

DEPARTMENT





Date

DATE FORWARDED TO NEXT DEPT.

Initials

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.

DATE RECEIVED

Initials

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.

Date

Office of Procurement		1 .	WYWY!	VICIA
City Comptroller	bolds	8,5/16.1	Help	8/5/16
Law	77	8/20/10	77	DING - 19
CAFO	H2P.	8/10/16	the the	8/10/16
Mayor	CH	8/10/16	CT-	8/10/16
Office of Procurement	0		\mathcal{O}	
Vendor No.: 3529	Blanket Contrac	et No.: 20160322	Blanket Contra	ct Date: 10/1/15
Blanket Contract Amt.:	\$500,000.00 I	ssue Date: 9/25/15	Renewal Date:	
Appropriation Code1: Appropriation Code2: Appropriation Code3: Appropriation Code4:				
Description of Funding	Source:			
Bid No.:	Requisition No.	: PO1	No.:	
Vendor Name: RICOH	USA			
Blanket Contract Type:	AMENDMEN	IT #2- EXTEND C	ONTRACT	
Blanket Contract Purpo	se: PHOTOCO	PIER SVCS & PR	INTER SUPPLIE	S-OFF-32
Originating Dept.: CIT	Y WIDE- OFF	ICE OF PROCURI	EMENT	
Expiration Date: 9/30/2	2016 Amendr	ment Date: 7/27/20	16 Extension Date	:
TYPE OF DOCUMENT (P ☐ New ☐ Renew			xtension	

AMENDMENT # 2 TO CITY CONTRACT NO. 20160322 CONTRACT FOR PHOTOCOPIER SERVICES & PRINTER SUPPLIES

WHEREAS, on or about <u>OCTOBER 1, 2015</u> 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 September 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:	
Name: Sherrie Price	<u></u>
Title: VP, Sales	
Date: 8-2-16	***************************************
FOR THE CITY OF SPRINGFIELD:	
	w what
Approved:	Approved as to Appropriation:
Office of Procurement Date Signed, 2016	City Comptroller, product 3, 2016
Approved as to Eorm: City Solicitor City Solicitor	Approved:
Date Signed, 2016	Date Signed 8//0 , 2016
Approved: DOMENIC J. SARNO MAYOR	
\ //	
Data Clamped (7/13) 2016	



Master Blanket Purchase Order PO-14-1080-OSD01-OSD10-00000000829

Header Information

Purchase Order

Number: Status:

PO-14-1080-OSD01-OSD10-

00000000829

3PS - Sent

Release Number:

Short

OFF32

Purchaser:

Maryellen Osborne

Receipt Method: Quantity

Fiscal Year:

2014

PO Type:

Blanket

Minor Status:

Description: /

Organization: Department:

Operational Services Division

Division

OSD01 - Operational Services Location: OSD10 - Ashburton Type Code: RM1017

Statewide Contract

Alternate ID:

Entered Date:

03/22/2014 11:08:32 AM Control Code:

Days ARO:

Catalog ID:

Retainage %:

0.00%

Discount %:

0.00%

Print Dest Detail:

If Different

Release

Direct Release

Peard Enabled: No

Contact Instructions:

Type:

Tax Rate:

Actual Cost:

\$0,00

Special Instructions:

Agency Attachments:

Ricoh Attach 1BP OFF32 CostSheet commpass.xls Ricoh Attach 1BP OFF32 CostSheet Formatted 1.xls Ricoh Attach 1C OFF32 CostSheet Formatted72012.xls Ricoh Attach 1CP OFF32 CostSheet commpass.xls Ricoh Attach 3D OFF32 CostSheet Formatted,xis Ricoh Attach 4 OFF32 formatted.xls

Ricch Attach AuthorizedDealers_Revised.doc Ricoh Attach B OFF32 AuthSalesSvc formatted.doc Buyout Form Oct2011.xlsx

ContractAdministrationFeeReport 02 13 2009.doc OFF32 ECF Rev 0811.doc OFF32 ECF OptionalPage.doc

OFF32 Frequently Asked Questions Jan12.doc

OFF32 Leasing Partner XRef.xlsx OFF32ContractUserGuideRevised01302013.docx

MP2852 Approved PriceReduction.xlsx

OFF32 RicohAmericasCorporation Cost5 formatted1.xls

OFF32RicohCaf1B Sept2012Final.xlsx Ricoh Cat1B CostSheet 11 12 14 Revised xis OFF32 Category 1B Final March2015,xls

OFF32 Ricoh~1.docx

OFF32 Vendor Sales and SDP Report Template 09 14 2015 v8~6.xlsb

Vendor Attachments:

Agency Attachment

Forms:

Vendor Attachment

Forms:

Primary Vendor Information & PO Terms

Vendor:

220109 - Ricoh Americas Mike Pallotta 5 Dedrick Place

West Caldell, NJ 07006 Email: Mike.Pallotta@Ricoh-

usa.com

Phone: 9786211276 Website: Ricoh-Usa.com Payment Terms:

Shipping Terms:

Shipping Method:

Freight Terms:

Acknowledgements:

Document	Notifications	Acknowledged Date/Time
Change Order	Emalled to Mike.Pallotta@Ricoh-usa.com at 05/07/2014 05:51;29 PM	10/03/2014 04:15:50 PM
Change Order 2	Emailed to Mike.Pallotta@Ricoh-usa.com at 12/10/2014 03:56:39 PM	12/15/2014 11:15:35 AM
Change Order	Emailed to Mike.Pallotta@Ricoh-usa.com at 12/24/2014 12:01:17 PM	
Change Order 4	Emailed to Mike.Pallotta@Rlcoh-usa.com at 03/12/2015 03:20:59 PM	03/16/2015 11:28:31 AM
Change Order 5	Emailed to Mike,Pailotta@Ricoh-usa.com at 04/08/2015 11:29:40 AM	04/08/2015 02:18:31 PM
Change Order	Emailed to Mike.Pallotta@Ricoh-usa.com at 04/29/2015 12:11:41 PM	:
Change Order 7	Emailed to Mike,Pallotta@Ricoh-usa.com at 09/15/2015 10:23:38 AM	
Change Order 8	Emalled to Mike,Paliotta@Ricoh-usa.com at 09/15/2015 03:55;04 PM	09/17/2015 10:38:54 AM
Change Order	Emailed to Mike.Pailotta@Ricoh-usa.com at 05/02/2016 11:19:36 AM	4

Master Blanket/Contract Vendor Distributor List

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Vendor ID	Alternative ID	<u>Vendor Name</u>	Pre	ferred Delivery Method	Vendor Distributor Status	
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220109	:	Ricoh Americas	Email	garan da wasan sa	Active	

Master Blanket/Contract Controls

Master Blanket/Contract Begin Date: Cooperative Purchasing Allowed:

04/27/2011 Master Blanket/Contract End Date:

09/30/2016

Yes

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UNSPSCCode: :	Office machines a 44-10-00-00 EPP - Office mac 44-10-00-00-00	chines and their		ccessories			
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