Millersville University

# Purchase Order Change Notice

The PA State System of Higher Education is an entity of the Commonwealth of Pennsylvania and as such is tax exempt and in most circumstances not liable for late charges.

Ship To:
Millersville University of Pennsylvania
Printing & Duplicating/Boyer Bld
37 W Frederick St
Millersville, PA 17551-0302

Order No: **4500281604**
Order Date: 04/22/2010
Delivery Date: 04/22/2010
Internal No:
FOB Destination
Contact: Anna Stauffer
Phone:
Fax:

Vendor No.: **1054475**

CANON FINANCIAL SERVICES
PO BOX 4004
CAROL STREAM, IL 60197-4004

Bill To:
Millersville University of Pennsylvania
Accts Payable/Dilworth Bldg Rm 200D
PO Box 1002
Millersville, PA 17551-0302

**Payment Terms:**
**Show the Order Number above on all invoices.**

| Item | Description | Quantity | Price | Total |
|---|---|---|---|---|
| | PO cancelled, machine no longer in Print Shop.<br><br>THIS CHANGE ORDER HAS BEEN ISSUED FOR FISCAL YEARS 2013-2015 BECAUSE OF ACCOUNTING G/L CODE CHANGES. PRICES HAVE NOT CHANGED.<br><br>Email PO<br><br>Attn: Mike Krones<br><br>Lease/Purchase (FMV) of Canon ImagePress C6000 as per Canon Business Solutions COSTARS Contract #003-002, its Standard Terms & Conditions, its Special Terms & Conditions, and its Installment Purchase Terms & Conditions.<br><br>NOTE: The University is sales tax exempt.<br><br>MU contact: Barbara Buchanan (717-871-5659). Delivery and installation to be coordinated with Ms. Buchanan.<br><br>Canon ImagePress C6000 with:<br>Color Image Reader<br>DADF-R1<br>Stack By-pass<br>ImagePress Sever A1100<br>Impose Software<br>Saddle Stitch Finisher<br><br>Also included at no charge: 4 hours Printshop Mail Training and 2 days of on-site training for WebCRD.<br><br>Targeted average service response time is 2 hours.<br><br>Upon lease commencement of the ImagePRESS C6000 with Canon Financial Services, the remaining financial obligation on the CFS Lease #001-0315479-001f or the<br>CONTD... | | | |

| TOTAL | ********* |
|---|---|

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| | CLC4000 (SN JFZ02115) and CFS Lease #001-0315479-002 for the iR7110 (SN TTZ00057) and iR5055 (SN MAS02525) shall be satisfied. The University is responsible for all invoices due and owing to and including the date of the ImagePRESS C6000 lease commencement. Upon satisfaction of the above, the University shall obtain ownership of the iR7110 (SN TTZ00057) and iR5055 (SN MAS02525).<br><br>The University hereby authorizes CBS to pick up the CLC4000 (SN JFZ02115). It agrees to pay CBS#s removal charges if, on the date specified above, the Trade-in or Return Equipment is unavailable for pickup and removal through no fault of CBS. CBS's sole obligation is to use commercially reasonable efforts to pick-up and remove the Return Equipment and to arrange, on the University's behalf and at CBS#s expense and risk (but only to the extent of obvious damage in transit), for the shipment of the Return Equipment to the Leasing Company.<br><br>Estimated delivery date is April 30, 2010.<br><br>NOTE: Maintenance is included with the per click charges. Black & White Copies billed monthly at $.0125 per copy; Color copies and prints billed monthly at $.05 per copy. No monthly minimums. Estimated copies include 6000 color and 1000 Black and white per month. Maintenance is toner inclusive. | | | |
| 1 | Lease-Purchase-FMV Canon ImagePress6000 | | | |
| | Lease May - June 2010 | 2 | $ 5,768.00 | $ 11,536.00 |
| | Estimate of per click charges | 2 | $ 312.50 | $ 625.00 |
| 2 | Lease-Purchase-FMV Canon ImagePress6000 | | | |
| | Lease July 2010 - June 2011 | 12 | $ 5,768.00 | $ 69,216.00 |

CONTD...

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|---|---|---|---|---|
| | Estimate of per click charges | 1 | $ 312.50 | $ 312.50 |
| 3 | Lease-Purchase-FMV Canon ImagePress6000 | | | |
| | Lease July 2011 - June 2012 | 12 | $ 5,768.00 | $ 69,216.00 |
| | Estimate of per click charges | 12 | $ 312.50 | $ 3,750.00 |
| 4 | Lease-Purchase-FMV Canon ImagePress6000 | | | |
| | Lease July 2012 - June 2013 | 12 | $ 5,768.00 | $ 69,216.00 |
| | Estimate of per click charges | 12 | $ 0.01 | $ 0.12 |
| 5 | Lease-Purchase-FMV Canon ImagePress6000 | | | |
| | Lease July 2013 - June 2014 | 12 | $ 5,768.00 | $ 69,216.00 |
| | Estimate of per click charges | 12 | $ 312.50 | $ 3,750.00 |
| 6 | Lease-Purchase-FMV Canon ImagePress6000 | | | |
| | Lease July 2014 - April 2015 | 10 | $ 5,768.00 | $ 57,680.00 |
| | Estimate of per click charges | 10 | $ 312.50 | $ 3,125.00 |
| 7 | Lease-Purchase-FMV Canon ImagePress6000 | 11 MON | $ 5,768.00 | $ 63,448.00 |
| 8 | Lease-Purchase-FMV Canon ImagePress6000 | 12 MON | $ 5,768.00 | $ 69,216.00 |
| 9 | Lease-Purchase-FMV Canon ImagePress6000 | 10 MON | $ 5,768.00 | $ 57,680.00 |
| 10 | Lease-Purchase-FMV Canon ImagePress6000 | | | |
| | Sept 2014 - April 2015 | 1 | $ 461.44 | $ 461.44 |
| | Sept 2014 - April 2015 | 1 | $ 45,682.56 | $ 45,682.56 |
| | **New Item Added** | | | |

CONTD...

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| | | | | |

| | |
|---|---|
| TOTAL | $594,130.62 |

# VENDOR READ CAREFULLY

This order is acceptable only at prices stated. Goods herein ordered shall comply with all Federal and State laws. No charges allowed for packing, reels, packages or cartage unless specified on this order. Shipment must be made by date specified. Materials will be received subject to inspection and if found defective or not in accordance with specifications will be returned at your expense. Quantities ordered must not be exceeded unless authority for small deviations is specified in this order. Truck deliveries will only be accepted during working hours. No tax shall be included in the bid price.

Millersville University of Pennsylvania is an instrumentality of the Commonwealth and is exempt from all excise taxes.

Millersville University of Pennsylvania is exempt from provisions of Fair Trade laws and the Pennsylvania Sales Tax. The Sales and Use Tax Regulations provide that exemption certificates are not required for sales made to government entities. Exemption certificates will not be issued.

Transportation charges must be prepaid except when noted. Receipted prepaid carrier bills shall be submitted with invoice.

Send itemized invoices in TRIPLICATE as directed on order promptly upon shipment. Don't include in one invoice items on more than one purchase order. (Consider as one purchase order a consecutive series of purchase order forms bearing a single total.)

Show University purchase order number on all invoices, packages, delivery slips and correspondence. (Show number of first purchase order of a consecutive series of purchase order forms bearing a single total.) The name of shipper and car initials and number, if any, shall also be identified on all shipments.

All questions concerning the commodities on this order should be directed to the Purchasing office. Any correspondence concerning invoices or the payment of bills should be directed to the "Bill To." address.

# ASSIGNMENT OF ANTITRUST CLAIMS

Vendor and Millersville University of Pennsylvania recognize that in actual economic practice, overcharges by vendor's suppliers resulting from violations of state or federal antitrust laws are in fact borne by Millersville University of Pennsylvania. As part of the consideration for the award of this contract, and intending to be legally bound, vendor assigns to Millersville University of Pennsylvania all rights, titles and interests in and to any claims vendor now has or may hereafter acquire under state or federal antitrust laws relating to the goods or services which are the subject of this contract.

# NONDISCRIMINATION CLAUSE

During the term of this contract, vendor agrees as follows:

Vendor shall not discriminate against any employee, applicant for employment, independent vendor, or any other person because of race, color, religious creed, ancestry, national origin, age, sex, or handicap. Vendor shall take affirmative action to insure that applicants are employed, and that employees or agents are treated during employment, without regard to their race, color, religious creed, ancestry, national origin, age, sex or handicap. Such affirmative action shall include, but is not limited to employment upgrading, demotion or transfer, recruitment or recruitment advertising layoff or termination; rates of pay or other forms of compensation and selection for training. Vendor shall post in conspicuous places, available to employees, agents, applicants for employment, and other persons, any notice to be provided by the contracting agency setting forth the provisions of this nondiscrimination clause.

Vendor shall, in advertisements or requests for employment placed by it or on its behalf, state that all qualified applicants will receive consideration for employment without regard to race, color, religious creed, ancestry, national origin, age, sex or handicap.

Vendor shall send each labor union or workers' representative with which it has a collective bargaining agreement or other contract or understanding, a notice advising said labor union or workers' representative of its commitment to this nondiscrimination clause. Similar notice shall be sent to every other source of recruitment regularly utilized by vendor.

It shall be no defense to a finding of noncompliance with this nondiscrimination clause that vendor had delegated some of its employment practices to any union, training program, or other source of recruitment which prevents it from meeting its obligations. However, if the evidence indicates that the vendor was not on notice of the third-party discrimination or made a good faith effort to correct it, such factors shall be considered in mitigation in determining appropriate sanctions.

Where the practices of a union or any training program or other source of recruitment will result in the exclusion of minority group persons, so that the vendor will be unable to meet its obligations under this nondiscrimination clause, the vendor shall then employ and fill vacancies through other nondiscriminatory employment procedures.

Vendor shall comply with all state and federal laws prohibiting discrimination in hiring or employment opportunities. In the event of vendor's noncompliance with the nondiscrimination clause of this contract or with any such laws, this contract may be terminated or suspended, in whole or in part, and vendor may be declared temporarily ineligible for further Millersville University of Pennsylvania contracts, and other sanctions may be imposed and remedies invoked.

Vendor shall furnish all necessary employment documents and records to and permit access to its books, records, and accounts by the contracting agency and the Office of Administration, Bureau of Affirmative Action, for purposes of investigation to ascertain compliance with the provisions of this clause. If vendor does not possess documents or records reflecting the necessary information requested, it shall furnish such information on reporting forms supplied by the contracting agency or the Bureau of Affirmative Action.

Vendor shall actively recruit minority subcontractors or subcontractors with substantial minority representation among their employees.

Vendor shall include the provisions of this nondiscrimination clause in every subcontract so that such provisions will be binding upon each subcontractor.

Vendor obligations under this clause are limited to the vendor's facilities within Pennsylvania or, where the contract is for the purchase of goods manufactured outside of Pennsylvania, the facilities at which such goods are actually produced.

SIGNATURE_____