



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

Purchase Order

PURCHASE ORDER NO.
DIGCOP04A

PAGE
1

BLANKET RELEASE
00

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

CHANGE ORDER
4

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

INVOICE TO

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

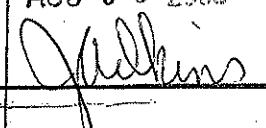
AGENCY COPY

VENDOR TO

*709002847 01 201-529-8932
 SHARP ELECTRONICS CORP
 SHARP PLAZA BOX R
 MAHWAH NJ 07430

SHIP TO

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
08/03/2005		NET 30		131968872			
SHIP VIA		F.O.B.		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.	UNIT PRICE		AMOUNT	
	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
			CHANGE ORDER #04				
	TO OFFER INDIVIDUAL ACCESSORY PRICING RATHER THAN PRECONFIGURED PACKAGES OF THE BAND 3 MONOCHROME COPIER MODEL #AR-M355 AND THE BAND 4 MONOCHROME COPIER MODEL #AR-M455. SEE ATTACHED ACCESSORIES LISTS. ++++++NO. ADDITIONAL CHANGES+++++						
						WV State Purchasing Division Administration Unit Certified Encumbered AUG 0 9 2005 	
				PREVIOUS PO TOTAL==>		OPEN END	
				PO NET CHANGE (+)==>			

IF APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE *13178305*

Randy Wayfield

OPEN END
TOTAL

APPROVED AS TO FORM BY ASSISTANT ATTORNEY GENERAL

BY CHARLYN MILLER 304-558-2596
PURCHASING DIVISION AUTHORIZED SIGNATURE

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

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



Sharp Document Solutions Company of America

RECEIVED

2005 AUG -1 P 3 32

PURCHASING DIVISION
STATE OF WV

July 20, 2005

Betty Francisco
Senior Buyer
State of West Virginia
Procurement Department
2019 Washington Street East
Charleston, West Virginia 25305

Re: Substitution Requests for Copier Contract – DIGCOP04
Monochrome Band Numbers 3 and 4

Dear Ms. Francisco:

Sharp Electronics recently began offering individual accessory pricing rather than the preconfigured packages of the AR-M355 and AR-M455 (our models awarded in Bands 3 and 4). In order to lessen confusion when customers wish to order additional or different accessories than those offered in the preconfigured packages, Sharp Electronics requests that the attached items be substituted in these two categories. The requested substitution configurations are identical to the preconfigured packages previously approved but simply show a breakdown of each accessory included in the package. In addition, the pricing for these individual accessories has been added to the accessories page.

Thank you for your consideration. If you should have any questions regarding this request, please feel free to contact me at (703) 713-1208.

Sincerely,

Pam Coleman
Government Account Executive
Sharp Electronics Corporation

**COST SHEET
MONOCHROME COPIERS
BAND 3**

BRAND NAME: Sharp Electronics Corporation

MODEL #: Delete – AR-M350N with EF1; RK1; MU1; DU3; TE3 & DC1

Delete – AR-355NCT; DU3; TE3

Substitute – AR-M355N with EF3, RK2, MU2, DU3, TE3 & 45ABD

MINIMUM SPECIFICATIONS:

Mfg. copy volume 30,000/month

Copy speed 30 cpm

Features:

1,000 Sheet Capacity

2 Paper Sources

Automatic Document Feeder

Auto Duplexing

Electronic Sorting

Finisher/Sorter

SPECIFICATIONS OF MACHINE BID:

Yes

35 PPM

Yes

Yes

Yes

Yes

Yes

Optional per Addendum #1

(Included item/model #s for any accessory included in the base machine if needed for ordering)

PRICING:

Purchase price: **\$4,462.00**

(Amount to be deducted if ordering as a non-connected machine: **\$700.00**)

Maintenance/month: **\$60.00**

24 Month Rental: **\$230.10/month**

Amount to be deducted if ordering as a non-connected machine: **\$26.00**

36 Month Rental: **\$219.50/month**

Amount to be deducted if ordering as a non-connected machine: **\$25.00**

48 Month Rental: **\$185.50/month**

Amount to be deducted if ordering as a non-connected machine: **\$19.00**

Warranty (0) (duration) Reduction to monthly maintenance and rental price during warranty:

24 month: **\$0.00/mn**

36 month: **\$0.00/mn**

48 month **\$0.00/mn**

Maintenance for purchased machines: **\$60.00/mn**

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies excepting paper for 15,000 copies/month.

Per copy overage charge for copies in excess of 15,000 copies/month: **\$0.012/ea**

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

Accessory/ Description	Model #	Purchase	Maintenance/ Month	24 Month Rental	36 Month Rental	48 Month Rental
Finisher	AR-FN6	\$751.00	\$15.00	\$43.70	\$41.80	\$36.30
Finisher w/Saddle- Stitch	AR-FN7	\$1,497.00	\$15.00	\$72.20	\$68.40	\$57.20
8 Bin Mailbox Stack/Finisher	AR-MS1	\$536.00	\$0	\$20.50	\$19.10	\$15.10
3 Hole Punch Module	AR-PN1B	\$367.00	\$0	\$14.00	\$13.10	\$10.30
Exit Tray (Left)	AR-TE3	\$32.00	\$0	\$1.20	\$1.10	\$0.90
Exit Tray (Right)	AR-TE4	\$17.00	\$0	\$0.60	\$0.60	\$0.50
Exit Tray (Right + Fill)	AR-TE5	\$71.00	\$0	\$2.70	\$2.50	\$2.00
Duplexing Module	AR-DU3	\$210.00	\$0	\$8.00	\$7.50	\$5.90
Duplexing Module/Bypass	AR-DU4	\$271.00	\$0	\$10.40	\$9.70	\$7.60
8 MB Memory	AR-MM9	\$98.00	\$0	\$3.70	\$3.50	\$2.80
Bar Code Font Kit	AR-PF1	\$311.00	\$0	\$11.90	\$11.10	\$8.80
Fax Expansion Kit	AR-FX12	\$665.00	\$5.00	\$30.40	\$28.70	\$23.70
Postscript Expansion Kit	AR-PK6	\$208.00	\$0	\$8.00	\$7.40	\$5.90
Application Integration Module	AR-AM1T	\$251.00	\$0	\$9.60	\$9.00	\$7.10
Network Scanning Expansion Kit	AR-NS3	\$677.00	\$0	\$29.70	\$27.70	\$21.90
Hard Disk Erase Security	AR- FR21U	\$229.00	\$0	\$8.80	\$8.20	\$6.50
Hard Disk Erase Security	AR- FR22U	\$229.00	\$0	\$8.80	\$8.20	\$6.50
15 AMP Power Filter	AR- D5133NT	\$100.00	\$0	\$3.80	\$3.60	\$2.80
Scanner/Single Pass Feeder	AR-EF3	\$1220.00	\$0	\$46.60	\$43.60	\$34.40
Scanner Rack	AR-RK2	\$110.00	\$0	\$4.20	\$3.90	\$3.10
500 Sheet + 2000 Sheet Paper Desk	AR-D28	\$776.00	\$0	\$29.70	\$27.70	\$21.90
3 x 500 Sheet Paper Feed Desk	AR-D27	\$675.00	\$0	\$25.80	\$24.10	\$19.00
500 Sheet Cassette	AR-MU2	\$161.00	\$0	\$6.20	\$5.80	\$4.60
Printer Upgrade Kit with Hard Drive (includes NIC)	AR-P21	\$807.00	\$0	\$35.90	\$33.80	\$27.70
Console	AR- 45ABD	\$129.00	\$0	\$4.90	\$4.60	\$3.60

2500 Sheet Paper Deck (Must be ordered on initial installation – cannot be added after installation	AR355NA	Deleted	Deleted	Deleted	Deleted	Deleted
3 x 500 sheet cassettes (Must be ordered on initial installation – cannot be added after installation	AR355NB	Deleted	Deleted	Deleted	Deleted	Deleted
Printer Expansion Kit	AR-P14	Deleted	Deleted	Deleted	Deleted	Deleted
Network Card	AR-NC5J	Deleted	Deleted	Deleted	Deleted	Deleted
Scanner/Single Pass Feeder	AR-EF1	Deleted	Deleted	Deleted	Deleted	Deleted
Scanner Rack	AR-RK1	Deleted	Deleted	Deleted	Deleted	Deleted
500 Sheet Cassette	AR-MU1	Deleted	Deleted	Deleted	Deleted	Deleted
Power Supply	AR-DC1	Deleted	Deleted	Deleted	Deleted	Deleted
3/500 Sheet Paper Desk	AR-D15	Deleted	Deleted	Deleted	Deleted	Deleted
500/+2000 Sheet Paper Desk	AR-D20	Deleted	Deleted	Deleted	Deleted	Deleted
5GB Hard Drive	AR-HD3	Deleted	Deleted	Deleted	Deleted	Deleted
SharpDesk	AR-NS2	Deleted	Deleted	Deleted	Deleted	Deleted
Post Script Expansion Kit	AR-PK1N	Deleted	Deleted	Deleted	Deleted	Deleted
Facsimile Expansion Kit	AR-FX5	Deleted	Deleted	Deleted	Deleted	Deleted
Data Security Kit	AR-FR4	Deleted	Deleted	Deleted	Deleted	Deleted

**COST SHEET
MONOCHROME COPIERS
BAND 4**

BRAND NAME: Sharp Electronics Corporation

MODEL #: Delete – AR-M450N with EF1; RK1; D15; DU3 & TE3

Delete – AR-455NB; DU3;TE3

Substitute – AR-M455N with EF3, RK2, D27 & TE3

MINIMUM SPECIFICATIONS:

Mfg.copy volume 45,000/month

Copy speed 40 cpm

Features:

1,500 Sheet Capacity

3 Paper Sources

Automatic Document Feeder

Auto Duplexing

Electronic Sorting

Finisher/Sorter

SPECIFICATIONS OF MACHINE BID:

Yes

45 PPM

Yes

Yes

Yes

Yes

Yes

Optional per Addendum #1

(Included item/model #s for any accessory included in the base machine if needed for ordering)

PRICING:

Purchase price: **\$5,787.00**

(Amount to be deducted if ordering as a non-connected machine: **\$640.00**)

Maintenance/month: **\$95.00**

24 Month Rental: **\$315.80/month**

Amount to be deducted if ordering as a non-connected machine: **\$24.00**

36 Month Rental: **\$301.20/month**

Amount to be deducted if ordering as a non-connected machine: **\$22.00**

48 Month Rental: **\$258.30/month**

Amount to be deducted if ordering as a non-connected machine: **\$18.00**

Warranty (0) (duration) Reduction to monthly maintenance and rental price during warranty:

24 month: **\$0.00/mn** 36 month: **\$0.00/mn** 48 month **\$0.00/mn**

Maintenance for purchased machines: **\$95.00/mn**

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies excepting paper for 22,500 copies/month.

Per copy overage charge for copies in excess of 22,500 copies/month: **\$0.012/ea**

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

Accessory/ Description	Model #	Purchase	Maintenance/ Month	24 Month Rental	36 Month Rental	48 Month Rental
Finisher	AR-FN6	\$751.00	\$15.00	\$43.70	\$41.80	\$36.30
Finisher w/Saddle- Stitch	AR-FN7	\$1,497.00	\$15.00	\$72.20	\$68.40	\$57.20
8 Bin Mailbox Stack/Finisher	AR-MS1	\$536.00	\$0	\$20.50	\$19.10	\$15.10
3 Hole Punch Module	AR-PN1B	\$367.00	\$0	\$14.00	\$13.10	\$10.30
Exit Tray (Left)	AR-TE3	\$32.00	\$0	\$1.20	\$1.10	\$0.90
Exit Tray (Right)	AR-TE4	\$17.00	\$0	\$0.60	\$0.60	\$0.50
Exit Tray (Right + Fill)	AR-TE5	\$71.00	\$0	\$2.70	\$2.50	\$2.00
Duplexing Module	AR-DU3	\$210.00	\$0	\$8.00	\$7.50	\$5.90
Duplexing Module/Bypass	AR-DU4	\$271.00	\$0	\$10.40	\$9.70	\$7.60
8 MB Memory	AR-MM9	\$98.00	\$0	\$3.70	\$3.50	\$2.80
Bar Code Font Kit	AR-PF1	\$311.00	\$0	\$11.90	\$11.10	\$8.80
Fax Expansion Kit	AR-FX12	\$665.00	\$5.00	\$30.40	\$28.70	\$23.70
Postscript Expansion Kit	AR-PK6	\$208.00	\$0	\$8.00	\$7.40	\$5.90
Application Integration Module	AR-AM1T	\$251.00	\$0	\$9.60	\$9.00	\$7.10
Network Scanning Expansion Kit	AR-NS3	\$677.00	\$0	\$29.70	\$27.70	\$21.90
Hard Disk Erase Security	AR- FR21U	\$229.00	\$0	\$8.80	\$8.20	\$6.50
Hard Disk Erase Security	AR- FR22U	\$229.00	\$0	\$8.80	\$8.20	\$6.50
15 AMP Power Filter	AR- D5133NT	\$100.00	\$0	\$3.80	\$3.60	\$2.80
Scanner/Single Pass Feeder	AR-EF3	\$1220.00	\$0	\$46.60	\$43.60	\$34.40
Scanner Rack	AR-RK2	\$110.00	\$0	\$4.20	\$3.90	\$3.10
500 Sheet + 2000 Sheet Paper Desk	AR-D28	\$776.00	\$0	\$29.70	\$27.70	\$21.90
3 x 500 Sheet Paper Feed Desk	AR-D27	\$675.00	\$0	\$25.80	\$24.10	\$19.00
500 Sheet Cassette	AR-MU2	\$161.00	\$0	\$6.20	\$5.80	\$4.60
Printer Upgrade Kit with Hard Drive (includes NIC)	AR-P21	\$807.00	\$0	\$35.90	\$33.80	\$27.70
Console	AR- 45ABD	\$129.00	\$0	\$4.90	\$4.60	\$3.60

2500 Sheet Paper Deck (Must be ordered on initial installation – cannot be added after installation)	AR355NA	Deleted	Deleted	Deleted	Deleted	Deleted
3 x 500 sheet cassettes (Must be ordered on initial installation – cannot be added after installation)	AR355NB	Deleted	Deleted	Deleted	Deleted	Deleted
Printer Expansion Kit	AR-P14	Deleted	Deleted	Deleted	Deleted	Deleted
Network Card	AR-NC5J	Deleted	Deleted	Deleted	Deleted	Deleted
Scanner/Single Pass Feeder	AR-EF1	Deleted	Deleted	Deleted	Deleted	Deleted
Scanner Rack	AR-RK1	Deleted	Deleted	Deleted	Deleted	Deleted
500 Sheet Cassette	AR-MU1	Deleted	Deleted	Deleted	Deleted	Deleted
Power Supply	AR-DC1	Deleted	Deleted	Deleted	Deleted	Deleted
3/500 Sheet Paper Desk	AR-D15	Deleted	Deleted	Deleted	Deleted	Deleted
500/+2000 Sheet Paper Desk	AR-D20	Deleted	Deleted	Deleted	Deleted	Deleted
5GB Hard Drive	AR-HD3	Deleted	Deleted	Deleted	Deleted	Deleted
SharpDesk	AR-NS2	Deleted	Deleted	Deleted	Deleted	Deleted
Post Script Expansion Kit	AR-PK1N	Deleted	Deleted	Deleted	Deleted	Deleted
Facsimile Expansion Kit	AR-FX5	Deleted	Deleted	Deleted	Deleted	Deleted
Data Security Kit	AR-FR4	Deleted	Deleted	Deleted	Deleted	Deleted



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

Purchase Order

PURCHASE ORDER NO.
 DIGCOP04A

PAGE
 []

BLANKET RELEASE
 00

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

CHANGE ORDER
 4

**SEE REVERSE SIDE FOR
 TERMS AND CONDITIONS**

O F F I C E

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

V E N D O R

*709002847 01 201-529-8932
 SHARP ELECTRONICS CORP
 SHARP PLAZA BOX R

 MAHWAH NJ 07430

S H I P T O

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
08/03/2005		NET 30		131968872			
SHIP VIA		F.O.B.		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.		UNIT PRICE	AMOUNT	
	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
			RECEIPT TICKET FOR PURCHASE ORDER: DIGCOP04A				
			DESCRIPTION			QTY	DATE
0001		985-64	PER ATTACHED COST SHEETS				
			SIGNATURE _____				DATE _____

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

TOTAL

APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY _____
 PURCHASING DIVISION AUTHORIZED SIGNATURE