CONTRACT, LEASE, AGREEMENT CONTROL FORM

Date: <u>01/25/2022</u>

Contract/Lease Control #: C19-2778-PW

Procurement#: NA

Contract/Lease Type: <u>AGREEMENT</u>

Award To/Lessee: <u>CPC OFFICE TECHNOLOGIES</u>

Owner/Lessor: OKALOOSA COUNTY

Effective Date: 01/28/2022

Expiration Date: 01/31/2023

Description of: MAINTENANCE AGREEMENT OF PRINTERS

Department: <u>PW</u>

Department Monitor: <u>AUTREY</u>

Monitor's Telephone #: <u>850-689-5772</u>

Monitor's FAX # or E-mail: <u>JAUTREY@MYOKALOOSA.COM</u>

Closed:

Cc: BCC RECORDS

PROCUREMENT/CONTRACT/LEASE INTERNAL COORDINATION SHEET

Procurement/Contract/Lease Number: 019-3778PW Tracking Number: 1496-22
Procurement/Contractor/Lessee Name: Grant Funded: YES NO
Purpose: 19neral
Date/Term:
Department #: 1001 - 54 6050 - 2, 641 6 2. GREATER THAN \$50,000
Account #: 1002 - 546050 329.00 3. \$50,000 OR LESS
Amount: 5ee asae
Department: Pw Dept. Monitor Name: Qwhy
Procurement or Contract/Lease requirements are met:
White Moon Date: 1-18-2022
Purchasing Manager or designee Jeff Hyde, DeRita Mason, Jesica Darr, Angela Etheridge
Approved as written: Date:
Grants Coordinator Suzanne Ulloa
Risk Management Review
Approved as written: See mail attack? Date: H3-2002
Risk Manager or designee Kristina LoFria
Approved as written: County Attorney Review County Attorney Review
County Attorney Lynn Hoshihara, Kerry Parsons or Designee
Department Funding Review
Approved as written: Date:
IT Review (if applicable)
Approved as written:
Date:

DeRita Mason

From:

Kristina LoFria

Sent:

Tuesday, January 18, 2022 2:09 PM

To:

DeRita Mason

Subject:

RE: ---- PLEASE SIGN ---- FW: Public Works Copiers New Contract

DeRita,

This is approved by Risk.

Kristy Lofria

Public Records & Contract Specialist 302 N Wilson St Suite 301 Crestview, Florida 32536 klofria@myokaloosa.com 850-689-5979



For all things Wellness please visit:

http://www.myokaloosa.com/wellness

"When the winds of adversity blow against your boat, just adjust your sail."

"Don't aim for success if you want it; just do what you love and believe in, and it will come naturally." David Frost

Please note: Due to Florida's very broad public records laws, most written communications to or from county employees regarding county business are public records, available to the public and media upon request. Therefore, this written email communication, including your e-mail address, may be subject to public disclosure.

From: DeRita Mason <dmason@myokaloosa.com>

Sent: Tuesday, January 18, 2022 1:42 PM

To: Kerry Parsons < kparsons@myokaloosa.com>

Cc: Lynn Hoshihara < lhoshihara@myokaloosa.com >; Kristina LoFria < klofria@myokaloosa.com >

Subject: FW: ----- PLEASE SIGN ----- FW: Public Works Copiers New Contract

Good afternoon,

Please review and approve the attached.

Thank you,

DeRita Mason

From:

Lynn Hoshihara

Sent:

Friday, January 21, 2022 3:14 PM

To:

DeRita Mason; Kerry Parsons

Subject:

Re: ---- PLEASE SIGN ---- FW: Public Works Copiers New Contract

This is approved as to legal sufficiency.

Lynn M. Hoshihara County Attorney Okaloosa County, Florida

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From: DeRita Mason

Sent: Tuesday, January 18, 2022 2:42:08 PM

To: Kerry Parsons

Cc: Lynn Hoshihara; Kristina LoFria

Subject: FW: ----- PLEASE SIGN ----- FW: Public Works Copiers New Contract

Good afternoon,
Please review and approve the attached.

Thank you,

DeRita Mason



DeRita Mason, CFPB, NIGP-CFP Senior Contracts and Lease Coordinator Okaloosa County Furchasing Department 5479A Old Bethel Road Crestview, Florida 32536 (850) 689-5960 dmason@myokaloosa.com

[&]quot;Please note: Due to Florida's very broad public records laws, most written communications to or from County employees regarding County business are public records, available to the public and media upon request. Therefore, this written e-mail communication, including your e-mail address, may be subject to public disclosure."



EQUIPMENT ACQUISITION AGREEMENT 3150 ADORA TEAL WAY CRESTVIEW, FL 32539 P: 850-689-4300 F: 850-689-3491

WWW.CPCTEK.COM

Date	Purchase Order	Account Manager			Authorized Approval			
	Installation: Custor	r Information Bill To: Cu			stomer Information			
Company Name Okaloosa County Public Works				Company Name				
Address 1759 A Ferdon				Address				
City, State Crestivew, FL Zip 32539			City, State	City, State Zip				
Phone# (850) 689-5772		Fax#	Phone#	Phone#		Fax#		
Contract		ert@myokaloosa.com	Key Operat	Key Operator/Meter Readings E-mail				
Quantity		tion- Make, Model, Ser	ial No & N	leter Read	Refurb	Unit Price	Total	
							\$ 0.00	
	MAINTENANCE ON	.Y					\$ 0.00	
							\$ 0.00	
	MX3570N Serial 6509455X Color Machine ID 35744						\$ 0.00	
	MXM465N Serial 650	35668				\$ 0.00		
							\$ 0.00	
	Includes 57000 comb	ined black/white images p	per year				\$ 0.00	
	Includes 55,000 color images per year						\$ 0.00	
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Start Date:	tart Date: Monthly- Annual- / Monthly- Quarterly-			Color Supplies Not Included- Price: \$				
1/28/2022	Quarterly-	Bi-Annual- Annual-	Other-			Term:	Months	
ឡិកជាតិដែកន	Address of the Control of the Contro							
Excludes P	aper and Staples - Th	s rate is locked in for one	year.	CONTRACT: C	19-2778-P	W NGIES		
	CPC OFFICE TECHNOLOGIES MAINTENANCE AGREEMENT OF PRINTERS —							
	EXPIRES: 01/31/2023							
By signing th	is document you acknowle	ndge that the terms and condit	lons on t		v	rai part or una agi	reenrent.	
This agreeme	_	Copy Products Company until	i it is signed					
Customer Representative CPC Representative								
Mm A Hyde 01/24/2022				Tener 8) alo 1/13/2022				
Authorized Signature Date				Authorized Signature Date				
Printed Name & Title: Let Frey A Tyde Printed Name & Title: Renee Salo Office Manager								
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Equipment Security Blanket Maintenance Agreement

Terms and Conditions

- 1. GENERAL SCOPE OF COVERAGE: This agreement entitles the customer to inspection "as needed" and intervening emergency calls. This agreement covers the parts and labor required for normal use of the equipment, excluding any media material, staples or as hereinafter provided. Damage to the equipment or its parts arising out of misuse, abuse, negligence, or causes beyond our control are not covered. In addition, you will be responsible for all cost arising from the equipment being modified, damaged, altered, or serviced by personnel other than those employed by us, or if parts, accessories or components not authorized by us are fitted to the equipment. This agreement does not cover any service arising from any connectivity issues resulting from customer's network or any software used in connection with equipment. This service must be covered under a separate Connectivity Technical Support agreement. All service requested by customer relating to connectivity issues will be billed separately at the published hourly rate unless covered under a separate Connectivity Technical Support agreement.
- 2. SERVICE CALLS: Service calls under this agreement will be made during normal business hours 8:00 a.m. to 5:00 p.m. Monday-Friday at the installation address shown on this agreement. Travel and labor time for service calls after normal hours, on weekends and on holidays, if and when available, will be charged at overtime rates in effect at the time the service call is made.
- 3. TERMS: Customer agrees to all the terms and conditions in this agreement and any supplement which together is a complete statement of our agreement regarding the listed equipment and supersedes any purchase order or outstanding invoice. This agreement may be modified only by written agreement signed by an officer of Copy Products Company. This agreement becomes valid upon execution by Copy Products Company and will begin on the commencement date and will continue from the first day of the following month. Renewals will be negotiated at the end of each term. Effective upon Okaloosa County signing.
- 4. CHARGES: The initial charge for maintenance under this agreement shall be the amount set forth above. The maintenance charge, with respect to any renewal term, will be the charge in effect at the time of the renewal. Customer understands that alterations, attachments of specification changed may require an increase in maintenance charges and agrees to pay such charges promptly when due.
 - Our copiers are designed to give excellent performance with our supplies, including paper, toner, and copy drum. If the customer uses other than our supplies and cause abnormally frequent service calls or service problems, then we may at our option, adjust the monthly service charge to cover the additional required service. It is not a condition of this agreement that the customer uses only our authorized supplies. We request that you use our supplies and from experience know that you will have fewer machine problems, better copy quality and that the equipment will last longer.