



Amendment # 1

20140322  
Blanket Contract

**City of Springfield Blanket Contract Tracer Document**

The purpose of this document is to provide continuous responsibility for the custody of **BLANKET CONTRACTS** during the processing period.

**INSTRUCTIONS:** Upon receipt, please initial and write in the date of receipt. When your department has approved and signed the blanket contract, please initial and date in the forwarding section and deliver to the next department.

DEPARTMENT	DATE RECEIVED		DATE FORWARDED TO NEXT DEPT.	
	Initials	Date	Initials	Date
Office of Procurement			JMM	4/15/16
City Comptroller	HJK	4/19/16	HJK	4/19/16
Law		4-20-16	HJK	4-20-16
CAFO	HJP	4/22/16	HJP	4/22/16
Mayor	EG	4/22/16	EG	4/22/16
Office of Procurement				

Vendor No.: 3529      Blanket Contract No.: 20160322      Blanket Contract Date: 10/1/15

Blanket Contract Amt.: \$500,000.00      Issue Date: 9/25/15      Renewal Date:

Appropriation Code1:  
Appropriation Code2:  
Appropriation Code3:  
Appropriation Code4:

Description of Funding Source:

Bid No.: N/A      Requisition No.:      PO No.:

Vendor Name: RICOH USA

Blanket Contract Type: AMENDMENT #1- EXTEND CONTRACT

Blanket Contract Purpose: PHOTOCOPIER SVCS & PRINTER SUPPLIES-OFF-32

Originating Dept.: OFFICE OF PROCUREMENT- CITY WIDE

Expiration Date: 6/30/2016      Amendment Date: 4/13/16      Extension Date:

TYPE OF DOCUMENT (Please select at least one):

- New     
  Renewal     
  Amendment     
  Extension

**AMENDMENT #1 TO CITY CONTRACT NO. 20160322**

**CONTRACT FOR PHOTOCOPIER SERVICES & PRINTER SUPPLIES**

WHEREAS, on or about OCTOBER 1, 2015 the **CITY OF SPRINGFIELD, MASSACHUSETTS**, a municipal corporation within the County of Hampden, Commonwealth of Massachusetts, with its principal offices at 36 Court Street, Springfield Massachusetts acting by and through the Springfield Office of Procurement ("OOP"), a municipal department with the approval of its Mayor (hereinafter called the "City" or "Owner"), and **RICOH USA., with an address of 1 Interstate Drive, West Springfield MA** (hereinafter referred to as the "Vendor").

WHEREAS, the Springfield Office of Procurement ("OOP") requires the services of a qualified Vendor for providing Photocopier Services & Printer supplies to various city departments; and

WHEREAS, the Vendor has the qualifications and experience necessary to provide the needed supplies and services to OOP; and

WHEREAS, this is a contract for providing photocopier services & printer supplies to Springfield municipal departments were procured under Chapter 30B by the Massachusetts "COMMBUYS" a division of Operational Services

NOW THEREFORE, the City and the Vendor agree to amend the Agreement under the following terms and conditions by the addition of the following clause(s):

- 1) Extend the contract Term: The parties agree to extend the Blanket Agreement for the initial term from October 1, 2015 to June 30, 2016.

All other terms and conditions of the Agreement not amended herein shall remain in full force and effect during the extended term of the Agreement.

**SIGNATURE PAGE TO FOLLOW**

IN WITNESS WHEREOF, the CITY OF SPRINGFIELD, and RICOH USA, have caused this Amendment #1 to be executed in duplicate under seal as of the date the document is executed by all parties listed on the signature page, or their lawful successors in office.

FOR THE CONTRACTOR,  
RICOH USA

By: *Sherrie Price*  
Name: Sherrie Price  
Title: VP, Sales  
Date: 4-13-16

FOR THE CITY OF SPRINGFIELD:

Approved:

*Ther Theriault*  
Office of Procurement  
Date Signed 4/15, 2016

<sup>W</sup> Approved as to Appropriation: <sup>N/A</sup>

*J. Zelik*  
City Comptroller  
Date Signed 4/14/16, 2016

Approved as to Form:

*Robert Feat*  
City Solicitor  
Date Signed 4/12, 2016

Approved:

*Jim J. [Signature]*  
CAFO  
Date Signed 4/12, 2016

Approved:

*Domenic J. Sarno*  
DOMENIC J. SARNO  
MAYOR  
Date Signed 4/12, 2016

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**Maggi, Terri**

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**From:** Matthew.Albano@ricoh-usa.com  
**Sent:** Monday, April 11, 2016 2:39 PM  
**To:** Maggi, Terri  
**Subject:** Fwd: Contract with City of Springfield (20160927)

Good afternoon Terri

Please see below from OSD

Let me know if you need anything additional

Matthew Albano  
413.519.5329  
[matthew.albano@ricoh-usa.com](mailto:matthew.albano@ricoh-usa.com)  
Sent from my iPhone 6 PLUS

Begin forwarded message:

**From:** "Mike Pallotta" <[Mike.Pallotta@ricoh-usa.com](mailto:Mike.Pallotta@ricoh-usa.com)>  
**Date:** April 11, 2016 at 2:19:58 PM EDT  
**To:** "Matthew Albano" <[Matthew.Albano@ricoh-usa.com](mailto:Matthew.Albano@ricoh-usa.com)>  
**Subject:** Re: Fwd: Contract with City of Springfield (20160927)

Matt,

Just got this from the State, it came from Anthony Delaney from OSD.

*OFF32 Vendor:*

*Your current contract with the Commonwealth of Massachusetts, OFF32 - Photocopier, Facsimile, Digital Duplicator Equipment and Service; Photocopier, Facsimile, Digital Duplicator, and Printer Supplies Statewide Contract, expires on April 30, 2016. The Commonwealth, through the Operational Services Divisions, is offering to extend your contract in order to complete the new procurement that will replace OFF32. The new OFF32 end date will be June 30, 2016 for categories 1-4, and September 30, 2015 for category 5 (supplies) only.*

Thanks,

Mike Pallotta  
Area Manager - State & Local Gov't  
Ricoh Government Division  
Ricoh Americas Corporation  
5 Dedrick Place  
West Caldwell, NJ 07006  
Cell #978-621-1276  
[Mike.Pallotta@Ricoh-USA.com](mailto:Mike.Pallotta@Ricoh-USA.com)

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