



## **REQUEST FOR PROPOSAL**

**Copy Machines  
Purchase and Maintenance**

**Proposal Release Date: November 14, 2022**

**Proposal Due Date: December 2, 2022 10:00 am**

**[www.washington.k12.mo.us](http://www.washington.k12.mo.us)**

Enclosed is a Request for Proposal (RFP) for the Purchase and Maintenance of Copy Machines for the School District of Washington. The responsive Proposal will comply with all federal, state and local regulations. Information regarding the services to be provided, information which must be submitted as part of the Proposal, and related details are included in the accompanying RFP.

All interested parties must submit Proposals by **December 2, 2022, before 10:00 a.m. No late submittals will be accepted.** The Board of Education reserves the right to accept or reject any or all Proposals, to waive any irregularities, and to accept the Proposal that is in the best interest of the District. The District shall be held harmless for any failure to solicit proposals from potential firms.

Received bids will be tabulated and presented to the Board of Education at the next Board of Education Meeting to be held on December 21, 2022 at 7:00 p.m.

Companies are to submit two (2) original of their response to the RFP. Proposals shall be delivered in sealed envelopes clearly marked as indicated below.

**School District of Washington  
Attn: Christine Marquart  
220 Locust Street  
Washington, MO 63090  
“Copy Machines -  
Purchase and Maintenance”**

All communications by the Company concerning this RFP, including requests for additional information or clarification, must be directed to Dale Loesing, Network Administrator, via phone at (636) 231-2800 or via email at [dale.loesing@sdowmo.org](mailto:dale.loesing@sdowmo.org).

All additional information will be shared with all potential bidders, and will be posted on the District website.

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**SCHOOL DISTRICT OF WASHINGTON  
REQUEST FOR PROPOSAL**

**Title:** Copy Machines – Purchase and Maintenance

**Contact Person:** Dale Loesing

**Issue Date:** November 14, 2022

**Phone #:** 636-231-2800

**E-mail:** [dale.loesing@sdownmo.org](mailto:dale.loesing@sdownmo.org)

**RETURN PROPOSAL NO LATER THAN:** December 2, 2022 at 10:00 AM

**RETURN PROPOSALS TO:**

**School District of Washington  
Attn: Christine Marquart  
220 Locust Street  
Washington, MO 63090  
“Copy Machines -  
Purchase and Maintenance”**

The Proposer hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements and specifications of the original Request for Proposal (RFP) and as modified by any addenda thereto.

**SIGNATURE REQUIRED**

Authorized Signature		Date
Printed Name		Title
Company Name		
Mailing Address		
City, State Zip		
Phone #:	Fax #:	E-Mail Address

## **INTRODUCTION AND GENERAL INFORMATION**

The School District of Washington, Washington, Missouri, (hereinafter referred to as “District”) is seeking bids from qualified vendors to provide Copy Machines – Purchase and Maintenance services, as specified herein.

## **INSTRUCTIONS TO BIDDERS/BID CONDITIONS**

The purpose of the attached specifications is to give detailed information of the services requested by the School District of Washington. Bidders shall carefully check all requirements herein set forth and shall offer services which fully comply with these requirements or shall plainly set forth all points, features, conditions, specifications, etc., wherein the services offered do not meet these specifications. Such exceptions as are made shall be explained in detail in a letter accompanying your bid. Failure to outline such exceptions will result in assumption of compliance to said specifications.

Although the District has made an attempt to provide accurate and up-to-date information, the District does not warrant or represent that the background information provided herein reflects all relationships or existing conditions related to this Request for Proposal.

Please be advised that in connection with the submission of any proposal to furnish copy machines – purchase and maintenance - for the School District of Washington, the following shall apply:

1. The Board of Education of the School District reserves the right to reject any or all proposals submitted. The District shall be held harmless for any failure to solicit proposals from any potential bidders. A contract resulting from this request for bids shall be awarded to the bidder submitting the lowest and best proposal for the School District of Washington. The District will evaluate the bids submitted and make an award to the bidder whose bid is most advantageous to the District, taking into account all relevant factors, including but not limited to: bid prices, bidder’s experience and reliability, expertise of bidder’s personnel.
2. Bids must be filled out as requested, including all required signatures and pertinent information. No bid shall be subject to correction or amendment for any error or miscalculation. Services must be furnished at the prices submitted. No increase in price will be permitted during the term of the contract and all subsequent option years.
3. In connection with the performance of work under this contract, the bidder agrees to not unlawfully discriminate against or harass any employee or applicant for employment because of race, religion, color, national origin, sex, gender, age, disability, or any other protected status or activity.

4. All bids shall be submitted on the forms contained herein. Copies of addenda, if any, shall be signed and attached to these bid documents. Failure to provide any requested information may result in the rejection of your bid.
5. The successful bidder shall not be allowed any extra compensation by reason of any matter or thing concerning which the bidder might have fully informed themselves because of their failure to do so prior to the bidding. The successful contractor must employ, so far as possible, such methods and means in the carrying out of the work as will not cause any interruption or interference with any other contractors and/or School District operations.
6. Bids of an incomplete nature, or subject to multiple interpretations may, at the option of the School District, be rejected as irregular.
7. Each bid shall be signed by the person making the bid, along with the firm name, mailing address, and telephone number. In case the bid is made by a corporation, the same shall be signed by a legally authorized agent of the corporation. The envelope containing the bid shall be sealed and plainly marked as a bid for this particular contract.
8. Payment shall be made upon timely submission of invoice. Payment by check is released the day following the Board of Education monthly meeting. The board meeting schedule can be viewed on the District website at [www.washington.k12.mo.us](http://www.washington.k12.mo.us). The District is now processing payments through a Purchasing Card (P-Card) Program with Visa. The P-Card Program is a more simplified, efficient, and cost effective method of remitting payments for approved expenditures. This payment program provides a faster payment to the vendor without the cost of check processing. Use of the P-Card is the District's preferred method of payment and the District reserves the right to make usage of the P-Card a requirement. Acceptance of the P-Card is one of the evaluation criteria that will be used in the review of vendor responses to this RFP.
9. If any additional information is needed from the District regarding the RFP, Dale Loesing should be contacted at 636-231-2800 or [dale.loesing@sdownmo.org](mailto:dale.loesing@sdownmo.org). He will then provide the information to all potential bidders, and this information will be posted on the District website as well.

### **INSURANCE**

The successful bidder shall purchase and maintain for the duration of the contract, insurance acceptable to and approved by the School District of Washington. A Certificate of Insurance which names the District as additional insured per the following requirements is to be furnished within fifteen (15) calendar days following the notice of award, and prior to work proceeding under this contract.

#### **WORKERS' COMPENSATION INSURANCE**

The Contractor shall purchase and maintain during the life of this contract, Employee's Liability and Worker's Compensation Insurance for all of their employees employed at the sites of the work, and in case any work is sublet, the Contractor shall require the subcontractor similarly to provide Worker's Compensation Insurance for all of the latter's employees unless such employees are covered by the protection afforded by the Contractor. In case any class of employees engaged in hazardous work under this contract at the site of the work is not protected under the Worker's Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide Employee's Liability Insurance for the protection of their employees not otherwise protected.

#### **PUBLIC LIABILITY AND PROPERTY DAMAGE INSURANCE**

The Contractor shall purchase and maintain during the life of this contract such public liability and property damage insurance as shall protect them and any subcontractor performing work covered by this contract from claims for damages for personal injury including accidental death, as well as from claims for property damages, which may arise from operations under this contract, whether such operations be by themselves or by any subcontractor or by anyone directly or indirectly employed by either of them and the amounts of insurance shall be as follows:

PUBLIC LIABILITY INSURANCE in an amount not less than \$2,000,000 single limit for any one occurrence covering both bodily injury and property damage, including accidental death.

AUTOMOBILE PUBLIC LIABILITY AND PROPERTY DAMAGE: The Contractor shall purchase and maintain during the life of this contract, automobile public liability insurance in the amount of not less than \$1,000,000 single limit for any one occurrence and not less than \$250,000.00 per individual, covering both bodily injury, including accidental death, and property damage, to protect themselves from any and all claims arising from the use of the Contractor's own automobiles, teams and trucks; hired automobiles, teams and trucks; and automobiles both on and off the site of the work.

**PROOF OF INSURANCE**

The Contractor shall furnish the School District of Washington with a Certificate of Insurance which names the District as additional insured in amounts as required in this contract and requiring a thirty (30) day mandatory cancellation notice. In addition, such insurance shall remain in effect until such time as the District has determined that the contract is complete.

**HOLD HARMLESS AGREEMENT**

To the fullest extent not prohibited by law, the Contractor shall indemnify and hold harmless the School District of Washington, its Board of Education, officers, agents, and employees from and against all claims, damages, losses and expenses (including but not limited to attorney's fees) arising by reason of any act or failure to act, negligent or otherwise, of Contractor, of any subcontractor (meaning anyone, including but not limited to consultants having a contract with Contractor or a subcontractor for a part of the services), or of anyone directly or indirectly employed by Contractor or by any subcontractor, or of anyone for whose acts the Contractor or its subcontractor may be liable, in connection with providing these services.

**E-VERIFY**

In compliance with Missouri Revised Statute 285.530, the successful contractor will also be responsible for completing the E-verify affidavits located at the end of this document.

**BID RESPONSES**

Bids submitted in response hereto shall be on the form provided herein, and shall include completion of the Statement of Bidder's Qualifications, with references from at least three (3) firms familiar with your company's work.

**EVALUATION AND AWARD**

Evaluation of bids received will be based upon the costs provided and the ability to meet the requirements of providing lease, purchase and maintenance options for copy machines, the submittal of the required documents and the qualifications of the firm submitting the bid.

**BACKGROUND CHECKS**

The School District of Washington requires that all vendors working in the District have on file with the District, two types of background checks for employees or subcontracted employees who will be working unescorted on/in any district campus and/or buildings. The two checks are:

- Missouri Child Abuse or Neglect/Criminal Record Check
- Missouri State Highway Patrol Criminal Record Check

**NOTE:** The School District will provide the forms and process both the Missouri background record checks. If a FBI Background Check is required, the District will provide the forms and process it as well. All fees for these checks will be deducted from the monthly bill.

When requested, the contractor will be required to provide copies of all background checks for all employees who will be working unescorted on/in any District campus and/or building. It shall be the responsibility of the contractor to ensure all their staff and their subs are in compliance with District access security requirements.

It will be the responsibility of the successful contractor to communicate to the Network Administrator or his Authorized Designee the names of all employees, changes in employees and any changes in the employee's Criminal background status.

All property owned by the School District of Washington per Board Policy is "**Tobacco Free**". All employees are expected to honor the smoking ban.



### SCOPE OF THE RFP

This RFP is a solicitation for the purchase and maintenance of copy machines throughout the District.

The School District of Washington currently utilizes a single vendor approach for copy machine purchasing and maintenance. The District is therefore seeking a comprehensive vendor that will become a single source for its copier purchasing and maintenance needs. The selected vendor **MUST** be an authorized repair center for existing Canon equipment. To this end, we are releasing the following Request for Proposal (RFP). **This agreement will start January 1, 2023 thru December 31, 2028 – a contract for 5 years.**

The purpose of this section is to provide some additional insight into the information content which should be included in your response to the RFP.

#### **Reporting Services**

In addition to the standard items, we expect the ability to view our machines throughout the District to monitor usage and supply needs.

#### **Pricing Structure**

All pricing information should reflect a **five (5) year cost**. Costs for each of the five years for each cost element, as well as a total five year cost of ownership should be submitted.

#### **Equipment Pricing**

We ask that you provide pricing for the recommended machines and maintenance. (Please see attached spreadsheet.) The District currently has some copiers in place that are less than two years old.

#### **NOTE TO VENDOR**

It is expected that all proposals submitted would be in accordance with what has been clearly outlined in the RFP. Once a bid proposal has been submitted it is final. The time for questions will be from the date you receive the RFP to the date stipulated at the beginning of this request.

Once you have completed your proposal, your signature or that of a duly authorized individual of your company must be affixed, in order for us to acknowledge the fact that you have read the RFP thoroughly and have completed the proposal within the stipulated guidelines.

Please feel free to include other information that you may feel is necessary. However, ancillary information, if included, becomes part of this RFP, and is thus considered binding.

## **COPY MACHINE / MAINTENANCE REQUIREMENTS**

### **Bidding Options**

Preferred manufacturer of copy machines: **Canon.**

Spreadsheet 1 - All prices listed are to include costs for service, parts, labor and supplies including toner and staples.

Copier List 2022 Spreadsheet - The average annual usage for each current machine location is listed on this sheet. Machines proposed must be capable of meeting the minimum requirements as mentioned.

**Note: A sample contract must accompany bid submission.**

### **Minimum Copy Machine Requirements (New, Used, Lease)**

- MUST be compatible with Microsoft AD printing  
(vendor will have to show this to be true)
- 50, 60, 72, 85, 105 pages/minute digital copy speed  
(see attached spreadsheet for input)
- 250 sheet automatic document feeder (ADF)  
Up to 11" x 17" single or double-sided document
- 2,700 sheet 8 ½" x 11" paper capacity  
16 lb. bond to 80 lb. cover
- 1,100 sheet paper capacity (custom sizes to 13" x 19.2")  
16 lb. bond to 80 lb. cover
- 250 sheet bypass tray (custom sizes to 13" x 19.2")  
16 lb. bond to 140 lb. index
- Sort & Staple Finisher  
3,000 sheet output, 100 sheet multi-position stapling (corner & side)  
2 & 3 hole punch
- Collate
- 1024 MB RAM
- Energy Star Compliant

**Other Requirements**

- Guaranteed four (4) hour response time
- Proposers must provide at least three (3) current references from similar size school districts that your company has serviced for at least 2 years. The list must include company name, contact person and telephone number
- A cost per copy service contract is required that covers all service (Spreadsheet 1 to include all supplies – toner and staples, parts, and labor) except paper for a five-year period.
- The costs must be based on 3,000,000 copies per twelve (12) months, as well as the annual invoice amount for average cost per copy (reconciliation will take place on an annual basis)
- Reporting capabilities
- Universal send feature – including scan to desktop, fax, and e-mail functionality
- All proposals must be submitted using the attached proposal form
- **PROPERTY, EXCISE, SALES or USE TAXES:** The School District of Washington will NOT be responsible for paying Property, Excise, Sales or USE Tax on any piece of copier equipment. All taxes will be the responsibility of the awarded vendor. A tax exemption letter will be furnished upon request. If any “tax” amount shows on any invoice during the time of this contract, it will be the responsibility of the awarded vendor to either (A.) Have the leasing company remove the tax amount or (B.) Pay the tax. It will be the awarded vendors’ responsibility to insure that all tax amounts are either covered within the quote and will not show as a listed amount on any invoice, or be responsible for paying such amounts should they appear on any invoice. This includes Property Taxes.
- **MAINTENANCE INVOICES:** One invoice per quarter for maintenance. The quarterly invoice will include a dollar amount for all copier equipment for maintenance, and all consumable supplies (including toner and staples where applicable). The invoice will show a summary for each piece of equipment.

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**STATEMENT OF BIDDERS QUALIFICATIONS**

Each bidder for the work included in the specifications and bid documents shall submit with their bid the data requested in the following schedule of information. This data must be included in and made a part of each bid document and be contained in the sealed envelope. Failure to comply with this instruction may be regarded as justification for rejecting the Contractor's bid:

1. Name of Bidder \_\_\_\_\_

2. Business Address \_\_\_\_\_

3. When Organized \_\_\_\_\_

4. Type of Business Entity/Date Incorporated \_\_\_\_\_

5. Number of years engaged in conducting business under present name \_\_\_\_\_

6. If you have done business under a different name, please give name and location.

\_\_\_\_\_  
\_\_\_\_\_

7. Percent (%) of work done by own staff \_\_\_\_\_

8. Have you ever failed to complete any work awarded to your company? If so, where and why?

\_\_\_\_\_  
\_\_\_\_\_

9. Have you ever defaulted on a contract? \_\_\_\_\_

\_\_\_\_\_

10. Name, contact, address, and telephone number of at least three references who are familiar with the job performance of your company:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

**PROFILE OF FIRM**

The following questions are to be completed by all bidders and included with bid:

1. Identify the manufacturers for which your company is an authorized distributor and service provider.
  
2. Identify the number of local employees within your company.
  
3. What is the management to employee ratio?
  
4. What is the technician to machine ratio?
  
5. What is the average tenure of your technicians?
  
6. What kinds of ongoing training do your technicians receive to keep them updated on the latest service procedures for equipment herein specified for the School District of Washington?
  
7. Is your company authorized and trained on the equipment proposed?
  
8. Describe the manufacturer's performance guarantee.



15. Describe the full cycle of a service call from initiation of call, to repair of equipment and reporting; including internal and external processes that must take place to achieve best in class performance levels.

16. Describe the process you have in place to ensure customer complaints and questions are followed up on, resolved quickly, permanently, and effectively.

**FEDERAL WORK AUTHORIZATION PROGRAM (“E-VERIFY”) ADDENDUM**

Pursuant to Missouri Revised Statute 285.530, all business entities awarded any contract in excess of five thousand dollars (\$5,000) with a Missouri public school district must, as a condition to the award of any such contract, be enrolled and participate in a federal work authorization program with respect to the employees working in connection with the contracted services being provided, or to be provided, to the District (to the extent allowed by E-Verify). In addition, the business entity must affirm the same through sworn affidavit and provision of documentation. In addition, the business entity must sign an affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the services being provided, or to be provided, to the District.

Accordingly, your company:

- a. agrees to have an authorized person execute the attached “Federal Work Authorization Program Affidavit” attached hereto as Exhibit A and deliver the same to the District prior to or contemporaneously with the execution of its contract with the District;
- b. affirms it is enrolled in the “E-Verify” (formerly known as “Basic Pilot”) work authorization program of the United States, and is participating in E-Verify with respect to your employees working in connection with the services being provided (to the extent allowed by E-Verify), or to be provided, by your company to the District;
- c. affirms that it is not knowingly employing any person who is an unauthorized alien in connection with the services being provided, or to be provided, by your company to the District;
- d. affirms you will notify the District if you cease participation in E-Verify, or if there is any action, claim or complaint made against you alleging any violation of Missouri Revised Statute 285.530, or any regulations issued thereto;
- e. agrees to provide documentation of your participation in E-Verify to the District prior to or contemporaneously with the execution of its contract with the District (or at any time thereafter upon request by the District), by providing to the District an E-Verify screen print-out (or equivalent documentation) confirming your participation in E-Verify;
- f. agrees to comply with any state or federal regulations or rules that may be issued subsequent to this addendum that relate to Missouri Revised Statute 285.530; and
- g. agrees that any failure by your company to abide by the requirements a) through f) above will be considered a material breach of your contract with the District.

By: \_\_\_\_\_ (signature)

Printed Name and Title: \_\_\_\_\_

For and on behalf of: \_\_\_\_\_ (company name)



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FEDERAL WORK AUTHORIZATION PROGRAM AFFIDAVIT

I, \_\_\_\_\_, being of legal age and having been duly sworn upon my oath, state the following facts are true:

1. I am more than twenty-one years of age; and have first-hand knowledge of the matters set forth herein.
2. I am employed by \_\_\_\_\_ (hereinafter "Company") and have authority to issue this affidavit on its behalf.
3. Company is enrolled in and participating in the United States E-Verify (formerly known as "Basic Pilot") federal work authorization program with respect to Company's employees working in connection with the services Company is providing to, or will provide to, the District, to the extent allowed by E-Verify.
4. Company does not knowingly employ any person who is an unauthorized alien in connection with the services Company is providing to, or will provide to, the District.

FURTHER AFFIANT SAYETH NOT.

By: \_\_\_\_\_ (individual signature)

For \_\_\_\_\_ (company name)

Title: \_\_\_\_\_

Subscribed and sworn to before me on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
NOTARY PUBLIC

My commission expires:

Type	Building	Printer Name	Space	Assest Tag	Manufacturer	Printer Model	Serial Number	Mac Address	Start Date	Count	End Date	Count
Copier	Augusta	Augusta Kyocera CS 3051ci	UL Hallway	VC238	Kyocera	Taskalfa 3051ci	L853801981	00c0eeb11d44	4/25/2014	201	11/9/2022	367434
Copier	Augusta	AUG Copier iR6575	Office	SL141	Canon	iR Adv 6575dn	SMT02874	d8492fc29e9e	5/29/2020		11/9/2022	482872
Copier	BOE	BOE Lunchroom Copier	108	SO165	Canon	iR-Adv 6555	CXG01293	d8492fc1caee	9/27/2018		11/9/2022	511834
Copier	BOE	BOE ColorCopier C5240	203	VD924	Canon	iR Adv C5240	RRD07726	F48139C4E4A2	3/12/2015	0	11/9/2022	438424
Copier	Campbellton	CAM Copier 6255	Office	VB694	Canon	iR adv 6255	NMU08712	2C9EFC1BE02D	2018		11/9/2022	1782735
Copier	Clearview	CLE Office Color Copier C5250	Office		Canon	iR-Adv C5250	JMQ06684	8887177ed2c2	9/27/2018		11/9/2022	1084077
Copier	Clearview	CLE Lounge COPIER	Lounge	SQ847	Canon	iR-ADV 6860	3MJ03555	349f7b581399	6/15/2022		11/9/2022	133894
Copier	ELC	ELC Copier	1200	VB692	Canon	iR Adv 6255	NMU08710	2c9efc1be02a	2/6/2018		11/9/2022	1032430
Copier	FRCC	FRCC PN COLOR iR C5240	1301	VE606	Canon	iR Color C5240	RRD09258	F48139C525A2	7/30/2015	0	11/9/2022	758620
Copier	FRCC	FRCC Office Copier	1201	VD988	Canon	lr Adv 6255	NMU17249	2C9EFC1C704E	5/14/2018		11/9/2022	758620
Copier	Labadie	LAB Copier 6255	WorkRoom	VD866	Canon	iR Adv 6255	NMU17271	2c9efc1c70b4	5/14/2018		11/9/2022	1201861
Copier	Marthasville	MAR Office Color C5240	1512	VE607	Canon	iR Adv C5240	RRD09424	f48139c52b80	7/30/2015	22927	11/9/2022	1201861
Copier	Marthasville	MAR Copier iR8585	1105d	SL142	Canon	iR 8585i	SWN02012	d8492fc2ac6d	5/29/2020		11/9/2022	808569
Copier	Southpoint	SP UPPERCopier	2105	VB693	Canon	iR Adv 6255	NMU09559	2c9efc1bebc0	2/27/2018		11/9/2022	2509786
Copier	Southpoint	SP Copier KDG	1321	SR499	Canon	iR Adv C5850	2XW07186	349f7b588bed	8/30/2022		11/9/2022	112103
Copier	TLC	TLC Copier 4235	108a	VC797	Canon	iR Adv 4235	qhm11124	2c9efcd5b09e	5/17/2018		11/9/2022	114926
Copier	West Elem	West Copier C5850	1105g	SR500	Canon	iR C5850	2XW07191	349f7b593f03	8/30/2022		11/9/2022	174125
Copier	West Elem	West Copier 239	1105g	SJ292	Canon	iR-ADV 8595	SWA01880	000085b03dac	7/11/2022		11/9/2022	9189681
Copier	WHS	WHS UpperCopier Rm2321 iR8295	2321	VF038	Canon	ADV iR8295	KZZ04335	2c9efc1c5a8b	8/30/22		11/9/2022	3002583
Copier	WHS	WHS LwrCopier Rm1501 iR8295	1501	VF014	Canon	ADV iR8295	KZZ06126	d8492fc2b489	5/29/2020		11/9/2022	4140405
Copier	WHS	WHS Library Color C5255	2801	VA418,VA422 (Pass	Canon	iR Adv C5255	JME00807	00e081ecc00d	12/7/2017		11/9/2022	668090
Copier	WHS	WHS GuidCopier iR6575	2510e	SN292	Canon	iR6575	SMT01428	d8492fc1bdfc	1/7/2021		11/9/2022	435884
Copier	WHS	WHS Copier307 iR8585	2623	SL143	Canon	iR8585i	SMT02874	d8492fc2b489	5/29/2020		11/9/2022	589414
Copier	WHS	WHS AD Copier 4245	2218a	VC799	Canon	iR Adv 4235	QHM11138	2C9EFCD5B0B0	5/14/2018		11/9/2022	257579
Copier	WHSE	B&G Copier iR500	Left Office	VI538	Canon	iR 500dn	QLL03789	2C9EFC42F934	5/14/2018		11/9/2022	182144
Copier	WMS	WMS Office Color Copier C5255	2220d	VB328	Canon	iR Adv C5255	JME01624	8887177FF6CA	9/27/2018		11/9/2022	1809016
Copier	WMS	WMS Lower Copier iR8295	1212	V9903	Canon	iR Adv 8295	CHE09994	2C9EFC1B7FDC	9/28/2018		11/9/2022	3347278
Copier	FRCC	FRCC Graphics Color Kyocera		VB945	Kyocera	Taskalfa 3051ci	L853802030	00c0eeb107e2	2/24/2014	0	11/9/2022	78725