



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:
 DIGCOP04H

PAGE
 1

BLANKET RELEASE
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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
 9

SEE REVERSE SIDE FOR TERMS AND CONDITIONS

AGENCY COPY

INVOICE TO

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

VENDOR

*709004042 304-634-4331
 XEROX CORPORATION
 C/O DOCUMENT SOLUTIONS
 4216 MACCORKLE AVE SE STE E
 CHARLESTON WV 25304-2539

SHIP TO

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

DATE PRINTED		TERMS OF SALE		FEIN/SSN		FUND	
02/28/2007		NET 30		160468020			
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 #09				
			1) BAND 7 MONOCHROME COPIER - REPLACE MODEL WCP75 WITH MODEL WC275.				
			2) BAND 4 COLOR COPIER - REPLACE MODEL DC3535 WITH MODEL WC7655.				
			ACCESSORY LISTS ARE ATTACHED.				
			EFFECTIVE: JANUARY 01, 2007.				
			***** NO ADDITIONAL CHANGES *****				
			PREVIOUS PO TOTAL==>	OPEN	END		
			PO NET CHANGE (+)==>				

**PURCHASING DIVISION
 CERTIFIED ENCUMBERED**
 MAR - 6 2007
Beverly Toler

APPROVAL AS TO FORM IS REQUIRED BY ATTORNEY GENERAL, CHECK HERE *J 3/6/07*

OPEN END
TOTAL

[Signature]
 APPROVED AS TO FORM BY
 ASSISTANT ATTORNEY GENERAL

BY *[Signature]* KRISTA FERRELL 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.

**MONOCHROME COPIERS
BAND 7**

BRAND NAME: Xerox
MODEL#: WC275

MINIMUM SPECIFICATIONS:

mfg. copy volume 150,000/month
copy speed 70cpm

Features:

1,500 sheet capacity 5000
4 pager sources
auto document feeder
auto duplexing
electronic sorting or
finisher/sorter (indicate sheets)

SPECIFICATIONS OF MACHINE BID:

60,000-300,000
75ppm

2 trays holds 1,100 sheets
high capacity tray holds 3,700
automatic document feeder
auto duplexing
Bypass tray holds 200 sheets
office finisher: 2000 sheets

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

PRICING:

Purchase price \$19,040

(Amount to be deducted if ordering as a non-connected machine \$3,720)

Maintenance/month for purchased machines \$308.00

24 month Rental \$801.18/month

(Amount to be deducted if ordering as a non-connected machine \$70.32)

36 month Rental \$615.37/month

(Amount to be deducted if ordering as a non-connected machine \$44.81)

48 month Rental \$550.66/month

(Amount to be deducted if ordering as a non-connected machine \$35.96)

Warranty \$0 (duration) **Reduction** to monthly rental price during warranty:

24 month \$ _____/mn 36 month \$ _____/mn 48 month \$ _____/mn

maintenance for purchased machines \$ _____/mn

Monthly rental and monthly maintenance for purchased machines is inclusive of all supplies
excepting paper for 75,000 copies/month.

Per copy overage charge for copies in excess of 75,000 copies/month \$0.0099/ea

Accessories - Vendors may attach a list in the format indicated for any available accessories they

PURCHASE ACCESSORIES

WC275

-- Offset Catch Tray	\$0
-- Office Finisher	\$1,050
-- Advanced Office Finisher	\$2,100
-- Professional Office Finisher	\$3,220
-- Embedded Fax - 1 line	\$899
-- Embedded Fax - 2 lines	\$1,399
-- 2 Hole Punch	\$495
-- 3 Hole Punch	\$495
-- Convenience Stapler	\$285
-- Foreign Interface	\$175
-- 256 Mb EPC Ram	\$199
-- SmartSend 2.0	\$3,398
-- SmartSend Pro 2.0	\$5,689
-- Xerox Copier Assistance	\$495
Upgrade Accessories Only (for in place equipment)	
-- Copy Centre to WorkCentre 65 Upgrade	\$1,699
-- Copy Centre to WorkCentre Pro 65 Upgrade	\$2,999
-- Scanning w/Email	\$750
-- Embedded Fax Line 1	\$899
-- Embedded Fax Line 2	\$1,399
-- Image Overwrite Security Kit	\$695
-- Internet Fax	\$795
-- USB Print Kit	\$250
-- Scan to PC Desktop v7.0 - SE (25 Seats)	\$845
-- Scan to PC Desktop v7.0 - Professional & OmniPage Pro	\$3,145
-- Network Accounting	\$500
-- 128MB ESS Ram	\$199

Rental Accessories

Accessories	24 months	36 months	48 months
MUST Choose One of the Following:	\$0.00	\$0.00	\$0.00
200ADVFIN -Advanced Office Finisher	\$104.06	\$72.93	\$62.14
200OFCFIN -Office Finisher	\$41.62	\$29.17	\$24.85
200PROFIN -Professional Office Finisher	\$162.34	\$113.77	\$96.95
-----	\$0.00	\$0.00	\$0.00
MAY Choose Only One of the following	\$0.00	\$0.00	\$0.00
WPEMFAX1 -Embedded Fax Line 1, LAN Fax	\$31.15	\$21.83	\$18.60
WPEMFAX2 -Embedded Fax Line 2, LAN Fax	\$72.79	\$51.01	\$43.46
-----	\$0.00	\$0.00	\$0.00
200EMAIL -Scan/Email	\$39.02	\$27.34	\$23.30
200FI -Foreign Interface Device	\$9.09	\$6.37	\$5.43
200IOSEC -Image Overwrite Security Kit	\$36.16	\$25.33	\$21.59
2HOLE -2 Hole Punch Kit	\$4.67	\$3.27	\$2.79
3HOLE -3 Hole Punch Kit	\$4.67	\$3.27	\$2.79
CONVSTAPL -Convenience Stapler	\$11.70	\$8.20	\$6.99
DPWRCONV -30 to 20 amp Conversion	\$0.00	\$0.00	\$0.00
ESSMEM -128Mb ESS RAM	\$10.34	\$7.24	\$6.17
PWM -EPC 256 Memory Upgrade (max = 2)	\$10.34	\$7.24	\$6.17
WC-WP275 -WorkCentre to WorkCentre Pro 75 Upgrade	\$77.99	\$54.66	\$46.57
XASSIST4 -Xerox Copier Assistant	\$25.74	\$18.04	\$15.37

COST SHEET

**COLOR COPIERS
BAND 4**

BRAND NAME: Xerox
MODEL#: WC7655p

MINIMUM SPECIFICATIONS:

mfg. copy volume 40,000/month

copy speed 31cpm

Features:

1,000 sheet paper capacity

3 paper sources

auto duplexing

auto document feeder

electronic sorting or finisher/sorter
(indicate sheets)

SPECIFICATIONS OF MACHINE BID:

up to 100,000

55 pages per minute

3,260 total sheet capacity

4 paper trays

yes

yes

electronic sorting

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

PRICING:

Purchase price \$13,858

(Amount to be deducted if ordering as a non-connected machine \$0)

Maintenance/month for purchased machines \$22.00

24 month Rental \$618.85/month

(Amount to be deducted if ordering as a non-connected machine \$0)

36 month Rental \$440.28/month

(Amount to be deducted if ordering as a non-connected machine \$0)

48 month Rental \$376.62/month

(Amount to be deducted if ordering as a non-connected machine \$0)

Warranty \$0 (duration) Reduction to monthly rental price during warranty:

24 month \$ _____/mn 36 month \$ _____/mn 48 month \$ _____/mn

Maintenance for purchased machines shall be at no cost during the warranty period.

No copies are included in the monthly maintenance or rental fee, but a per copy charge shall be assessed inclusive of all supplies excepting paper for color and monochrome copies per click.

Color Copies \$.089 ea

Monochrome Copies \$.009 /ea

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

Rental Accessories

Product/ Market Code	Accessories/Descriptions	24-Month Option	36-Month Option	48-Month Option
MUST Choose One of the Following:				
	PCCNTL -Print/Copy Network Controller	\$0.00	\$0.00	\$0.00
	PCSNCNTL -Print/Copy/Scan Controller	\$62.44	\$43.76	\$37.29
MUST Choose One of the Following:				
	D250OCT -Offset Catch Tray & Right Wing	\$15.61	\$10.94	\$9.33
	VKM -Advanced Finisher incl Hole Punch	\$83.26	\$58.35	\$49.72
	VKP -Pro Fin w/Booklet Maker/Hole Punch	\$197.72	\$138.57	\$118.10
MAY Choose One of the Following:				
	CDLXSCAN -Pro Scan to DkTop SW	\$112.14	\$78.59	\$66.97
	CSTDSCAN -SE Scan To DkTop SW	\$25.75	\$18.05	\$15.38
MAY Choose One of the Following:				
	1FAXLINE -Single Fax Line Kit	\$31.16	\$21.84	\$18.61
	2FAXLINE -Dual Fax Line Kit	\$72.85	\$51.06	\$43.51
MAY Choose Any of the following:				
	VKK -DCOL250 High Capacity Feeder (2000 sheets)	\$31.22	\$21.88	\$18.65
	D250STPLR -Convenience Stapler	\$15.56	\$10.90	\$9.29
	DCQPSIGN -Digital Color Sign Kit	\$15.61	\$10.94	\$9.33
	ISFAXKIT -Internet and Server Fax Enablement	\$51.52	\$36.10	\$30.76
	JOBOVR -Immediate Job Overwrite	\$36.17	\$25.34	\$21.60
	NETACT -Network Accounting Enablement	\$26.01	\$18.24	\$15.54
	SCANUPG -Scan Controller Upgrade Kit	\$130.09	\$91.17	\$77.69
	SSND21A -SMARTSEND 2.1	\$206.81	\$153.92	\$135.61
	SSNDPR21A -SMARTSEND PRO 2.1	\$391.49	\$302.79	\$272.07
	USBPRNT -USB Direct	\$13.01	\$9.12	\$7.77
	XASSIST4 -Xerox Copier Assistant	\$25.75	\$18.05	\$15.38
	YRC -Foreign Interface Kit	\$8.15	\$5.71	\$4.97

Purchase Accessories

Product/Market Code Accessories	Total
<p>MUST Choose One of the Following: PCCNNTL -Print/Copy Network Controller PCSNCNTL -Print/Copy/Scan Controller</p>	<p>\$0 \$1440</p>
<p>MUST Choose One of the Following: D250OCT -Offset Catch Tray & Right Wing VKM -Advanced Finisher incl Hole Punch VKP -Pro Fin w/Booklet Maker/Hole Punch</p>	<p>\$300 \$1920 \$4560</p>
<p>MAY Choose One of the Following: CDLXSCAN -Pro Scan to DkTop SW CSTDSCAN -SE Scan To DkTop SW</p>	<p>\$2586 \$594</p>
<p>MAY Choose One of the Following: 1FAXLINE -Single Fax Line Kit 2FAXLINE -Dual Fax Line Kit</p>	<p>\$719 \$1400</p>
<p>MAY Choose Any of the following: VKK -DCOL250 High Capacity Feeder (2000 sheets) D250STPLR -Convenience Stapler DCQPSIGN -Digital Color Sign Kit ISFAXKIT -Internet and Server Fax Enablement JOBOVR -Immediate Job Overwrite NETACT -Network Accounting Enablement SCANUPG -Scan Controller Upgrade Kit SSND21A -SMARTSEND 2.1 SSNDPR21A -SMARTSEND PRO 2.1 USBPRINT -USB Direct XASSIST4 -Xerox Copier Assistant YRC -Foreign Interface Kit</p>	<p>\$720 \$299 \$300 \$990 \$695 \$500 \$2500 \$3898 \$6698 \$250 \$495 \$150</p>

network printing is already included

to add network scanning and scan to email option

unlimited sorting without stapling

multi-position stapling, sorting and 2 and 3 hole punch

all of the above plus booklet fold and saddle stitch

paper port and omni page software for editing scanned documents
 standard version of the professional version mentioned above

single line walk up faxing option

2 line fax

2,000 sheet high capacity tray (holds 8 1/2 X 11 only)

convenience stapler for the top of the copier

lighted sign typically for print for pay environments

faxing over the internet instead of over phone lines

to delete information on hard drive for security purposes

to track all print jobs

for customers who would like to upgrade to scanning after installed

software for moving documents to email addresses, printers, etc...

professional version of above mentioned software

option to print form USB connection vs. network

for handicap customers to be able to use copier touchscreen

to connect third party devices such as coin box...



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02/28/2007		NET 30		160468020			
SHIP VIA		F.O.B.		FREIGHT TERMS		ACCOUNT NUMBER	
BEST WAY		DESTINATION		PREPAID		MUL-MUL	
LINE	QUANTITY	UOP	VENDOR ITEM NO.	UNIT PRICE		AMOUNT	
	DELIVERY DATE	CAT. NO.	ITEM NUMBER				
0001	985-64			PER ATTACHED COST SHEETS			
				RECEIPT TICKET FOR PURCHASE ORDER:		DIGCOP04H	
						QTY	DATE
				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