the Q&A be posted?

A8: Responses to vendor questions are hereto attached.

Q9: Is stapling required for Monochrome Bands 2, 3, 4, 5, 6 & 7?

A9: Yes.

Q10: Is stapling required for Color Bands 2, 3 & 4?

A10: Yes.

Q11: Please describe in detail under which circumstances a contract would be cancelled.

A11: See Section 19 – Cancellation – in the General Terms and Conditions.

Q12: The spreadsheets for leasing are incorrect. There are formulas in column K which is off by a row. Further, the bid language indicates that copies are included in the leasing programs, however the pricing spreadsheet does not indicate this. Please clarify. I am reviewing the bid documents for this opportunity. I noticed that there is a calculation error in the excel pricing file. The column for Total Annual cost has an error in the formula. It is calculating the total based upon the data from the line below. For example the formula to calculate the total of line 115 is J116\*12 when it should be J115\*12. The formula is that way all the way down to the bottom of the spreadsheet.

A12: Revised pricing pages attached.

Q13: The estimated quantity of machines is different for the purchase, 24 month, 36 month, and 48 months. Is that estimated for different month rental options so for Band 1 it is 1 for the 24 month rental, 16 for 36 month and 17 for 48 month rentals? So are you estimating a total of 21 Band 1 machines for all the options etc.?

A13: As per Section 4.3 in the specifications, the Pricing Pages contain a list of estimated quantities that may be purchased or leased. The estimated quantity for each item represents the approximate volume of anticipated purchases only. No future use of the Contract or any individual item is guaranteed or implied.

Q14: For the Per Click charge by band are you wanting the price to include the estimated copies so for Band 1 it is 500. Do you want the price to be for 500 copies and then a Cost per copy click charge for copies over 500 per month or is the price to include all copies used for each band?

A14: Revised pricing pages attached. See Clarifications below.

Q15: 3.1.13.2 Section C- Are staples to be included in the per click charge?

A15: Yes.

Q16: 3.1.13.2 Section H- For any machines purchased without a service agreement, will Agency be permitted to purchase a service agreement at a later date?

A16: Agencies may purchase a service agreement at a later date by following their agency-delegated purchasing procedures.

Q17: 6.5- Please define the word 'defect' as used in Patent Defect and Latent Defect.

A17: The definition as found from the The Law Dictionary (featuring Black's Law Dictionary Free Online Legal Dictionary 2nd Ed.) for patent defect and latent defect are provided below –

**Patent defect** - A defect, or anomaly in any item that might cause it to malfunction. Can be found easily upon inspection.

**Latent defect** - Defect in an item found after the delivery of the item, discovered through the normal use of the item. This defect type is typically not found through normal inspection/investigation techniques. The defect can be in either the item's material and/or workmanship.

Q18: In the bands requiring electronic sorting or finisher/stapler, are finishers required? Most digital machines will sort without the use of a finisher/stapler.

A18: Yes.

Q19: 4.2.6 According to the RFP, the lease payments are suppose to include service & maintenance costs for the number of copies per month listed. The monthly volumes are not listed on the new pricing pages as they were on the old pricing pages What numbers do we use to include service and maintenance in the Lease Unit Price for each unit. Please advise.

4.2.6 Copier (including maintenance for \_\_\_ copies) — Vendor should list the brand name and Model No. of the copier that it is bidding for the item no. and band number in question. As indicated, the Unit Price on all leased copiers must include any service and maintenance costs for the number of copies per month listed. The space above has been left blank because each band has a different number of copies included. Vendor should multiply the Unit Price by the quantity specified to calculate the Total Price Per Month (Including Maintenance).

A19: Revised pricing pages attached.

**Clarifications:**

1. To remove Section 4.2.6 in its entirety and replace with the following:

**4.2.6 Copier (including maintenance for \_\_\_ copies)** – Vendor should list the brand name and Model No. of the copier that it is bidding for the item no. and band number in question. As indicated, the Unit Price on all leased copiers must include any service and maintenance costs for the number of per click charge. The space above has been left blank because each band has a different number of copies included. Vendor should multiply the Unit Price by the quantity specified to calculate the Total Price Per Month (Including Maintenance).

2. To remove Section 4.2.10 in its entirety and replace with the following:

**4.2.10 Per Click Copy Charge (Monochrome)** – Vendor should list the per click copy charge for monochrome copies in the Unit Price column for this line item. The unit price should then be multiplied by the Estimated Quantity to arrive at the Total Price per Month. The Total Annual Cost column is a sum of the Total Price per Month multiplied by 12 for 12 months and then multiplied by the estimated quantity of machines.

Example for line “Per Click Charge (includes maintenance and consumables):

Item No.	Order Type	Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost
3	24 Month Lease	Monochrome						
		<b>Band 1</b>						
		Copier			2	\$ 10.00	\$ 20.00	\$ 240.00
		Scanning			2		\$ -	\$ -
		Network Printing			2		\$ -	\$ -
		Fax			2		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			500	\$ 0.10000	\$ 50.00	\$ 1,200.00
		<b>Total for Band 1</b>					\$ 70.00	\$ 1,440.00

# REVISED PRICING PAGES



CRFQ SWC170000015 - DIGCOP17A - Pricing Pages

Item No.	Order Type	Item Description	Brand Name of Item Bid	Model No. of Item Bid	Est. Quantity	Unit Price	Total Price
1	Purchase	Monochrome					
		<b>Band 1</b>					
		Copier			4		\$ -
		Scanning			4		\$ -
		Network Printing			4		\$ -
		Fax			4		\$ -
		Per Click Charge (includes maintenance and consumables)			500		\$ -
		<b>Total for Band 1</b>					\$ -
		<b>Band 2</b>					
		Copier			3		\$ -
		Scanning			3		\$ -
		Network Printing			3		\$ -
		Fax			3		\$ -
		Staple			3		\$ -
		Per Click Charge (includes maintenance and consumables)			2,200		\$ -
		<b>Total for Band 2</b>					\$ -
		<b>Band 3</b>					
		Copier			4		\$ -
		Scanning			4		\$ -
		Network Printing			4		\$ -
		Fax			4		\$ -
		Staple			4		\$ -
		Per Click Charge (includes maintenance and consumables)			4,500		\$ -
		<b>Total for Band 3</b>					\$ -
		<b>Band 4</b>					
		Copier			1		\$ -
		Scanning			1		\$ -
		Network Printing			1		\$ -
		Fax			1		\$ -
		Staple			1		\$ -
		Per Click Charge (includes maintenance and consumables)			7,000		\$ -
		<b>Total for Band 4</b>					\$ -





Item No.	Order Type	Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost
3	24 Month	<b>Monochrome</b>						
		<b>Band 1</b>						
		Copier			1		\$ -	\$ -
		Scanning			1		\$ -	\$ -
		Network Printing			1		\$ -	\$ -
		Fax			1		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			500		\$ -	\$ -
		<b>Total for Band 1</b>					\$ -	\$ -
		<b>Band 2</b>						
		Copier			2		\$ -	\$ -
		Scanning			2		\$ -	\$ -
		Network Printing			2		\$ -	\$ -
		Fax			2		\$ -	\$ -
		Staple			2		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			2,200		\$ -	\$ -
		<b>Total for Band 2</b>					\$ -	\$ -
		<b>Band 3</b>						
		Copier			2		\$ -	\$ -
		Scanning			2		\$ -	\$ -
		Network Printing			2		\$ -	\$ -
		Fax			2		\$ -	\$ -
		Staple			2		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			4,500		\$ -	\$ -
		<b>Total for Band 3</b>					\$ -	\$ -

Item No.	Order Type	Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost	
3	24 Month Lease (cont.)	Monochrome							
		<b>Band 4</b>							
		Copier			1		\$ -	\$ -	
		Scanning			1		\$ -	\$ -	
		Network Printing			1		\$ -	\$ -	
		Fax			1		\$ -	\$ -	
		Staple			1		\$ -	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			7,000		\$ -	\$ -	
		<b>Total for Band 4</b>					\$ -	\$ -	
		<b>Band 5</b>							
		Copier			1		\$ -	\$ -	
		Scanning			1		\$ -	\$ -	
		Network Printing			1		\$ -	\$ -	
		Fax			1		\$ -	\$ -	
		Staple			1		\$ -	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			12,000		\$ -	\$ -	
		<b>Total for Band 5</b>					\$ -	\$ -	
		<b>Band 6</b>							
		Copier			1		\$ -	\$ -	
		Scanning			1		\$ -	\$ -	
		Network Printing			1		\$ -	\$ -	
		Fax			1		\$ -	\$ -	
		Staple			1		\$ -	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			18,000		\$ -	\$ -	
		<b>Total for Band 6</b>					\$ -	\$ -	
		<b>Band 7</b>							
		Copier			1		\$ -	\$ -	
		Scanning			1		\$ -	\$ -	
		Network Printing			1		\$ -	\$ -	
		Fax			1		\$ -	\$ -	
		Staple			1		\$ -	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			25,000		\$ -	\$ -	
		<b>Total for Band 7</b>					\$ -	\$ -	
		<b>Total Monthly Lease Price of Monochrome Bands 1 through 7 for 24 Month Lease</b>						\$ -	\$ -

Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost
4	24 Month Lease	Color						
		<b>Band 1</b>						
		Copier			1		\$ -	\$ -
		Scanning			1		\$ -	\$ -
		Network Printing			1		\$ -	\$ -
		Fax			1		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			200		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			500		\$ -	\$ -
		<b>Total for Band 1</b>					\$ -	\$ -
		<b>Band 2</b>						
		Copier			1		\$ -	\$ -
		Scanning			1		\$ -	\$ -
		Network Printing			1		\$ -	\$ -
		Fax			1		\$ -	\$ -
		Staple			1		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		<b>Total for Band 2</b>					\$ -	\$ -
		<b>Band 3</b>						
		Copier			1		\$ -	\$ -
		Scanning			1		\$ -	\$ -
		Network Printing			1		\$ -	\$ -
		Fax			1		\$ -	\$ -
		Staple			1		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			2,000		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		<b>Total for Band 3</b>					\$ -	\$ -

	<b>Band 4</b>							
	Copier			4		\$	-	
	Scanning			4		\$	-	
	Network Printing			4		\$	-	
	Fax			4		\$	-	
	Staple			4		\$	-	
	Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			4,000		\$	-	
	Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$	-	
	<b>Total for Band 4</b>					\$	-	
	<b>Total Monthly Lease Price of Color Bands 1 through 4 for 24 Month Lease</b>						\$	-

Item No.		Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost
5	36 Month Lease	Monochrome						
		<b>Band 1</b>						
		Copier			16		\$ -	\$ -
		Scanning			16		\$ -	\$ -
		Network Printing			16		\$ -	\$ -
		Fax			16		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			500		\$ -	\$ -
		<b>Total for Band 1</b>					\$ -	\$ -
		<b>Band 2</b>						
		Copier			6		\$ -	\$ -
		Scanning			6		\$ -	\$ -
		Network Printing			6		\$ -	\$ -
		Fax			6		\$ -	\$ -
		Staple			6		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			2,200		\$ -	\$ -
		<b>Total for Band 2</b>					\$ -	\$ -
		<b>Band 3</b>						
		Copier			14		\$ -	\$ -
		Scanning			14		\$ -	\$ -
		Network Printing			14		\$ -	\$ -
		Fax			14		\$ -	\$ -
		Staple			14		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			4,500		\$ -	\$ -
		<b>Total for Band 3</b>					\$ -	\$ -
		<b>Band 4</b>						
		Copier			15		\$ -	\$ -
		Scanning			15		\$ -	\$ -
		Network Printing			15		\$ -	\$ -
		Fax			15		\$ -	\$ -
		Staple			15		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			7,000		\$ -	\$ -
		<b>Total for Band 4</b>					\$ -	\$ -



Item No.		Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost	
5	36 Month Lease (cont.)	Monochrome							
		<b>Band 5</b>							
		Copier			16		\$ -	\$ -	
		Scanning			16		\$ -	\$ -	
		Network Printing			16		\$ -	\$ -	
		Fax			16		\$ -	\$ -	
		Staple			16		\$ -	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			12,000		\$ -	\$ -	
		<b>Total for Band 5</b>					\$ -	\$ -	
		<b>Band 6</b>							
		Copier			6		\$ -	\$ -	
		Scanning			6		\$ -	\$ -	
		Network Printing			6		\$ -	\$ -	
		Fax			6		\$ -	\$ -	
		Staple			6		\$ -	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			18,000		\$ -	\$ -	
		<b>Total for Band 6</b>					\$ -	\$ -	
		<b>Band 7</b>							
		Copier			2		\$ -	\$ -	
		Scanning			2		\$ -	\$ -	
		Network Printing			2		\$ -	\$ -	
		Fax			2		\$ -	\$ -	
		Staple			2		\$ -	\$ -	
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			25,000		\$ -	\$ -	
		<b>Total for Band 7</b>					\$ -	\$ -	
		<b>Total Monthly Lease Price of Monochrome Bands 1 through 7 for 36 Month Lease</b>						\$ -	\$ -

Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost
6	36 Month Lease	Color						
		<b>Band 1</b>						
		Copier			1		\$ -	\$ -
		Scanning			1		\$ -	\$ -
		Network Printing			1		\$ -	\$ -
		Fax			1		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			200		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			500		\$ -	\$ -
		<b>Total for Band 1</b>					\$ -	\$ -
		<b>Band 2</b>						
		Copier			3		\$ -	\$ -
		Scanning			3		\$ -	\$ -
		Network Printing			3		\$ -	\$ -
		Fax			3		\$ -	\$ -
		Staple			3		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		<b>Total for Band 2</b>					\$ -	\$ -
		<b>Band 3</b>						
		Copier			14		\$ -	\$ -
		Scanning			14		\$ -	\$ -
		Network Printing			14		\$ -	\$ -
		Fax			14		\$ -	\$ -
		Staple			14		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			2,000		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		<b>Total for Band 3</b>					\$ -	\$ -

	<b>Band 4</b>							
	Copier			16		\$ -	\$ -	
	Scanning			16		\$ -	\$ -	
	Network Printing			16		\$ -	\$ -	
	Fax			16		\$ -	\$ -	
	Staple			16		\$ -	\$ -	
	Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			4,000		\$ -	\$ -	
	Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -	
	<b>Total for Band 4</b>					\$ -	\$ -	
	<b>Total Monthly Lease Price of Color Bands 1 through 4 for 36 Month Lease</b>						\$ -	\$ -

Item No.		Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost
7	48 Month Lease	Monochrome						
		<b>Band 1</b>						
		Copier			17		\$ -	\$ -
		Scanning			17		\$ -	\$ -
		Network Printing			17		\$ -	\$ -
		Fax			17		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			500		\$ -	\$ -
		<b>Total for Band 1</b>					\$ -	\$ -
		<b>Band 2</b>						
		Copier			17		\$ -	\$ -
		Scanning			17		\$ -	\$ -
		Network Printing			17		\$ -	\$ -
		Fax			17		\$ -	\$ -
		Staple			17		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			2,200		\$ -	\$ -
		<b>Total for Band 2</b>					\$ -	\$ -
		<b>Band 3</b>						
		Copier			48		\$ -	\$ -
		Scanning			48		\$ -	\$ -
		Network Printing			48		\$ -	\$ -
		Fax			48		\$ -	\$ -
		Staple			48		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			4,500		\$ -	\$ -
		<b>Total for Band 3</b>					\$ -	\$ -
		<b>Band 4</b>						
		Copier			19		\$ -	\$ -
		Scanning			19		\$ -	\$ -
		Network Printing			19		\$ -	\$ -
		Fax			19		\$ -	\$ -
		Staple			19		\$ -	\$ -
		Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			7,000		\$ -	\$ -
		<b>Total for Band 4</b>					\$ -	\$ -

Item No.	Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost
7	48 Month Lease (cont.)	Monochrome					
	<b>Band 5</b>						
	Copier			20		\$ -	\$ -
	Scanning			20		\$ -	\$ -
	Network Printing			20		\$ -	\$ -
	Fax			20		\$ -	\$ -
	Staple			20		\$ -	\$ -
	Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			12,000		\$ -	\$ -
	<b>Total for Band 5</b>					\$ -	\$ -
	<b>Band 6</b>						
	Copier			18		\$ -	\$ -
	Scanning			18		\$ -	\$ -
	Network Printing			18		\$ -	\$ -
	Fax			18		\$ -	\$ -
	Staple			18		\$ -	\$ -
	Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			18,000		\$ -	\$ -
	<b>Total for Band 6</b>					\$ -	\$ -
	<b>Band 7</b>						
	Copier			13		\$ -	\$ -
	Scanning			13		\$ -	\$ -
	Network Printing			13		\$ -	\$ -
	Fax			13		\$ -	\$ -
	Staple			13		\$ -	\$ -
	Per Click Charge (includes maintenance and consumables) - See revised narrative in Section 4.2.10 of the specifications			25,000		\$ -	\$ -
	<b>Total for Band 7</b>					\$ -	\$ -
	<b>Total Monthly Lease Price of Monochrome Bands 1 through 7 for 48 Month Lease</b>					\$ -	\$ -

Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month	Total Annual Cost
8	48 Month Lease	Color						
		<b>Band 1</b>						
		Copier			1		\$ -	\$ -
		Scanning			1		\$ -	\$ -
		Network Printing			1		\$ -	\$ -
		Fax			1		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			200		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			500		\$ -	\$ -
		<b>Total for Band 1</b>					\$ -	\$ -
		<b>Band 2</b>						
		Copier			7		\$ -	\$ -
		Scanning			7		\$ -	\$ -
		Network Printing			7		\$ -	\$ -
		Fax			7		\$ -	\$ -
		Staple			7		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		<b>Total for Band 2</b>					\$ -	\$ -
		<b>Band 3</b>						
		Copier			12		\$ -	\$ -
		Scanning			12		\$ -	\$ -
		Network Printing			12		\$ -	\$ -
		Fax			12		\$ -	\$ -
		Staple			12		\$ -	\$ -
		Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			2,000		\$ -	\$ -
		Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
		<b>Total for Band 3</b>					\$ -	\$ -

<b>Band 4</b>						
Copier			25		\$ -	\$ -
Scanning			25		\$ -	\$ -
Network Printing			25		\$ -	\$ -
Fax			25		\$ -	\$ -
Staple			25		\$ -	\$ -
Per Click Charge (Color) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			4,000		\$ -	\$ -
Per Click Charge (Monochrome) (includes maintenance and consumables) See revised narrative in Section 4.2.10 of the specifications			1,000		\$ -	\$ -
<b>Total for Band 4</b>					\$ -	\$ -
<b>Total Monthly Lease Price of Color Bands 1 through 4 for 48 Month Lease</b>					\$ -	\$ -

Total Price for All Items		
Item 1	Total Purchasing Price of Monochrome Bands 1 through 7	\$ -
Item 2	Total Purchas Price of Color Bands 1-4	\$ -
Item 3	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 24 Month Lease	\$ -
Item 4	Total Monthly Lease Price of Color Bands 1 through 4 for 24 Month Lease	\$ -
Item 5	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 36 Month Lease	\$ -
Item 6	Total Monthly Lease Price of Color Bands 1 through 4 for 36 Month Lease	\$ -
Item 7	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 48 Month Lease	\$ -
Item 8	Total Monthly Lease Price of Color Bands 1 through 4 for 48 Month Lease	\$ -
<b>Total Overall Bid Price for All Items</b>		<b>\$ -</b>

**Vendor Information:**

Vendor Name: \_\_\_\_\_

Contact Name: \_\_\_\_\_

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

Phone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_



**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFO SWC170000015**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

---

Company

---

Authorized Signature

---

Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 - Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 8 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-07-06	2017-07-11 13:30:00	CRFQ 0212 SWC1700000015	9

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature:  FEIN # \_\_\_\_\_ DATE \_\_\_\_\_

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 7 - Revised pricing pages to correct formula errors in Item No. 3 (24-month lease) and Item No. 5 (36-month lease) attached. The bid opening remains on 07/11/2017 at 1:30 pm.

VOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**

Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

SWC170000015	<b>Document Phase</b> Draft	<b>Document Description</b> Addendum No. 8 - SWC contract for digital copiers	<b>Page 3 of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions

**SOLICITATION NUMBER: CRFQ – SWC1700000015**  
**Addendum Number: 8**

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The purpose of this addendum is to modify the solicitation identified as CRFQ SWC1700000015 (“Solicitation”) to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

1. Revised pricing pages attached to correct formula errors in Item Nos. 3 and 5.

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

CRFQ SWC1700000015 - DIGCOP17A - Pricing Pages

Item No.	Order Type	Item Description	Brand Name of Item Bid	Model No. of Item Bid	Est. Quantity	Unit Price	Total Price
1	Purchase	Monochrome					
		<b>Band 1</b>					
		Copier			4		\$ -
		Scanning			4		\$ -
		Network Printing			4		\$ -
		Fax			4		\$ -
		Per Click Charge (includes maintenance and consumables)			500		\$ -
		<b>Total for Band 1</b>					\$ -
		<b>Band 2</b>					
		Copier			3		\$ -
		Scanning			3		\$ -
		Network Printing			3		\$ -
		Fax			3		\$ -
		Staple			3		\$ -
		Per Click Charge (includes maintenance and consumables)			2,200		\$ -
		<b>Total for Band 2</b>					\$ -
		<b>Band 3</b>					
		Copier			4		\$ -
		Scanning			4		\$ -
		Network Printing			4		\$ -
		Fax			4		\$ -
		Staple			4		\$ -
		Per Click Charge (includes maintenance and consumables)			4,500		\$ -
		<b>Total for Band 3</b>					\$ -
		<b>Band 4</b>					
		Copier			1		\$ -
		Scanning			1		\$ -
		Network Printing			1		\$ -
		Fax			1		\$ -
		Staple			1		\$ -
		Per Click Charge (includes maintenance and consumables)			7,000		\$ -
		<b>Total for Band 4</b>					\$ -

Item No.	Order Type	Item Description	Brand Name of Item Bid	Model No. of Item Bid	Est. Quantity	Unit Price	Total Price	
1	Purchase (cont.)	Monochrome						
		<b>Band 5</b>						
		Copier			1		\$ -	
		Scanning			1		\$ -	
		Network Printing			1		\$ -	
		Fax			1		\$ -	
		Staple			1		\$ -	
		Per Click Charge (includes maintenance and consumables)			12,000		\$ -	
		<b>Total for Band 5</b>					\$ -	
		<b>Band 6</b>						
		Copier			1		\$ -	
		Scanning			1		\$ -	
		Network Printing			1		\$ -	
		Fax			1		\$ -	
		Staple			1		\$ -	
		Per Click Charge (includes maintenance and consumables)			18,000		\$ -	
		<b>Total for Band 6</b>					\$ -	
		<b>Band 7</b>						
		Copier			1		\$ -	
		Scanning			1		\$ -	
		Network Printing			1		\$ -	
		Fax			1		\$ -	
		Staple			1		\$ -	
		Per Click Charge (includes maintenance and consumables)			25,000		\$ -	
		<b>Total for Band 7</b>					\$ -	
		<b>Total Purchase Price of Monochrome Bands 1 through 7</b>						\$ -





**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: CRFO SWC1700000015**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Addendum No. 1 | <input checked="" type="checkbox"/> Addendum No. 6  |
| <input checked="" type="checkbox"/> Addendum No. 2 | <input checked="" type="checkbox"/> Addendum No. 7  |
| <input checked="" type="checkbox"/> Addendum No. 3 | <input checked="" type="checkbox"/> Addendum No. 8  |
| <input checked="" type="checkbox"/> Addendum No. 4 | <input checked="" type="checkbox"/> Addendum No. 9  |
| <input checked="" type="checkbox"/> Addendum No. 5 | <input checked="" type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

Just Tech LLC  
Company  
Beth Mave  
Authorized Signature  
7/20/2017  
Date

NOTE: This addendum acknowledgment should be submitted with the bid to expedite document processing.



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 - Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 2 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-05-12	2017-05-30 13:30:00	CRFQ 0212 SWC1700000015	3

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X

FEIN #

22,477,1102

DATE

7/20/2017

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMAITON:**

Addendum No. 2 - To extend the vendor question deadline from 05/15/2017 to 05/18/2017. To extend the bid opening from 05/25/2017 to 05/30/2017.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC1700000015</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 2 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 – Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 3 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-05-25	2017-06-08 13:30:00	CRFQ 0212 SWC1700000015	4

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X



FEIN #

DATE

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATON:**

Addendum No. 3 - To extend the bid opening from 05/30/2017 to 06/08/2017. Responses to vendor questions will be issued under separate addendum.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**

Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC170000015</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 3 - SWC contract for digital copiers	<b>Page 3 of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 – Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 5 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-06-16	2017-06-29 13:30:00	CRFQ 0212 SWC1700000015	6

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yyle@wv.gov

Signature X  FEIN # DATE

All offers subject to all terms and conditions contained in this solicitation





<b>SWC1700000015</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 5 - SWC contract for digital copiers	<b>Page 3 of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



Purchasing Division  
 2019 Washington Street East  
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 Charleston, WV 25305-0130

State of West Virginia  
 Request for Quotation  
 28 – Office Equip.

Proc Folder: 328007

Doc Description: Addendum No. 6 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-06-28	2017-07-11 13:30:00	CRFQ 0212 SWC1700000015	7

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X  FEIN # DATE

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 6 - To extend the bid opening from 06/29/2017 to 07/11/2017. Responses to vendor questions will be issued under separate addendum.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**

Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Revised Technical question deadline	2017-05-18

<b>SWC1700000015</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 6 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

See attached document(s) for additional Terms and Conditions



Purchasing Division  
 2019 Washington Street East  
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State of West Virginia  
 Request for Quotation  
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Proc Folder: 328007

Doc Description: Addendum No. 7 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-07-05	2017-07-11 13:30:00	CRFQ 0212 SWC1700000015	8

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X

FEIN #

DATE

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 7 - Responses to vendor questions and revised pricing pages attached. The bid opening remains on 07/11/2017 at 1:30 pm.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**

Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC170000015</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 7 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

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Proc Folder: 328007

Doc Description: Addendum No. 8 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-07-06	2017-07-11 13:30:00	CRFQ 0212 SWC1700000015	9

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature *Beth Mc* FEIN # \_\_\_\_\_ DATE \_\_\_\_\_

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 7 - Revised pricing pages to correct formula errors in Item No. 3 (24-month lease) and Item No. 5 (36-month lease) attached. The bid opening remains on 07/11/2017 at 1:30 pm.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Revised Technical question deadline	2017-05-18

<b>SWC170000015</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No. 8 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

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 2019 Washington Street East  
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State of West Virginia  
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Proc Folder: 328007

Doc Description: Addendum No. 9 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-07-07	2017-07-18 13:30:00	CRFQ 0212 SWC1700000015	10

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X

FEIN #

DATE

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 9 - To extend the bid opening from 07/11/2017 to 07/18/2017.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC1700000015</b>	<b>Document Phase</b> <b>Final</b>	<b>Document Description</b> Addendum No. 9 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

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Purchasing Division  
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State of West Virginia  
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Proc Folder: 328007

Doc Description: Addendum No.10 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-07-14	2017-07-21 13:30:00	CRFQ 0212 SWC1700000015	11

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature *Beth Ma* FEIN # 20 4771102 DATE 7/20/2017

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 10 - Revised specifications and pricing pages attached. To extend the bid opening from 07/18/2017 to 07/21/2017.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**

Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

<u>Line</u>	<u>Event</u>	<u>Event Date</u>
1	Revised Technical question deadline	2017-05-18



<b>SWC1700000015</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No.10 - SWC contract for digital copiers	<b>Page 3 of 3</b>
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State of West Virginia  
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Proc Folder: 328007

Doc Description: Addendum No.10 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-07-14	2017-07-21 13:30:00	CRFQ 0212 SWC1700000015	11

**BID RECEIVING LOCATION**  
 BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**  
 Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**  
 Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X *Beth Nave* FEIN # 204771102 DATE 7/20/2017  
 All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 10 - Revised specifications and pricing pages attached. To extend the bid opening from 07/18/2017 to 07/21/2017.

BILL TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC170000015</b>	<b>Document Phase</b> Final	<b>Document Description</b> Addendum No.10 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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Proc Folder: 328007

Doc Description: Addendum No.10 - SWC contract for digital copiers

Proc Type: Central Master Agreement

Date Issued	Solicitation Closes	Solicitation No	Version
2017-07-14	2017-07-21 13:30:00	CRFQ 0212 SWC1700000015	11

**BID RECEIVING LOCATION**

BID CLERK  
 DEPARTMENT OF ADMINISTRATION  
 PURCHASING DIVISION  
 2019 WASHINGTON ST E  
 CHARLESTON WV 25305  
 US

**VENDOR**

Vendor Name, Address and Telephone Number:

**FOR INFORMATION CONTACT THE BUYER**

Tara Lyle  
 (304) 558-2544  
 tara.l.yle@wv.gov

Signature X

FEIN #

DATE

All offers subject to all terms and conditions contained in this solicitation

**ADDITIONAL INFORMATION:**

Addendum No. 10 - Revised specifications and pricing pages attached. To extend the bid opening from 07/18/2017 to 07/21/2017.

INVOICE TO		SHIP TO	
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER		STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER	
No City	WV99999	No City	WV 99999
US		US	

Line	Comm Ln Desc	Qty	Unit Issue	Unit Price	Total Price
1	Statewide contract for digital copiers	1.00000	LS		

Comm Code	Manufacturer	Specification	Model #
44101501			

**Extended Description :**  
Statewide contract for digital copiers

**SCHEDULE OF EVENTS**

Line	Event	Event Date
1	Revised Technical question deadline	2017-05-18

<b>SWC1700000015</b>	<b>Document Phase</b> <b>Final</b>	<b>Document Description</b> Addendum No.10 - SWC contract for digital copiers	<b>Page 3</b> <b>of 3</b>
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**ADDITIONAL TERMS AND CONDITIONS**

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