



# City of Santa Fe, New Mexico

# memo

**DATE:** September 11, 2014

**TO:** Finance Committee

**VIA:** Teresita Garcia, Assistant Director  
Finance Department



**FROM:** Robert Rodarte, Officer  
Purchasing Division

*RR  
9/11/14*

**ISSUE:** Procurement of Copier Maintenance and Service Agreements  
State Price Agreement: 90-000-00-00092A  
Vendor: Rocky Mountain Business Systems (Santa Fe)

**SUMMARY:**

The ITT Department is requesting the procurement of Copier Maintenance and Service Agreements for the various City Departments, from the aforementioned State Price Agreement, in the amount of \$60,870.23. Rocky Mountain Business Systems is the authorized vendor on this State Price Agreement.

Funding for this procurement is budgeted and is available in the various City wide Business Units requiring this type of service.

This maintenance Agreement will consolidate over 60 contracts that were independently negotiated annually and will offer a better cost overall along with better tracking capabilities.

Per City of Santa Fe Procurement Policy 11.1.1; any procurement transacted through State or Federal Price Agreements exceeding \$50,000 shall be submitted to the City Council for approval.

**ACTION:**

It is requested that this purchase award to Rocky Mountain Business Systems, for Copier maintenance, from State Price Agreement #90-000-00-00092A, in the total amount of \$60,870.23, be reviewed, approved and submitted to the City Council for its consideration.

# City of Santa Fe, New Mexico

# memo

*DATE:* September 2, 2014

*TO:* Finance Committee

*FROM:* Thomas J. Williams, ITT Division Director *TJW*

*VIA:* Lisa D. Martinez, Interim ITT Department Director

*VIA:* Robert Rodarte, Purchasing Director

*ISSUE:* Consolidated Copier Maintenance Agreements – Citywide

*SUMMARY:*

On behalf of departments Citywide, the ITT Department requests approval of a consolidated maintenance agreement for FY 14-15 in the amount of \$60,870.23 (copy attached). This consolidated agreement covers thirty-nine (39) copiers/multi-function printers (MFPs) throughout the City. Consolidating these contracts reduces the amount of time and coordination required for departments to process them individually; and also improves the City's ability to negotiate more a more favorable rate. The City was able to negotiate a savings of approximately \$5,000 by consolidating agreements this FY.

Approval is also requested to leverage pricing from Western States Contract Alliance (WSCA), Master Price Agreement Contract No. 1715; visa vi Statewide Price Agreement # 90-000-00-00092A (copies attached). Additionally, approval is requested to leverage GSA Contract #GS-00F-0002V.

Funding will be taken from the respective departments/divisions where the copiers/MFPs are located.

*ACTION:*

Request approval of consolidated maintenance agreement for copiers/Multi-Function Printers throughout the City.

xc. File



# ROCKY MOUNTAIN BUSINESS SYSTEMS

The Maintenance Agreement Includes all labor necessary for cleaning, lubrication, technical adjustments and replacement of parts except as follows:

- I. Repairs resulting from causes other than normal use, abuse or misuse by the operator(s). Including without limitation, damage to copier drums and use of supplies or spare parts that do not meet Manufacturers published specifications and which cause abnormally frequent service calls or service problems, accidents, transportation, failure of electrical power, air conditioning or humidity control.
- II. Repairs made necessary by service performed by personnel other than Rocky Mountain Business Systems.
- III. Additional service calls or work which the customer requests to be performed outside the regular business hours.
- IV. Shop repair, reconditioning, rebuilding, overhaul or modification to the equipment except those specified by the authorized technician to assure greater performance of the equipment.

All service under this agreement shall be rendered on the user's premises during the normal working hours (9:00 a.m. to 5:00 p.m., Monday thru Friday.)

In the event that it is necessary to remove the equipment to Rocky Mountain Business Systems authorized facility for repair, Rocky Mountain Business Systems will provide transportation to and from the service point.

"After Hour" or overtime services as requested will be provided on an "If Available" basis.

Service performed on Saturday, between the hours of 9:00 a.m. and 5:00 p.m. will be billed at one and one-half (1 1/2) times the hourly rate.

Service performed after hours on weekdays will be billed at one and one-half (1 1/2) times the hourly rate until 10:00 p.m. and twice (2x) the hourly rate from 10:00 p.m. to 8:00 a.m..

Service performed on Saturday from 5:00 p.m. to midnight, Sunday and Rocky Mountain Business Systems holidays will be charged at twice (2x) the hourly rate.

Under the Comprehensive and Standard Maintenance Agreements, all intervening emergency calls between the regular periodic maintenance call that are found to be necessary by Rocky Mountain Business Systems service technician to keep the equipment in good mechanical operating condition, are included.

Rocky Mountain Business Systems reserves the right to inspect all equipment to be covered under Maintenance Agreement to determine that it is in good mechanical condition on the effective date of the agreement. Should the equipment require repair or overhaul prior to acceptance, such repairs, if requested will be made at the hourly rate plus parts.

Rocky Mountain Business Systems reserves the right to discontinue the Maintenance Agreement Service on any machine for the following reasons:

- A. Machine is not being used in accordance with the intended purpose.
- B. Abuse of the equipment by the operators.
- C. Unavailability of outdated parts.
- D. Lack of proper operator maintenance between the scheduled inspections.
- E. Equipment requires shop repairs or overhaul but approval to proceed is denied.
- F. Lack of payment.

Written notice will be provided by Rocky Mountain Business Systems to the customer 30 days prior to termination of maintenance for any of the above reasons. In addition a 30 day notice of cancellation by customer is required failure to provide a 30 day cancellation will result in the contract renewing for one more year. This is a nonrefundable Maintenance Agreement. Taxes are subject to change at anytime. Customer is responsible for payment. This agreement may be terminated by City of Santa Fe upon 90 days prior written notice.

This Maintenance Agreement does not provide for the replacement of consumable supplies. Installation of paper or toner will be performed without charge if the service technician is present for service reasons. A change at the hourly rate will be made if a special call is requested for the purpose of installing these items.

Special provisions or additions for networked machines and included as part of these agreement will be attached as an addendum to this contract.

MODEL See Attached SERIAL NUMBER See Attached ACCESSORY \_\_\_\_\_ SERIAL NUMBER \_\_\_\_\_

CONTRACT PERIOD July 1<sup>st</sup>, 2014 thru June 30<sup>th</sup> 2015

TYPE OF CONTRACT    COMPREHENSIVE     STANDARD     PER COPY     TONER INCLUSIVE   
DOES NOT INCLUDE DRUM

| BASE CHARGE  | COPIES INCLUDED | EXCESS COPY CHARGE |
|--------------|-----------------|--------------------|
| See Attached | See Attached    | See Attached       |
|              |                 | START METER B/W    |
|              |                 | START METER COLOR  |

TOTAL AMOUNT INCLUDING TAX: \$60,870.23

BILLING REQUEST Yearly

|   |   |   |  |
|---|---|---|--|
| City of Santa Fe (See attached for locations)<br>301 Montezuma, Santa Fe, New Mexico<br>PHONE: 505-955-5572 |  | 11 Plaza La Prensa Unit 7<br>Santa Fe, New Mexico 87507<br>(505) 983-1181 | 3515 Wyoming Blvd. NE<br>Albuquerque, New Mexico 87111<br>(505) 323-5252 |
| Approved by (PLEASE PRINT)  | Approved by (PLEASE PRINT) Michael M. Gonzales                                      |   |  |
| Title (PLEASE PRINT)  | Title (PLEASE PRINT) Manager  |   |  |
| Date Approved (PLEASE PRINT)  | Date Approved (PLEASE PRINT) 06/30/2014   |   |  |
| Signature   | Signature   |   |  |

## City of Santa Fe Consolidated Maintenance Pricing

| Divison Responsible         | Type of Contract | Equipment                | Serial #   | Copies Allowed Per Quarter | Excess Copy Charge | Yearly Charge |
|-----------------------------|------------------|--------------------------|------------|----------------------------|--------------------|---------------|
| Water Comp                  | GSA              | Canon imageRUNNER 3045   | MUY09387   | 54,000                     | 0.0075 \$          | 2,228.98      |
| 801 W. San Francisco        | GSA              | Canon imageRUNNER 3045   | SVN00146   | 54,000                     | 0.0075 \$          | 2,228.98      |
| Santa Fe, NM                |                  |                          |            |                            |                    |               |
| Senior Citizens Center      | GSA              | Kyocera taskALPHA 5500CI | N3X1700798 | 24,000                     | 0.085 \$           | 882.84        |
| 1121 Alto Street            |                  |                          |            |                            |                    |               |
| Santa Fe, NM                |                  |                          |            |                            |                    |               |
| Environmental / Solid Waste | WSCA             | Canon imageRUNNER 5035   | GNW63200   | 15,000 B/W                 | 0.0074 \$          | 2,544.80      |
| 1142 Siler Road             |                  |                          |            | 7,500 Color                | 0.0636             |               |
| Santa Fe, NM                |                  |                          |            |                            |                    |               |
| Engineering                 | GSA              | Canon imageRUNNER 1025IF | DRL04330   | 9,000                      | 0.0199 \$          | 727.04        |
| 120 S. Federal Place        |                  |                          |            |                            |                    |               |
| Santa Fe, NM                |                  |                          |            |                            |                    |               |
| Marty Sanchez Golf Course   | GSA              | Canon imagaRUNNER 3570G  | SKX00050   | 12,000                     | 0.01175 \$         | 663.44        |
| 205 Caja Del Rio            |                  |                          |            |                            |                    |               |
| Santa Fe, NM                |                  |                          |            |                            |                    |               |
| Purchasing                  | GSA              | Canon imageRUNNER 1025IF | DRL05264   | 9,000                      | 0.0199 \$          | 727.04        |
| 1142 Siler Road             | GSA              | Canon imageRUNNER 4570   | SKW10488   | 18,000                     | 0.01014 \$         | 2,887.32      |
| Santa Fe, NM                |                  |                          |            |                            |                    |               |
| Human Services/Resources    | OM               | Canon laserCLASS 2050P   | UZX28464   | N/A                        | N/A \$             | 45.98         |
| 200 Lincoln Ave             | OM               | Canon laserCLASS 2050P   | UZX52369   | N/A                        | N/A \$             | 45.98         |
| Santa Fe, NM                | WSCA 8 months    | imageRUNNER 4245         | QHP05898   | 15,000                     | 0.0071 \$          | 307.20        |
|                             |                  | Canon imageRUNNER 3245   | DQA00166   | 9,000                      | 0.0122 \$          | 475.16        |
| Transit Division            | WSCA             | Canon IR ADVANCE C5240   | JMQ12652   | 14,000 B/W                 | 0.0074 \$          | 2,204.04      |
| 2931 Rufina St.             |                  |                          |            | 1,300 Color                | 0.0509             |               |
| Santa Fe, NM                |                  |                          |            |                            |                    |               |
| Waste Water Management      | GSA              | Canon imagaRUNNER 3245   | DHJ03337   | 15,000                     | 0.0122 \$          | 791.96        |
| 73 Paseo Real               | WSCA             | Canon IR ADVANCE 4235    | QHM08477   | 5,000                      | 0.0087 \$          | 597.19        |
| Santa Fe, NM                |                  |                          |            |                            |                    |               |
| Buckman Water Project       | WSCA             | Canon imageRUNNER C5051  | GQM60834   | 15,000 B/W                 | 0.0058 \$          | 942.96        |
| 341 Caja Del Rio            |                  |                          |            | 3,000 Color                | 0.0437             |               |
| Santa Fe, NM                | WSCA             | Canon imageRUNNER C5051  | GQM60799   | 15,000 B/W                 | 0.0058 \$          | 942.96        |
|                             |                  |                          |            | 3,000 Color                | 0.0437             |               |

|  |               |                           |          |                           |                  |    |              |
|--|---------------|---------------------------|----------|---------------------------|------------------|----|--------------|
| Managers Office<br>200 Lincoln Ave<br>Santa Fe, NM             | GSA           | Canon imagaRUNNER 3300    | MRK01334 | 15,000                    | 0.01141          | \$ | 780.28       |
| Parks Division<br>1142 Siler Road<br>Santa Fe, NM              | GSA           | Canon imageRUNNER 5055    | MAS06074 | 9,000                     | 0.0044           | \$ | 791.08       |
| Purchasing / Auto Parts<br>1142 Siler Road<br>Santa Fe, NM     | GSA           | Canon imageRUNNER 1025IF  | DRL05266 | 9,000                     | 0.0199           | \$ | 727.04       |
| Streets Division<br>1142 Siler Road<br>Santa Fe, NM            | WSCA          | Canon imageRUNNER 4035    | HRP11652 | 30,000                    | 0.0078           | \$ | 1,012.64     |
| Parking Division<br>500 Market Place<br>Santa Fe, NM           | WSCA          | Canon imageRUNNER 4035    | HRT00741 | 30,000                    | 0.0078           | \$ | 1,025.64     |
|  | WSCA          | Canon imageRUNNER 4035    | HRT00691 | 30,000                    | 0.0078           | \$ | 1,025.64     |
| Duplicating Dept.<br>200 Lincoln Ave.<br>Santa Fe, NM          | GSA           | Canon imageRUNNER iRC5185 | MER08535 | 7,500 B/W<br>1,500 Color  | 0.0127<br>0.0701 | \$ | 5,088.52     |
|  | WSCA 8 months | imageRUNNER 6255          | NMU13646 | 30,000                    | 0.0062           | \$ | 536.48       |
|  | GSA 1 month   | Canon imageRUNNER 5000    |          |                           |                  | \$ | 185.00       |
|  | GSA           | DR9080                    | CZ31385  | N/A                       | N/A              | \$ | 1,167.36     |
|  | GSA           | DR5010C                   | DD306454 | N/A                       | N/A              | \$ | 875.24       |
| 8 months   | WSCA 8 months | imageRUNNER 8205          | KZT01786 | 540,000                   | 0.0047           | \$ | 7,322.08     |
| 1 month  | GSA 1 month   | imageRUNNER 105+          | KCQ00835 |                           |                  | \$ | 902.61       |
|  | WSCA          | imageRUNNER 8205          | KZT01226 | 540,000                   | 0.0047           | \$ | 10,983.00    |
| 8 months   | WSCA 8 months | imageRUNNER 8205          | KZT01787 | 180,000                   | 0.0047           | \$ | 2,440.71     |
| 1 month  | GSA 1 month   | imageRUNNER 105           | MPT01367 |                           |                  | \$ | 398.13       |
| 8 months   | WSCA 8 months | imageRUNNER 8205          | KZT01788 | 90,000                    | 0.0047           | \$ | 1,220.35     |
| 1 month  | GSA 1 month   | imageRUNNER 105           | MND01803 |                           |                  | \$ | 398.13       |
| Municipal Courts<br>2511 Camino Entrada<br>Santa Fe, NM        | WSCA          | Canon IR ADVANCE 6255     | JCT00930 | 10,000                    | 0.0062           | \$ | 804.91       |
|  | GSA           | Canon imageRUNNER 5570    | SLQ24846 | 10,000                    | 0.00633          | \$ | 1,495.60     |
| Convention Center<br>201 W. Marcy<br>Santa Fe, NM              | WSCA          | Canon imageRUNNER 5245    | JRA09873 | 15,000 B/W<br>4,500 Color | 0.0074<br>0.0636 | \$ | 1,718.88     |
| Sangre De Cristo Water TRT<br>1780 Canyon Road<br>Santa Fe, NM | GSA           | Canon imageRUNNER 1025IF  | DRL07602 | 3,000                     | 0.0198           | \$ | 727.04       |
| TOTAL CONTRACT PRICE   |               |                           |          |                           |                  |    | \$ 60,870.23 |



**City of Santa Fe  
Summary of Contracts, Agreements, & Amendments**

**Section to be completed by department for each contract or contract amendment**

1 **FOR: ORIGINAL CONTRACT**  or **CONTRACT AMENDMENT**

2 Name of Contractor Rocky Mountain Business Systems

3 Complete information requested  Plus GRT  
 Inclusive of GRT

Original Contract Amount: \$60,870.23

Termination Date: June 30, 2015

Approved by Council Date: \_\_\_\_\_

or by City Manager Date: \_\_\_\_\_

**Contract is for:** Consolidated Maintenance Agreements - Copiers and MFP's Citywide

Amendment # \_\_\_\_\_ to the Original Contract# \_\_\_\_\_

Increase/(Decrease) Amount \$ \_\_\_\_\_

Extend Termination Date to: \_\_\_\_\_

Approved by Council Date: \_\_\_\_\_

or by City Manager Date: \_\_\_\_\_

**Amendment is for:**  

4 **History of Contract & Amendments:** (option: attach spreadsheet if multiple amendments)  Plus GRT  
 Inclusive of GRT

Amount \$ \_\_\_\_\_ of original Contract# \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Amount \$ \_\_\_\_\_ amendment # \_\_\_\_\_ Termination Date: \_\_\_\_\_

Reason: \_\_\_\_\_

Total of Original Contract plus all amendments: \$ \_\_\_\_\_



City of Santa Fe
Summary of Contracts, Agreements, & Amendments

5 Procurement Method of Original Contract: (complete one of the lines)

RFP# \_\_\_\_\_ Date: \_\_\_\_\_

RFQ [ ] \_\_\_\_\_ Date: \_\_\_\_\_

Sole Source [ ] \_\_\_\_\_ Date: \_\_\_\_\_

Other SPA# 90-000-00-00092A; WSCA Master Price Agreement #1715; and GSA # GS-00F-0002V

6 Procurement History: \_\_\_\_\_
example: (First year of 4 year contract)

7 Funding Source: Various Departments BU/Line Item: \_\_\_\_\_

8 Any out-of-the ordinary or unusual issues or concerns:
Consolidating various individual contracts into a single contract.
(Memo may be attached to explain detail.)

9 Staff Contact who completed this form: Thomas J. Williams
Phone # 955-5580

10 Certificate of Insurance attached. (if original Contract) [x]

Submit to City Attorney for review/signature
Forward to Finance Director for review/signature
Return to originating Department for Committee(s) review or forward to City Manager for review
and approval (depending on dollar level).

To be recorded by City Clerk:

Contract # \_\_\_\_\_

Date of contract Executed (i.e., signed by all parties): \_\_\_\_\_

Note: If further information needs to be included, attach a separate memo.

Comments:

This is a consolidation of various individual contracts from various departments into a single, consolidated contract.
Funding will be taken from various department business units and line items as required.

City of Santa Fe

City Contact:

**Stuart Stephenson**

Equipment Location:

**Mail and Duplicating**

P.O. Box 909

Santa Fe, New Mexico 87504

Telephone No:

**955-6566**

Contractor:

**Rocky Mountain Business Systems**

Title:

Address:

**11 Plaza La Prensa**

**Santa Fe, NM 87505**

Telephone No.:

**(505) 983-1181**

IN WITNESS WHEREOF, the parties have executed this Agreement on the date set forth below.

CITY OF SANTA FE:

CONTRACTOR:

\_\_\_\_\_  
BRIAN K. SNYDER  
CITY MANAGER

By: \_\_\_\_\_  
(Signature of Contractor)

By: Michael M. Gonzales  
(Print name of person signing)

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_ 1-May-14

ATTEST:

CRS# 02-022048-000

\_\_\_\_\_  
YOLANDA Y. VIGIL, CITY CLERK

City of Santa Fe Business  
Registration # 14-00027638

APPROVED AS TO FORM:

*Judith Brennan for*  
\_\_\_\_\_  
KELLEY BRENNAN, INTERIM CITY ATT

*6/11/14*

APPROVED:

\_\_\_\_\_  
FINANCE DEPARTMENT

\_\_\_\_\_  
Business unit Line item



# CERTIFICATE OF LIABILITY INSURANCE

OF ID: JASM

DATE (MM/DD/YYYY)  
07/10/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

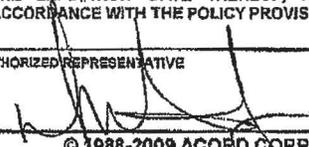
|  |  |  |  |
|--|--|--|--|
| <b>PRODUCER</b><br>Silas Garcia Agency & Assoc.<br>1443 S. St. Francis Dr.<br>P. O. Box 4668<br>Santa Fe, NM 87502 |  | <b>CONTACT NAME:</b> Anica Romero<br><b>PHONE (A/C, No, Ext):</b> 505-982-9863<br><b>FAX (A/C, No):</b> 505-983-4835<br><b>E-MAIL ADDRESS:</b> anica@silasgarcia.com<br><b>PRODUCER CUSTOMER ID #:</b> ROCKY-1 |  |
| <b>INSURED</b><br>ROCKY MOUNTAIN BUSINESS SYSTEMS, INC.<br>ID# 364097<br>P.O. Box 4204<br>Santa Fe, NM 87502       |  | <b>INSURER(S) AFFORDING COVERAGE</b><br>INSURER A: ALLIED INSURANCE<br>INSURER B: NEW MEXICO MUTUAL CAS. CO.<br>INSURER C:<br>INSURER D:<br>INSURER E:<br>INSURER F:   |  |

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE  | ADDL INSUR | INSUR WVD | POLICY NUMBER      | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS   |
|----------|--|------------|-----------|--------------------|-------------------------|-------------------------|--|
| A        | GENERAL LIABILITY  | X          | X         | ACP7243518910      | 07/02/2014              | 07/02/2015              | EACH OCCURRENCE \$ 1,000,000   |
|          | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br>GEN'L AGGREGATE LIMIT APPLIES PER:<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC |            |           |                    |                         |                         | DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000<br>MED EXP (Any one person) \$ 10,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 2,000,000<br>PRODUCTS - COM/CP AGG \$ 2,000,000 |
| A        | AUTOMOBILE LIABILITY   | X          | X         | ACPBA7253518910    | 07/02/2014              | 07/02/2015              | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000   |
|          | <input checked="" type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input type="checkbox"/> HIRED AUTOS<br><input type="checkbox"/> NON-OWNED AUTOS   |            |           |                    |                         |                         | BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (PER ACCIDENT) \$<br>\$<br>\$  |
| A        | UMBRELLA LIAB  | X          | X         | ACP BPRD7253518910 | 07/02/2014              | 07/02/2015              | EACH OCCURRENCE \$ 2,000,000   |
|          | <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE<br><input type="checkbox"/> DEDUCTIBLE<br><input type="checkbox"/> RETENTION \$   |            |           |                    |                         |                         | AGGREGATE \$ 2,000,000<br>Products \$ 2,000,000  |
| B        | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY  | Y/N        | N/A       | 79013.104          | 07/02/2014              | 07/02/2015              | <input checked="" type="checkbox"/> WC STATUTORY LIMITS <input checked="" type="checkbox"/> OTHER  |
|          | <input checked="" type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below  |            |           |                    |                         |                         | E.L. EACH ACCIDENT \$ 500,000<br>E.L. DISEASE - EA EMPLOYEE \$ 500,000<br>E.L. DISEASE - POLICY LIMIT \$ 500,000   |
| A        | Business Property  |            |           | ACPCPAA7263518910  | 07/02/2014              | 07/02/2015              | Business 400,000<br>Property   |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)  
Office Machine Sales & Service-

|  |  |   |  |
|--|--|---|--|
| <b>CERTIFICATE HOLDER</b>  |  | <b>CANCELLATION</b>   |  |
| CITY OF 2<br><br>CITY OF SANTA FE<br>PO Box 909<br>Santa Fe, NM 87504-0909 |  | SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br> |  |

ACORD 25 (2009/09)

The ACORD name and logo are registered marks of ACORD



City Of Santa Fe  
PO BOX 909  
Santa Fe NM, 87504

# City of Santa Fe, New Mexico

## BUSINESS LICENSE

Official Document  
Please Post

Business Name: **ROCKY MOUNTAIN BUS. SYSTEM INC**

Location: **11 PLAZA LA PRENSA 7 ANN2**

Class: **BUSINESS REGISTRATION - STANDARD**

Comment:

Control Number: 0003560

License Number: 14-00027638

Issue Date January 23, 2014

Expiration Date December 31, 2014

**ROCKY MOUNTAIN BUS. SYSTEM INC**  
**11 PLAZA LA PRENSA 7**

**SANTA FE NM 87507**

THIS IS NOT A CONSTRUCTION PERMIT OR SIGN PERMIT. APPROPRIATE PERMITS MUST BE OBTAINED FROM THE CITY OF SANTA FE BUILDING PERMIT DIVISION PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR THE INSTALLATION OF ANY EXTERIOR SIGN.

THIS REGISTRATION/LICENSE IS NOT TRANSFERABLE TO OTHER BUSINESSES OR PREMISES.



State of New Mexico  
General Services Department  
Purchasing Division

Statewide Price Agreement Amendment

**Awarded Vendor**  
0000081944  
Ricoh USA, Inc.  
70 Valley Stream Parkway  
Malvern, PA 19355  
  
Telephone No. 425-255-0730

Price Agreement Number: 90-000-00-00092A

Price Agreement Amendment No.: Four

Term: August 14, 2009 - March 31, 2015

**Ship To:**  
All State of New Mexico agencies, commissions,  
institutions, political subdivisions and local public bodies  
allowed by law.

Procurement Specialist: India Garcia

Telephone No.: (505) 827-0483

**Invoice:**  
  
As Requested

Title: **Copiers**

This Price Agreement Amendment is to be attached to the respective Price Agreement and become a part thereof.

In accordance with Price Agreement provisions, and by mutual agreement of all parties, this Price Agreement is extended from July 1, 2014 to March 31, 2015 at the same price, terms and conditions.

Except as modified by this amendment, the provisions of the Price Agreement shall remain in full force and effect.

Accepted for the State of New Mexico

  
New Mexico State Purchasing Agent

Date: 04/17/2014

**STATE OF NEW MEXICO  
AUTHORIZED DEALERS**

8-1-09

|                        |  |   |
|------------------------|--|---|
| <b>DEALER LOCATION</b> | Albuquerque Duplicator Supply<br>3418 Lomas Boulevard N E<br>Albuquerque, NM 87106 | IKON Office Solutions -<br>A Ricoh Company<br>1500 Renaissance Blvd NE<br>Albuquerque, NM 87107 |
| <b>TELEPHONE</b>       | 505-256-1017   | 505-878-6749  |
| <b>CONTACT</b>         | Jerry Smith  | Kevin Smith   |
| <b>EMAIL</b>           | abqduplicator@hotmail.com  | Kmsmith@ikon.com  |

|                        |  |   |
|------------------------|--|---|
| <b>DEALER LOCATION</b> | Ricoh Business Systems --<br>A Ricoh Company<br>7770 Jefferson NE 110<br>Albuquerque, Nm 87109 | Document Technologies<br>3520 Pan American Fwy NE Ste A- 1<br>Albuquerque, Nm 87109 |
| <b>TELEPHONE</b>       | 505-345-7974   | 505-888-3005  |
| <b>CONTACT</b>         | Bill Finke   | Michael Lutgen  |
| <b>EMAIL</b>           | william.finke@ricoh-usa.com  | mlutgen@comcast.net   |

|                        |   |   |
|------------------------|---|---|
| <b>DEALER LOCATION</b> | Pacific Office Automation<br>3535 Princeton Drive NE<br>Albuquerque, Nm 87107 | Pacific Office Automation<br>1400 South St. Francis Drive #A2<br>Santa Fe, Nm 87505 |
| <b>TELEPHONE</b>       | 505-883-2800  | 505-438-0123  |
| <b>CONTACT</b>         | Van Hartley   | Van Hartley   |
| <b>EMAIL</b>           | van.hartley@pacificoffice.com   | van.hartley@pacificoffice.com   |

|                        |  |   |
|------------------------|--|---|
| <b>DEALER LOCATION</b> | Discount Office & Copy Center<br>126 South 2nd Street<br>Raton, Nm 87740 | Rocky Mountain Business System<br>11 Plaza La Prensa #7<br>Santa Fe, Nm 87507 |
| <b>TELEPHONE</b>       | 505-888-3005   | 505-983-1181  |
| <b>CONTACT</b>         | Tommie Luthi   | Mariano Gonzales  |
| <b>EMAIL</b>           | advanced@raton.com   | marianog@rmbs.com   |

|                        |  |  |
|------------------------|--|--|
| <b>DEALER LOCATION</b> | Tascosa Office Machines Inc.<br>107 West 6th Street<br>Roswell, Nm 88201 |  |
| <b>TELEPHONE</b>       | 806-373-6288   |  |
| <b>CONTACT</b>         | Kelly King   |  |
| <b>EMAIL</b>           | kking@ytom.com   |  |

**PARTICIPATING ADDENDUM  
WESTERN STATES CONTRACTING ALLIANCE  
MULTIFUNCTION COPIERS AND RELATED SOFTWARE  
Administered by the State of Nevada (hereinafter "Lead State")**

**MASTER PRICE AGREEMENT  
Ricoh USA, Inc.  
Nevada Contract Number: 1718  
(hereinafter "Contractor")**

And

**State of New Mexico  
(hereinafter "Participating State")**

Page 1 of 5

1. Scope: This addendum covers the WSCA Multifunction Copiers and Related Software Contract lead by the State of Nevada for use by state agencies and other entities located in the Participating State authorized by that state's statutes to utilize state contracts.

2. Participation: Use of specific WSCA cooperative contracts by state agencies, political subdivisions and other entities (including cooperatives) authorized by an individual state's statutes to use state contracts are subject to the approval of the respective State Chief Procurement Official. Issues of interpretation and eligibility for participation are solely within the authority of the State Chief Procurement Official.

3. Participating State Modifications or Additions to Master Agreement: The successful vendor will remit to the State of New Mexico Contract Manager an Administrative Fee in the amount of one percent (1%) of all total sales for New Mexico State and Local Public Bodies from this contract. Checks should be made payable to the State of New Mexico.

The administrative fee is based upon:

- The sales of all equipment and software (including leases);
- Service and supplies billings;
- Equipment short Term Rental revenue stream and;
- Concelable rental revenue stream.

In accordance with the following schedule:

| Period End             | Report Due |
|------------------------|------------|
| September 30           | October 31 |
| December 31            | January 31 |
| March 31      April 30 |            |
| June 30                | July 31    |

**PARTICIPATING ADDENDUM  
WESTERN STATES CONTRACTING ALLIANCE  
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Nevada Contract Number: 1718  
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And

State of New Mexico  
(hereinafter "Participating State")

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4. [Purposely left blank].

5. Primary Contacts: The primary government contact individual for this participating addendum are as follows (or their named successors):

Lead State

|           |                                  |
|-----------|----------------------------------|
| Name      | Lyn Callison                     |
| Address   | 515 East Musser Street           |
| Telephone | (775) 684-0198                   |
| Fax       | (775) 684-0188                   |
| E-mail    | lcallison@purchasing.state.nv.us |

Contractor

|           |   |
|-----------|---|
| Name      | Bart Lemmon                                 |
| Address   | Five Dedrick Place, West Caldwell, NJ 07006 |
| Telephone | (426) 255-0730                              |
| Fax       | (426) 228-2115                              |
| E-mail    | Bart.lemmon@ricoh-usa.com                   |

Participating Entity

|           |   |
|-----------|---|
| Name      | India Garcia, State of New Mexico                   |
| Address   | 1100 St. Francis Dr., Room 2016, Santa Fe, NM 87505 |
| Telephone | 505-827-0483  |
| Fax       | 505-827-2484  |
| E-mail    | India.Garcia@state.nm.us                            |

6. Subcontractors: All Ricoh USA, Inc. dealers and resellers authorized in the State of New Mexico, as shown on the Dedicated Ricoh (WSCA) website, are approved to provide sales and service support to participants in the WSCA Master Pricing Agreement. The Ricoh dealer's participation will be in accordance with the terms and conditions set forth in the aforementioned Master Price Agreement.

7. Purchase Order Instructions: All orders should contain the following (1) Mandatory Language "PO is subject to WSCA Contract #1715" (2) Your Name, Address, Contact, & Phone-Number (3) Purchase order amount, monthly payment (if Leased), itemized list of accessories, & CPC rate of

**PARTICIPATING ADDENDUM  
WESTERN STATES CONTRACTING ALLIANCE  
MULTIFUNCTION COPIERS AND RELATED SOFTWARE  
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**MASTER PRICE AGREEMENT  
Ricoh USA, Inc.  
Nevada Contract Number: 1715  
(hereinafter "Contractor")**

And

**State of New Mexico  
(hereinafter "Participating State")**

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the service contract. Please channel your PO through one of our authorized resellers so they can arrange for proper ordering and installation of your unit.

Orders will be made out to RICOH USA INC.

| <b>Address Purchase Orders to:</b>  | <b>Purchase Remit Payment to:</b>   | <b>Leases Remit Payment to:</b>   |
|---|---|---|
| <b>Ricoh USA, Inc.<br/>70 Valley Stream Parkway<br/>Malvern, PA 19355</b> | <b>Ricoh USA, Inc.<br/>70 Valley Stream Parkway<br/>Malvern, PA 19355</b> | <b>Ricoh USA, Inc.<br/>70 Valley Stream Parkway<br/>Malvern, PA 19355</b> |

**8. Price Agreement Number:** All purchase orders issued by purchasing entities within the jurisdiction of this participating addendum shall include the Participating State contract number: 90-000-00-00092A and the Lead State price agreement number: 1715.

This Participating Addendum and the Master Price Agreement number 1715 (administered by the State of Nevada) together with its exhibits, set forth the entire agreement between the parties with respect to the subject matter of all previous communications, representations or agreements, whether oral or written, with respect to the subject matter hereof. Terms and conditions inconsistent with, contrary or in addition to the terms and conditions of this Addendum and the Price Agreement, together with its exhibits, shall not be added to or incorporated into this Addendum or the Price Agreement and its exhibits, by any subsequent purchase order or otherwise, and any such attempts to add or incorporate such terms and conditions are hereby rejected. The terms and conditions of this Addendum and the Price Agreement and its exhibits shall prevail and govern in the case of any such inconsistent or additional terms within the Participating State.

**PARTICIPATING ADDENDUM  
WESTERN STATES CONTRACTING ALLIANCE  
MULTIFUNCTION COPIERS AND RELATED SOFTWARE  
Administered by the State of Nevada (hereinafter "Lead State")**

**MASTER PRICE AGREEMENT  
Ricoch USA, Inc.  
Nevada Contract Number: 1715  
(hereinafter "Contractor")**

**And**

**State of New Mexico  
(hereinafter "Participating State")**

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**PARTICIPATING ADDENDUM  
 WESTERN STATES CONTRACTING ALLIANCE  
 MULTIFUNCTION COPIERS AND RELATED SOFTWARE  
 Administered by the State of Nevada (hereinafter "Lead State")**

**MASTER PRICE AGREEMENT  
 Ricoh USA, Inc.  
 Nevada Contract Number: 1715  
 (hereinafter "Contractor")**

And

State of New Mexico  
 (hereinafter "Participating State")

Page 5 of 5

IN WITNESS WHEREOF, the parties have executed this Addendum as of the date of execution by both parties below.

|  |   |
|--|---|
| Participating State:<br>New Mexico   | Contractor:<br>RICOH USA, Inc.  |
| By:  | By:  |
| Name: LAWRENCE O. MAXWELL  | Name: CHRISTOPHER CHANDO  |
| Title: State Purchasing Agent  | Title: Vice President Financial Solutions   |
| Date: 7/17/13  | Date: 7/17/13   |

[Additional signatures as required by Participating State]

For Purchasing Use Only:

RFP/CONTRACT # 1715

## AMENDMENT #4 TO CONTRACT

### MASTER SERVICE AGREEMENT FOR SERVICES OF INDEPENDENT CONTRACTOR

A Contract between the Western States Contracting Alliance  
(WSCA) Acting by and through the State of Nevada

Department of Administration  
Purchasing Division  
515 E Musser Street, Room 300  
Carson City NV 89701  
Contact: Shannon Berry, Assistant Chief Procurement Officer  
Telephone: (775) 684- 0171 • Fax: (775) 684-0188  
Email: [sberry@admin.nv.gov](mailto:sberry@admin.nv.gov)

and

Canon U.S.A., Inc.  
One Canon Plaza  
Lake Success, NY 11042  
Contact: Michelle Alicata  
Telephone: 516-328-5868 • Facsimile: 516-328-5459  
Email: [malicata@cusa.canon.com](mailto:malicata@cusa.canon.com)

1. AMENDMENTS. For and in consideration of mutual promises and/or their valuable considerations, all provisions of the original contract resulting from Request for Proposal #1715 and dated June 1, 2009, attached hereto as Exhibit A, remain in full force and effect with the exception of the following:

- A. This amendment is to extend the contract term for an additional nine months through ~~March 31, 2015~~.

**Current Contract Language:**

3. CONTRACT TERM. This contract shall be effective from June 1, 2009, upon execution by the State of Nevada on behalf of the Western States Contracting Alliance, sales may not be placed until the start date set by a participation state in its Participation Addendum, to June 30, 2014, unless sooner terminated by either party as specified in paragraph (21).

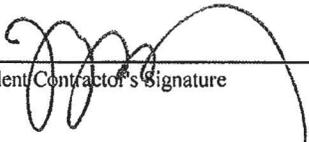
**Amended Contract Language:**

3. CONTRACT TERM. This contract shall be effective from June 1, 2009, upon execution by the State of Nevada on behalf of the Western States Contracting Alliance, sales may not be placed until the start date set by a participation state in its Participation Addendum, to March 31, 2015, unless sooner terminated by either party as specified in paragraph (21).

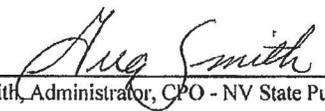
2. INCORPORATED DOCUMENTS. Exhibit A (Original Contract) is attached hereto, incorporated by reference herein and made a part of this amended contract.

3. REQUIRED APPROVAL. This amendment to the original contract shall not become effective until and unless approved by the Nevada State Board of Examiners.

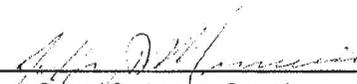
IN WITNESS WHEREOF, the parties hereto have caused this amendment to the original contract to be signed and intend to be legally bound thereby.

  
Independent Contractor's Signature \_\_\_\_\_ Date 3/21/14 Sr. Vice President & General Manager, BISG  
Independent's Contractor's Title \_\_\_\_\_

APPROVED BY WSCA BOARD OF DIRECTORS

  
Greg Smith, Administrator, CPO - NV State Purchasing \_\_\_\_\_ On 3-25-14  
(Date) \_\_\_\_\_

Approved as to form by:

  
Deputy Attorney General for Attorney General \_\_\_\_\_ On 26 Mar 14  
(Date) \_\_\_\_\_



## Office Imaging and Document Solutions

General Services Administration • Federal Supply Service • Authorized Federal Supply Service Price List

Consolidated Contract No. GS-00F-0002V

FSC Group 00Corp: FSC Groups 36 & 70

FSC Classes: 3610, 5815 & 7025

This Edition Electronically Published 03/2014

Copiers, Multifunction Devices, Color Copiers/Printers Equipment and Supplies, Microphotographic Equipment and Supplies & General Purpose Commercial Information Technology Equipment (SINs 51-100, 51-100F, 51-500, 51-409, 51-58, 51-58A, 51-58B, 51-101-2, 51-57, 132-8, & 132-12 only)

On-line access to contract ordering information, terms, and conditions, up-to-date pricing and the option to create an electronic delivery order are available through GSA Advantage!™, a menu-driven database system.

Visit for GSA Advantage!™ at:  
<http://www.gsaadvantage.gov>

**Contract Period:**

January 2, 2009 - January 1, 2019

**Contract Administration:**

Canon U.S.A., Inc.  
Government Contracts  
2110 Washington Blvd., Suite 300  
Arlington, VA 22204  
(703) 807-3500

**Contractor:**

Canon U.S.A., Inc.  
Business Imaging Solutions Group  
One Canon Park  
Melville, N.Y. 11747  
(631) 330-6700

**Business Size:** Large

**Website:**

<http://www.usa.canon.com/gmd> e-mail: [cusagmd@usa.canon.com](mailto:cusagmd@usa.canon.com)

Includes Modifications up to No. 262





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## GMD - Medical Contracts



### Federal Government Contracts

Office Imaging and Document Solutions plus General Purpose Commercial Information Technology Equipment, Software and Services

Contract #: GS-00F-0002V

Term: January 2, 2009 to January 1, 2014

Imaging (Diagnostic X-Ray) Equipment and Accessories

Contract #: SPM2D1-08-D-8305

Term: December 11, 2008 to December 10,2009

Contract #: V797P-6016b

Term: December 11, 2008 to December 10,2009

Ophthalmic Equipment and Accessories

Contract #: V797P-4015A

FSC Group 65, Part II, Section A

Term: April 1, 2000 to March 31, 2010

---

### Federal Government Contracts

Office Imaging and Document Solutions plus General Purpose Commercial Information Technology Equipment, Software and Services

Contract #: GS-00F-0002V

Term: January 2, 2009 to January 1, 2014

This is an IDIQ (indefinite delivery / quantity) contract held with the General Services Administration.

Canon Federal Tax Identification No. 13-256-1772

CAGE Code: 4J871

### Geographic Scope of Contract

The 48 contiguous states, the District of Columbia, Alaska, Hawaii, Guam and Puerto Rico.

### Ordering Address

All orders placed under this Contract must be issued to:

CANON U.S.A., INC.  
P.O. Box 6517  
Arlington, VA 22206

### Contractor's Payment Information

Payment Terms:Net 30 Days

Location: All payments are to be made to the Contractor:  
CANON U.S.A., INC.  
P.O. Box 841023

Dallas, TX 75284-1023

**Government Commercial Credit Cards**

Government Credit Cards will be accepted for payment. In addition, bank information for wire transfer payment will be shown on the invoice.

To place orders using government credit cards, please call (800) 323-9170.

**Delivery Terms**

F.O.B. Destination: 48 contiguous states, the District of Columbia, Alaska, Hawaii, Guam, and Puerto Rico. Delivery within 1-60 days after receipt of order.

**Inquiries**

All inquiries regarding product information, prices, orders, invoices or payments should be directed to: Canon U.S.A., Inc.

Attn: GSA Inquiries

2110 Washington Blvd.

Suite 300

Arlington, VA 22204

800-323-9170

gmd\_customer\_support@cusa.canon.com

\* This information provided herein does not encompass complete terms and conditions for this contract. If you are with a Government Agency and would like to request product or pricing information, click here.

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**Imaging (Diagnostic X-Ray) Equipment and Accessories**

Contract #: SPM2D1-08-D-8305

Term: December 11, 2008 to December 10,2009

Contract #: V797P-6016b

Term: December 11, 2008 to December 10,2009

This is an IDIQ (indefinite delivery / quantity) contract held with the Defense Supply Center of Philadelphia.

Under this contract, the Department of Defense and Department of Veterans Affairs can purchase medical equipment such as Imaging and Support Products (Diagnostic X-Ray Systems).

To learn more about Canon medical products and other Canon equipment, please visit our product index located on the above menu bar.

Canon Federal Tax Identification No. 13-256-1772

CAGE Code: 6S316

**Geographic Scope of Contract**

The 48 contiguous states, the District of Columbia, Alaska, Hawaii and Puerto Rico.

**Ordering Address and Instructions**

All orders placed under this Contract must be issued to:

CANON U.S.A., INC.  
 Canon Medical Systems  
 15955 Alton Parkway  
 Irvine, CA 92618

**Contractor's Payment Information**

Payment Terms: Net 30 Days  
 Location: All payments are to be made to the Contractor:  
 CANON U.S.A., INC.  
 P.O. Box 841023  
 Dallas, TX 75284-1023

**Government Commercial Credit Cards**



Credit Cards will be accepted for payment. In addition, bank information for wire transfer payment will be shown on the invoice.

To place orders using government credit cards,

please call (516) 328-4630.

**Delivery Terms**

F.O.B. Destination: 48 contiguous states and the District of Columbia

Point of Exportation: Alaska, Hawaii, and Puerto Rico

**Inquiries**

All inquiries regarding product information, prices, orders, invoices or payments should be directed to:

Canon U.S.A., Inc.

Attn: Whit Fowler

One Canon Plaza

Lake Success, NY 11042

wfowler@cusa.canon.com

\* This information provided herein does not encompass complete terms and conditions for this contract. If you are with a Government Agency and would like to request product or pricing information, click here.

**Ophthalmic Equipment and Accessories**

Contract #: V797P-4015A

FSC Group 65, Part II, Section A

Term: April 1, 2000 to March 31, 2010

This is an Authorized Federal Supply Service contract held with the Department of Veterans Affairs.

Under this contract, any federal government agency can purchase medical equipment such as Vision Screening, Testing Equipment and Accessories (SIN A-35).

To learn more about Canon medical products and other Canon equipment, please visit our product index located on the above menu bar.

Canon Federal Tax Identification No. 13-256-1772

CAGE Code: 6S316

**Geographic Scope of Contract**

The 48 contiguous states, the District of Columbia, Alaska, Hawaii and Puerto Rico.

**Ordering Address and Instructions**

All orders placed under this Contract must be issued to:

CANON U.S.A., INC.  
 Canon Medical Systems  
 Eye Care Systems Department  
 c/o Dealer Name (if applicable)  
 15955 Alton Parkway  
 Irvine, CA 92618  
 address for purchase orders  
 email: cmspurchaseorders@cusa.canon.com

**Contractor's Payment Information**

Payment Terms: Net 30 Days  
 Location: All payments are to be made to the Contractor:  
 CANON U.S.A., INC.  
 P.O. Box 841023  
 Dallas, TX 75284-1023

**Government Commercial Credit Cards**



Credit Cards will be accepted for payment. In addition, bank information for wire transfer payment will be shown on the invoice.

To place orders using government credit cards,

please call (516) 328-4630.

**Blanket Purchase Agreement**

Blanket Purchase Agreements may be used with this schedule. Minimum ordering levels may apply.

**Delivery Terms**

F.O.B. Destination: 48 contiguous states and the District of Columbia.

Point of Exportation: Alaska, Hawaii, and Puerto Rico

**Inquiries**

All inquiries regarding product information, prices, orders, invoices or payments should be directed to:

Canon U.S.A., Inc.

Attn: Whit Fowler

One Canon Plaza

Lake Success, NY 11042

wfowler@cusa.canon.com

\* This information provided herein does not encompass complete terms and conditions for this contract. If you are with a Government Agency and would like to request product or pricing information, click here.

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