



STATE OF MISSOURI  
 OFFICE OF ADMINISTRATION  
 DIVISION OF PURCHASING AND MATERIALS MANAGEMENT

**NOTIFICATION OF STATEWIDE CONTRACT**

Date: February 10, 2010

**CONTRACT TITLE: Facsimile Transceivers, Maintenance and Supplies**

**CURRENT CONTRACT PERIOD: July 1, 2009 through June 30, 2010**

**BUYER INFORMATION:** Chris Korsmeyer  
 (573) 751-4578  
[chris.korsmyer@oa.mo.gov](mailto:chris.korsmyer@oa.mo.gov)

RENEWAL INFORMATION	Original Contract Period	Potential Final Expiration
	July 1, 2007 through June 30, 2008	June 30, 2010

ALL PURCHASES MADE UNDER THIS CONTRACT MUST BE FOR **PUBLIC USE ONLY**.  
 PURCHASES FOR PERSONAL USE BY PUBLIC EMPLOYEES OR OFFICIALS ARE PROHIBITED.

THE USE OF THIS CONTRACT IS **MANDATORY** FOR ALL STATE AGENCIES.  
 Local Purchase Authority shall not be used to purchase supplies/services included  
 in this contract unless specifically allowed by the contract terms.

*~ Instructions for use of the contract, specifications, requirements, and pricing are attached ~.*

CONTRACT NUMBER	VENDOR NUMBER	VENDOR INFORMATION	MBE/WBE	COOP PROCUREMENT
C207037001	43174641300	Schriefer's Office Equipment PO Box 145 Jefferson City, MO 65102 Phone: 573-636-7412 Fax: 573-636-9303 Contact: David Wilde  Complete Toner and Brochure Listing at: <a href="http://www.schriefersoffice.com">www.schriefersoffice.com</a>	YES	YES
C207037002	23033440014	IKON Office Solutions 1401 Forum Blvd. Columbia, MO 65203 573-447-5322 Contact: Dave Johnson	NO	NO

## STATEWIDE CONTRACT HISTORY

The following summarizes actions related to this Notification of Statewide Contract since its initial issuance. Any and all revisions have been incorporated into the attached document.

Contract Period	Issue Date	Summary of Changes
07/01/09 to 06/30/10	02/08/10	Replace Samsung SCX-4521F with Samsung SCX-44623F and replace SF560R with SF650. Add the MLT-D105L toner cartridge. Prices remain the same.
07/01/09 to 06/30/10	05/21/09	Contract Renewal.
07/01/08 to 06/30/09	04/13/09	Replace Samsung SCX-5530 with Samsung SCX-4828FN and replace SCX-5530A with SCX-S4824A. Prices remain the same.
07/01/08 to 06/30/09	12/05/08	Replace Canon 710 with the Ricoh 4430L and Samsung SF-560 with the SF-560R. Prices remain the same.
07/01/08 to 06/30/09	10/20/08	Addition of Section 7 fax machine specification websites.
07/01/08 to 06/30/09	06/13/08	Contract Renewal issued.
07/01/07 to 06/30/08	10/22/07	Contract administration buyer transfer.
07/01/07 to 06/30/08	07/25/07	Addition of the option of the Samsung SF-560, along with maintenance and supplies for the new machine, at the same price as the existing SCX-4521F machine on contract.
07/01/07 to 06/30/08	06/06/07	Initial issuance of new statewide contract

## GENERAL INFORMATION

### 1. PURPOSE:

The Division of Purchasing and Materials Management has established a contract for the purchase, installation, maintenance and supplies of facsimile transceivers for various State of Missouri agencies.

Contract C207022001 – Equipment Maintenance Management Program is an alternate available to agencies for procuring maintenance for facsimile transceivers. (Contract C207022001 does not include supplies) Please refer to the statewide notice (C207022001) for more information.

### 2. WARRANTY:

Warranty on new equipment commences upon installation and acceptance by the state agency and is for one year. This warranty covers both parts and labor. There is no need for a maintenance agreement until the warranty is expired. Additional warranties may be purchased under this contract.

### 3. SHIPPING:

All prices are F.O.B. Destination and include shipping charges. The contractor will be responsible for replacing any equipment or supplies received in damaged condition at no cost to the State of Missouri. This includes all shipping costs for returning non-functional items to the contractor for replacement.

### 4. INSTALLATION:

The contractor will provide free installation with the purchase of a new facsimile machine and all start-up supplies at no additional cost. Upon receipt of an order, the contractor will contact the state agency to coordinate installation and training. The contractor will furnish all labor and materials necessary for the successful completion of the installation and operation of each unit. As part of the installation, the contractor will instruct state agency personnel on the proper care and operation of the unit.

### 5. SERVICE & RESPONSE TIMES:

The contractor will provide maintenance service on a 9-hour per day (8:00 am to 5:00 pm CT, 5 days per week, Monday through Friday) basis (excluding holidays).

#### **Call Back Response:**

Schriefer's Office Equipment: Schriefer's will provide a call back response to maintenance calls within one hour after the call is placed. Immediate resolution may be provided without dispatching a service technician.

IKON Office Solutions: After the service request is placed IKON will immediately page a technician to call the customer for further information and to give the customer an estimate time of arrival. You will also receive either a fax or an email confirming that you placed the call.

#### **On-Site Response:**

Schriefer's Office Equipment: Once it has been mutually determined that a service technician is required on-site, Schriefer's will respond within one to six business hours following notification. State agencies requiring service should call 800-917-7412 or 573-636-7412.

IKON Office Solutions: Once it has been mutually determined that a service technician is required on-site, IKON guarantees an average of a four hour response time. State agencies requiring service should call 888-456-6457 or enter the service call at [www.ikon.com](http://www.ikon.com).

### 6. SUPPLIES:

State agencies may, but are not required, to purchase supplies from this contract. Please note the state may be obligated for any service calls relating to defective consumable supplies not provided by the contractor. This includes any recharged, reconditioned, recycled or defective cartridges purchased from outside sources.

**7. Specifications:**

**Medium Use Fax:**

- Samsung SF-650:  
<http://www.flyers.schriefersoffice.com/Samsungsf-650.pdf>
- SamsungSCX-4623F Medium Use Fax:  
<http://www.flyers.schriefersoffice.com/SCX-4623F%20brochure.pdf>

**High Use Fax Machine:**

- Ricoh 4430L High Use Fax:  
[http://www.ricoh-usa.com/products/product\\_features.asp?pCategoryId=10&pCatName=Facsimile&tsn=Ricoh-USA&pSubCategoryId=11&pSubCatName=Mid%20Volume&pProductId=817&pProductName=FAX4430L](http://www.ricoh-usa.com/products/product_features.asp?pCategoryId=10&pCatName=Facsimile&tsn=Ricoh-USA&pSubCategoryId=11&pSubCatName=Mid%20Volume&pProductId=817&pProductName=FAX4430L)

**PRICING SECTION**

**C207037001**

LINE ITEM	COMM CODE	DESCRIPTION	UNIT OF MEASURE	UNIT PRICE												
001	60061	Medium Use Facsimile Machine: Samsung SF-650 or SCX-4623F	EACH	\$349.00												
002	93999	Medium Use Facsimile Machine On-Site Maintenance	MONTH	\$7.00												
<b>Options – SAM II line item 003 covers the following options:</b>																
003	60061	All-in-one supply cartridges: <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;"><u>Fax Machine</u></td> <td style="width: 50%;"><u>All-in-one supply cartridge</u></td> </tr> <tr> <td>• SCX-4623F</td> <td>MLT-D105L</td> </tr> <tr> <td>• SF-650</td> <td>MLT-D105L</td> </tr> <tr> <td>• SCX-4521F</td> <td>SCX-4521D3</td> </tr> <tr> <td>• SF-560</td> <td>SCX-4216D3</td> </tr> <tr> <td>• SF-560R</td> <td>SF-D560RA</td> </tr> </table> Yield 3,000 (toner save mode, yield 4,200)	<u>Fax Machine</u>	<u>All-in-one supply cartridge</u>	• SCX-4623F	MLT-D105L	• SF-650	MLT-D105L	• SCX-4521F	SCX-4521D3	• SF-560	SCX-4216D3	• SF-560R	SF-D560RA	EACH	\$79.00
<u>Fax Machine</u>	<u>All-in-one supply cartridge</u>															
• SCX-4623F	MLT-D105L															
• SF-650	MLT-D105L															
• SCX-4521F	SCX-4521D3															
• SF-560	SCX-4216D3															
• SF-560R	SF-D560RA															
003	60061	SCX-4828FN upgrade option – increases document feeder capacity from 30 pages to 50 pages, increases paper capacity from 150 to 250 pages, increases memory capacity from 2 MB (160 pages) to 3.2 MB (260 pages) (must be added on initial order)	EACH	\$249.00												
003	60061	SCX-S4824A, Optional 2 <sup>nd</sup> 250 paper drawer (must be added on initial order)	EACH	\$199.00												
003	60061	Surge Protector, Model Famax II	EACH	\$45.00												
003	60061	High yield cartridge SCX-D5530B-8,000 pages (11,200 toner saver mode) – Fits SCX-5530N	EACH	\$125.00												
003	60061	High yield cartridge MLT-D209L-5,000 pages (7,000 toner saver mode) – Fits SCX-4828FN	EACH	\$99.00												
003	60061	Three year parts & labor warranty (extends 1 yr to 3 yr warranty)	EACH	\$160.00												
<b>Optional Maintenance – SAM II line item 004 covers the following options:</b>																
004	93999	Time and Materials During Normal Business Hours	HOUR	\$75.00												
004	93999	Depot Maintenance	HOUR	\$35.00												
004	93999	Discount from list price for parts if not included in above hourly pricing	DISCOUNT	10%												
004	93999	Depot Maintenance, to include parts and labor	MONTH	\$4.00												
004	93999	SCX-5530 OR SCX-4828FN Upgrade Option, Maintenance	MONTH	\$3.00												

**C207037002**

LINE ITEM	COMM CODE	DESCRIPTION	UNIT OF MEASURE	UNIT PRICE
001	60061	High Use Facsimile Machine: Ricoh 4430L w/PS480 Paper Bank	EACH	\$903.00
002	93999	High Use Facsimile Machine On-Site Maintenance	MONTH	\$10.00
003	60061	Additional Paper Tray: Cassette Feeder (500 sheet)	EACH	\$209.68 *
004	60061	Additional Memory Card: 32 MB Card	EACH	\$20.00
<b>Options – SAM II line item 005 covers the following options:</b>				
005	60061	Canon 710 All-in-one supply cartridge	EACH	\$75.00
005	60061	Ricoh Fax4430L toner cartridge	EACH	\$47.00
005	60061	Ricoh Fax4430L drum cartridge	EACH	\$106.76

005	60061	Dual Line Upgrade/G3 interface unit	EACH	\$448.39 *
005	60061	Network interface board	EACH	\$268.82 *
005	60061	Printer Controller Type 1013	EACH	\$354.84 *
005	60061	Verification Stamp Unit I	EACH	\$9.68
005	60061	Verification Stamp Ink Refill	EACH	\$7.53
005	60061	Handset Kit 8	EACH	\$25.81
005	60061	Cabinet	EACH	\$90.32
005	60061	3 year parts and labor warranty (Extends one year warranty to a three year warranty)	EACH	\$230.00
005	60061	Charge if option is not ordered with initial order and you want IKON to install it	EACH	\$90.00
<b>Optional Maintenance – SAM II line item 006 covers the following options:</b>				
006	93999	Time and Materials During Normal Business Hours	HOUR	\$90.00
006	93999	Discount from list price for parts if not included in above hourly pricing	DISCOUNT	15%

\*There is no install fee if ordered with the initial machine. There is a \$90.00 charge if not ordered with the initial machine and you want IKON to install it.

**State of Missouri  
Office of Administration  
Division of Purchasing and Materials Management  
Contract Performance Report**

Please take a moment to let us know how this contract award has measured up to your expectations. If reporting on more than one contractor or product, please make copies as needed. This office will use the information to improve products and services available to state agency users. **Comments should include those of the product's end user.**

**Contract No.:** \_\_\_\_\_ **Contractor:** \_\_\_\_\_

**Describe Product Purchased (include Item No's., if available):** \_\_\_\_\_

**Rating Scale:** 5 = Excellent, 4 = Good, 3 = Average, 2 = Poor, 1 = Fails to meet expectations

<b>Product Rating</b>	<b>Rate 1-5, 5 best</b>
Product meets your needs	
Product meets contract specifications	
Pricing	

<b>Contractor Rating</b>	<b>Rate 1-5, 5 best</b>
Timeliness of delivery	
Responsiveness to inquiries	
Employee courtesy	
Problem resolution	
Recall notices handled effectively	

Comments: \_\_\_\_\_

Prepared by: \_\_\_\_\_ Title: \_\_\_\_\_ Agency: \_\_\_\_\_

Date: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

**Please detach or photocopy this form & return by FAX to 573/526-9818, or mail to:**

Office of Administration  
Division of Purchasing and Materials Management  
301 West High Street, RM 630  
PO Box 809  
Jefferson City, Missouri 65102  
**You may also e-mail form to the buyer as an attachment at**  
[chris.korsmeyer@oa.mo.gov](mailto:chris.korsmeyer@oa.mo.gov)