

*Thornton Fractional Township High School  
District 215*



**Copier and Managed Printer  
Services RFP**

*Due April 21, 2024 3PM Central Time*

## Request for Proposal

This information was developed in a format to facilitate the preparation of responses to this *Request for Proposals (RFP)* and the subsequent evaluation of those responses. There are several vendors who provide the type of equipment that the District desires to meet their future copier and printer needs through this competitive selection process. The requirements noted in this RFP are designed to assist in the selection of the vendor that best meets the District's needs. It is expected that all proposing vendors have carefully read and understood the RFP documents.

This document contains the equipment specifications and the requested format for vendor proposals. If additional features or equipment are believed to be appropriate for the school district, please quote them as options and include supporting justification and cost details.

The District reserves the right to the following:

- Accept the Proposal that is, in its judgment, the best and most favorable to the interests of the District,
- To reject the low price Proposal,
- To accept any item of any Proposal,
- To reject any and all Proposals,
- To waive irregularities and informalities in any Proposal submitted or in the *Request for Proposals* process.

## General Proposal Instructions

Proposals Due: Please send proposals to Paul Wakefield at [pwakefield@tfd215.org](mailto:pwakefield@tfd215.org) no later than 3:00 p.m. CST, April 21, 2024.

Only written communication from The District may be considered binding. The District reserves the right to terminate the selection process at any time and to reject any or all Proposals. The contract will be awarded to the vendor whose overall Proposal best meets the requirements of The District. The District shall not be liable for any pre-contract costs incurred by interested vendors participating in the selection process.

The contents of each vendor's Proposal to The District, including technical specifications for hardware and fees, shall remain valid for a minimum of 90 calendar days from the Proposal due date.

District 215 will require the vendor selected to agree to include the contents of this *Request for Proposals* and all representations, warranties, and commitments in the Proposal and related correspondences as contractual obligations when developing final written contracts for equipment and software.

The District may award a contract to a single or multiple vendors.

All proposals **MUST** include a completed response sheet – Exhibit A, attached.

**Estimated Schedule**

During the selection process, the District will review the submitted Proposals. The District will then pick a final preferred vendor(s) and negotiate final pricing and terms/conditions with the preferred vendor(s). The following is the estimated schedule, as defined by the District and can be changed at its discretion:

<b>Selection Process Step</b>	<b>Estimated Date(s)</b>
Request for Proposals Issued	April 1, 2024
Final Date for Questions	April 10, 2024
Publish Addendum (Q&A)	April 15, 2024
Proposals Due – Received Electronically	April 21, 2024 - 3PM Central Time
Anticipated Final Vendor Selection	May 28, 2024
Contract Start Date	July 20, 2024

**Purpose**

The purpose of this Request for Proposal is to consolidate all copy and managed print services into a single 5-year agreement with a qualified vendor to provide copiers and managed print services. The agreement shall provide for turnkey installation, full maintenance and support, and vendor provided consumable materials/supplies within the defined scope of the agreement. It is anticipated that the contract shall be effective from July 20, 2024 through July 19, 2029.

Vendors are instructed to propose their most advantageous solution for District 215 in accordance with the requirements and scope of work specified.

All costs are to be fixed at proposed amounts for the duration of the five-year agreement. This includes but is not limited to lease payments, per-page printing costs, per-page copying costs (if applicable), and software/licensing costs. No escalation or annual price increase should be included in the proposal or any terms.

## Specifications

The specifications of the proposal are contained herein. Proposers must indicate any exception to the specifications listed. Lack of exception constitutes acceptance. Any exceptions may result in reduced scoring in the “Completeness of Proposal and Exceptions” evaluation category.

### Proposal Cost Specifications

All proposals must identify the following costs. These costs should be itemized on the response sheet in Exhibit A. The district may choose to select any, all or none of these costs from one or more vendors. Costs in one section must not be dependent on costs in any other section.

1. Hardware Replacement – District 215 is seeking a variety of options to replace existing copy machines. This may include replacing all of some of the machines currently in the district. The district may select from any of the options below. The costs below should only include costs for the turnkey cost of the installed hardware, including but not limited to applicable interest or finance charges, installation costs, removal, and haul away/return to lessor of old machines. There are to be no maintenance, service, or support costs included herein. Section 2 includes all copier maintenance and support costs.
  - A. The cost for 31 brand new copy machines **ALL** 31 copiers, as listed in Exhibit B, are to be replaced with brand new, equivalent feature, copy machines. The proposal should include the cost for replacement with:
    - i. Xerox brand copy machines
      - a. Annual cost for 60-month financing or lease with \$0 buyout
      - b. Annual cost for 60-month lease with Full Market Value Buyout
      - c. One-time cost to outright purchase the machines
    - ii. Canon brand copy machines
      - a. Annual cost for 60-month financing or lease with \$0 buyout
      - b. Annual cost for 60-month lease with Full Market Value Buyout
      - c. One time cost to outright purchase the machines
  - B. Vendor purchase of current District Hardware - 8 leased and 2 owned copiers
    - i. Amount paid to district, one time in dollars, for vendor to purchase and take ownership of the 8 copy machines currently under lease and the 2 copy machines owned outright. Machines would be sold from the district to vendor as a part of the agreements. These copy machines are indicated in Exhibit B as Lease Expiration 2027 or District Owned. District is responsible for any applicable lease buyout – lease buyout should not be taken into consideration when responding.
  - C. The cost to replace **ONLY** the 21 Xerox machines with a lease expiration occurring in 2024 **AND** the two machines currently owned outright by the district. These copy machines are indicated in Exhibit B as Lease Expiration 2024 or District Owned.
    - i. Xerox copy machines
      - a. Annual cost for 36-month lease or financing with \$0 buyout

- b. Annual cost for 36-month lease with Full Market Value Buyout
      - c. One-time cost to outright purchase the machines
    - ii. Canon copy machines.
      - a. Annual cost for 36-month lease or financing with \$0 buyout
      - b. Annual cost for 36-month lease with Full Market Value Buyout
      - c. One time cost to outright purchase the machines
  - D. All proposed machines should be the closest equivalent model available regarding features and throughput to the existing machines as listed in Exhibit B. Used and factory refurbished machines will not be considered.
2. For pages produced from a copy machine
- A. The number of pages, both color and black and white included annually in a fixed cost agreement (if entirely a cost per page proposal, this number should be 0).
  - B. The cost per page, both color and black and white, for each page exceeding the annual fixed cost number (overage).
  - C. The credit per page, both color and black and white, for each page under the annual fixed cost number (underage). This is applicable to all 31 copy machines regardless of the purchasing method selected in section 1.
3. For pages produced from a printer
- A. The number of pages, both color and black and white included annually in a fixed cost agreement (if entirely a cost per page proposal, this number should be 0).
  - B. The cost per page, both color and black and white, for each page exceeding the annual fixed cost number (overage).
  - C. The credit per page, both color and black and white, for each page under the annual fixed cost number (underage).
4. Papercut and Other Applicable Software/Licensing: The District plans to continue managing the fleet of copiers and printers with Papercut. Copiers include FollowMe and scan ID capabilities. Printer volume is all collected and managed in Papercut. The proposals should include software costs as well as who would support this software, upgrades, etc. Our preference is for Papercut to be managed by the proposing vendor as opposed to a 3rd party vendor. Vendor responsible for supporting Papercut must be registered as a Papercut Authorized Partner.
- A. The proposer must include ALL software and licensing costs to operate PaperCut annually. Costs must be fixed (no escalation) for a period of 5 years from the date of this agreement.
  - B. Name of Papercut Authorized Partner responsible for supporting Papercut.
  - C. List any costs, onetime or annual, to furnish a complete and total turnkey copy and print management system to District 215 in adherence to the specifications and requirements of this RFP.

## **Copier Hardware**

Copy Machines: The district currently has 21 Xerox copy machines on a lease that expires on July 20, 2024, and 8 Xerox copy machines on a lease that expires in May of 2027. Additionally, the District owns 1 Xerox and 1 Toshiba copier outright. See Exhibit B (attached) for a list of existing copiers including their location and lease status. Copiers produce a pooled estimated (based on Papercut metering) 5,500,000 black and white pages and 250,000 color pages per year.

Printers: The district continues to decrease the printer fleet. The proposal should be for the existing models. See Exhibit C for the existing printers, which produce a pooled estimated 250,000 black pages and 60,000 color pages per year. The proposal does not seek to replace any printer hardware. The proposal must allow the district to add or remove printers from the proposal during the term of the agreement. Adding or removing a printer must not change the per page cost – which will be solely dictated by the number of color and black and white pages produced by the printers at the agreed rate. Any restrictions to printer models, types, etc., that can or cannot be added during the agreement must be specified as exceptions to these specifications.

## **Consumable Supplies**

The successful vendor will be responsible for "just-in-time" inventory management of all consumable supplies (except throughput media) including end-user replaceable components for all output devices defined within this RFP.

- Covers all D215 copiers and printers specified in Exhibits B & C
- Vendor is responsible for the delivery of supplies to point of need.

District 215 is interested in environmental issues associated with consumable supplies that will be supplied in the performance of a contract resulting from this RFP.

Requirements for the consumable supplies required by this RFP.

- Black and White toner is strongly preferred to be OEM. We are open to alternatives, but they must have comparable performance to OEM toner. Toner that continually leaks, prints with additional marks on the page, or appears too light will be rejected and will be replaced at the vendor's cost.
- Color toner must be OEM.
- Consumable supplies must meet original equipment manufacturers' specifications.
- Consumable supplies must not exceed 0.5% failure rate.
- Vendor assumes all responsibility for hardware performance due to consumable supplies.
- Covers all multifunction devices and network printers included within this RFP.
- Vendor retains ownership of all consumables inventory.
- Downtime due to lack of consumable supplies will not be acceptable.
- Vendor is responsible for delivery of supplies to point of need or location determined by technology staff.

- District 215 does have a desire to have excess inventory on-hand at any location or device placement. A minimum of one excess cartridge must be available per building for EACH unique cartridge model used at that building. District 215 has 4 “Buildings”. Exhibits B & C list the copy machines and printers at each building.
- District 215 is interested in proactive device monitoring and just-in-time delivery of necessary consumable supplies.

Fix/Repair Maintenance: The successful vendor shall be responsible for all toner, fix/repair maintenance, and/or replacement of all output devices included in a contract resulting from this RFP.

- Covers all D215 copiers and printers.
- Hardware must meet specifications and minimum uptime requirements.
- Vendor will meet minimum service response requirements.

**Requirements for the fix/repair maintenance required by this RFP**

End-User Support: The successful vendor shall be responsible for end-user help-desk support for the entire District 215 organization.

- Provide end-user help desk support for all District 215 users on all printers covered by a contract resulting from this RFP.
- Provide a single point of contact for District 215 technology staff.

Management & Process Controls: The successful vendor shall be responsible for the management of the District 215 copier and printer fleet as described within this RFP including measurement and reporting of results. Papercut Software should be included in the proposal.

- Electronic monitoring of all output devices that are part of a resulting contract.
- Maintaining service records to report individual device performance.
- Ability to measure and manage output at a job, user or facility level.
- Ability to allocate cost by job, user and facility.
- Ability to manage user access and workflows.
- Manage fleet optimization.
- Additional features available that have been proven to reduce paper and print waste.

Please describe any guarantees you offer for device performance and uptime including penalties for non-performance if applicable:

1. Vendor shall respond to a request for maintenance within one (1) hour.
2. Vendor shall maintain on average on-site response time no more than four (4) hours after receiving the original request for maintenance.
3. Vendor shall maintain an average repair time of no longer than eight (24) hours after receiving the original request for maintenance.
4. District 215 may be interested in proactive device monitoring and automated service dispatch.



5. Service parts and components must meet original equipment manufacturers' specifications.
6. Vendor assumes all responsibility for hardware performance due to service parts and components.
7. Vendor retains ownership of all service parts and components until such time they are placed in an output device.
8. Vendor will assume responsibility for the disposal of and recycling of all service parts.
9. Vendor will supply District 215 with a call completion notification in either hard copy or electronic format.
10. Proposer must include, in writing, any exceptions taken to specifications within this proposal. Exceptions

**References**

District 215 requires a vendor who understands how copy and print services work in school districts and has a track record of building successful relationships and partnerships with customers. Proposals must include three unique references. Each reference should be from a public school district in Illinois that has (1) three or more school buildings (2) a minimum of 3000 students enrolled district-wide and (3) vendor has serviced copy and print management for a minimum of 2 years.

**Evaluation Criteria**

Criteria	Percentage
Price	40%
Completeness of Proposal and Exceptions	20%
Service, Support, and Supply Management	20%
References and Experience	20%

# Exhibit A – Response Form

## 1. Hardware Replacement

1.A - Cost for 31 brand new copy machines

Option 1.A.i – Xerox brand hardware - annual cost for:

1.A.i.a - 60-month lease with \$0 buyout \_\_\_\_\_

1.A.i.b - 60-month fully financed purchase \_\_\_\_\_

1.A.i.c - Onetime upfront purchase \_\_\_\_\_

Option 1.A.ii – Canon brand hardware - annual cost for:

1.A.ii.a - 60-month lease with \$0 buyout \_\_\_\_\_

1.A.ii.b - 60-month fully financed purchase \_\_\_\_\_

1.A.ii.c - Onetime upfront purchase \_\_\_\_\_

1.B – Credit for vendor purchase of 8 leased and 2 owned copy machines

1.B - Credit to district in dollars \_\_\_\_\_

1.C - Cost for 21 brand new copy machines

Option 1.C.i – Xerox brand hardware - annual cost for:

1.C.i.a - 36-month lease with \$0 buyout \_\_\_\_\_

1.C.i.b - 36-month fully financed purchase \_\_\_\_\_

1.C.i.c - Onetime upfront purchase \_\_\_\_\_

Option 1.C.ii – Canon brand hardware - annual cost for:

1.C.ii.a - 36-month lease with \$0 buyout \_\_\_\_\_

1.C.ii.b - 36-month fully financed purchase \_\_\_\_\_

1.C.ii.c - Onetime upfront purchase \_\_\_\_\_

## 2. Maintenance, Support & Consumables – 31 Copy Machines

2.A - Number of pooled pages annually printed from all 31 copy machines included in lease/finance agreement (if applicable)

2.A.i - # Pages Black & White \_\_\_\_\_

2.A.ii - # Pages Color \_\_\_\_\_

2.B - Cost per page, in dollars, for pages printed from all 31 copy machines in excess (overage) of the numbers listed in response 2.A

2.B.i - Cost per Black & White page \_\_\_\_\_

2.B.ii - Cost per Color page \_\_\_\_\_

2.C - Credit per page, in dollars, for the number of pages printed from all 31 copy machines less than (underage) the included amount in 2.A, if applicable

2.C.i - Credit per Black & White page \_\_\_\_\_

2.C.ii - Credit per Color page \_\_\_\_\_

## 3. Maintenance, Support & Consumables – Printers

3.A - Number of pooled pages annually printed from any printer included in lease/finance agreement (if applicable)

3.A.i - # Pages Black & White \_\_\_\_\_

3.A.ii - # Pages Color \_\_\_\_\_

3.B - Cost per page, in dollars, for pages printed from any printer in excess (overage) of the numbers listed in response 2.A

3.B.i - Cost per Black & White page \_\_\_\_\_

3.B.ii - Cost per Color page \_\_\_\_\_

3.C - Credit per page, in dollars, for the number of pages printed from a copy machine less than (underage) the included amount in 3.A, if applicable

3.C.i - Credit per Black & White page \_\_\_\_\_

3.C.ii - Credit per Color page \_\_\_\_\_

#### 4. Software, Licensing, and ANY other costs

4.A – Annual Papercut costs \_\_\_\_\_

4.B – Name of Papercut Authorized Partner \_\_\_\_\_

4.C – Any and all costs to district on an annual and or onetime basis not included in any of the above that are required to furnish a complete and total turnkey managed print and copier service in adherence with the specifications of this RFP. Please describe in detail below.

#### 5. References

**Reference 1**

Reference Name \_\_\_\_\_ School District \_\_\_\_\_

Reference Title \_\_\_\_\_ Years Known \_\_\_\_\_

Reference Phone \_\_\_\_\_ Reference E-Mail \_\_\_\_\_

Describe your managed printer services relationship \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Reference 2**

Reference Name \_\_\_\_\_ School District \_\_\_\_\_

Reference Title \_\_\_\_\_ Years Known \_\_\_\_\_

Reference Phone \_\_\_\_\_ Reference E-Mail \_\_\_\_\_

Describe your managed printer services relationship \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Reference 3**

Reference Name \_\_\_\_\_ School District \_\_\_\_\_

Reference Title \_\_\_\_\_ Years Known \_\_\_\_\_

Reference Phone \_\_\_\_\_ Reference E-Mail \_\_\_\_\_

Describe your managed printer services relationship \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## Exhibit B – Copy Machine Inventory

Device	Serial Number	Make	Model	Item Desc:	Ownership Status
<b>TF North</b>					
Copier	2TX054033	XEROX	C8035/T2	XEROX - ALTALINK C8035 COLOR COPIER W/4 TRAYS	Lease Expiration 2024
Copier	3AG883670	XEROX	B8065/H2	XEROX - B8065 W HIGH CAP	Lease Expiration 2024
Accessory	SDBM82400044	XEROX	497K18980	XEROX - OFFICE FINISHER W/ BOOKLET MAKER & HORIZONTAL TRANSPORT	
Copier	Y4X856693	XEROX	B8055/H2	XEROX - B8055/H2 COPIER W/LCT	Lease Expiration 2024
Accessory	SDBM82400037	XEROX	497K18980	XEROX - OFFICE FINISHER W/ BOOKLET MAKER & HORIZONTAL TRANSPORT	
Copier	Y4X856163	XEROX	B8045/H2	XEROX - ALTALINK B8045 W/STANDARD LCT	Lease Expiration 2024
Accessory	SD2191600628	XEROX	497K18970	XEROX - OFFICE FINISHER B8045/8055/8065	
Copier	BG2481919	XEROX	D95CP/B	XEROX - D95CP 100PPM PRODUCTION COPIER	Lease Expiration 2024
Accessory	MLA127445	XEROX	097S03941	XEROX - STAPLE FINISHER W/ 2/3 HOLE PUNCH D95/D110	
Copier	Y4X856674	XEROX	B8055/H2	XEROX - B8055/H2 COPIER W/LCT	Lease Expiration 2024
Accessory	SD2191502049	XEROX	497K18970	XEROX - OFFICE FINISHER B8045/8055/8065	
Copier	3AG887304	XEROX	B8065/H2	XEROX - B8065 W HIGH CAP	Lease Expiration 2024
Accessory	SD2191501987	XEROX	497K18970	XEROX - OFFICE FINISHER B8045/8055/8065	
Copier	BG2481925	XEROX	D95CP/B	XEROX - D95CP 100PPM PRODUCTION COPIER	Lease Expiration 2024
Accessory	MLA127829	XEROX	097S03941	XEROX - STAPLE FINISHER W/ 2/3 HOLE PUNCH D95/D110	
Copier	EKZ309519	XEROX	C8135/T2	XEROX C8135/T2 35 PPM COLOR COPIER W/4 520 SHEET DRAWERS	District Owned
Accessory	EZK243202	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	
Copier	HQH797132	XEROX	B8145/H2	XEROX ALTALINK B8145/H2 45PPM COPIER W/HIGH CAP FEEDER	Lease Expiration 2027
Accessory	EZK287036	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	
Copier	HQH797334	XEROX	B8145/H2	XEROX ALTALINK B8145/H2 45PPM COPIER W/HIGH CAP FEEDER	Lease Expiration 2027
Accessory	EZK285335	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	
Copier	HQH279604	XEROX	B8145/H2	XEROX ALTALINK B8145/H2 45PPM COPIER W/HIGH CAP FEEDER	Lease Expiration 2027
Accessory	EZK279027	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	

Device	Serial Number	Make	Model	Item Desc:	Ownership Status
TF South					
Copier	3AG879013	XEROX	B8065/H2	XEROX - B8065 W HIGH CAP	Lease Expiration 2024
Accessory	SD2191600618	XEROX	497K18970	XEROX - OFFICE FINISHER B8045/8055/8065	
Copier	Y4X857542	XEROX	B8055/H2	XEROX - B8055/H2 COPIER W/LCT	Lease Expiration 2024
Accessory	SD2191600629	XEROX	497K18970	XEROX - OFFICE FINISHER B8045/8055/8065	
Copier	BG2481934	XEROX	D95CP/B	XEROX - D95CP 100PPM PRODUCTION COPIER	Lease Expiration 2024
Accessory	MCA127439	XEROX	097S03941	XEROX - STAPLE FINISHER W/ 2/3 HOLE PUNCH D95/D110	
Copier	BG2481940	XEROX	D95CP/B	XEROX - D95CP 100PPM PRODUCTION COPIER	Lease Expiration 2024
Accessory	MLA127826	XEROX	097S03941	XEROX - STAPLE FINISHER W/ 2/3 HOLE PUNCH D95/D110	
Copier	BG2481921	XEROX	D95CP/B	XEROX - D95CP 100PPM PRODUCTION COPIER	Lease Expiration 2024
Accessory	MLA127594	XEROX	097S03941	XEROX - STAPLE FINISHER W/ 2/3 HOLE PUNCH D95/D110	
Copier	3TX415450	XEROX	C8035/H2	XEROX - ALTALINK C8035 W/TANDEM TRAY	Lease Expiration 2024
Copier	Y4X856552	XEROX	B8045/H2	XEROX - ALTALINK B8045 W/STANDARD LCT	Lease Expiration 2024
Copier	HQH279725	XEROX	B8145/H2	XEROX ALTALINK B8145/H2 45PPM COPIER W/HIGH CAP FEEDER	Lease Expiration 2027
Accessory	EZK279029	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	
Copier	HQH279185	XEROX	B8145/H2	XEROX ALTALINK B8145/H2 45PPM COPIER W/HIGH CAP FEEDER	Lease Expiration 2027
Accessory	EZK278053	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	
Copier	HQH279713	XEROX	B8145/H2	XEROX ALTALINK B8145/H2 45PPM COPIER W/HIGH CAP FEEDER	Lease Expiration 2027
Accessory	EZK279028	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	
Copier	Y4X857115	XEROX	B8055/H2	XEROX - B8055/H2 COPIER W/LCT	Lease Expiration 2024
Accessory	SD2182401041	XEROX	497K18970	XEROX - OFFICE FINISHER B8045/8055/8065	
Copier	3AG878674	XEROX	B8065/H2	XEROX - B8065 W HIGH CAP	Lease Expiration 2024
Accessory	SD2191600578	XEROX	497K18970	XEROX - OFFICE FINISHER B8045/8055/8065	

Device	Serial Number	Make	Model	Item Desc:	Ownership Status
TF Center					
Copier	3AG887319	XEROX	B8065/H2	XEROX - B8065 W HIGH CAP	Lease Expiration 2024
Accessory	SD2191600595	XEROX	497K18970	XEROX - OFFICE FINISHER B8045/8055/8065	
Copier	3TX402625	XEROX	C8035/H2	XEROX - ALTALINK C8035 W/TANDEM TRAY	Lease Expiration 2024
Copier	HQH797172	XEROX	B8145/H2	XEROX ALTALINK B8145/H2 45PPM COPIER W/HIGH CAP FEEDER	Lease Expiration 2027
Accessory	EZK287027	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	
Copier	HQH797185	XEROX	B8145/H2	XEROX ALTALINK B8145/H2 45PPM COPIER W/HIGH CAP FEEDER	Lease Expiration 2027
Accessory	EZK285336	XEROX	097S05019	XEROX - OFFICE FINISHER B8145/B8155/B8170	
Copier	8TB605692	XEROX	C8055/H2	XEROX - ALTALINK C8055 COLOR COPIER W/ HIGH CAP	Lease Expiration 2024

Device	Serial Number	Make	Model	Item Desc:	Ownership Status
TF Admin					
Copier	CHFG19066	TOSHIBA	ESTUDIO6506	ESTUDIO6506ACT 65PPM COLOR COPIER	District Owned
Accessory	M2E714432	TOSHIBA	MJ1112	TOSHIBA MJ1112 50 SHEET SADDLE STITCH FINISHER 5508A/5506ACT SERIES	
Accessory	M3F786740	TOSHIBA	MJ6106N	TOSHIBA MJ6106N HOLE PUNCH UNIT MJ1111 MJ1112	
Copier	6TB443160	XEROX	C8070/H2	XEROX - ALTALINK C8070 COLOR COPIER W/HIGH CAP	Lease Expiration 2024
Accessory	D4A638749	XEROX	497K18950	XEROX - BR BOOKLET MAKER FINISHER W/2/3 HOLE PUNCH	



## Exhibit C – Printer Inventory

Serial number	Make	Model	Building
VD21156965	KYOCERA MITA	P2040DW	TF North
VCU0910980	KYOCERA MITA	P2235DW	TF North
SYQ02687	CANON	MF 810	TF North
4AV259498	XEROX	6510DN	TF North
4AV259394	XEROX	6510DN	TF North
QRR501615	XEROX	XEROX C235 COLOR P	TF North
7HB950350	XEROX	C400/DN	TF North
VD27Y12746	KYOCERA	ECOSYS P2040dw	TF North
V5T5400300	KYOCERA	ECOSYS P6035cdn	TF North
VD28115409	KYOCERA	ECOSYS P2040dw	TF North
VNBKKC6GT8	HP	Color LaserJet MFP M	TF North
LVK6745924	KYOCERA	ECOSYS P2135dn	TF North
PHBB328559	HP	LaserJet Pro M404-M	TF North
LVK5833499	KYOCERA	ECOSYS P2135dn	TF North
VD28115881	KYOCERA	ECOSYS P2040dw	TF North
PHBHM30949	HP	LaserJet M402n	TF North
5AV411331	XEROX	WorkCentre 6515 DN	TF North
CNCRR5L73J	HP	LaserJet Pro MFP 410	TF North
JPBCB2S0L3	HP	HP CP4525DN	TF North
QRH0920937	KYOCERA MITA	FS1128MFP	TF North
LVK5833489	KYOCERA MITA	P2135DN	TF North
LVK6441757	KYOCERA MITA	P2135DN	TF North
LVK6745916	KYOCERA MITA	P2135DN	TF North
VD27408711	KYOCERA MITA	P2040DW	TF North
7526519442XBB	LEXMARK	X746DE	TF North
VD28115387	KYOCERA MITA	P2040DW	TF North
CNDF358299	HP	M451DN	TF Center
V5T5600618	KYOCERA MITA	P6035CDN	TF Center
PHDBB30449	HP	HPM404DN	TF Center
VD28825570	KYOCERA MITA	P2040DW	TF Center
VD28825794	KYOCERA MITA	P2040DW	TF Center
PHBHD85870	HP	HPLJM402N	TF Center
PHBB107453	HP	HPM404DN	TF Center
PHBVG03805	HP	HPM402DW	TF Center
PHBB317324	HP	HPM404DN	TF Center
VNB3C43216	HP	M251NW	TF Center
VNB3C14699	HP	M251NW	TF Center
LVK5X36210	KYOCERA MITA	P2135DN	TF Center
VD26Z03398	KYOCERA MITA	P2040DW	TF Center
VNBKK88C5L	HP	M477FDN	TF Center

Serial number	Make	Model	Building
QRW716944	XEROX	B315/DNI	TF South
QRP323164	XEROX	B235	TF South
PHBHD96915	HP	HPLJM402N	TF South
CNCRP1D2S9	HP	M479FDN	TF South
CNB0107887	HP	CP1518	TF South
SYQ02594	CANON	MF 810	TF South
CNDX328267	HP	P4014	TF South
VCU0910742	KYOCERA MITA	P2235DW	TF South
VCU0910758	KYOCERA MITA	P2235DW	TF South
CNCRP2G2YF	HP	HPM479FDW	TF South
JPDDM15662	HP	HPM404DN	TF South
JPDDM15652	HP	HPM404DN	TF South
CNBCM4Y23W	HP	HPM607N	TF South
CNBCM4Y1HY	HP	HPM607N	TF South
VD28115400	KYOCERA	ECOSYS P2040dw	TF South
VNG3B06308	HP	Color LaserJet M452d	TF South
VM38925697	KYOCERA	ECOSYS P3045dn	TF South
VD27409539	KYOCERA	ECOSYS P2040dw	TF South
LVK4918077	KYOCERA	ECOSYS P2135dn	TF South
VD28115412	KYOCERA	ECOSYS P2040dw	TF South
CNCRQ922RM	HP	LaserJet Pro MFP 410	TF South
LVK6745922	KYOCERA	P2135DN	TF South
VD27408716	KYOCERA	P2040DW	TF South
LVK4223979	KYOCERA MITA	P2135DN	TF South
7526049442YK5	LEXMARK	X746DE	TF South
VNB3M34489	HP	HPLJPROM452DN	TF South
9HB476648	XEROX	B405/DN	TF Admin
VNCKM19J7Z	HP	HPM477FDW	TF Admin
PHBC320150	HP	HPM404DN	TF Admin
VD21762537	KYOCERA MITA	P2040DW	TF Admin
9HB140195	XEROX	B405/DN	TF Admin
MXBPN9K0TD	HP	HPM428FDN	TF Admin
Q653460560	KYOCERA MITA	FS1370DN	TF Admin
4HX196679	XEROX	C405/DN	TF Admin
4HX196671	XEROX	C405/DN	TF Admin