

DEC 14 2020

APPROVED

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Ralph McBroom
TODAY'S DATE: December 4, 2020

DEPARTMENT: Purchasing

DEPARTMENT HEAD: Ralph McBroom

REQUESTED AGENDA DATE: December 14, 2020

SPECIFIC AGENDA WORDING: Consider and approve Kirbo's Office Systems Maintenance Agreement on the Canon iRADV- C5540i Multifunction Color Copy Machine with Serial Number XLJ02930 at the Johnson County District Clerk's Office.

PERSON(S) TO PRESENT ITEM: Ralph McBroom C.P.M.

SUPPORT MATERIAL: (See attached)

TIME: 5 min	ACTION ITEM: X
(Anticipated number of minutes needed to discuss item)	WORKSHOP
	CONSENT:
	EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY: X
AUDITOR:
PERSONNEL:
BUDGET COORDINATOR:

IT DEPARTMENT:
PURCHASING DEPARTMENT:
PUBLIC WORKS:
OTHER:

*****This Section to be completed by County Judge's Office*****

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE _____

COURT MEMBER APPROVAL _____ Date _____

Canon

AMERICA'S # 1 COPIER

Kirbo's Office Systems
P.O. Box 2249
Brownwood, Texas 76804

COPIER COST-PER-COPY MAINTENANCE AGREEMENT

Model: iRADV-C5540i Multifunction Color Copy Machine Serial Number: XLJ02930 EQ: 6418
For a period of 12 months, cost per copy will be \$.00837 for B/W prints, and \$.06045 for Color.

 Billed Monthly: /B&W and /Color
 X Sold as a block of 35k B/W and 20k Color copies (to be used within 12 months)
(Note: Color prints that are 11x17 or larger will be billed as 2 prints)

Coverage Period: January 1, 2021 – December 31, 2021
Overage costs are the same as above, after expiration of contract.

Covers:

- All toner is supplied by Kirbo's Office Systems.
- All consumable & durable parts, including any required labor & travel expense.
Note: service calls will not be performed at fixed intervals, but will vary as determined by equipment model, location, and service history, as well as copy quality. Copy quality on color machines will be maintained at "business color" levels.
- Provision of an approved power conditioner.
Note: Most consumer grade power conditioners are not capable of providing adequate protection for sensitive electronic equipment. Kirbo's Office Systems will provide a suitable power conditioner for the equipment in use. This power conditioner will remain the property of Kirbo's Office Systems, and it will be the customer's responsibility to observe the following:
 - ✓ The power conditioner must be plugged into an approved wall socket (never a power strip)
 - ✓ No power strips may be plugged into any unused receptacles on the power conditioner
 - ✓ The power conditioner remains the property of Kirbo's Office Systems
 - ✓ The customer will be liable for a \$150.00 replacement cost for any lost, damaged, or stolen power conditioner.

Excludes:

- Any networking issues other than those caused by Canon equipment malfunction.
- Immediate Toner delivery.
Note: Replacement toner should be requested as soon as the last toner cartridge is installed. Toner delivery will be scheduled within one week of notification. Shipping expenses for emergency deliveries will be billed to the customer.
- Media and staples
- Relocating the copier from one location to another. (Within Kirbo's service area. Minimum of one-week notice is required.)
- Note: Unapproved relocation of the copier to another location or moving it within the same location will void this contract.
- Damage due to staples, paper clips, or other foreign objects passing through the machine.
- Damage due to failure to properly use the power conditioner provided by Kirbo's Office Systems.
- Damage due to external forces such as (but not limited to) lightning, flood, fire, insects, rodents, or physical abuse.
- Copy quality problems due to the use of the wrong type of media, toner, expired toner, or toner not approved by Kirbo's.
Note: The use of toner from any source other than Kirbo's Office Systems will void the equipment warranty and maintenance agreement.

I, Ronald Johnson have read and agree to the terms and conditions of this contract on this date 12-14-20. Acceptor's Title: County Judge, for (customer name) Johnson County

Kirbo's Office Systems
Wes Kearney date 12-1-20
Wes Kearney, Branch Manager