



**OFFICE OF THE PURCHASING AGENT
COUNTY OF COOK**

118 NORTH CLARK ST. ROOM 1018
CHICAGO, ILLINOIS 60602-1375
(312) 603-5370

THIS PURCHASE ORDER NUMBER
MUST APPEAR ON ALL PACKAGES,
INVOICES, SHIPPING PAPERS AND
DROP SHIPMENTS.

PURCHASE ORDERED ISSUED TO
783575

DATE
10/16/2008
F.O.B. POINT

PURCHASE ORDER NO.
164199 - 000- OP
REQUISITION NO.
00078083 OC

Konica Minolta Business Solutions
150 S Wacker Ste 2300
Chicago IL 60606

COOK COUNTY FEIN: 36-6006541
ILLINOIS SALES TAX EXEMPT: E-9998-2013-04
FEDERAL EXCISE TAX EXEMPT CERT: 36-75-D038K

SHIP TO Chief Adm Officer - Bureau of Admin
Cook County Building
118 N Clark St Rm 820
Chicago IL 60602-1304

DELIVERY INSTRUCTIONS

Bureau of Administration - IE Jerry Pray
(312) 603-2018

DEPT NO	
4901618	Page 1 of 1

LINE	FURNISH THE FOLLOWING SUPPLIES AND/OR SERVICE	QUANTITY/ UOM	UNIT PRICE	EXTENDED PRICE	ACCOUNT NUMBER
1.00	ENCUMBRANCE PHOTOCOPIER LEASING ON A COST PER COPY BASIS AS PER CONTRACT NO. 08-84-252 CONTRACT PERIOD: NOVEMBER 2, 2008 THRU NOVEMBER 1, 2013 AS AWARDED BY COUNTY BOARD ON SEPTEMBER 17, 2008 AMOUNT AWARDED: \$4,817,340.00 AMOUNT ENCUMBERED ON THIS P.O.: \$300,000.00 BALANCE TO FOLLOW ON SEPERATE P.O.	.00 JB	.0000	300,000.00	4901618.540140
***** Total Order *****				300,000.00	

NOTE: VENDOR AGREES NOT TO EXCEED THE QUANTITY OR DOLLAR AMOUNT OF THIS ORDER WITHOUT WRITTEN AUTHORIZATION FROM THE PURCHASING AGENT

RECEIPT CERTIFICATION (FOR DEPARTMENT USE ONLY)

I hereby certify that I have received the goods/services reflected above and that the items referenced are in full conformity with the purchase order/contract.

Authorized Signature: _____

Date: _____

I hereby certify that this purchase is in agreement with the requisition on file authorizing the expenditure and is properly approved.

PURCHASING AGENT

Date:

[Signature] 10-16-08

Purchase Requisition
Office of the Purchasing Agent
Cook County of Illinois

Purchase Order Number
164199

08-84-252

5-7-08
78
84

Requisition # **OC 78083** Contract # **08-84-252** Open Date **7-19-08**

Ship To: 8000064 Chief Adm Officer - Bureau of Cook County Building
118 N Clark St Rm 820 Chicago IL 60602-1304
Delivery Instructions: Bureau of Administration - IE
Supplier: 299999 TEAM LEAD MAILBOX
Jerry Pray (312) 603-2018
Internal Req Number: 84900005
Board Apr Date & Item: 3/26/2008
Requisition Date: 3/26/2008
Date Needed: 3/26/2008

One Time Purchase Yes No Covers Need for months. Specific Period of time thru Prior Contract No. Expiration Date Emergency No.

Line #	Commodity Description	Bal. on Hand	Quantity	UOM	Est. Unit Cost	Extended Cost	Business Unit and Object Account
1.000	985 Leasing, 590 Photocopiers on a	<		JB	300,000.0000	300,000.00	4901618-540140
This contract is for a period of five (5) years from November 3, 2008 through November 2, 2013.							
The estimated annual cost is \$675,000 for a total estimated five year cost of \$3,375,000.							
Received approval to bid this contract on March 18, 2008, item #26. Specifications for this contract are attached to the requisition.							
Total of Items Ordered					300,000.00		

ADVERTISE TO BID

DATE TO BUYER/SPEC ENG: 5-16-08
SCHEDULED B.O. DATE: 6-25-08
B.O. CUT-OFF DATE: 5-29-08
(SUPERVISOR SIGN OFF S/B BY THIS DATE)

Josephine Smith

CERTIFICATION

I hereby certify that the items and/or services above are necessary to this department for institution and that the dept. no., account & activity numbers indicated above accurately reflect the specific line item budget appropriation approved by the Board of County Commissioners and there is a sufficient unencumbered balance in the account to grant same.

Michelle Miller
BUREAU OF DEPARTMENT HEAD

CCA

ON BUDGET HOLD

Name: Bark Field
Date: 10-16-08
Removed BH: UT 10/16/08
Please return these documents to The Office of the Purchasing Agent

APPROVED BUDGETARY ACCOUNT

PURCHASING USE ONLY

ACCT # _____
DATE _____ BY _____

2008 OCT 16 PM 12:04

RECEIVED
COMPTROLLER

79

THE BOARD OF COMMISSIONERS

TODD H. STROGER

PRESIDENT



BUREAU OF ADMINISTRATION

MARK KILGALLON

CHIEF ADMINISTRATIVE OFFICER

EARLEAN COLLINS	1st Dist.	PETER N. SILVESTRI	9th Dist.
ROBERT STEELE	2nd Dist.	MIKE QUIGLEY	10th Dist.
JERRY BUTLER	3rd Dist.	JOHN P. DALEY	11th Dist.
WILLIAM M. BEAVERS	4th Dist.	FORREST CLAYPOOL	12th Dist.
DEBORAH SIMS	5th Dist.	LARRY SUFFREDIN	13th Dist.
JOAN PATRICIA MURPHY	6th Dist.	GREGG GOSLIN	14th Dist.
JOSEPH MARIO MORENO	7th Dist.	TIMOTHY O. SCHNEIDER	15th Dist.
ROBERTO MALDONADO	8th Dist.	ANTHONY J. PERAICA	16th Dist.
		ELIZABETH ANN DOODY GORMAN	17th Dist.

County Building
 118 North Clark Street, Room 801
 Chicago, Illinois 60602-1304
 TEL (312) 603-3055
 FAX (312) 603-4479
 TDD (312) 443-5255

26

February 26, 2008

Honorable President and Members of
 Cook County Board of Commissioners
 County Building, Room 537
 Chicago, Illinois 60602

Requesting authorization for the Purchasing Agent to advertise for bids for photocopier leasing on a cost per copy basis for 590 multi-functional photocopiers located in 25 departments throughout the County including the entire Bureau of Health, various offices under the President and elected officials, and the Forest Preserve. Equipment will also have network printing, faxing, and scanning capabilities. Cost per copy pricing includes the use of the equipment, maintenance services, and all supplies (excluding paper).

Reason: This contract will replace the existing photocopier leasing contract which will expire on November 2, 2008. The photocopier leasing program began in 1999 as a pilot project and by 2003, all County offices and elected officials received their photocopier equipment through one of three leasing contracts. The entire photocopier leasing program saves the County over \$1.1 million annually compared to purchasing new equipment and entering into maintenance and supply contracts. This leasing contract has an estimated annual savings of \$419,000. The lease program also allows departments to keep up with technology to make their operation more efficient and cost effective.

The estimated fiscal impact for this contract is \$675,000.00

Total estimated five year cost is \$3,375,000.00

Contract Period: November 3, 2008 through November 2, 2013. (4901618-540140 Account).

Requisition number: 84900005

Purchasing Agent concurs.

Sincerely,

Mark Kilgallon
 Chief Administrative Officer

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

MAR 18 2008

COM

BUREAU OF ADMINISTRATION

PERMISSION TO ADVERTISE

ITEM #26

APPROVED

Transmitting a Communication from

MARK KILGALLON, Chief Administrative Officer, Bureau of Administration

requesting authorization for the Purchasing Agent to advertise for bids for photocopier leasing on a cost per copy basis for 590 multi-functional photocopiers located in 25 departments throughout the County including the entire Bureau of Health Services, various offices under the President and elected officials, and the Forest Preserve District of Cook County. Equipment will also have network printing, faxing, and scanning capabilities. Cost per copy pricing includes the use of the equipment, maintenance services, and all supplies (excluding paper).

Reason: This contract will replace the existing photocopier leasing contract which will expire on November 2, 2008. The photocopier leasing program began in 1999 as a pilot project and by 2003, all County offices and elected officials received their photocopier equipment through one of three leasing contracts. The entire photocopier leasing program saves the County over \$1.1 million annually compared to purchasing new equipment and entering into maintenance and supply contracts. The leasing contract has an estimate annual savings of \$419,000.00. The lease program also allows departments to keep up with technology to make their operation more efficient and cost effective.

Contract period: November 3, 2008 through November 2, 2013. (490-440 Account). Requisition No. 84900005.

Approval of this item would commit Fiscal Year 2008 and future year funds.

BUREAU OF ADMINISTRATION
HIGHWAY DEPARTMENT

PERMISSION TO ADVERTISE

ITEM #27

APPROVED

Transmitting a Communication from

RUPERT F. GRAHAM, JR., P.E., Superintendent of Highways

The following projects are presented to your Honorable Body for adoption and authorization for advertising for bids after all appropriate approvals of the plans, specifications, proposals and the estimates have been obtained for receipt of Contractor's bids:

<u>LOCATION</u>	<u>TYPE</u>	<u>SECTION NUMBER</u>
Arlington Heights Road, Rand Road to University Drive (Village of Arlington Heights in County Board District #14)	Four (4) lane bituminous resurfacing	08-V6945-01-RS
Roselle Road, North of Wise Road to south of Bode Road (Villages of Hoffman Estates and Schaumburg in County Board District #15)	Patch or replace concrete pavement and diamond grinding	08-V6038-02-RP

I respectfully request that your Honorable Body concur in this recommendation (600-600 Account).

SPECIAL CONDITIONS

SC-01 SCOPE

The Contractor shall furnish DIGITAL MULTIFUNCTION PHOTOCOPIER LEASING ON A COST PER COPY BASIS for COOK COUNTY BUREAU OF ADMINISTRATION, all in accordance with the Contract Documents, Specifications AND Proposal herein.

SC-02 CONTRACT PERIOD

This is a requirement contract for sixty (60) months effective after award by the Board of Commissioners and after proper execution of the Contract Documents.

SC-03 AWARD OF CONTRACT

It is the intent of the County to award this bid in whole and not in part. The County reserves the right to award this contract in the best interest of the County.

SC-04 INQUIRIES

For inquiries after award of the contract, please contact

MR. JERRY PRAY
COOK COUNTY BUREAU OF ADMINISTRATION
(312) 603-2018

DURING THE BID PROCESS, ALL INQUIRES MUST BE DIRECTED, IN WRITING, ONLY TO THE COOK COUNTY INTERIM PURCHASING AGENT AS FOLLOWS:

CARMEN TRICHE-COLVIN
COOK COUNTY PURCHASING AGENT
118 N. CLARK ST., #1018
CHICAGO, IL 60602

SC-05 BID DEPOSIT

Instruction to Bidder IB-04, Bid Deposit, is modified as follows: A bid deposit in the amount of one percent (1%) of total bid will be required for each bid proposal. The bid deposit shall be submitted along with the bid proposal. Bid bonds are acceptable, in accordance with the conditions stated in IB-04.

SC-06 PERFORMANCE AND PAYMENT BOND

Contractor shall provide a performance and payment bond in conformance with Instructions to Bidder IB-14. The bond required for this contract shall be equal to 100% of the anticipated contract cost for one year, and shall have a one year term. Contractor shall renew the Bond on or before the anniversary date for each successive year of the contract and for any renewals or extensions. The "anticipated contract cost for one year" shall be calculated as one-fifth of the total bid amount. Annual renewal bonds shall fully comply with the requirements of Instruction to Bidders, IB-14 and shall be submitted to the Purchasing Agent. Failure to furnish bond renewals on or before the anniversary dates as herein required shall constitute a default by the Contractor. In addition to the remedies provided to County by General Condition GC-11, County may elect to withhold the amount from monthly invoices following the anniversary date. Such amount shall be withheld until required bonds are submitted to the Purchasing Agent. Thereafter, Contractor may include the withheld amount in its next monthly invoice for payment.

SPECIAL CONDITIONS

SC-07 SERVICE LOCATIONS

All services shall be made as needed to the following locations:

1. COOK COUNTY BUILDING, 118 N. CLARK ST., CHICAGO, IL 60602
2. RICHARD J. DALEY CENTER, 50 W. WASHINGTON ST., CHICAGO, IL 60602
3. CRIMINAL JUSTICE ADMINISTRATIVE BUILDING, 2650 S. CALIFORNIA AVE., CHICAGO 60608
4. CRIMINAL COURT BUILDING, 2600 S. CALIFORNIA AVENUE, CHICAGO, IL 60608
5. JUVENILE TEMPORARY DETENTION COMPLEX AND COURT, 1100 S. HAMILTON AVE., CHICAGO, IL 60612, AND 2245 W. OGDEN AVE., CHICAGO, IL 60612
6. SKOKIE COURT BLDG. DISTRICT 2, 5600 OLD ORCHARD RD., SKOKIE, IL 60076
7. ROLLING MEADOWS COURT BLDG. DISTRICT 3, 2121 EUCLID AVE., ROLLING MEADOWS, IL 60008
8. MAYWOOD COURT BLDG. DISTRICT 4, 1500 S. MAYBROOK DR., MAYWOOD, IL 60153
9. BRIDGEVIEW COURT BLDG. DISTRICT 5, 10220 S. 76TH AVE., BRIDGEVIEW, IL 60453
10. COURTROOMS, 727 E. 111TH STREET, CHICAGO, IL 60628; 155 W. 51 ST., CHICAGO, IL 60609, 5555 W. GRAND AVENUE, CHICAGO, IL 60639; 3150 W. FLOURNOY STREET, CHICAGO, IL 60612, 1014 N. NOBLE, CHICAGO, IL 60622; 1644 W. WALNUT, CHICAGO, IL 60612; 2452 W. BELMONT, CHICAGO, IL 60618, AND 4200 N. OAKPARK, CHICAGO, IL 60634
11. COOK COUNTY WAREHOUSE, 2323 S. ROCKWELL ST., CHICAGO, IL 60608
12. COOK COUNTY ADMINISTRATION BUILDING, 69 WEST WASHINGTON BLVD., CHICAGO, IL 60602
13. COOK COUNTY CORRECTIONS COMPLEX, 2700 S. CALIFORNIA, CHICAGO, IL 60608
14. NEW DOMESTIC VIOLENCE COURT, 555 W. HARRISON ST., CHICAGO, IL 60607
15. HIGHWAY DISTRICT FACILITIES, 13500 ROLL AVE., BLUE ISLAND, IL 60642, 2101 BALLARD RD., DES PLAINES, IL 60016; 2325 MEACHAM RD. SCHAUMBURG, IL 60173, 26TH & BEACH, LAGRANGE, IL 60526, 221 N. LASALLE, CHICAGO, IL 60601, 32 W. RANDOLPH, CHICAGO, IL 60601, 28 N. CLARK ST., CHICAGO, IL 60602

ADD BOTH LOCATIONS:

SC-2

Complete List on following page

SC-07 SERVICE LOCATIONS

Address	City	Zip Code	Building Name
1010 Lake St.	Oak Park	60301	Public Health HQ
1010 S. Dixie Highway	Chicago Heights	60411	POET
10220 S. 76th Avenue	Bridgeview	60453	Bridgeview Courthouse
10351 S. Woodlawn	Chicago	60628	Sheriff
10900 S. 88th Avenue	Palos Hills	60465	Sheriff
1100 S. Hamilton	Chicago	60612	Juvenile Temporary Detention Center
1135 W. 69th	Chicago	60621	Ambulatory
118 N. Clark	Chicago	60602	County Building
1240 S. Damen	Chicago	60608	Ambulatory
12545 W. 111th St.	Lemont	60439	Forest Preserve
1311 S. Maybrook Drive	Maywood	60153	Whitcomb Building
13450 S. Kedzie	Robbins	60472	Ambulatory
13700 S. 110th Ave.	Orland Park	60467	Forest Preserve
13800 S. Harlem	Orland Park	60462	Forest Preserve
1401 S. Maybrook Drive	Maywood	60153	Jefferson Building - Sheriff HQ
1500 S. Maybrook Drive	Maywood	60153	Maywood Courthouse
1515 Lake St.	Melrose Park	60160	Public Health
155 W. 51st St.	Chicago	60609	Court Facility
15891 Paxton Ave.	South Holland	60473	Forest Preserve
15900 S. Cicero Avenue	Oak Forest	60452	Oak Forest Hospital
15948 S. Halsted	Harvey	60426	TB Clinic
16333 S. Kilbourn	Oak Forest	60452	Sheriff
1645 Cottage Grove	Ford Heights	60411	Ambulatory
16501 S. Kedzie Parkway	Markham	60426	Markham Courthouse
1701 S. 1st Avenue	Maywood	60153	Public Health
1900 W. Harrison	Chicago	60612	
1900 W. Polk	Chicago	60612	Old Cook County Hospital
1901 W. Harrison	Chicago	60612	Stroger Hospital
1969 W. Ogden	Chicago	60612	Ambulatory Clinic
2000 N. 5th Avenue	River Grove	60171	Sheriff
2020 W. Harrison	Chicago	60612	CORE Center
20614 Arsenal Road	Elwood	60421	Sheriff
2121 Euclid Avenue	Rolling Meadows	60008	Rolling Meadows Courthouse
2138 S. 61st Court	Cicero	60804	POET
2199 S. 1st Avenue	Maywood	60153	Forest Preserve
2245 W. Ogden	Chicago	60612	Juvenile Annex
2323 S. Rockwell	Chicago	60608	Rockwell Warehouse
2405 S. 17th Ave.	Chicago	60618	Court Facility
2423 S. Austin	Chicago	60639	Ambulatory
2424 S. Pulaski	Chicago	60623	Ambulatory
2600 S. California	Chicago	60608	Criminal Court Building
2650 S. California	Chicago	60608	Criminal Court Administrative Building
2700 S. California	Chicago	60608	DOC
28 N. Clark	Chicago	60602	Rental Facility - Child Support
2800 S. California	Chicago	60608	Department of Corrections
2801 S. Rockwell	Chicago	60608	Boot Camp
2801 S. Sacramento	Chicago	60608	DOC
2828 S. California	Chicago	60608	South Campus
2840 W. Fullerton	Chicago	60647	Ambulatory
3 Stover Road	Barrington	60010	Forest Preserve
3026 S. California	Chicago	60608	DOC
3120 Milwaukee Ave.	Chicago	60618	Forest Preserve
3150 W. Flournoy	Chicago	60612	Court Facility

SC-07 SERVICE LOCATIONS

Address	City	Zip Code	Building Name
32 W. Randolph	Chicago	60601	Rental Facility - Child Support
35 S. 19th Avenue	Maywood	60153	POET
3500 S. Rohlwing Road	Rolling Meadows	60008	Forest Preserve
3525 S. Michigan	Chicago	60653	Ambulatory
450 E. 51st St.	Chicago	60615	Ambulatory
4909 W. Division	Chicago	60651	Ambulatory
50 W. Washington	Chicago	60602	Daley Center
500 E. 51st Street	Chicago	60615	Provident Hospital
500 Ogden Avenue	Chicago	60622	Forest Preserve
52 W. 162nd St.	South Holland	60473	Public Health
536 N. Harlem	River Forest	60305	Forest Preserve HQ
5420 W. Roosevelt	Cicero	60804	Warehouse
555 W. Harrison	Chicago	60607	Domestic Violence Court
5555 W. Grand	Chicago	60639	Court Facility
5600 Old Orchard Road	Skokie	60076	Skokie Courthouse
5912 W. Cermak	Cicero	60804	Ambulatory
6100A N. Central Avenue	Chicago	60646	Forest Preserve
621 S. Winchester	Chicago	60612	Old Fantus Clinic
627 S. Wood	Chicago	60612	Hektoen
6337 S. Woodlawn	Chicago	60637	Ambulatory
637 S. Wood	Chicago	60612	Stroger Hospital
64 W. 162nd St.	South Holland	60473	Public Health
640 Cosman Road	Elk Grove Village	60007	Forest Preserve
650 E. Phoenix Ctr.	Phoenix	60426	Ambulatory
6633 Harts Road	Niles	60714	Forest Preserve
6797 W. 147th St.	Oak Forest	60452	Forest Preserve
69 W. Washington	Chicago	60602	Cook County Administrative Building
727 E. 111th	Chicago	60628	Court Facility
738 Thatcher Ave.	River Forest	60305	Forest Preserve
749 Winchester	Chicago	60612	Stoger Hospital
7556 W. Jackson Blvd.	Forest Park	60130	TB Clinic
801 N. River Road	Rosemont	60016	Forest Preserve
87th & Western	Chicago	60612	Forest Preserve
8800 W. Belmont	Chicago	60634	Forest Preserve
9325 Church Street	Des Plaines	60016	TB Clinic
9800 South 104th Ave.	Willow Springs	60480	Forest Preserve
9901 Willow Springs Road	Willow Springs	60480	Forest Preserve
Box #440 Thornton	Lansing	60476	Forest Preserve
Rt. #4 Box 178	Elgin	60120	Forest Preserve

SPECIAL CONDITIONS

SC-07 SERVICE LOCATIONS (CONTINUED)

The County reserves the right to add new service locations or delete previously listed service locations as required during the contract period.

The only restriction regarding the County's right to add new service locations shall be that any new location shall be within the geographical boundaries of the County of Cook.

SC-08 NOTIFICATION

Do not service until notified by Using Department. All equipment shall be delivered and installed within three (3) weeks after award of contract and receipt of purchase order.

SC-09 INSIDE DELIVERY

Vendor is responsible for inside delivery.

SC-10 SUPPLEMENTAL DELIVERY INSTRUCTIONS/REQUIREMENTS

Procedures for deliveries utilizing the dock for R.J. Daley Center, 50 West Washington Street, are as follows:

- All deliveries must be pre-arranged, utilizing the attached form. Notification must be provided at least 48 hours in advance during the week and at least 72 hours in advance for weekends and Mondays. Copy the form as needed. A form will need to be filled out for each and every delivery. Fax completed forms to the Richard J. Daley Center, Office of the Building at (312) 603-6950.
- Every delivery made to the building will need to be made by a pre-approved driver from your company. We require that your company furnish legible photocopies of your staff's valid driver's license. In addition, the County will be taking photographs of approved drivers for its own records.
- Delivery personnel will receive a temporary identification badge to be worn at all times while in the building.
- Delivery vehicles will be searched prior to gaining access to the dock area.
- Kindly send all legible photocopies of pertinent documents to the following:

EDWARD CARIK
Director of Security - Security Command Center
Richard J. Daley Center
50 West Washington Street
Chicago, Illinois 60602

No driver will be allowed to gain access to the building without prior authorization. Therefore, please fill out the "Request for Dock Access" form and fax it in a timely manner to the number listed above. In addition replacement drivers not recognized by County staff as being pre-approved will not be allowed entrance into the building. It is imperative that the County is notified, in advance, of staffing changes. The County requires these notifications to be in writing, accompanied by a photocopy of the replacement's personal driver's license.

Please type or print

SPECIAL CONDITIONS

CONTRACT NO.: 07-04-179-

**REQUEST FOR DOCK ACCESS
RICHARD J. DALEY CENTER**

Date(s) of Delivery: _____

Delivery Company/Agency: _____

Address: _____

Items to be Delivered: _____

Intended Delivery Location: _____

Contact: _____

Phone: _____

Time: _____

Please check one

Daley Center **Room:** _____ **Contact:** _____ **Phone:** _____

City Hall **Room:** _____ **Contact:** _____ **Phone:** _____

County Building **Room:** _____ **Contact:** _____ **Phone:** _____

FAX COMPLETED FORM TO OFFICE OF THE BUILDING AT (312) 603-6950

To be filled out by Daley Center Security ONLY:

DELIVERY PERSONNEL INFORMATION:

Driver: _____ **Date:** _____ **Time:** _____

Helper: _____ **Last:** _____ **First:** _____ **Middle:** _____

License: _____ **State:** _____

VEHICLE INFORMATION:

Vehicle: _____ **Make:** _____ **Model:** _____ **Year:** _____

License Plate: _____ **Number:** _____ **State:** _____

Transport License: _____ **Number:** _____

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS

All Bidders must provide complete written technical literature including all Manufacturer's Names and Model Numbers of that which is offered to enable Cook County Bureau of Administration to evaluate compliance with the technical specifications. The equipment and other deliverables, or components of the system, must meet or exceed the following minimum technical specifications:

The County of Cook is interested in employing a Vendor to provide digital, multifunction copiers on a cost per copy basis for ~~29~~²⁸ agencies which currently require ~~425~~⁵⁹⁰ photocopiers.

The County is soliciting bids from Vendors interested in providing, maintaining, and managing standardized, right sized photocopiers on a cost per copy basis.

The total average anticipated copy volume is approximately ~~3,900,000~~^{4,250,000} copies per month ~~46,800,000~~^{51,000,000} copies per year. A list of requested equipment by department is shown in the department equipment request and annual volume total report. The winning Bidder shall charge the County on a cost-per-copy basis. The price per copy shall include, but not be limited to, all copiers, delivery, installation, all supplies (excluding paper) needed to operate the copiers (toner, developer, fuser oil, etc.) delivery of supplies, training and removal of the machines upon termination of the Contract. The cost per copy shall also include all parts necessary for repair and preventative maintenance throughout the contract period.

At the time of submission and throughout the contract period, Bidders must be a factory-authorized distributor or an authorized dealership with factory trained service technicians, fully qualified to service their installed machines, and submit proof of such training with the proposal.

The transition between old equipment removal and new equipment installation must be peaceful with a minimum of disruption to the County users. Please submit a description of the implementation/installation plan and attach to the bid proposal.

The existing photocopiers being replaced are from a previous cost per copy contract. This equipment is the property of the present Vendor. The Vendor must work with the present Vendor to make sure no department or location is without use of a photocopier at any time during the installation.

ALL PHOTOCOPIERS ~~INSTALLED~~ MUST HAVE PRINTING, FAXING, AND SCANNING ~~FUNCTION~~ HARDWARE INSTALLED AT THE TIME OF DELIVERY. ~~THE~~ SCAN ^{FUNCTION} ~~MACHINES~~ MUST INCLUDE THE ABILITY TO SCAN TO A FILE AND EMAIL. _{Network}

S-1

VENDOR MUST PROVIDE TECHNICAL SUPPORT FOR THESE ADDITIONAL FEATURES AT NO ADDITIONAL COST.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

Bidders may be required to bring in a machine from each photocopier item bid for a demonstration at a County Complex or may be required to demonstrate the equipment at the Vendor's site, to be determined, at no cost to the County, before contract award is made. The County reserves the right to visit and inspect the premises and operation of any Bidder.

One monthly invoice shall be submitted to the Cook County Bureau of Administration for payment. The invoice must be accompanied by the monthly report as described in "VENDOR REPORTS". The invoice shall reflect the number of copies at the base rate and the number of copies at the overage rate. Vendor shall submit with his invoice and voucher form an itemization showing, at a minimum, the location of each machine, the Serial number, the number of copies run on each machine during the billing period and the beginning and ending monthly meter reading for each machine. A sample billing must be included in the bid.

All additions and deletions of equipment, accessories and all services shall be handled in the form of a written notification subject to approval by the County. All equipment and accessory additions shall be coterminous with the balance of the contract. Delivery of additional equipment and/or accessories shall be made in two weeks or less; the reason for any deliveries taking in excess of two weeks must be submitted to the Cook County Bureau of Administration, in writing, within the two-week time frame. The County expects a minimal amount of photocopier additions being made to this contract. Such additions will be made within the first 24 months of the contract period.

Vendors must provide with the bid a certification from the manufacturer, executed by a corporate officer, stating that the Vendor is an authorized representative of the manufacturer.

~~The Vendor shall be responsible for the placement and removal of any surge protectors required for the operation of their equipment. Vendor shall also be responsible for removal of all debris associated with the installation of new photocopiers.~~

The manufacturer's recommended preventative maintenance schedule for each piece of equipment proposed must be included with your proposal.

The County reserves the right to delete equipment from the Contract at any time during the Contract period if it is deemed not necessary or needed.

DIGITAL
THE VENDOR MUST PROVIDE INDUSTRIAL GRADE ^V POWER
FILTERS FOR ALL EQUIPMENT INSTALLED.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

Bidders shall provide an operator's manual with each unit at time of delivery.

Vendor shall be responsible for all material(s) shipped prior to and during installation until the County gives acceptance in writing. All risk, loss, or expense associated with storing material(s) prior to the date of acceptance by the County is the responsibility of the Vendor.

The Vendor will be responsible for all "casual user" and "key operator" training required for operation of the proposed equipment at the County sites. Vendor will also provide training for new employees and/or equipment, in a timely manner as required for the proper operation of said equipment. All training shall be at no additional cost to the County. Training must be performed within two weeks after installation. Product trainers must be certified by the manufacturer.

Key Operators shall be trained in the removal of simple misfeeds, the addition of supplies and toner, and the cleaning disciplines required of the specific machine. They must also be instructed in the routine necessary to request service, phone numbers to call, and people to reach.

It will be the responsibility of the Vendor to have qualified, trained sales/service personnel to provide technical assistance at any location, including assistance in problem solving, maintenance, machine operation, etcetera. Vendor must also have access to manufacturer's technical resources for problems that are beyond the ability of the Vendor's personnel. Such assistance shall be available at no cost and within a reasonable period of time, as determined by the County Administrator.

The successful Vendor shall provide dedicated service technicians, trained and qualified by the equipment manufacturer on the equipment installed. Response times for copiers shall be within two business hours of request in which the Vendor must call the department.

Equipment that cannot be repaired within one business day shall be replaced with a loaner of equal performance until the original equipment is properly functioning. Bidder shall submit with bid proposal-service call request procedures, the number of dedicated technicians, and the factory certification of the technicians.

The Vendor shall provide replacement machines equal to the machines being replaced at no additional cost to the County if any machine must be removed from its installation location for repairs. The Vendor shall permanently replace any copy machine, which is mutually deemed ineffective or faulty. Replacement machines shall be provided at no additional charge to the County.

If five (5) or more service calls are placed on the same machine within a two (2) month period, the County reserves the right to have that machine replaced.

All photocopiers must have a tag or label affixed to the equipment showing the phone numbers to call for service and supplies.

The Vendor shall hold title to all equipment and accessories provided under the contract. Even though the copiers and accessories will be installed on County premises, the County shall be relieved from risk, loss, or damage during the period of transportation, installation and during the entire time the equipment is in the possession of the County.

VENDOR MUST PROVIDE AN ON-SITE TECHNICIAN AT STROGER HOSPITAL TO SERVICE STROGER HOSPITAL AND AMBULATORY EQUIPMENT. THE COUNTY WILL PROVIDE AN OFFICE SPACE WITH A FAX LINE FOR THE TECHNICIAN.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

At delivery/installation, the following must be provided to the County Administrator for each unit placed:

- . Model number
- . Serial number
- . Location code
- . Beginning meter reading

The Vendor shall be responsible for obtaining meter readings on a monthly basis. The County shall be given a copy of these meter readings along with detailed service reports on each copier placed, as stated in "VENDOR REPORTS" so as to aid in monitoring individual copier performance. **VENDOR MUST SUBMIT PROPOSED PROCEDURES HOW METER READINGS WILL BE OBTAINED**

Maintenance and service shall include all parts (including drums, rollers, circuit boards, etc.) necessary to service and repair copy machines.

Vendor shall be required to provide all supplies necessary to operate the copiers (including toner, developer, fuser oil, staples, etc.) with the exception of paper.

The County will provide all paper. Vendor's proposed equipment must produce legible, clean copies. The determination of copy legibility will be made solely by the County. The County will not be responsible for payment associated with illegible copies. County Agencies will be instructed to keep those copies to be picked up and counted by Vendor personnel. Credit should be shown on monthly invoice and voucher.

Supplies shall be delivered in sufficient quantities to operate all equipment for a minimum of thirty (30) days based upon projected usages indicated herein. All supplies shall be those which are recommended for use by the original equipment manufacturer. Vendor shall ship latest expiration date available for all supplies.

Vendor shall wipe out hard drive/erase all information after each photocopier is removed at the end of the contract term.

Vendor shall provide software with the ability to compile usage data as well as information on consumables and operating status.

The County must be able to access usage and other data remotely for all equipment connected to the County network.

SYSTEM
VENDOR MUST HAVE ~~ABILITY~~ TO RETRIEVE METER READINGS REMOTELY. VENDOR ~~MUST~~ PROVIDE INFORMATION RELATED TO THIS REMOTE METER READING SYSTEM WITH THE PROPOSAL.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

Vendor shall provide and pay for all materials, labor, tools, transportation and handling, and other facilities necessary for the furnishing, delivery, assembly plus inspection before and after installation of all items specified herein.

Any surge suppressor required for the operation, or protection, of any equipment covered by this contract shall be provided by the awarded Vendor.

The County shall make every effort to ensure that the placement of copiers, by volume classification, are directly related to the estimated average monthly volume of copies produced at a given copier location. After the transition period, if there is overuse/underuse for three (3) consecutive months at any location, then the Vendor may recommend in writing, with supporting documentation of the usage history, to replace with a correct volume machine. The Vendor may also request that a copier be replaced by one of greater technology and enhanced features. The final decision, however, as to the volume classification machine or advanced technology replacement that is appropriate for any site shall be solely that of the County of Cook. After the initial three (3) month review by the County and Vendor, replacement equipment must be new. Thereafter, replacement equipment must meet or exceed the specifications, conditions and degree of the past use of the present machine.

During the course of this contract, it may be necessary for various reasons to relocate installed copiers. After initial installation, any copier may be relocated one (1) time per contract period at no additional charge. Copier relocation will be done by the Vendor unless the Vendor determines the relocation would not require trained personnel.

THE PURCHASE ORDER WILL BE ISSUED AS FOLLOW: THE FIRST PURCHASE ORDER WILL COVER FROM THE START OF THE CONTRACT THROUGH NOVEMBER 30, ~~2007~~ ²⁰⁰⁸. THE SUBSEQUENT PURCHASE ORDERS WILL BE ISSUED ON AN ANNUAL BASIS FOR THE PERIOD DECEMBER 1 THROUGH NOVEMBER 30 UNTIL THE CONTRACT EXPIRES.

1. MONTHLY REPORTS: The Vendor shall provide a report monthly which includes current month's usage, cumulative usage and projected annual usage. The report should also include a table similar to the one shown on the Proposal pages of this document showing the actual number of copiers installed that particular month as well as the total base copies for the month. This report must accompany the monthly invoice.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

2. QUARTERLY REPORTS: The Vendor shall maintain an inventory record that identifies all equipment delivered under this contract. The inventory record will be provided to the Cook County Bureau of Administration on a quarterly basis and is due on the 20th calendar day for the previous quarter and shall contain: (1) make and model, agency, location and serial number of all installed equipment, (2) Vendor's record of performed maintenance and repair, including a record of all traceable calls and the time each copier was out of service for repair, (3) monthly volume of copies produced, by machine, (4) total billing for all copier services provided during this period, and (5) average monthly usage, by machine, for the contract period to date.

3. SEMI-ANNUAL REPORTS: The Vendor shall provide a semi-annual usage report to the Cook County Bureau of Administration for each location by machine. At this time, Vendor shall review the copier volume categories and make recommendations based on the over usage/under usage of the machine.

Samples of these reports must be included with the bid proposal.

It will be the responsibility of the Vendor to notify the County when a copier is discontinued by the manufacturer and becomes unavailable. The Cook County Bureau of Administration must approve the replacement model being offered by the Vendor. Such approval is contingent upon compliance with the following conditions:

The replacement request must be in writing to the Cook County Bureau of Administration.

The replacement copier is of equal or greater capability and offers the same or more features than the discontinued model.

The replacement copier has the same cost-per-copy price as the discontinued model.

To evaluate bid submissions, Bidders must submit the following information as stated in the specifications section of this document:

1. Technical Literature
2. Sample Monthly Invoice
3. Implementation/Installation Plan
4. Proof of Factory Authorization and Training
5. Manufacturer Certification
6. Manufacturer's Recommended PM Schedule for each piece of equipment
7. Call Request Procedure Report Samples

8. METER READING PROCEDURES
READING SYSTEM

9. DESCRIPTION OF REMOTE METER

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS (CONTINUED)

2007 PHOTOCOPIER LEASING CONTRACT DISTRIBUTION OF COPIERS

DEPARTMENT	ITEM #1 - 20 CPM	ITEM #2 - 28 CPM	ITEM #3 - 40 CPM	ITEM #4 - 50 CPM	ITEM #5 - 60 CPM	ITEM #6 - 80 CPM	TOTAL COPIERS	TOTAL ANNUAL USAGE
ADULT PROBATION	7	4	1	2	1	15	1,139,000	
ASSESSOR	7	7	4			18	1,025,000	
CENTRAL SERVICES	2	2			1	5	4,236,000	
CHIEF ADMINISTRATIVE OFFICER		2	1			3	93,000	
CHIEF INFORMATION OFFICE		1				1	41,000	
CHIEF JUDGE	29	28	6	3		66	3,447,000	
CHIEF JUDGE - MFC				1		1	219,000	
CLERK OF THE COURT	35	26	16	4	6	89	7,805,000	
COMMISSIONER'S OFFICE		2	1			4	563,000	
COMPTROLLER		3		1		4	323,000	
COUNT CLERK	2	4	2	1		9	687,000	
FORENSIC CLINICAL SERVICES	1	1	1			3	192,000	
HIGHWAY DEPARTMENT	10		1			11	318,000	
HUMAN RESOURCES	1	4	1			6	398,000	
HUMAN RIGHTS/ETHICS		2				2	58,000	
JUVENILE PROBATION	3	11	4	5	2	26	4,052,000	
LAW LIBRARY	1		1			2	145,000	

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS (CONTINUED)
200 PHOTOCOPIER LEASING CONTRACT DISTRIBUTION OF COPIERS (CONTINUED)

DEPARTMENT	ITEM #1 - 20 CPM	ITEM #2 - 28 CPM	ITEM #3 - 40 CPM	ITEM #4 - 50CPM	ITEM #5 - 60 CPM	ITEM #6 - 80 CPM	TOTAL COPIERS	TOTAL ANNUAL USAGE
PLANNING & DEVELOPMENT	1	3					4	283,000
PRESIDENT'S OFFICE			3				3	228,000
PUBLIC DEFENDER	4	12	10	7	2		37	5,058,000
PUBLIC GUARDIAN	1	2	2		1	1	7	1,189,000
PURCHASING			1		1	2	4	2,397,000
RECORDER OF DEEDS	4	4	2	1			11	698,000
RISK MANAGEMENT		2					2	140,000
SOCIAL SERVICES	1	10	6	1			18	1,653,000
STATES ATTORNEY	6	13	6	10	2	2	39	6,554,000
TREASURER	2	3	5	3			13	1,499,000
ZONING BOARD OF APPEALS		1					1	35,000
TOTAL - INITIAL INSTALLATIONS	116	145	77	39	15	12	404	44,475,000
Future Requests Within First 24 Months	4	7	6	2	1	1	21	2,325,000
GRAND TOTAL	120	152	83	41	16	13	425	46,800,000

2008 Photocopier Leasing Contract Distribution of Copiers

Department	Item #1 - Table Top 20 CPM	Item #2 - 20 CPM	Item #3 - 28 CPM	Item #4 - 40 CPM	Item #5 - 50 CPM	Item #6 - 60 CPM	Item #7 - 80 CPM	Total Copiers	Estimated Annual Volume	Estimated Monthly Volume
Ambulatory		13	35	12	2			62	4,300,000	358,333
Cermak		7	10	1	3			21	1,600,000	133,333
Chief Judge		7	4	1				12	500,000	41,667
Chief Judge - Child Support			2	1	2	1		6	1,100,000	91,667
Clerk of the Court		1	8					9	500,000	41,667
Clerk of the Court - Child Support		1	1	4	1			7	750,000	62,500
Commissioner Daley						1		1	50,000	4,167
CORE Center	2	2	2	2	2			10	850,000	70,833
Department of Corrections		19	8	10	7			44	3,500,000	291,667
Emergency Management Agency		2						2	75,000	6,250
Forest Preserve		26	5	1		1		33	1,200,000	100,000
Oak Forest Hospital		30	9	2	1		2	44	2,200,000	183,333
POET			3	2	1			6	650,000	54,167
Provident Hospital		1	12	7	3	1	1	25	3,200,000	266,667
Public Health		24	4	6	6	3	1	44	4,000,000	333,333
Public Health - TB			3					3	150,000	12,500
Sheriff - Boot Camp		2	2	1				5	250,000	20,833
Sheriff - Child Support		1	1					2	50,000	4,167
Sheriff - Court Services		11	14	4	2	0		31	2,100,000	175,000
Sheriff - DASS		5	6	0				11	475,000	39,583
Sheriff - DCSI		7	8		1			16	825,000	68,750
Sheriff - Dept of Women's Justice Services			2	1				3	230,000	19,167
Sheriff - HIDTA				1				1	140,000	11,667
Sheriff - JDCP			1					1	70,000	5,833
Sheriff's Office		1	0	1	1			3	350,000	29,167
Sheriff's Police		2	8	3	1			14	1,148,000	95,667
State's Attorney - Child Support		2	3	5	1			11	1,100,000	91,667
Stroger Hospital		23	37	39	18	10	4	131	16,100,000	1,341,667
Total Initial Installations	2	187	188	104	52	17	8	558	47,463,000	3,955,250
Future Requests Within First 24 Months		7	11	6	5	2	1	32	3,537,000	294,750
Grand Total	2	194	199	110	57	19	9	590	51,000,000	4,250,000

ADD

ITEM NO. 1 LOW VOLUME TABLE TOP MULTIFUNCTION PHOTOCOPIER

SPEED: 20CPM ~~20CPM~~

CONTRACT NO. 07-84-173

Feeder: YES

SPECIFICATIONS

2

ITEM NO. 2 LOW VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	20 (CPM)
MONTHLY VOLUME:	UP TO 30,000 PAGES
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
STAPLE SORTER:	10-BIN STAPLE SORTER; 10 SHEETS PER BIN/STAPLE UP TO 10 SHEETS; OR FINISHER TO STAPLE UP TO 10 SHEETS
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 10 SHEET CAPACITY
RECIRCULATING DOCUMENT FEEDER (RDF), REVERSING AUTOMATIC DOCUMENT FEEDER (RADF) OR EQUAL:	YES
PAPER CAPACITY:	1,000 SHEETS
COPIER MEMORY:	16MB
BYPASS:	1 SHEET
NETWORK PRINTING MULTIFUNCTION MODE:	YES
SCANNING MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
PRINTER MEMORY:	16MB

3

ITEM NO. 3 MID VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	28 (CPM)
MONTHLY VOLUME:	UP TO 70,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 30 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
RDF, RADF OR EQUAL:	YES
PAPER CAPACITY:	2,000 SHEETS
BYPASS:	1 SHEET
STAPLER SORTER:	10-BIN STAPLE SORTER; 30 SHEETS PER BIN/STAPLE UP TO 30 SHEETS; OR FINISHER TO STAPLE UP TO 30 SHEETS
COPIER RESOLUTION:	400 X 400 dpi
COPIER MEMORY:	32MB
PRINTER MEMORY:	32 MB
NETWORK PRINTER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES

TO NETWORK FILE AND EMAIL

* ADD ~~NETWORK FILE AND EMAIL~~ SCAN FEATURE TO ALL EQUIPMENT.

* ADD TABLE TOP MODEL TO SPECS (DESKTOP UNIT) MUST SIT ON TABLE

SPECIFICATIONS

4

ITEM NO. 6: MID VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	40 (CPM)
MONTHLY VOLUME:	UP TO 100,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
RDF, RADF OR EQUAL:	YES
STAPLER SORTER:	10-BIN STAPLE SORTER; 30 SHEETS PER BIN/STAPLE UP TO 30 SHEETS; OR FINISHER TO STAPLE UP TO 30 SHEETS
PAPER CAPACITY:	2,000 SHEETS
COPIER RESOLUTION:	400 X 400 dpi
BYPASS:	50 SHEETS
NETWORK PRINTER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
COPIER MEMORY:	32 MB
PRINTER MEMORY:	32 MB

5

ITEM NO. 7: MID/HIGH VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	50 (CPM)
MONTHLY VOLUME:	UP TO 150,000 PAGES
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
RDF, RADF OR EQUAL:	YES
NETWORK PRINTER MULTIFUNCTION MODE:	YES
AUTOMATIC PAPER SELECTION:	YES
COPIER RESOLUTION:	600 X 600 dpi
STAPLER SORTER:	20-BIN STAPLE SORTER; 50 SHEETS PER BIN/STAPLE UP TO 50 SHEETS; OR FINISHER TO STAPLE UP TO 50 SHEETS
PAPER CAPACITY:	3,700 SHEETS
BYPASS:	50 SHEETS
COPIER MEMORY:	32 MB
PRINTER MEMORY:	32 MB
SCANNER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES

ADD SCAN TO NETWORK FILE AND EMAIL

SPECIFICATIONS

6

ITEM NO. 6 MID / HIGH VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	60 (CPM)
MONTHLY VOLUME:	UP TO 250,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
COPIER RESOLUTION:	600x600 dpi
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	25% TO 400%
RDF, RADF OR EQUAL:	YES
STAPLER SORTER:	20 BIN STAPLE SORTER, 50 SHEETS PER BIN/STAPLE UP TO 50 SHEETS, OR FINISHER TO STAPLE UP TO 50 SHEETS
PAPER CAPACITY:	6,000 SHEETS
AUTOMATIC PAPER SELECTION:	YES
NETWORK PRINTER MULTIFUNCTION MODE:	YES
COPIER MEMORY:	32MB
PRINTER MEMORY:	32MB
FACSIMILE MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES

7

ITEM NO. 7 HIGH VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	80 (CPM)
MONTHLY VOLUME:	UP TO 350,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	25% TO 400%
RDF, RADF OR EQUAL:	YES
STAPLER SORTER:	20 BIN STAPLE SORTER, 50 SHEETS PER BIN/STAPLE UP TO 50 SHEETS, OR FINISHER TO STAPLE UP TO 50 SHEETS
COPIER RESOLUTION:	600 X 600 dpi
PAPER CAPACITY:	6,000 SHEETS
MARGIN SHIFT:	YES
AUTOMATIC PAPER SELECTION:	YES
NETWORK PRINTER MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
COPIER MEMORY:	32MB
PRINTER MEMORY:	32MB

ADD Scan to Network FILE AND EMAIL

PROPOSAL

The undersigned declares that they have carefully examined the Advertisement for Bids, the Proposal Form, General and Special Conditions and Specifications identified as Contract Document Number 07-84-173 for PHOTOCOPIER LEASING ON A COST PER-COPY BASIS for COOK COUNTY BUREAU OF ADMINISTRATION, as prepared by Cook County, and that they have familiarized themselves with all of the conditions under which it must be carried out and understand that in making this Proposal they waive all right to plead any misunderstanding regarding the same.

Based upon estimated monthly usage of ~~3,900,000~~ total copies, complete the following worksheet for the five year (60 month) total contract amount. 4,250,000

Monthly Billing, Determination of base, and Addition/Deletion of Equipment:

Base monthly usage will be determined by multiplying the number of base copies per item by the number of installed machines. The County reserves the right to increase or decrease installed machines as necessary. The monthly charge will be determined by multiplying the grand total number of base copies times the base cost per copy rate. Meter readings will be taken on a monthly basis to determine actual usage. If the total actual monthly usage for all machines is higher than the monthly base, the County will be billed for those copies at the overage rate.

Equipment added to the contract shall be done so by adding corresponding monthly base volume to the monthly grand total.

Equipment deleted and removed from the contract shall be done so by subtracting the corresponding monthly base volume from the monthly grand total.

Complete the following table identifying the Make and Model proposed for each of the seven categories. Enter the required monthly base number of copies for each item and multiply it by the number of proposed machines. Add all item base copy totals to determine the grand total monthly base.

ITEM NO.	MAKE	MODEL	NUMBER OF BASE COPIES PER MONTH*	X	#OF MACHINES	=	TOTAL BASE COPIES PER MONTH
1				X	120 2	=	
2				X	182 194	=	
3				X	88 199	=	
4				X	41 160	=	
5				X	16 57	=	
6				X	18 19	=	
7				X	1 9	=	
				GRAND TOTAL	425	=	

590 (Not to exceed 3,900,000)

4,250,000

*Base number of copies that are billable for each type of copier installed.

PROPOSAL

BIDDER: _____

Base Cost Per Copy Rate: \$ _____ X _____ Copies/Month = \$ _____
(Grand Total Base
Copies from page P-1)

Overage Cost Per Copy Rate: \$ _____ X _____ Copies/Month = \$ _____
(~~3,900,000~~ minus Grand
Total Base Copies
from page P-1)
4,250,000

Monthly Total Cost (Based Upon ~~3,900,000~~ copies per month): = \$ _____
4,250,000

Multiplied by 60 months: = \$ _____

Grand Total 5 Year Cost: = \$ _____

SERVICE START DATE: _____
(NUMBER OF CALENDAR DAYS AFTER AWARD OF CONTRACT)

Konica Minolta Business
BIDDER: Solutions U.S.A., Inc.

CONTRACT FOR SERVICE

DOCUMENT NO. 08-84-252



*winning
bidder*

PHOTOCOPIER LEASING ON A COST PER COPY BASIS
FOR
COOK COUNTY BUREAU OF ADMINISTRATION

783575

BOARD OF COMMISSIONERS
COUNTY OF COOK
TODD H. STROGER, PRESIDENT

BIDS TO BE EXECUTED IN TRIPPLICATE
BID OPENING WILL BE ON WEDNESDAY, AUGUST 13, 2008
AT 10:00 A.M.
LATE BIDS WILL NOT BE CONSIDERED

ISSUED BY THE
OFFICE OF THE PURCHASING AGENT
BID DEPOSIT: ONE PERCENT (1%) OF BID AMOUNT
PERFORMANCE BOND: YES, IN THE FULL AMOUNT OF THE BID

03188

REQ#84900005

SJ/0505

SPECIAL CONDITIONS

SC-01 SCOPE

The Contractor shall furnish PHOTOCOPIER LEASING ON A COST PER COPY BASIS for COOK COUNTY BUREAU OF ADMINISTRATION, all in accordance with the Contract Documents, Specifications AND Proposal herein.

SC-02 CONTRACT PERIOD

This is a requirement contract for sixty (60) months effective after award by the Board of Commissioners and after proper execution of the Contract Documents.

SC-03 AWARD OF CONTRACT

It is the intent of the County to award this bid in whole and not in part. The County reserves the right to award this contract in the best interest of the County.

SC-04 INQUIRIES

For inquiries after award of the contract, please contact

MR. JERRY PRAY
COOK COUNTY BUREAU OF ADMINISTRATION
(312) 603-2018

A copy of any written request for interpretation of documents shall be provided to the Office of the Purchasing Agent at the address set forth below.

Inquiries about the interpretation of the Specifications must be made only in writing and shall be directed to the Purchasing Agent. Inquiries will be answered in writing, if deemed necessary, by means of an Addendum issued by the Office of the Purchasing Agent. (Reference Instructions to Bidders, Section IB-05 "Exceptions", Page IB-2). Inquiries must be received no later than 5:00 p.m. on Wednesday, August 6, 2008. Inquiries will be answered by the close of business on Friday, August 8, 2008.

DURING THE BIDDING PROCESS, ALL INQUIRIES MUST BE DIRECTED, IN WRITING, ONLY TO THE COOK COUNTY PURCHASING AGENT AS FOLLOWS:

CARMEN TRICHE-COLVIN
COOK COUNTY PURCHASING AGENT
118 N. CLARK ST., #1018
CHICAGO, IL 60602

SC-05 BID DEPOSIT

Instruction to Bidder IB-04, Bid Deposit, is modified as follows: A bid deposit in the amount of one percent (1%) of total bid will be required for each bid proposal. The bid deposit shall be submitted along with the bid proposal. Bid bonds are acceptable, in accordance with the conditions stated in IB-04.

PROPOSAL

The undersigned declares that they have carefully examined the Advertisement for Bids, the Proposal Form, General and Special Conditions and Specifications identified as Contract Document Number 08-84-252 for PHOTOCOPIER LEASING ON A COST PER COPY BASIS for COOK COUNTY BUREAU OF ADMINISTRATION, as prepared by Cook County, and that they have familiarized themselves with all of the conditions under which it must be carried out and understand that in making this Proposal they waive all right to plead any misunderstanding regarding the same.

Based upon estimated monthly usage of 4,200,000 total copies, complete the following worksheet for the five year (60 month) total contract amount.

Monthly Billing, Determination of base, and Addition/Deletion of Equipment:

Base monthly usage will be determined by multiplying the number of base copies per item by the number of installed machines. The County reserves the right to increase or decrease installed machines as necessary. The monthly charge will be determined by multiplying the grand total number of base copies times the base cost per copy rate. Meter readings will be taken on a monthly basis to determine actual usage. If the total actual monthly usage for all machines is higher than the monthly base, the County will be billed for those copies at the overage rate.

Equipment added to the contract shall be done so by adding corresponding monthly base volume to the monthly grand total.

Equipment deleted and removed from the contract shall be done so by subtracting the corresponding monthly base volume from the monthly grand total.

Complete the following table identifying the Make and Model proposed for each of the seven categories. Enter the required monthly base number of copies for each item and multiply it by the number of proposed machines. Add all item base copy totals to determine the grand total monthly base.

BLACK AND WHITE ITEM NO.	MAKE	MODEL	NUMBER OF BASE COPIES PER MONTH*	X	#OF MACHINES	=	TOTAL BASE COPIES PER MONTH
1	Konica Minolta	bizhub 161f	3,250	X	2	=	6,500
2	Konica Minolta	bizhub 200	3,500	X	194	=	679,000
3	Konica Minolta	bizhub 350	5,000	X	200	=	1,000,000
4	Konica Minolta	bizhub 421	7,500	X	108	=	810,000
5	Konica Minolta	bizhub 501	9,500	X	55	=	522,500
6	Konica Minolta	bizhub 600	16,500	X	19	=	313,500
7	Konica Minolta	bizhub 920	96,500	X	9	=	868,500
				GRAND TOTAL	587	=	4,200,000

Not to exceed 4,200,000)

*Base number of copies that are billable for each type of copier installed.

CONTRACT NO. 08-84-252

PROPOSAL

Konica Minolta
Business Solutions
BIDDER U.S.A., Inc.

Base Cost Per Copy Rate: \$.0186 X ~~4,200,000~~ Copies/Month = \$ 78,120.00
(Grand Total Base Copies from page P-1)

Overage Cost Per Copy Rate: \$.0085 X 0 Copies/Month = \$ 0
(4,200,000 minus Grand Total Base Copies from page P-1)

Monthly Total Cost (Based Upon 4,200,000 copies per month): = \$ 78,120.00

Multiplied by 60 months: = \$ 4,687,200.00

Total 5 Year Black/White Cost: = \$4,687,200.00

COLOR ITEM NO.	MAKE	MODEL	NUMBER OF BASE COPIES PER MONTH	X	#OF MACHINES	=	TOTAL BASE COPIES PER MONTH
8 (color)	Konica Minolta	bizhub C353	7,500	X	3	=	22,500
8 (black/white)	Konica Minolta	C353	7,500	X	3	=	22,500

Color Cost Per Copy Rate: \$.0910 X 7,500 Copies/Month = \$ 682.71

Black/White Cost Per Copy Rate: \$.0054 X 7,500 Copies/Month = \$ 40.50

Monthly Total Color Cost = \$ 723.21 ¹³⁰ 723

Multiplied by 60 months: = \$ 43,392.60 ^{43,392.60}

Total 5 Year Color Cost: = \$ 43,392.60 ^{130,140.00}

[Redacted]

3 units

Grand Total Black/White and Color Cost: = \$ 4,730,592.60

SERVICE START DATE: 21 calendar days

(NUMBER OF CALENDAR DAYS AFTER AWARD OF CONTRACT) ^{4,817,340} [Redacted]

EXECUTION BY A CORPORATION
(Section 8)

The undersigned acknowledges receipt of a full set of Contract Documents for Contract Number 08-84-252 and Addenda Number(s) 1&2 (None unless indicated here). The undersigned makes the foregoing Bid Proposal subject to all of the terms and conditions of the Contract Documents. The undersigned warrants that all of the facts and information submitted by the undersigned in connection with this Bid Proposal are true and correct. Upon award and execution of the Contract, the undersigned agrees that execution of this Proposal shall stand as the undersigned's execution of the Contract.

BUSINESS NAME: Konica Minolta Business Solutions U.S.A., Inc.
150 South Wacker Dr., Suite 2300, Chicago, IL 60606
BUSINESS ADDRESS: _____

BUSINESS TELEPHONE: (312) 726-1900 FAX NUMBER: (312) 726-3312

CONTACT PERSON: Bill Peller, Branch General Manager

FEIN: 13-1921089 *IL CORPORATE FILE NUMBER: 19639223

** COMPLETE LIST OF REAL ESTATE OWNED IN COOK COUNTY.

PERMANENT INDEX NUMBER(S):
Not Applicable

IF NOT APPLICABLE, YOU MUST INDICATE THAT IT IS NOT APPLICABLE. ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS).

Please see attached list of
Konica Minolta Corporate Officers
authorized to sign Legal and Binding

LIST ALL CORPORATE OFFICERS:

PRESIDENT: Jun Haraguchi

VICE PRESIDENT: Bid Documents.

SECRETARY: Sharon Umhoefer

TREASURER: N.A.

***SIGNATURE OF PRESIDENT: X

Jeffrey Fernandez, Executive Vice President, Direct Sales

ATTEST: X Sharon Umhoefer (CORPORATE SECRETARY)

Sharon Umhoefer, Vice President - General Counsel & Secretary

Subscribed and Sworn to before me this 11th day
of August, 2008.

My commission expires:

MARGE F. REILLY
Notary Public, Bergen County, New Jersey
My Commission Expires July 8, 2009

X Marge F. Reilly
Notary Public Signature

Notary Seal

* If the corporation is not registered in the State of Illinois, a copy of your certificate of good standing from the State in which you are incorporated, is to be submitted with your Bid Proposal.

** Required per COOK COUNTY ORDINANCE CHAPTER 10, SECTION 10-6.1.

*** In the event that this Bid Proposal is executed by someone other than the President and Secretary, attach hereto a certified copy of the corporate by-laws or other authorization by the corporation which authorizes such persons to execute this Bid Proposal on behalf of the corporation.



TODD H. STROGER, PRESIDENT
BOARD OF COUNTY COMMISSIONERS

CARMEN K. TRICHE-COLVIN
PURCHASING AGENT

COUNTY OF COOK
OFFICE OF THE PURCHASING AGENT

118 NORTH CLARK STREET
CHICAGO, ILLINOIS 60602
(312) 603-5370

October 24, 2008

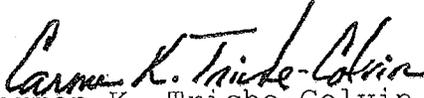
Konica Minolta Business Solutions USA, Inc.
150 W. Wacker Drive, Suite 2300
Chicago, IL 60606
Attn: Bill Peller

Ref: Contract No: 08-84-252

Enclosed please find your copy of the above referenced contract.

This contract has been approved by the Board of Commissioners and signed by the proper officials on behalf of Cook County.

Cordially,

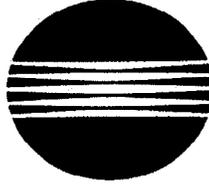

Carmen K. Triche-Colvin
Purchasing Agent

CKTC/cm

Enclosure

Cc: Jerry Pray





KONICA MINOLTA



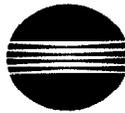
**A Business Solution Presentation In
Response To:**

**Document No. 08-84-252
Photocopier Leasing On A Cost Per copy Basis
For
Cook County Bureau of Administration**

August 13, 2008

Prepared By: Konica Minolta Business Solutions USA, Inc

Customer Copy



KONICA MINOLTA

August 13, 2008

County of Cook
118 N. Clark Street
Chicago, Illinois 60602

**RE: Contract No. 08-84-252, Photocopier Leasing On A Cost Per Copy
Bureau of Administration.**

Gentlemen:

Thank you for allowing Konica Minolta Business Solutions (Konica Minolta) to propose our solutions for your Document Imaging needs. Konica Minolta is pleased and proud to propose our innovative and reliable Digital Copier Equipment. We will meet and exceed your expectations and deliver increased value and efficiency at all locations.

Konica Minolta has a proven history of delivering total imaging solutions to the County of Cook. The power of our combined company, as a result of a merger between Konica and Minolta, is second to none. Our technological enhancements, including thousands of copies per minute, reliable, better quality imaging system that is available at a competitive price, forward to proving our value to the County of Cook and is eager to earn your business.

Konica Minolta has a wide range of experience, cultivated through over 60 years, which will be utilized to support your organization. Our advanced product line, the most comprehensive and technologically advanced in the industry, will meet the Workflow needs of all of your departments. We are confident that our reputation and the wide range of services, we as a direct branch of the OEM Manufacturer, can provide, will result in an effective and successful program with you.

Please review our enclosed proposal, which we feel includes a solution that meets your future document imaging needs. Should you have any questions concerning this proposal, please contact Mike Tofilon, Senior National Account Representative or me at 312.633.5502. Considering Konica Minolta Business Solutions as your provider of digital imaging solutions.

Sincerely,

William (Bill) Peller
Branch General Manager
Konica Minolta Business Solutions U.S.A., Inc.

LEGAL NOTICE
ADVERTISEMENT FOR BID

COOK COUNTY PURCHASING SEALED PROPOSALS ARE INVITED BY THE BOARD OF COMMISSIONERS OF COOK COUNTY FOR THE FOLLOWING:

CONTRACT NO: 08-53-233
FOR: MAINTENANCE AND REPAIR, REFRIGERATION AND VENTILATION EQUIPMENT/UTILITIES
FOR: JOHN H. STROGER, JR. HOSPITAL OF COOK COUNTY A MANDATORY PRE-BID CONFERENCE/SITE INSPECTION WILL BE HELD ON TUESDAY, AUGUST 5, 2008 AT 10:00 A.M. AT THE BUILDINGS AND GROUNDS DEPT., 1901 W. HARRISON STREET, ROOM 1L280, CHICAGO, IL 60612. ATTENDANCE AT THE PRE-BID CONFERENCE AND SITE INSPECTION ARE MANDATORY IN ORDER FOR A BID TO BE CONSIDERED.

CONTRACT NO: 08-84-14 REBID
FOR: RENTAL CAMERA EQUIPMENT
FOR: SECRETARY TO THE BOARD OF COMMISSIONERS A MANDATORY SITE INSPECTION WILL BE HELD ON FRIDAY, AUGUST 1, 2008 AT COOK COUNTY BUILDING, 118 N. CLARK STREET, ROOM 569, CHICAGO, IL.

ATTENDANCE AT THE SITE INSPECTION IS MANDATORY IN ORDER FOR A BID TO BE CONSIDERED.

CONTRACT NO: 08-84-252
FOR: PHOTOCOPIER LEASING ON A COST PER COPY BASIS
FOR: COOK COUNTY BUREAU OF ADMINISTRATION BID DEPOSIT: ONE (1%) PERCENT OF TOTAL BID. PERFORMANCE AND PAYMENT BOND REQUIRED.

CONTRACT NO: 08-85-182 REBID
FOR: SUPPLIES, CARPENTER - SCREWS, NAILS, DRILL BITS, ETC.
FOR: OAK FOREST HOSPITAL OF COOK COUNTY

CONTRACT NO: 08-72-261
FOR: RADIOPHARMACEUTICALS
FOR: BUREAU OF HEALTH SERVICES OF COOK COUNTY

WHEN SPECIFIED, bid shall be accompanied by a bid deposit in the amount of one percent (1%) of the Bid, payable to the order of the Board of Commissioners, County of Cook. Bid bonds will be accepted in lieu of a check provided the Surety Company is rated as defined in the bid documents.

PLANS, SPECIFICATIONS, PROPOSAL AND BID INSTRUCTIONS MAY BE OBTAINED FROM THE OFFICE OF THE PURCHASING AGENT, ROOM 1018 COUNTY BUILDING, 118 N. CLARK ST. CHICAGO, ILLINOIS, 60602 AFTER 10:00 A.M. TUESDAY, JULY 15, 2008 BUT NO LATER THAN 4:30 P.M. TUESDAY, JULY 29, 2008. COOK COUNTY IS AN EQUAL OPPORTUNITY PURCHASER. LOCAL M/WBES ARE ENCOURAGED TO SUBMIT BIDS. THE COUNTY'S UTILIZATION ON THESE CONTRACTS IS 25% FOR MBE'S AND 10% FOR WBE'S. INQUIRIES REGARDING MINORITY AND FEMALE PARTICIPATION SHOULD BE DIRECTED TO THE OFFICE OF CONTRACT COMPLIANCE AT (312) 603-5502.

THE COOK COUNTY BOARD OF COMMISSIONERS RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS. FORMAL BIDS MUST BE DEPOSITED IN THE BID BOX AT ROOM 569, COUNTY BUILDING, UP TO AND NO LATER THAN 10:00 A.M. WEDNESDAY, AUGUST, 13, 2008.

ADV: TUESDAY, JULY 15, 2008 BY ORDER OF THE BOARD OF COMMISSIONERS OF COOK COUNTY.

TODD H. STROGER,
PRESIDENT

CARMEN TRICHE-COLVIN
PURCHASING AGENT

The essentials of imaging

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.

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Document No. 08-84-252
Photocopier Leasing on a Cost Per Copy Basis**

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<p><u>County of Cook - General conditions (Index & Section GC)</u></p> <ul style="list-style-type: none"> ○ Konica Minolta – Evidence of Insurance (Section GC-03) ○ Konica Minolta – Modifications and Amendments Received by Konica Minolta (Section GC-14) ○ Konica Minolta - Guarantees and Warranties – Konica Minolta Customer Confidence Guarantee (Section GC-24) 	<p>Section 2</p>
<p><u>County of Cook – Special Conditions (Section SC)</u></p> <ul style="list-style-type: none"> ○ Konica Minolta – Sample Contracts (Section SC-02) 	<p>Section 3</p>
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Section 5

County of Cook – Economic Disclosure Forms (Index and Section EDS)

- **MBE/WBE Utilization Plan (Section 1, EDS1)**
- **Konica Minolta Certification Letter of Intent – (EDS 4)**
- **Contractor Certification (Section 4, EDS7-13)**
- **Acknowledgements, Contract Incorporation, Compliance, Penalties, Disclosure (Section 5, EDS14-15)**
- **Execution by a Corporation (Section 8)**

Section 6

Konica Minolta Business
BIDDER: Solutions U.S.A., Inc.

CONTRACT FOR SERVICE

DOCUMENT NO. 08-84-252



**PHOTOCOPIER LEASING ON A COST PER COPY BASIS
FOR
COOK COUNTY BUREAU OF ADMINISTRATION**

**BOARD OF COMMISSIONERS
COUNTY OF COOK
TODD H. STROGER, PRESIDENT**

**BIDS TO BE EXECUTED IN TRIPLICATE
BID OPENING WILL BE ON WEDNESDAY, AUGUST 13, 2008
AT 10:00 A.M.
LATE BIDS WILL NOT BE CONSIDERED**

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

OCT 15 2008

COM _____

**ISSUED BY THE
OFFICE OF THE PURCHASING AGENT
BID DEPOSIT: ONE PERCENT (1%) OF BID AMOUNT
PERFORMANCE BOND: YES, IN THE FULL AMOUNT OF THE BID**

03188

REQ#84900005

SJ/0505

**INSTRUCTIONS TO BIDDERS
BID CONTRACTS
INDEX**

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INSTRUCTIONS TO BIDDERS

IB-01 DEFINITIONS

A. BIDDER shall mean the individual or business entity submitting a Bid Proposal to supply any or all of the services or goods required by the Contract Documents.

B. BID PROPOSAL shall mean the Contract Documents as completed by the Bidder which constitutes the Bidder's offer.

C. CONTRACT shall mean the agreement between the County and Contractor as set forth in the Contract Documents and as awarded by the Cook County Board of Commissioners.

D. CONTRACT DOCUMENTS shall mean collectively the Instructions to Bidders, General Conditions, Special Conditions, Specifications, Attachments, Addenda, if any, Bid Proposal, Site Inspection Certificate, Contractor Certifications and Forms for Minority Participation. The above documents shall be considered as one integrated document setting forth the obligations of the parties.

E. CONTRACTOR shall mean the individual or business entity submitting a Bid Proposal and to whom the Cook County Board of Commissioners awards the Contract.

F. COUNTY shall mean the County of Cook, a body politic and corporate of the State of Illinois.

G. DIRECTOR shall mean the person or persons authorized by the County to act in connection with this Contract. Such authorization shall not include any power to change the scope of the Contract or to obligate the County to pay additional sums beyond the amount of the Contract awarded by the Cook County Board of Commissioners.

H. PURCHASING AGENT shall mean the Purchasing Agent of the County of Cook whose duties and responsibilities are more particularly described in the Illinois Compiled Statutes 1994, 55 ILCS 5/5-36003.

I. SPECIFICATIONS shall mean the description of the required services, Contract Goods, equipment, personnel, volume and use statistics and all requirements for the scope of work set forth in the Contract Documents.

IB-02 PREPARATION OF PROPOSALS

The Bidder shall prepare one (1) copy of its Bid Proposal on the proposal forms within the Contract Documents and three (3) execution pages, all with original signatures in the back of the document. Unless otherwise stated, all blank spaces on the proposal forms shall be fully completed. Bidder bears all responsibility for error or omissions in the submission of the Bid Proposal.

IB-03 SITE INSPECTION CERTIFICATE

When required in the legal advertisement or the Special Conditions, the Bidder shall visit the job-site and shall carefully examine and become familiar with all conditions which may in any way affect the performance of the Contract and shall submit certification of such inspection along with the Bid Proposal. The dates and conditions of the site inspection are determined by County.

IB-04 BID DEPOSIT

When required in the legal advertisement, the Bid Proposal shall be accompanied by cash, cashier's check, certified check, bank draft or surety bond in the amount shown in the legal advertisement or as may be prescribed in these Contract Documents. A certified or cashier's check shall be drawn on a responsible bank doing business in the United States and shall be made payable to the order of the County of Cook. The Surety issuing the bond must have a general rating of "A", and shall be a Class VII or higher in the financial size category as defined by Best's Key Rating Guide - Property and Casualty. Failure to submit the bid deposit shall constitute an informal Bid Proposal and such Bid Proposal shall be rejected.

The Bidder hereby agrees that the bid deposit shall be forfeited to the County as liquidated damages and not as penalty in the event Bidder fails to comply with IB-11, IB-13, or otherwise fails or refuses to honor the Bid Proposal upon award of the Contract by the County.

The bid deposit of all bidders will be returned, with the exception of the Contractor, after the County has awarded the Contract. The bid deposit of the Contractor will be returned after the Contract has been awarded and the Contractor has submitted all insurance documentation and the Performance and Payment Bond, as required by the Contract Documents.

IB-05 EXCEPTIONS

If any Bidder intends to take any deviations or exceptions from the Specifications or other Contract Documents, Bidder shall submit to the Purchasing Agent a written request for a deviation or exception prior to the date and time of Bid Opening. If the Purchasing Agent considers such deviation or exception acceptable, the Purchasing Agent shall issue an Addendum setting forth such deviation or exception from the Specifications or other Contract Documents which shall be applicable to all Bidders submitting a Bid Proposal. If no Addendum is issued by the Purchasing Agent, then such deviation or exception shall be deemed rejected. The County may reject any Bid Proposal containing deviations or exceptions not previously accepted through a written Addendum.

A copy of such Addendum will be mailed or delivered to each Bidder receiving a set of such Contract Documents. Bidder shall acknowledge receipt of each Addendum issued in the space provided on the proposal form. All written requests for deviations or exceptions shall be addressed to:

Purchasing Agent
Office of the Purchasing Agent
118 North Clark Street, Room 1018
Chicago, Illinois 60602
(Reference the Project Title and Contract Number)

IB-06 BIDDER WARRANTIES

The submission of a Bid Proposal shall constitute a warranty that: (i) Bidder has carefully and thoroughly reviewed the Contract Documents and has found them complete and free from ambiguities and sufficient to describe the Contract work; (ii) Bidder and all workmen and/or employees it intends to use in the performance of this Contract are skilled and experienced in the type of work or services called for by the Contract Documents; and (iii) neither the Bidder nor any of its employees, agents, suppliers or subcontractors have relied on any verbal representations from the County, or any of the County's employees, agents, or consultants, in preparing the Bid Proposal.

IB-07 SUBMISSION OF BID PROPOSALS

All Bidders shall submit the bound copy of the sealed Bid Proposal in an envelope and shall deposit them in the bid box located in the County Board Assembly Room 569, County Building, 118 North Clark Street, Chicago, Illinois 60602 by the date and hour for the Bid Opening as shown in the legal advertisement. The sealed envelope submitted by the Bidder shall carry the following information on the face of the envelope: Bidder's name, address, subject matter of Bid Proposal, advertised date of Bid Opening and the hour designated for Bid Opening as shown in the legal advertisement.

**IB-08 BID PROPOSALS TO CONFORM TO REQUIREMENTS OF LEGAL ADVERTISING
COOK COUNTY ORDINANCE CHAPTER 10, SECTION 11.**

The County will not entertain or consider any Bid Proposals: (i) received after the exact time specified in the legal advertisements; (ii) not accompanied by the required bid deposit; or (iii) in any other way failing to comply fully with the conditions stated in the legal advertisement therefore.

IB-09 COMPETENCY OF BIDDER

No Bid Proposal will be accepted from or Contract awarded to a Bidder that is in arrears or is in default to the County upon any debt or Contract, or that is a defaulter, as surety or otherwise upon any obligation to said County, or has failed to perform faithfully any previous contract with the County.

IB-10 LOCAL BUSINESS PREFERENCE
COOK COUNTY ORDINANCE CHAPTER 10, SECTION 38.

The Purchasing Agent shall, in the purchase of all supplies, services and construction by competitive sealed bidding, accept the lowest bid price or lowest evaluated bid price from a responsive or responsible local business, provided that the bid does not exceed the lowest bid price or lowest evaluated bid price from a responsive and responsible non-local business by more than two percent (2%).

"Local Business" shall mean a person authorized to transact business in this State and having a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County, including a foreign corporation duly authorized to transact business in this State and which has a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County.

IB-11 CONSIDERATION OF BID PROPOSALS

The County reserves the right to reject or accept any or all Bid Proposals, to extend the bidding period, to waive technicalities in the Contract Documents and/or to direct that the project be abandoned or rebid prior to award of the Contract.

After Bid Proposals are opened and read aloud, they will be evaluated based on the price, conformance with Specifications, the responsibility of the various Bidders taking into consideration factors including, but not limited to, those noted in IB-09, IB-10 and responsiveness to the County's Minority and Female Owned Business Ordinance.

IB-12 WITHDRAWAL OF BID PROPOSALS

Bidders may withdraw their Bid Proposals at any time prior to the time specified in the legal advertisement as the date and hour set for the Bid Opening. However, no Bidder shall withdraw, cancel or modify its Bid Proposal for a period of ninety (90) calendar days after said advertised Bid Opening.

IB-13 ACCEPTANCE OF PROPOSALS

The Purchasing Agent shall notify the successful Bidder, in writing, of award of the Contract by the County within ninety (90) days from the Bid Opening date. Upon receipt of the Notice of Award, the Contractor shall promptly secure, execute and deliver to the Purchasing Agent any documents required herein.

IB-14 PERFORMANCE AND PAYMENT BOND

When required in the legal advertisement or Special Conditions, the successful Bidder shall furnish a Performance and Payment Bond in the full amount of the Contract on the County Form, a specimen of which is provided herein. The Surety issuing the Performance and Payment Bond must have a general rating of "A" and shall be a Class VII or higher in the financial size category as defined by Best's Key Rating Guide-Property and Casualty.

In the event that the Bidder fails to furnish the Performance and Payment Bond within fourteen (14) calendar days after service of the Notice of Award, the County may elect to retain Bidder's bid deposit as liquidated damages and not as a penalty and the Contract may be terminated. The parties agree that the sum of the bid deposit is a fair estimate of the amount of damages that the County will sustain due to the Bidder's failure to furnish the Performance and Payment Bond and the termination of the Contract.

IB-15 PRICES FIRM

All prices quoted in the Bid Proposal shall be firm and will not be subject to increase during the term of the Contract awarded to the Contractor, except as otherwise provided in these Contract Documents.

IB-16 CASH BILLING DISCOUNTS

Cash billing or percentage discounts for payment will not be considered in evaluating Bid Proposals.

IB-17 CATALOGS

Each Bidder shall submit in TRIPLICATE, where necessary or when requested catalogs, descriptive literature, and detailed drawings, fully detailing features, designs, construction, appointment and finishes not covered in the Specifications but necessary to fully describe the materials, Contract Goods or work proposed to be furnished.

IB-18 AUTHORIZED DEALER/DISTRIBUTOR

The Bidder must be: (i) the manufacturer; (ii) an authorized dealer/distributor; or (iii) able to promptly secure the necessary genuine parts, assemblies and/or accessories as supplied by the original equipment manufacturer (O.E.M.), along with any necessary schematics or drawings to fulfill the contractual obligations. Further, the Bidder must be able to furnish original product warranty and manufacturer's related services such as product information, product re-call notices, etc. Proof of ability to transfer product warranty to the County is to be submitted with the Bid Proposal.

IB-19 TRADE NAMES

In cases where an item is identified by a manufacturer's name, trade name, catalog number, or reference, it is understood that the Bidder proposes to furnish the item identified and does not propose to furnish an "equal" unless the proposed "equal" is definitely indicated therein by the Bidder. The County reserves the right to review and award alternate Contracts, if the commodity and/or service is suitable to its requirement.

The reference to the above catalog is intended to be descriptive and not restrictive and to indicate to the prospective Bidder articles that shall be satisfactory. Bid Proposals on other makes and catalogs shall be considered, provided each Bidder states on the face of the Bid Proposal exactly what is being proposed to be furnished or forwards with the Bid Proposal an illustration, or other descriptive matter which shall clearly indicate the character of the article covered by the Bid Proposal.

The County reserves the right to approve as an equal, or to reject as not being an equal, any article the Bidder proposes to furnish which contains major or minor variations from Specifications but which may comply substantially.

IB-20 SAMPLES

Bidders may be asked upon request of the Purchasing Agent or the Director to furnish and deliver a representative sample sufficient to effectively evaluate each item listed in the Bid Proposal. All samples must be delivered F.O.B. DESTINATION, FREIGHT PREPAID to an identified delivery location within five (5) business days of the request. Samples submitted must be identical to those specified in the Bid Proposal. Submission of other than the samples reflected in the Bid Proposal or failure to furnish samples within the required time period shall be cause for rejection of the Bid Proposal. All samples are subject to mutilation and will not be returned. Bidders shall bear the cost of any samples and shipping or delivery costs related thereto.

IB-21 NOTICES

All communications and notices between the County and Bidders regarding the Contract Documents shall be in writing and hand delivered or delivered via first class United States mail, postage prepaid. Notices to the Bidders shall be addressed to the name and address provided by the Bidders; notices to the Purchasing Agent shall be addressed to Room 1018, County Building, 118 North Clark Street, Chicago, Illinois 60602.

IB-22 COMPLIANCE WITH LAWS - PUBLIC CONTRACTS

This Contract is a competitively bid public contract of Cook County government subject to laws and ordinances governing public contracts. The Bidder shall at all times observe and comply with all laws, ordinances, regulations and codes of the Federal, State, County and other local government agencies which may in any manner effect the preparation of the Bid Proposal or the performance of the Contract. If the Bidder observes that any of the Contract Documents are at variance therewith, it shall promptly notify the Purchasing Agent in writing and necessary changes shall be effected by appropriate modification.

END OF SECTION

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BID CONTRACTS
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GENERAL CONDITIONS
BID CONTRACTS
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GENERAL CONDITIONS

GC-01 SUBCONTRACTING OR ASSIGNMENT OF CONTRACT OR CONTRACT FUNDS

Once awarded, this Contract shall not be subcontracted or any part thereof assigned without the express written approval of the County Purchasing Agent ("Purchasing Agent"). In no case, however, shall such approval relieve the Contractor from his obligations or change the terms of the Contract. The Contractor shall not transfer or assign any Contract funds or claims due or to become due without the advance written approval of the Purchasing Agent. The unauthorized subcontracting or assignment of the Contract, in whole or in part, or the unauthorized transfer or assignment of any Contract funds, either in whole or in part, or any interest therein, which shall be due or are to become due the Contractor shall have no effect on the County and are null and void.

The Contractor shall identify any and all contractors and subcontractors it intends to use in the performance of the Contract. All such persons shall be subject to the prior approval of the County.

The Contractor and its employees, contractors, subcontractors, agents and representatives are, for all purposes arising out of this Contract, independent contractors and are not employees of the County. It is expressly understood and agreed that the Contractor and its employees, contractors, subcontractors, agents and representatives shall in no event as a result of a contract be entitled to any benefit to which County employees are entitled, including, but not limited to, overtime, retirement benefits, worker's compensation benefits and injury leave or other leave benefits.

GC-02 INSPECTION AND RESPONSIBILITY

The County shall have a right to inspect any Contract Goods used in carrying out this Contract and shall be responsible for the quality and standards of all materials or completed work furnished under this Contract. Contract Goods or completed work not complying herewith may be rejected by the Purchasing Agent and/or the Director and shall be replaced and/or re-performed by the Contractor at no cost to the County. Any Contract Goods rejected shall be removed within a reasonable time from the premises of the County at the entire expense of the Contractor, after notice has been given by the County to the Contractor that such Contract Goods have been rejected.

GC-03 INSURANCE

Contractor shall purchase and maintain during the term of this Contract insurance coverage which will satisfactorily insure him against claims and liabilities which could arise because of the performance of the Contract.

GC-04 PAYMENT

All invoices submitted by the Contractor shall be in accordance with the cost provisions contained in the Contract Documents. No payments shall be made without such invoices having been submitted along with a County Voucher Form.

GC-05 PREPAID FEES

In the event this Contract is terminated by either party, for cause or otherwise, and the County has prepaid for any service or Contract Good to be provided pursuant to this Contract, Contractor shall refund to the County, on a prorated basis to the effective date of termination, all amounts prepaid for such service or Contract Good not actually provided as a result of the termination. The refund shall be made within fourteen (14) days of the effective date of termination.

GC-06 TAXES

Federal Excise Tax does not apply to materials purchased by the County by virtue of Exemption Certificate No. 36-75-0038K. Illinois Retailers' Occupation Tax, Use Tax and Municipal Retailers' Occupation Tax do not apply to materials or services purchased by the County by virtue of statute. The price or prices quoted herein shall include any and all other federal and/or state, direct and/or indirect taxes which apply to this Contract. The County's State of Illinois Sales Tax Exemption Identification No. is E-9998-2013-05.

GC-07 PRICE REDUCTION

If at any time after the contract award, Contractor makes a general price reduction in the price of any goods covered by the Contract, the equivalent price reduction based on similar quantities and/or considerations shall apply to this Contract for the duration of the Contract period. Such price reductions shall be effective at the same time and in the same manner as the reduction in the price to customers generally.

GC-08 CONTRACTOR CREDITS

To the extent the Contractor gives credits toward future purchases of goods or services, financial incentives, discounts, value points or other benefits based on the purchase of the materials or services provided for under this Contract, such credits belong to the County and not any specific using department. Contractor shall report any such credits to the Purchasing Agent.

GC-09 DISPUTES

Any dispute arising under the Contract between the County and Contractor shall be decided by the Purchasing Agent. The complaining party shall submit a written statement detailing the dispute and specifying the specific relevant Contract provision(s) to the Purchasing Agent. Upon request of the Purchasing Agent, the party complained against shall respond to the complaint in writing within five days of such request. The Purchasing Agent will reduce his decision to writing and mail or otherwise furnish a copy thereof to the Contractor and Director. Dispute resolution as provided herein shall be a condition precedent to any other action at law or in equity. Notwithstanding a dispute, Contractor shall continue to discharge all its obligations, duties and responsibilities set forth in the Contract during any dispute resolution proceeding unless otherwise agreed to by the County in writing.

GC-10 DEFAULT

Contractor shall be in default hereunder in the event of a material breach by Contractor of any term or condition of this Contract where Contractor has failed to cure such breach within ten (10) days after written notice of breach is given to Contractor by the County, setting forth the nature of such breach.

County shall be in default hereunder if any material breach of the Contract by the County occurs which is not cured by the County within forty-five (45) days after written notice of breach has been given by Contractor to the County, setting forth the nature of such breach.

GC-11 COUNTY'S REMEDIES

If the Contractor fails to remedy a material breach during the ten (10) day cure period pursuant to General Condition GC-10, Default, the County shall have the right to terminate this Contract provided, however, that the County shall give Contractor prior written notice of its intent to terminate. Following notice of breach to Contractor, the County reserves the right to withhold payments owed to Contractor until such time as Contractor has cured the breach which is the subject matter of the notice. In addition, the County shall have the right to pursue all remedies in law or equity.

GC-12 CONTRACTOR'S REMEDIES

If the County has been notified of breach and fails to remedy the breach during the forty-five (45) day cure period pursuant to General Condition GC-10, Default, the Contractor shall have the right to terminate this Contract providing, however, that Contractor shall give the County thirty (30) days prior written notice of termination.

Contractor shall have the right to pursue all remedies available in law or equity. In all cases the Contractor's damages shall be those provable damages not to exceed the value of the Contract as awarded by the Cook County Board of Commissioners. Contractor shall not disrupt the operation or repossess any component thereof.

GC-13 DELAYS

Contractor agrees that no charges or claims for damages shall be made by Contractor for any delays or hindrances from any cause whatsoever during the progress of any portion of this Contract.

GC-14 MODIFICATIONS AND AMENDMENTS

The parties may from time to time during the term of the Contract make modifications and amendments to the Contract but only as provided in this section. Such modifications and amendments shall only be made by mutual agreement in writing. No such modifications and amendments which individually or cumulatively result in additional cost of \$1,000.00 or greater or which extend the term of the Contract by thirty (30) days or more shall be deemed as authorized without the advance approval of the Cook County Board of Commissioners. Modifications and amendments which increase cost by less than \$1,000.00 or which do not extend the term of the Contract by more than thirty (30) days may only be made with the advance written approval of the Purchasing Agent.

Contractor is hereby notified that except for the specific changes listed in the following paragraph, no County department or employee thereof has authority to make any modification or amendment to this Contract. Any modification or amendment to this Contract except as provided for in the following paragraph made without the express written approval of the Purchasing Agent is void and unenforceable.

The Director may, by written order, make changes with respect to the times of delivery and the places of performance thereof. Any such change shall not cause an increase or decrease the Contract price or the time required for Contract performance.

GC-15 PATENTS, COPYRIGHTS AND LICENSES

Contractor agrees to hold harmless and indemnify the County, its officers, agents, employees and affiliates from and defend, at its own expense (including reasonable attorneys', accountants' and consultants' fees), any suit or proceeding brought against County based upon a claim that the ownership and/or use of equipment, hardware and software or any part thereof utilized in performing Contractor's services constitutes an infringement of any patent, copyright or license or any other intellectual property right.

In the event the use of any equipment, hardware or software or any part thereof is enjoined, Contractor with all reasonable speed and due diligence shall provide or otherwise secure for County, at the Contractor's election, one of the following: the right to continue use of the equipment, hardware or software; an equivalent system having the Specifications as provided in this Contract; or to modify the system or its component parts so that it becomes non-infringing while performing in a substantially similar manner to the original system, meeting the Specifications of this Contract.

GC-16 COMPLIANCE WITH LAWS

The Contractor shall observe and comply with the laws, ordinances, regulations and codes of the Federal, State, County and other local government agencies which may in any manner affect the performance of the Contract, including but not limited to those County Ordinances set forth in the Certifications attached hereto and incorporated herein. Assurance of compliance with this requirement by the Contractor's employees, agents or subcontractors shall be the responsibility of the Contractor.

The Contractor shall secure and pay for all federal, state and local licenses, permits and fees required hereunder.

GC-17 MINORITY AND WOMEN BUSINESS ENTERPRISES
COOK COUNTY ORDINANCE CHAPTER 10, SECTION 43.1 - 43.10.

I. POLICY AND GOALS

- A. It is the policy of the County of Cook to prevent discrimination in the award of or participation in County contracts and to eliminate arbitrary barriers for participation, as both prime and sub-contractors, in such contracts by local businesses certified as Minority Business Enterprises (MBE) and Women-owned Business Enterprises (WBE). In furtherance of this policy, the Cook County Board of Commissioners has adopted a Minority- and Women-owned Business Enterprise Ordinance (the "Ordinance") which establishes a goal of awarding not less than twenty-five percent (25%) of the annual total dollar amount of contracts to certified MBEs and ten percent (10%) of the annual dollar value of all such contracts to certified WBEs.
- B. A Bid or Quotation shall be rejected if the County determines that a Bid or Quotation fails to comply with this General Condition, including but not limited to, commitments to achieve for this contract, a MBE goal of twenty-five percent (25%) of the contract amount and a WBE goal of ten percent (10%) of the contract amount or to include a Petition for Reduction/Waiver documenting why the goals are not attainable despite the contractor's Good Faith Efforts. A Bid or Quotation may be rejected and a new Bid or Quotation may be solicited if the public interest is served thereby. Unless otherwise specified in the Bid or Quotation Documents, for purposes of this GC-17, the contract amount is the amount that has been entered on the Proposal page of the Bid or Quotation Documents.
- C. Except to the extent that a Bid or Quotation includes a Reduction/Waiver request, the contract MBE and WBE participation goals may be achieved by the Bid or Quotation entities' status as a MBE or WBE; by entering into a joint venture with one or more MBEs and/or WBEs; by subcontracting a portion of the work to one or more MBEs and WBEs; by establishing and carrying out a mentor/protégé agreement; by the Indirect Participation of one or more MBEs and WBEs used by the entity submitting a Bid or Quotation in other aspects of its business; or by any combination of the foregoing so long as the Utilization Plan evidences a commitment to the MBE and WBE contract goals set forth in (B) above.
- D. The same Business Enterprise, whether as a contractor, subcontractor or supplier, cannot be utilized as both a MBE and a WBE on the same contract.
- E. To the extent that the Ordinance does not apply to this Bid or Quotation, unless specifically waived in the Bid or Quotation Documents, this GC-17 and the wording of the Ordinance shall apply. If there is a conflict between this GC-17 and the Ordinance or the wording of the Ordinance, the Ordinance or its wording controls.
- F. A Contractor's failure to carry out its commitments in the course of the Contract's performance shall constitute a material breach of the Contract and if such breach is not appropriately cured, may result in the termination of the Contract or such remedy authorized by the Ordinance as the County deems appropriate.

II. REQUIRED BID OR QUOTATION SUBMITTALS

To be considered responsive, a Bid or Quotation shall meet the MBE and WBE goals by submitting a Utilization Plan with the Bid or Quotation, which shall be (1) supported by Letters of Intent from the MBEs and WBEs together with the MBEs/WBEs Letters of Certification, and/or (2) include a written Petition for Reduction/Waiver with the Bid or Quotation supported by documentation of Good Faith Efforts to meet the goals. Failure to submit the documents set forth in (A) and (B) of this Section II in accordance with these guidelines will cause the Bid or Quotation to be considered non-responsive and shall be cause to reject the Bid or Quotation.

A. MBE/WBE UTILIZATION PLAN

Each Bid or Quotation shall include with the Bid or Quotation a complete Utilization Plan. The Utilization Plan shall list the names, mail and email addresses, telephone number and contact persons of businesses intended to be used as MBEs and WBEs on the Contract. If the entity submitting a Bid or Quotation, or any of its subcontractors, suppliers or consultants, are certified MBEs or WBEs they shall be identified as an MBE or WBE within the Utilization Plan.

1. Letter(s) of Intent

Except as set forth below, a Bid or Quotation shall include with its Utilization Plan, Letter(s) of Intent executed by each MBE and WBE included in the Utilization Plan and by the entity submitting the Bid or Quotation, which sets forth that each MBE and WBE intends to perform as a subcontractor, supplier, joint venture partner and/or consultant on the contract. The Letters of Intent must accurately detail the work to be performed by the MBE or WBE firm and the agreed rates and/or prices to be paid.

If the Bid or Quotation does not include all Letter(s) of Intent with its Utilization Plan, such Letter(s) of Intent may be submitted to the Office of Contract Compliance within three (3) business days after the date of the Bid or Quotation Opening. Failure to submit all Letter(s) of Intent as required shall result in the Contract Compliance Administrator's determination that a Bid or Quotation is not responsive and shall be cause to reject the Bid or Quotation.

All commitments made by a Bid or Quotation in its Utilization Plan must conform to those included in the submitted Letter(s) of Intent. The Contract Compliance Administrator reserves the right to request supplemental information regarding the Letter(s) of Intent submitted with a Bid or Quotation and such information shall be furnished.

(Reference pages EDS-3/4 for a format sample of a Letter of Intent)

2. Letter(s) of Certification

Only a Letter of Certification from one of the following entities shall be accepted as certification of MBE/WBE status:

County of Cook
Small Business Administration 8A Program
Illinois Unified Certification Program
or any other governmental body or agency approved by the Contract Compliance Administrator as applying certification standards substantially similar to those applied by the County of Cook may also be accepted.

The Contract Compliance Administrator retains the right to reject the certification of any MBE or WBE on the ground that it does not meet the County's definition of a MBE or WBE.

3. Joint Venture Affidavit

In the event a Bid or Quotation achieves MBE and/or WBE participation by entering into a Joint Venture, the Bid or Quotation shall include the required Joint Venture Affidavit which is available in the Office of Contract Compliance. Such Joint Venture Affidavit shall be submitted with the Bid or Quotation along with Letter(s) of Certification.

B. REDUCTION/WAIVER PETITION

In the event a Bid or Quotation is unable to meet the applicable contract MBE and WBE participation goals, the Bid or Quotation must include a Petition for Reduction/Waiver and submit the Petition with its Bid or Quotation. The Petition for Reduction/Waiver shall be supported with evidence and sufficient documentation to demonstrate the Bid's or Quotation's Good Faith Efforts in attempting to achieve the applicable MBE and WBE goals. If a Bid or Quotation does not include all documentation in support of the Petition with its Bid or Quotation, such documentation must be submitted to the Office of Contract Compliance within three (3) business days after the date of the Bid or Quotation opening.

III. REDUCTION/WAIVER OF MBE/WBE GOALS

A. Granting a Reduction/Waiver Request.

1. The determination of the adequacy of the Good Faith Efforts to utilize MBEs and WBEs in a Bid or Quotation will be evaluated on the basis of the actions in attempting to achieve MBE and WBE participation goals set forth in the Bid or Quotation. Examples of actions constituting Good Faith Efforts for a Bid or Quotation are set forth within the Ordinance and in the "Petition for Reduction/Waiver of MBE/WBE Participation Goals" contained in the Bid or Quotation Documents.
2. The Contract Compliance Administrator may grant the Petition for Reduction/Waiver based upon the following criteria: (a) sufficient qualified MBEs and WBEs capable of providing the goods or services required by the contract are unavailable despite the good faith efforts of the contractor; (b) the specifications and the reasonable and necessary requirements for performing the contract make it impossible or economically infeasible to divide the contract into sufficiently small tasks or quantities to enable the contractor to utilize MBEs and WBEs in accordance with the applicable goals; (c) the price(s) quoted by any potential MBE or WBE source of goods or services is more than 10% above competitive levels; and (d) any other factor determined to be relevant by the Contract Compliance Administrator.

B. Denying a Reduction/Waiver Request.

1. If the Contract Compliance Administrator determines that a Bid or Quotation has not demonstrated adequate Good Faith Efforts to meet the applicable contract MBE and WBE goals, the Contract Compliance Administrator may deny a Petition for Reduction/Waiver and declare the Bid or Quotation non-responsive and recommend rejection of the Bid or Quotation.
2. Failure to undertake and/or to document adequate Good Faith Efforts shall be cause to deny a Petition for Reduction/Waiver. Determination of the adequacy of a Bid's or Quotation's Good Faith Effort will be evaluated on the basis of the Bid's or Quotation's actions as of the date of the Bid or Quotation opening.

IV. CHANGES IN CONTRACTOR'S UTILIZATION PLAN

- A. Contractor, during its performance of the Contract, may not change the MBE or WBE commitments specified in its Utilization Plan, including but not limited to, terminating a MBE or WBE contract, reducing the scope of the work to be performed by a MBE/WBE, or decreasing the price to a MBE/WBE, except as otherwise provided by the Ordinance.
- B. Where an enterprise under the Contract was previously considered to be a MBE or WBE but is later found not to be, or work is found not to be creditable toward the MBE or WBE goals as stated in the Utilization Plan, the Contractor shall seek to discharge the disqualified enterprise, upon proper written notification to the Contract Compliance Administrator, and make every effort to identify and engage a qualified MBE or WBE as its replacement. Failure to obtain a MBE or WBE replacement within 30 working days of the Contract Compliance Administrator's written approval of the removal of a MBE or WBE may result in the termination of the contract or the imposition of such remedy authorized by the Ordinance, unless a written Petition for Reduction/Waiver is granted to Contractor allowing Contractor to award the work to a non-MBE or WBE.

V. NON-COMPLIANCE

If the County determines that the Contractor has failed to comply with its contractual commitments or any portion of the Ordinance or this GC-17, the Contract Compliance Administrator will notify the Contractor of such noncompliance and may take any and all appropriate actions as set forth within the Ordinance.

VI. REPORTING/RECORD-KEEPING REQUIREMENTS

The Contractor is required to comply with the reporting and record-keeping requirements as set forth in the Ordinance and as established by the Contract Compliance Administrator. Upon award of a Contract, Contractor is responsible for acquiring all necessary County reporting and record-keeping forms which will be made available in the Office of Contract Compliance.

VII. EQUAL EMPLOYMENT OPPORTUNITY

Compliance with MBE and WBE requirements will not diminish or supplant Equal Employment Opportunity and Civil Rights provisions as required by law as they relate to contractor and subcontractor obligations.

GC-18 MATERIAL DATA SAFETY SHEET

Where required under the Illinois "Toxic Substance Disclosure To Employees Act", Illinois Compiled Statutes, 1994, 820 ILCS 255/1, Contractor shall submit with each delivery of Contract Goods, a Material Safety Data Sheet.

GC-19 CONDUCT OF THE CONTRACTOR

The Contractor agrees to inform the County on a timely basis of all of the Contractor's interests, if any, which are or which the Contractor reasonably believes may be incompatible with any interest of the County. The Contractor shall take notice of and comply with the Cook County Lobbyist Registration Ordinance (No. 93-0-22, 6-22-93). The Contractor shall not use for personal gain or make other improper use of privileged information which is acquired in connection with the Contract.

GC-20 ACCIDENT REPORTS

The Purchasing Agent and Director shall be given written notification within twenty-four (24) hours of any occurrence, on the site or otherwise, which pertains in any way to this Contract and involves the Contractor's personnel, or those of any of his subcontractors or others whether said occurrence be in the nature of bodily injury to employees or third parties or property damage.

The report shall include the name of person(s) injured, name of his employer, date, time and location of occurrence, extent of injury and/or damage, name(s) of eyewitnesses, and who treated the person(s) for injuries sustained, and such other information as may be relevant. The Contractor shall notify the local police any occurrence requiring an official police record. The accident report should indicate whether the police were notified and, if so, the number of the police report.

GC-21 USE OF PREMISES

Contractor shall confer with the Director to ascertain full knowledge of all rules and regulations of the County facilities relative to this Contract and shall comply therewith. The Contractor shall confine the operations of its employees to the limits indicated by laws, ordinances, permits and/or direction of the Director and shall not encumber the premises with materials or debris. The Contractor shall not load or permit any part of the structure to be loaded with a weight that will endanger its safety.

The County reserves the right to prohibit any person from entering any County facility for any reason. All subcontractors, agents and employees of the Contractor shall be accountable to the Director while on any County property and shall abide by all security regulations imposed by the County.

GC-22 GENERAL NOTICE

All notices required pursuant to this Contract shall be in writing and addressed to the parties at their respective addresses set forth below. All such notices shall be deemed duly given if hand delivered or if deposited in the United States mail, registered or certified, return receipt requested. Notice as provided herein does not waive service of summons or process.

TO THE COUNTY:

PURCHASING AGENT
County of Cook
Room 1018 County Building
118 North Clark Street
Chicago, Illinois 60602
(Reference County Contract Number)

TO THE CONTRACTOR:

At address provided in its bid document or as otherwise indicated in writing to County.

GC-23 TERMINATION FOR CONVENIENCE

The County may terminate this Contract, or any portion, at any time by notice in writing from the County to the Contractor.

GC-24 GUARANTEES AND WARRANTIES

All guarantees and warranties required shall be furnished by the Contractor and shall be delivered to the Director before final voucher on the Contract is issued. The Contractor agrees that the Contract Goods or services to be furnished shall be covered by the most favorable commercial warranties the Contractor gives to any customer for the same or substantially similar Contract Goods or services and that the rights and remedies so provided are in addition to and do not limit any rights afforded to County.

GC-25 STANDARD OF CONTRACT GOODS

Only new, originally manufactured Contract Goods will be accepted by the County. The County will not accept any Contract Goods that have been refurbished, rebuilt, restored or renovated in any manner. In addition, experimental materials will not be acceptable. Contract Goods not produced by regular production methods and/or which have not been offered for sale to the public through accepted industry trade channels for a reasonable period of time prior to the offering of the proposal, will be considered experimental.

GC-26 DELIVERY

All Contract Goods shipped to the County shall be shipped F.O.B., DESTINATION, FREIGHT PREPAID. Arrangements shall be made in advance by the Contractor in order that the County may arrange for receipt of the materials.

Truck deliveries will be accepted before 3:00 P.M. on weekdays only. No deliveries will be accepted on Saturdays, Sundays or County Holidays. The County is not responsible for delivery delays due to waiting times for loading and unloading at dock locations.

The quantity of Contract Goods delivered by truck will be ascertained from a weight certificate issued by a duly licensed Public Weight-Master. In the case of delivery by rail, weight will be ascertained from bill of lading from originating line, but the County reserves the right to re-weigh at the nearest available railroad scale.

The County reserves the right to add new delivery locations or delete previously listed delivery locations as required during the Contract period. The only restriction regarding the County's right to add new delivery locations shall be that any new or additional location shall be within the geographical boundaries of the County of Cook.

GC-27 CONFIDENTIALITY AND OWNERSHIP OF DOCUMENTS

Contractor acknowledges and agrees that information regarding this Contract is confidential and shall not be disclosed, directly, indirectly or by implication, or be used by Contractor in any way, whether during the term of this Contract or at any time thereafter, except solely as required in the course of Contractor's performance of Services hereunder. Contractor shall comply with the applicable privacy laws and regulations affecting Owner and will not disclose any of Owner's records, materials, or other data to any third party. Contractor shall not have the right to compile and distribute statistical analyses and reports utilizing data derived from information or data obtained from Owner without the prior written approval of Owner. In the event such approval is given, any such reports published and distributed by Contractor shall be furnished to Owner without charge.

All documents, data, studies, reports, work product or product created as a result of the performance of Service(s) shall be the property of the County of Cook. It shall be a breach of this Contract for the Contractor to reproduce or use, any documents, data, studies, report, work product or product obtained from the County of Cook or created hereby for its own purposes or to be copied and used by any third party. During the performance of the Services herein provided for, the Contractor shall be responsible of any loss or damage to the documents herein enumerated while they are in his possession, and any such document lost or damaged shall be restored at the expense of the Contractor. Full access to the work during the preparation of the plans shall be available to the County and other public agencies interested in this work.

GC-28 QUANTITIES

The quantities of materials required for the performance of the Contract are estimates for the purpose of determining an approximate total Contract amount and may not be the actual quantities required during the term of the Contract. The County reserves the right to increase or decrease the quantities at the Contract price, to correspond to the actual needs of the County. The County will be obligated to order and pay for only such quantities as are from time to time ordered, delivered, and accepted on purchase orders issued by the Purchasing Agent.

GC-29 AUDIT; EXAMINATION OF RECORDS

The Contractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after the final payment under the Contract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices, and records of the Contractor related to the Contract, or to Contractor's compliance with any term, condition or provision thereof. The Contractor shall be responsible for establishing and maintaining records sufficient to document the costs associated with performance under the terms of this Contract.

The Contractor further agrees that it shall include in all of its subcontracts hereunder a provision to the effect that the subcontractor agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after final payment under the subcontract, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices and records of such subcontractor involving transactions relating to the subcontract, or to such subcontractor's compliance with any term, condition or provision thereunder or under the Contract.

In the event the Contractor receives payment under the Contract, reimbursement for which is later disallowed by the County, the Contractor shall promptly refund the disallowed amount to the County on request, or at the County's option, the County may credit the amount disallowed from the next payment due or to become due to the Contractor under any contract with the County.

GC-30 GOVERNING LAW

This Contract shall be governed by and construed under the laws of the State of Illinois. The Contractor irrevocably agrees that, subject to the County's sole and absolute election, any action or proceeding in any way, manner or respect arising out of the Contract, or arising from any dispute or controversy arising in connection with or related to the Contract, shall be litigated only in courts within the City of Chicago, County of Cook, State of Illinois, and the Contractor consents and submits to the jurisdiction thereof. In accordance with these provisions, Contractor waives any right it may have to transfer or change the venue of any litigation brought against it by the County pursuant to this Contract.

GC-31 WAIVER

No term or provision of this Contract shall be deemed waived and no breach consented to unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. The waiver of any such provision shall be strictly limited to the identified provision.

GC-32 ENTIRE CONTRACT

It is expressly agreed that the provisions set forth in this Contract constitute all the understandings and agreements between the parties. Any prior agreements, promises, negotiations, or representations not expressly set forth in this Contract are of no force and effect.

GC-33 FORCE MAJEURE

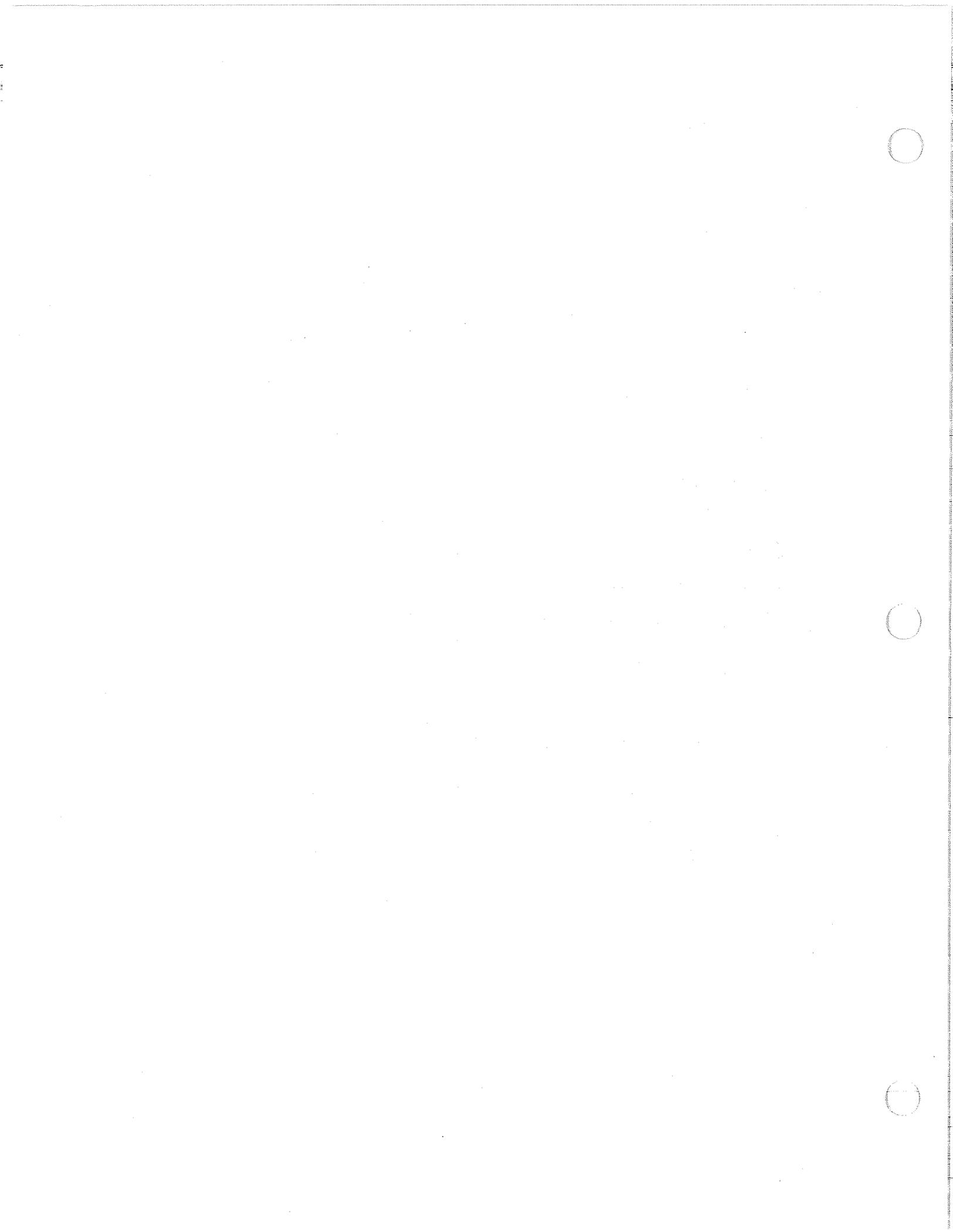
Neither Contractor nor County shall be liable for failing to fulfill any obligation under this Contract if such failure is caused by an event beyond such party's reasonable control and which is not caused by such party's fault or negligence. Such events shall be limited to acts of God, acts of war, fires, lightning, floods, epidemics, or riots.

GC-34 CONTRACT INTERPRETATION

Whenever the singular is used herein, the masculine, feminine and neuter gender shall be deemed to include the others. The headings of articles, paragraphs and sections in this Contract are included for convenience only and shall not be considered by either party in construing the meaning of this Contract. If any provision or clause of this Contract shall be held to be invalid, such provision or clause shall be deleted from the Contract and the Contract shall be construed to give effect to the remaining portions thereof.

This Contract shall be interpreted and construed based upon the following order of precedence of component parts. Such order of precedence shall govern to resolve all cases of conflict, ambiguity or inconsistency.

1. Addenda, if any.
2. Execution Forms
3. Specification.
4. Special Conditions.
5. General Conditions.
6. Instruction to Bidders.
7. Legal Advertisement.
8. Bid Proposal.



ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/18/2007

PRODUCER
Aon Risk Services, Inc. of New York
199 Water Street
New York NY 10038-3551 USA

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

PHONE - (866) 283-7122 FAX - (847) 953-5390

INSURED
Konica Minolta Business Solutions USA
500 Day Hill Road
Windsor CT 06095 USA

INSURERS AFFORDING COVERAGE		NAIC #
INSURER A:	Sompo Japan Insurance Company of America	11126
INSURER B:	Mitsui Sumitomo Insurance Co of America	20362
INSURER C:		
INSURER D:		
INSURER E:		

COVERAGES SIP May Apply

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

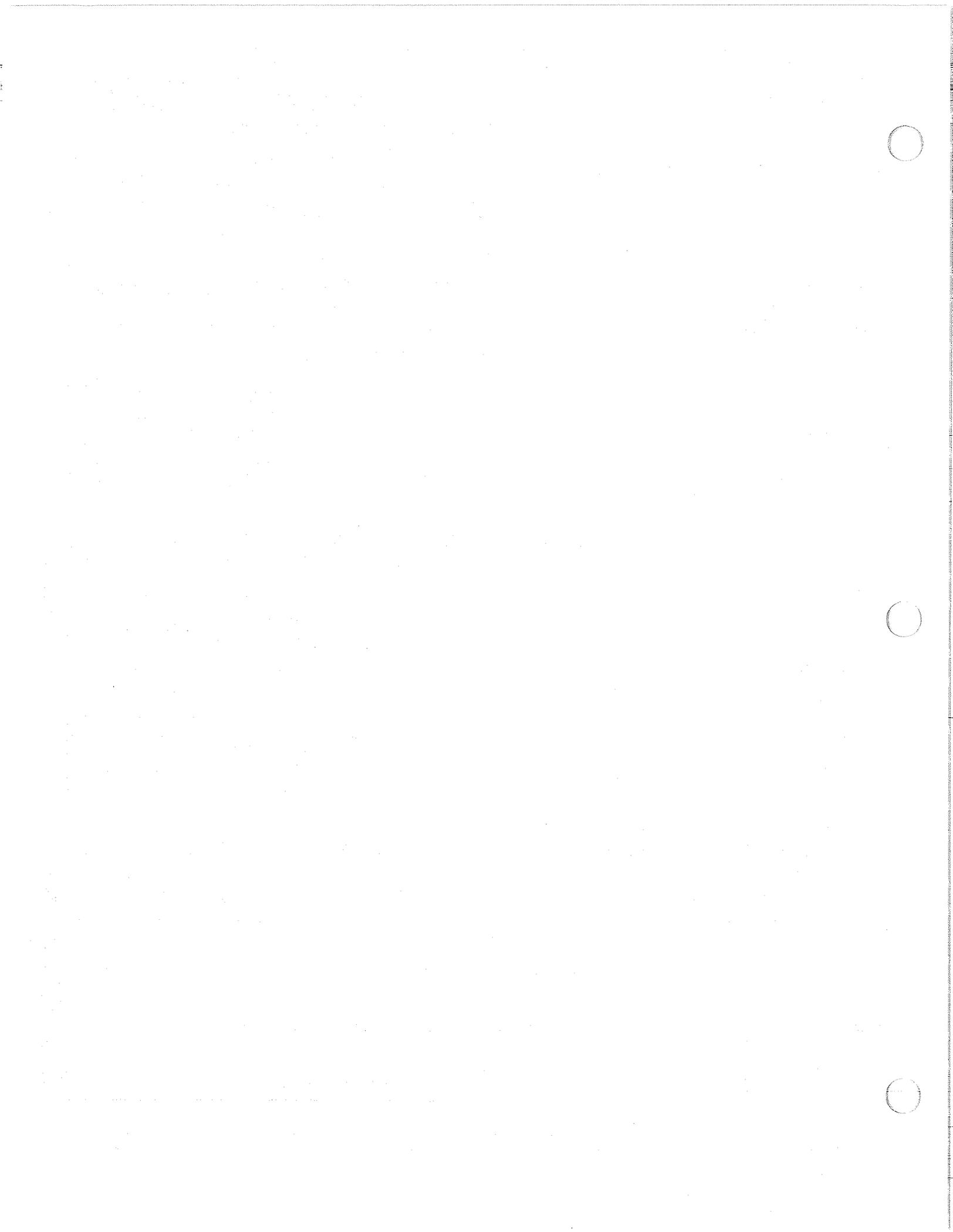
INSR LTR	ADD'L INSR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS	
B		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR _____ _____ GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	GL2121579 GENERAL LIABILITY	10/01/07	10/01/08	EACH OCCURRENCE	\$1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
						MED EXP (Any one person)	\$10,000
						PERSONAL & ADV INJURY	\$1,000,000
						GENERAL AGGREGATE	\$2,000,000
						PRODUCTS - COMP/OP AGG	\$2,000,000
A	A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON OWNED AUTOS <input checked="" type="checkbox"/> Comp. Ded. \$500 <input checked="" type="checkbox"/> Collision Ded. \$1000	ACV400009J0 ACV40011L0 (MA)	10/01/07 10/01/07	10/01/08 10/01/08	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
						BODILY INJURY (Per person)	
						BODILY INJURY (Per accident)	
						PROPERTY DAMAGE (Per accident)	
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	
						OTHER THAN AUTO ONLY: EA ACC	
						AGG	
B		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE _____ _____ <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$10,000	UMB5400622 UMBRELLA	10/01/07	10/01/08	EACH OCCURRENCE	\$10,000,000
						AGGREGATE	\$10,000,000
A	A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WCD410000A0 (AOS) WCN4000660 (OR, UT, WI)	10/01/07 10/01/07	10/01/08 10/01/08	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER	
						E.L. EACH ACCIDENT	\$1,000,000
						E.L. DISEASE-EA EMPLOYEE	\$1,000,000
						E.L. DISEASE-POLICY LIMIT	\$1,000,000
		OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
Evidence of Insurance

CERTIFICATE HOLDER	CANCELLATION
Konica Minolta Business Solutions USA, Inc. 500 Day Hill Rd. Windsor CT 06095 USA	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT. BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES. AUTHORIZED REPRESENTATIVE <i>Aon Risk Services Inc. of New York</i>

Holder Identifier: 570025622047 Certificate No: 570025622047





TODD H. STROGER
PRESIDENT



CARMEN TRICHE-COLVIN
PURCHASING AGENT

118 N. CLARK STREET
ROOM 1018
CHICAGO, ILLINOIS 60602
TEL: 312-603-5370
FAX: 312-603-3179

ADDENDUM NO. 1

DATE: JULY 16, 2008

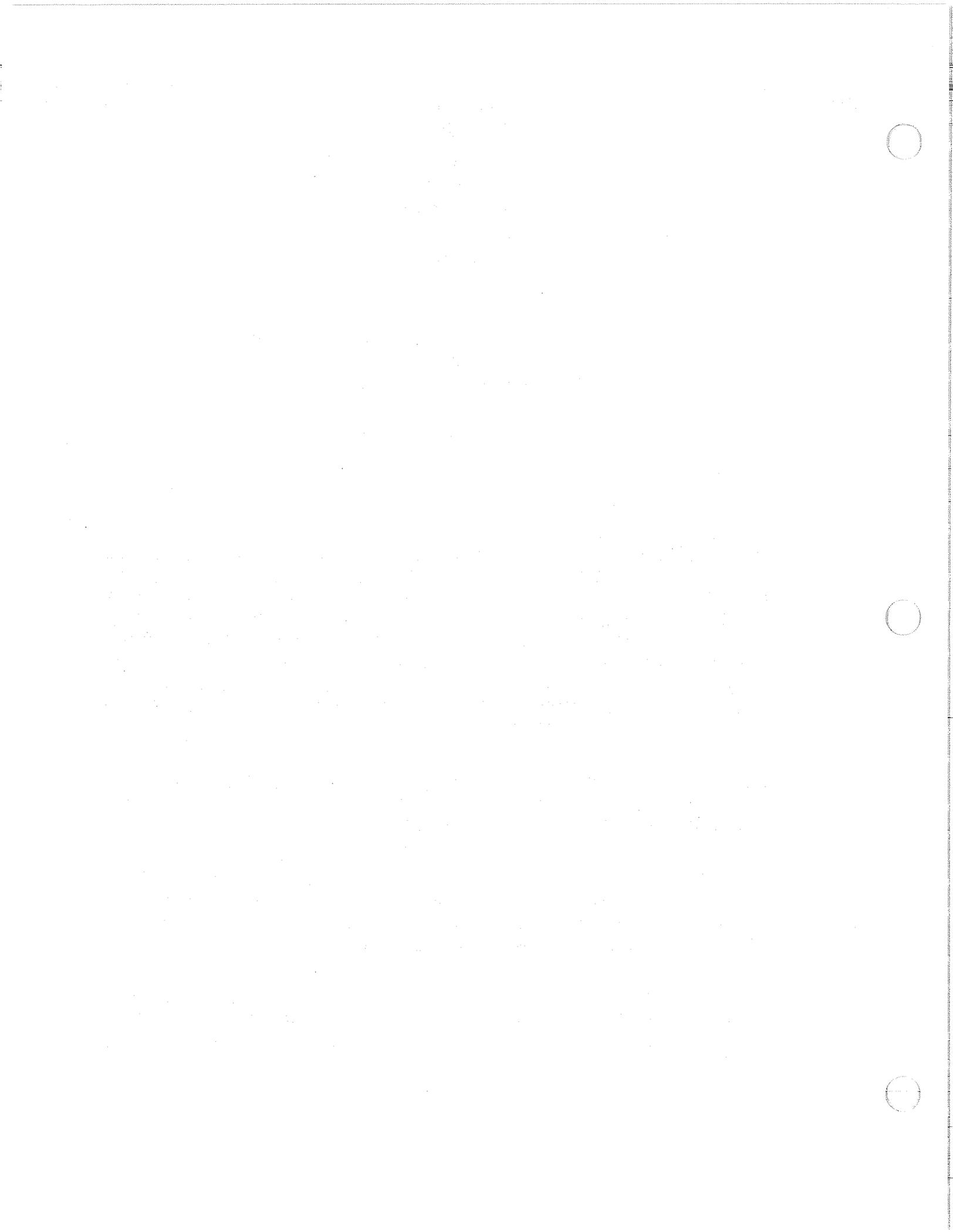
**PHOTOCOPIER LEASING ON A COST PER COPY BASIS
FOR
COOK COUNTY BUREAU OF ADMINISTRATION**

CONTRACT NO. 08-84-252

TO: ALL BIDDERS OF RECORD

SUMMARY - GENERAL

- A. GENERAL: THIS ADDENDUM REVISES BID DOCUMENTS. THIS ADDENDUM IS ISSUED TO BIDDERS OF RECORD PRIOR TO EXECUTION OF CONTRACT, AND FORMS A PART OF CONTRACT DOCUMENTS AND MODIFIES PREVIOUSLY ISSUED DOCUMENTS. INsofar AS PREVIOUSLY ISSUED CONTRACT DOCUMENTS ARE INCONSISTENT WITH MODIFICATIONS INDICATED BY THIS ADDENDUM, MODIFICATIONS INDICATED BY THIS ADDENDUM SHALL GOVERN. WHERE ANY PART OF THE CONTRACT DOCUMENTS ARE MODIFIED BY THIS ADDENDUM, ALL UNALTERED PROVISIONS SHALL REMAIN IN EFFECT.**
- B. BID FORM: ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN SPACE PROVIDED ON BID FORM ON THE EXECUTION PAGES. FAILURE TO DO SO WILL SUBJECT BIDDER TO DISQUALIFICATION.**
- C. ATTACHMENTS: THE ADDENDUM INCLUDES ATTACHMENTS DESCRIBED IN THIS ADDENDUM. ONE COPY OF EACH ATTACHMENT IS ISSUED WITH THIS ADDENDUM, UNLESS OTHERWISE INDICATED. CHECK RECEIPT OF ATTACHMENTS ISSUED WITH THIS ADDENDUM.**
- D. FILING: INSERT ATTACHMENTS IN RESPECTIVE CONTRACT DOCUMENT IN CORRECT SEQUENCE AND LOCATION. REVISE SPECIFICATION CONTENTS AND DRAWING LIST TO REFLECT MODIFICATIONS OF THE ADDENDUM, AS APPLICABLE.**



Contract Document Number 08-84-252 - Addendum No. 1.

Page Two

IN RESPONSE TO AN INQUIRY FROM A POTENTIAL BIDDER, PLEASE BE ADVISED OF THE FOLLOWING:

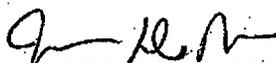
1.) QUESTION: ON PAGE S-12 UNDER ITEM 7-HIGH VOLUME MULTIFUNCTIONAL PHOTOCOPIER, THE SPECIFICATIONS ON "FACSIMILE MULTIFUNCTIONAL MODE YES IS REQUIRED". OUR COMPANY WOULD REQUEST THIS SPECIFICATION TO BE MARKED "NO", SINCE THIS MODE WOULD GREATLY REDUCE PRODUCTIVITY OF UNIT AND MOST OF ALL WOULD LIMIT THE FIELD OF BIDDERS.

ANSWER: THE COUNTY IS NO LONGER REQUIRING FACSIMILE MULTIFUNCTIONAL MODE FOR ITEM NO. 7. PLEASE REFER TO THE ATTACHED SPECIFICATIONS PAGES S-1A AND S-12A.

ITEM NO. 1 - SPECIFICATIONS PAGES S-1 AND S-12

CHANGE FROM: REMOVE THE SPECIFICATIONS PAGES S-1 AND S-12.

CHANGE TO: INSERT THE ATTACHED SPECIFICATIONS PAGES S-1A AND S-12A.


ORIGINATED BY:
JAMES DePINO
SUPERVISOR


CARMEN TRICHE-COLVIN
PURCHASING AGENT
OF COOK COUNTY

SPECIFICATIONS**GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS**

All Bidders must provide complete written technical literature including all Manufacturer's Names and Model Numbers of that which is offered to enable Cook County Bureau of Administration to evaluate compliance with the technical specifications. The equipment and other deliverables, or components of the system, must meet or exceed the following minimum technical specifications:

The County of Cook is interested in employing a Vendor to provide digital, multifunction photocopiers on a cost per copy basis for 28 agencies which currently require 587 photocopiers. Additionally, the Vendor will provide a cost proposal price for 3 color copiers as shown in Item No. 8 for a total of 590 copiers.

The County is soliciting bids from Vendors interested in providing, maintaining, and managing standardized, right sized photocopiers on a cost per copy basis.

The total average anticipated copy volume is approximately 4,200,000 copies per month 50,400,000 copies per year. A list of requested equipment by department is shown in the department equipment request and annual volume total report. The winning Bidder shall charge the County on a cost-per-copy basis. The price per copy shall include, but not be limited to, all copiers, delivery, installation, all supplies (excluding paper) needed to operate the copiers (toner, developer, fuser oil, etc.) delivery of supplies, training and removal of the machines upon termination of the Contract. The cost per copy shall also include all parts necessary for repair and preventative maintenance throughout the contract period.

All photocopiers must have printing, faxing (except for item no. 7), and scanning hardware installed at the time of delivery. Scan function must include the ability to scan to a network file and e-mail. Vendor must provide technical support for these additional features at no additional cost.

At the time of submission and throughout the contract period, Bidders must be a factory-authorized distributor or an authorized dealership with factory trained service technicians, fully qualified to service their installed machines, and submit proof of such training with the proposal.

The transition between old equipment removal and new equipment installation must be peaceful with a minimum of disruption to the County users. Please submit a description of the implementation/installation plan and attach to the bid proposal.

The existing photocopiers being replaced are from a previous cost per copy contract. This equipment is the property of the present Vendor. The Vendor must work with the present Vendor to make sure no department or location is without use of a photocopier at any time during the installation.

SPECIFICATIONS

ITEM NO. 7: HIGH VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	80 (CPM)
MONTHLY VOLUME:	UP TO 350,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	25% TO 400%
RDF, RADF OR EQUAL:	YES
STAPLER SORTER:	20 BIN STAPLE SORTER, 50 SHEETS PER BIN/STAPLE UP TO 50 SHEETS; OR FINISHER TO STAPLE UP TO 50 SHEETS
COPIER RESOLUTION:	600 X 600 dpi
PAPER CAPACITY:	6,000 SHEETS
MARGIN SHIFT:	YES
AUTOMATIC PAPER SELECTION:	YES
NETWORK PRINTER MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	NO
COPIER MEMORY:	32MB
PRINTER MEMORY:	32MB
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

ITEM NO 8: COLOR MULTIFUNCTION PHOTOCOPIER

SPEED:	30 (CPM)
MONTHLY VOLUME:	UP TO 30,000 SHEETS
ESTIMATED COLOR COPIES PER MONTH:	7,500
ESTIMATED BLACK AND WHITE COPIES PER MONTH:	7,500
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 30 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
RDF, RADF OR EQUAL:	YES
PAPER CAPACITY:	2,000 SHEETS
BYPASS:	1 SHEET
STAPLER SORTER:	10 BIN STAPLER SORTER, 10 SHEETS PER BIN/STAPLE UP TO 10 SHEETS
COLOR RESOLUTION:	600 X 600 dpi
PRINTER MEMORY:	512 MB
NETWORK PRINTER MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

TODD H. STRÖGER
PRESIDENT



CARMEN TRICHE-COLVIN
PURCHASING AGENT

118 N. CLARK STREET
ROOM 1018
CHICAGO, ILLINOIS 60602
TEL: 312-603-5370
FAX: 312-603-3179

ADDENDUM NO. 2

DATE: AUGUST 5, 2008

**PHOTOCOPIER LEASING ON A COST PER COPY BASIS
FOR
COOK COUNTY BUREAU OF ADMINISTRATION**

CONTRACT NO. 08-84-252

TO: ALL BIDDERS OF RECORD

SUMMARY - GENERAL

- A. **GENERAL:** THIS ADDENDUM REVISES BID DOCUMENTS. THIS ADDENDUM IS ISSUED TO BIDDERS OF RECORD PRIOR TO EXECUTION OF CONTRACT, AND FORMS A PART OF CONTRACT DOCUMENTS AND MODIFIES PREVIOUSLY ISSUED DOCUMENTS. INsofar AS PREVIOUSLY ISSUED CONTRACT DOCUMENTS ARE INCONSISTENT WITH MODIFICATIONS INDICATED BY THIS ADDENDUM, MODIFICATIONS INDICATED BY THIS ADDENDUM SHALL GOVERN. WHERE ANY PART OF THE CONTRACT DOCUMENTS ARE MODIFIED BY THIS ADDENDUM, ALL UNALTERED PROVISIONS SHALL REMAIN IN EFFECT.
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- D. **FILING:** INSERT ATTACHMENTS IN RESPECTIVE CONTRACT DOCUMENT IN CORRECT SEQUENCE AND LOCATION. REVISE SPECIFICATION CONTENTS AND DRAWING LIST TO REFLECT MODIFICATIONS OF THE ADDENDUM, AS APPLICABLE.

IN RESPONSE TO AN INQUIRY FROM A POTENTIAL BIDDER, PLEASE BE ADVISED OF THE FOLLOWING:

- 1.) QUESTION: GIVEN THE SIZE AND SCOPE OF THIS RFP, WOULD IT BE POSSIBLE TO RECEIVE AN EXTENSION? IF SO, WHAT LENGTH OF TIME WOULD BE ACCEPTABLE?

ANSWER: THERE WILL BE NO EXTENSION FOR THIS BID.

- 2.) QUESTION: IS IT POSSIBLE FOR THE COUNTY TO WAIVE OR ELIMINATE THE TERMINATION FOR CONVENIENCE CLAUSE?

ANSWER: NO.

- 3.) QUESTION: WILL THE COUNTY CONSIDER ANY BID THAT INCLUDES MODIFIED OR ADDITIONAL TERMS IF A REQUEST WAS NOT MADE TO THE COUNTY FOR APPROVAL PRIOR TO SUBMISSION OF THE BID?

ANSWER: NO.

- 4.) QUESTION: CAN THE COUNTY PROVIDE A COMMITTED MINIMUM NUMBER OF COPIES PER YEAR AND, IF SO, WHAT IS THAT NUMBER?

ANSWER: THE ESTIMATED ANNUAL USAGE FOR THE COPIERS ON THIS BID IS 50,400,000 COPIES AS INDICATED ON SPECIFICATIONS PAGE S-1B, 4TH PARAGRAPH.

- 5.) QUESTION: OVER WHAT PERIOD OF TIME DOES THE COUNTY REQUIRE THE INITIAL 562 DEVICES TO BE INSTALLED?

ANSWER: THE EQUIPMENT SHALL BE INSTALLED WITHIN A TWO TO THREE WEEK PERIOD. PLEASE REFER TO THE ATTACHED SPECIFICATIONS PAGE S-1B.

- 6.) QUESTION: IS THERE ANY LATITUDE ON THE REQUIREMENT FOR DELIVERY 3 WEEKS AFTER ISSUANCE OF A P.O.? UPON INITIAL AWARD, THERE MAY BE A NEED FOR MUTUAL PLANNING THAT WOULD REQUIRE ADDITIONAL TIME. OUR EXPERIENCE HAS BEEN THAT, AFTER INITIAL AWARD, UP TO 90 DAYS MAY BE REQUIRED TO COMPLETE THE PLANNING AND DEPLOYMENT OF A LARGE ROLL OUT.

ANSWER: THE COUNTY DOES NOT REFERENCE "DELIVERY 3 WEEKS AFTER ISSUANCE OF A P.O." ANYWHERE IN THE BID DOCUMENT.

7.) QUESTION: WILL THE COUNTY CONSIDER ELIMINATING THE STIPULATION THAT EQUIPMENT CAN BE DELETED FROM THE CONTRACT AT ANY TIME?

ANSWER: NO.

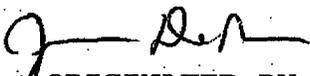
8.) QUESTION: IS THERE ANY LATITUDE ON THE REQUIREMENT FOR ALL ITEM 2 MACHINES TO HAVE 11" BY 17" CAPABILITY?

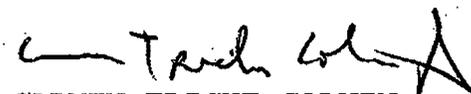
ANSWER: NO.

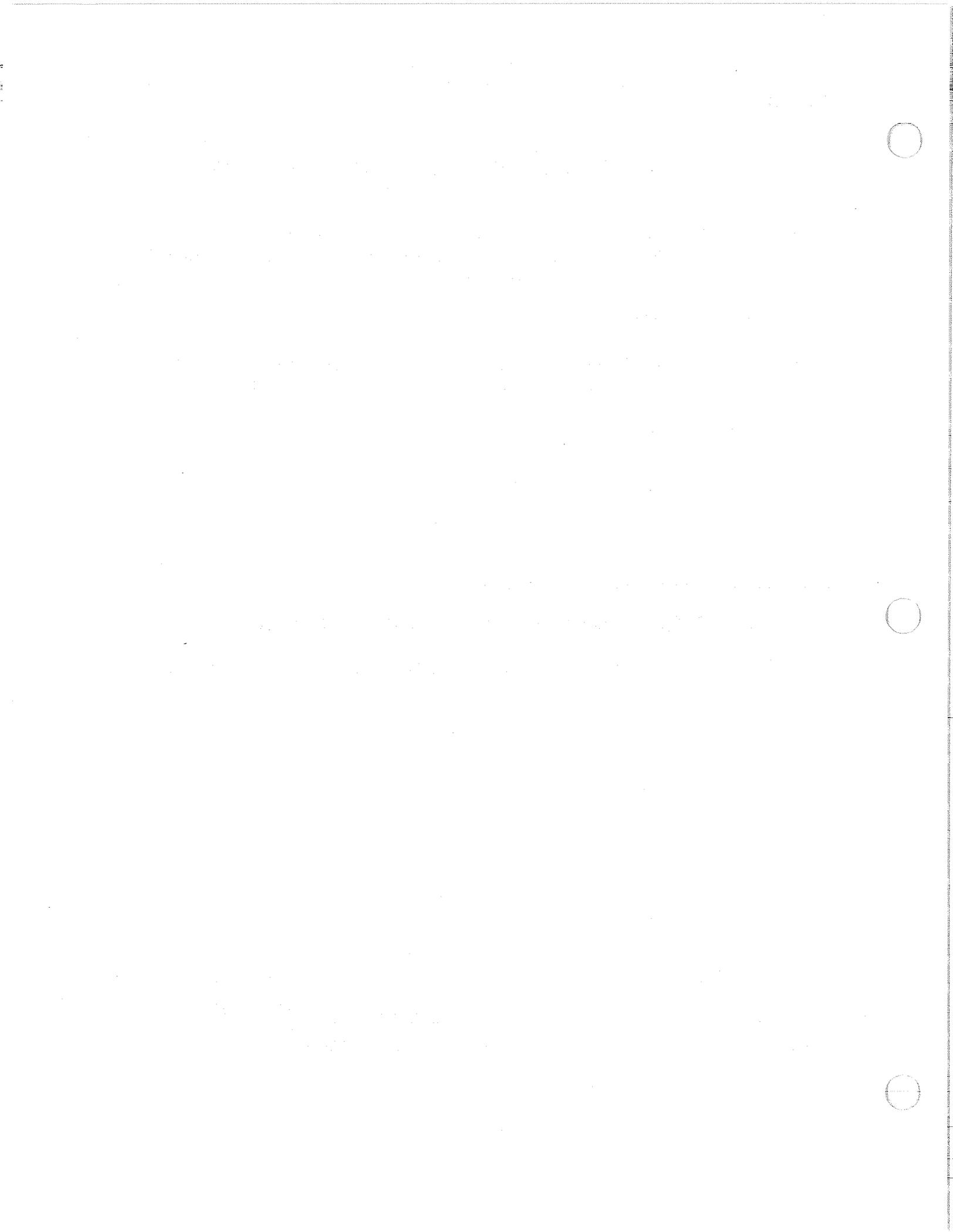
ITEM NO. 1 - SPECIFICATIONS PAGE S-1A

CHANGE FROM: REMOVE THE SPECIFICATIONS PAGE S-1A.

CHANGE TO: INSERT THE ATTACHED SPECIFICATIONS PAGE S-1B.


ORIGINATED BY:
JAMES DePINO
SUPERVISOR


CARMEN TRICHE-COLVIN
PURCHASING AGENT
OF COOK COUNTY



SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS

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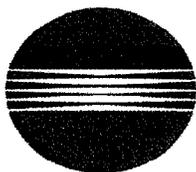
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KONICA MINOLTA

Customer Confidence Guarantee

At Konica Minolta, we are committed to the continuing achievement of the highest quality workmanship, customer service, and technical support in the office products industry.

In view of this commitment to the highest standards of excellence, we offer the Customer Confidence Guarantee.

Konica Minolta agrees¹ to maintain the equipment covered by this guarantee in good operating condition, providing necessary maintenance, service, and repairs as specified by the terms of the written maintenance agreement.

If our Service Representative is unable to repair a product covered under the Guarantee at your location, we shall provide, at no extra charge, an equivalent replacement machine. Replacement equipment may be like-for-like or reconditioned.

We commit to this agreement to ensure
your total confidence in
our Konica Minolta products.

¹ Subject to the Terms and Conditions indicated on the reverse side.

Terms & Conditions

If Konica Minolta is unable to satisfactorily service a Konica Minolta product in the field, a comparable replacement model will be provided to you at no charge.

All Konica Minolta products placed by a Konica Minolta Branch are eligible for coverage provided that they are continuously maintained through a written maintenance agreement between the Customer and Konica Minolta from the date of installation.

This Guarantee:

- > Provides complete service, and may include Konica Minolta supplies, excluding paper, for the specified number of years stated in the written maintenance agreement between Konica Minolta and the Customer.
- > May be covered up to a maximum period of five years, as determined by Konica Minolta.
- > Includes all Konica Minolta new and remanufactured products provided they are continuously maintained through a written maintenance agreement between the Customer and Konica Minolta from date of installation.
- > Does not apply to equipment that is operated outside Konica Minolta's recommended specifications.
- > Does not apply to equipment damaged or destroyed by Customer abuse or act of God.
- > Does not apply to printing issues associated with changes in the Customer's networked environment; including operating system updates, new software applications, topology changes, or any other other connectivity related issue.
- > Will become invalid as a result of any act on the Customer's part which is CONTRARY to what is stated on the Guarantee.
- > Is up to Konica Minolta's discretion to decide if the machine is un-repairable, and if replacement is necessary.

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A. INC., MAKES NO WARRANTIES WHATSOEVER, EXPRESS OR IMPLIED, WITH REGARD TO THE PRODUCTS PURCHASED, LEASED OR RENTED BY CUSTOMER, THE SERVICE, THE SOFTWARE INCLUDED WITH THE PRODUCT OR ITS INSTALLATION AND MAINTENANCE, AND EXPRESSLY EXCLUDES ALL OTHER WARRANTIES INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

CUSTOMER'S EXCLUSIVE REMEDY SHALL BE REPLACEMENT OR REPAIR OF THE PRODUCT OR NON-CONFORMING PARTS AT THE OPTION OF KONICA MINOLTA, AS PROVIDED FOR IN THIS CUSTOMER CONFIDENCE GUARANTEE. KONICA MINOLTA SHALL NOT BE LIABLE FOR ANY DAMAGES, INCLUDING BUT NOT LIMITED TO DAMAGES DUE TO LOSS OF DATA OR INFORMATION OF ANY KIND, LOSS OF OR DAMAGES TO REVENUE, PROFITS OR GOODWILL, DAMAGES DUE TO ANY INTERRUPTION OF BUSINESS, DAMAGE TO CUSTOMER'S COMPUTERS OR NETWORKS, EVEN IF THE CUSTOMER HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. CUSTOMER EXPRESSLY WAIVES ITS RIGHTS TO SPECIAL, CONSEQUENTIAL, EXEMPLARY, INCIDENTAL OR PUNITIVE DAMAGES.

CUSTOMER CONFIDENCE GUARANTEE AUTHORIZATION FORM

Date: _____

Customer: _____

Address: _____

Customer Signature _____

Konica Minolta Authorized Signature _____

Print Name & Title _____

Print Name & Title _____

Install Date: _____ Model: _____ Serial No. _____

Check One: New Remanufactured

Equipment Location: _____

SPECIAL CONDITIONS

SC-01 SCOPE

The Contractor shall furnish PHOTOCOPIER LEASING ON A COST PER COPY BASIS for COOK COUNTY BUREAU OF ADMINISTRATION, all in accordance with the Contract Documents, Specifications AND Proposal herein.

SC-02 CONTRACT PERIOD

This is a requirement contract for sixty (60) months effective after award by the Board of Commissioners and after proper execution of the Contract Documents.

SC-03 AWARD OF CONTRACT

It is the intent of the County to award this bid in whole and not in part. The County reserves the right to award this contract in the best interest of the County.

SC-04 INQUIRIES

For inquiries after award of the contract, please contact

MR. JERRY PRAY
COOK COUNTY BUREAU OF ADMINISTRATION
(312) 603-2018

A copy of any written request for interpretation of documents shall be provided to the Office of the Purchasing Agent at the address set forth below.

Inquiries about the interpretation of the Specifications must be made only in writing and shall be directed to the Purchasing Agent. Inquiries will be answered in writing, if deemed necessary, by means of an Addendum issued by the Office of the Purchasing Agent. (Reference Instructions to Bidders, Section IB-05 "Exceptions", Page IB-2). Inquiries must be received no later than 5:00 p.m. on Wednesday, August 6, 2008. Inquiries will be answered by the close of business on Friday, August 8, 2008.

DURING THE BIDDING PROCESS, ALL INQUIRIES MUST BE DIRECTED, IN WRITING, ONLY TO THE COOK COUNTY PURCHASING AGENT AS FOLLOWS:

CARMEN TRICHE-COLVIN
COOK COUNTY PURCHASING AGENT
118 N. CLARK ST., #1018
CHICAGO, IL 60602

SC-05 BID DEPOSIT

Instruction to Bidder IB-04, Bid Deposit, is modified as follows: A bid deposit in the amount of one percent (1%) of total bid will be required for each bid proposal. The bid deposit shall be submitted along with the bid proposal. Bid bonds are acceptable, in accordance with the conditions stated in IB-04.



SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS

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SPECIFICATIONS

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The County is soliciting bids from Vendors interested in providing, maintaining, and managing standardized, right sized photocopiers on a cost per copy basis.

The total average anticipated copy volume is approximately 4,200,000 copies per month 50,400,000 copies per year. A list of requested equipment by department is shown in the department equipment request and annual volume total report. The winning Bidder shall charge the County on a cost-per-copy basis. The price per copy shall include, but not be limited to, all copiers, delivery, installation, all supplies (excluding paper) needed to operate the copiers (toner, developer, fuser oil, etc.) delivery of supplies, training and removal of the machines upon termination of the Contract. The cost per copy shall also include all parts necessary for repair and preventative maintenance throughout the contract period.

All photocopiers must have printing, faxing, and scanning hardware installed at the time of delivery. Scan function must include the ability to scan to a network file and e-mail. Vendor must provide technical support for these additional features at no additional cost.

At the time of submission and throughout the contract period, Bidders must be a factory-authorized distributor or an authorized dealership with factory trained service technicians, fully qualified to service their installed machines, and submit proof of such training with the proposal.

The transition between old equipment removal and new equipment installation must be peaceful with a minimum of disruption to the County users. Please submit a description of the implementation/installation plan and attach to the bid proposal.

The existing photocopiers being replaced are from a previous cost per copy contract. This equipment is the property of the present Vendor. The Vendor must work with the present Vendor to make sure no department or location is without use of a photocopier at any time during the installation.



SPECIFICATIONSGENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

Bidders may be required to bring in a machine from each photocopier item bid for a demonstration at a County Complex or may be required to demonstrate the equipment at the Vendor's site, to be determined, at no cost to the County, before contract award is made. The County reserves the right to visit and inspect the premises and operation of any Bidder.

One monthly invoice shall be submitted to the Cook County Bureau of Administration for payment. The invoice must be accompanied by the monthly report as described in "VENDOR REPORTS". The invoice shall reflect the number of copies at the base rate and the number of copies at the overage rate. Vendor shall submit with his invoice and voucher form an itemization showing, at a minimum, the location of each machine, the Serial number, the number of copies run on each machine during the billing period and the beginning and ending monthly meter reading for each machine. A sample billing must be included in the bid.

All additions and deletions of equipment, accessories and all services shall be handled in the form of a written notification subject to approval by the County. All equipment and accessory additions shall be coterminous with the balance of the contract. Delivery of additional equipment and/or accessories shall be made in two weeks or less; the reason for any deliveries taking in excess of two weeks must be submitted to the Cook County Bureau of Administration, in writing, within the two-week time frame. The County expects a minimal amount of photocopier additions being made to this contract. Such additions will be made within the first 24 months of the contract period.

Vendors must provide with the bid a certification from the manufacturer, executed by a corporate officer, stating that the Vendor is an authorized representative of the manufacturer.

Vendor shall also be responsible for removal of all debris associated with the installation of new photocopiers.

The manufacturer's recommended preventative maintenance schedule for each piece of equipment proposed must be included with your proposal.

The County reserves the right to delete equipment from the Contract at any time during the Contract Period if it is deemed not necessary or needed.

The Vendor must provide industrial grade digital power filters for all equipment installed.

SPECIFICATIONSGENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

Bidders shall provide an operator's manual with each unit at time of delivery.

Vendor shall be responsible for all material(s) shipped prior to and during installation until the County gives acceptance in writing. All risk, loss, or expense associated with storing material(s) prior to the date of acceptance by the County is the responsibility of the Vendor.

The Vendor will be responsible for all "casual user" and "key operator" training required for operation of the proposed equipment at the County sites. Vendor will also provide training for new employees and/or equipment, in a timely manner as required for the proper operation of said equipment. All training shall be at no additional cost to the County. Training must be performed within two weeks after installation. Product trainers must be certified by the manufacturer.

Key Operators shall be trained in the removal of simple misfeeds, the addition of supplies and toner, and the cleaning disciplines required of the specific machine. They must also be instructed in the routine necessary to request service, phone numbers to call, and people to reach.

It will be the responsibility of the Vendor to have qualified, trained sales/service personnel to provide technical assistance at any location, including assistance in problem solving, maintenance, machine operation, etcetera. Vendor must also have access to manufacturer's technical resources for problems that are beyond the ability of the Vendor's personnel. Such assistance shall be available at no cost and within a reasonable period of time, as determined by the County Administrator.

The successful Vendor shall provide dedicated service technicians, trained and qualified by the equipment manufacturer on the equipment installed. Response times for copiers shall be within two business hours of request in which the Vendor must call the department.

Equipment that cannot be repaired within one business day shall be replaced with a loaner of equal performance until the original equipment is properly functioning. Bidder shall submit with bid proposal-service call request procedures, the number of dedicated technicians, and the factory certification of the technicians.

Vendor must provide an on-site technician at Stroger Hospital to service Stroger Hospital Campus equipment. The County will provide an office space with a fax line for technician.

The Vendor shall provide replacement machines equal to the machines being replaced at no additional cost to the County if any machine must be removed from its installation location for repairs. The Vendor shall permanently replace any copy machine, which is mutually deemed ineffective or faulty. Replacement machines shall be provided at no additional charge to the County.

If five (5) or more service calls are placed on the same machine within a two (2) month period, the County reserves the right to have that machine replaced.

All photocopiers must have a tag or label affixed to the equipment showing the phone numbers to call for service and supplies.

SPECIFICATIONSGENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

The Vendor shall hold title to all equipment and accessories provided under the contract. Even though the copiers and accessories will be installed on County premises, the County shall be relieved from risk, loss, or damage during the period of transportation, installation and during the entire time the equipment is in the possession of the County.

At delivery/installation, the following must be provided to the County Administrator for each unit placed:

- . Model number
- . Serial number
- . Location code
- . Beginning meter reading

The Vendor shall be responsible for obtaining meter readings on a monthly basis. The County shall be given a copy of these meter readings along with detailed service reports on each copier placed, as stated in "VENDOR REPORTS", so as to aid in monitoring individual copier performance. Vendor must submit proposed procedures on how meter reading will be obtained. Vendor must have system to retrieve meter readings remotely. Vendor must provide information related to this remote meter reading system with the proposal.

Maintenance and service shall include all parts (including drums, rollers, circuit boards, etc.) necessary to service and repair copy machines.

Vendor shall be required to provide all supplies necessary to operate the copiers (including toner, developer, fuser oil, staples, etc.) with the exception of paper.

The County will provide all paper. Vendor's proposed equipment must produce legible, clean copies. The determination of copy legibility will be made solely by the County. The County will not be responsible for payment associated with illegible copies. County Agencies will be instructed to keep those copies to be picked up and counted by Vendor personnel. Credit should be shown on monthly invoice and voucher.

Supplies shall be delivered in sufficient quantities to operate all equipment for a minimum of thirty (30) days based upon projected usages indicated herein. All supplies shall be those which are recommended for use by the original equipment manufacturer. Vendor shall ship latest expiration date available for all supplies.

Vendor shall wipe out hard drive/erase all information after each photocopier is removed at the end of the contract term.

Vendor shall provide software with the ability to compile usage data as well as information on consumables and operating status.

The County must be able to access usage and other data remotely for all equipment connected to the County network.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

Vendor shall provide and pay for all materials, labor, tools, transportation and handling, and other facilities necessary for the furnishing, delivery, assembly plus inspection before and after installation of all items specified herein.

Any surge suppressor required for the operation, or protection, of any equipment covered by this contract shall be provided by the awarded Vendor.

The County shall make every effort to ensure that the placement of copiers, by volume classification, are directly related to the estimated average monthly volume of copies produced at a given copier location. After the transition period, if there is overuse/underuse for three (3) consecutive months at any location, then the Vendor may recommend in writing, with supporting documentation of the usage history, to replace with a correct volume machine. The Vendor may also request that a copier be replaced by one of greater technology and enhanced features. The final decision, however, as to the volume classification machine or advanced technology replacement that is appropriate for any site shall be solely that of the County of Cook. After the initial three (3) month review by the County and Vendor, replacement equipment must be new. Thereafter, replacement equipment must meet or exceed the specifications, conditions and degree of the past use of the present machine.

During the course of this contract, it may be necessary for various reasons to relocate installed copiers. After initial installation, any copier may be relocated one (1) time per contract period at no additional charge. Copier relocation will be done by the Vendor unless the Vendor determines the relocation would not require trained personnel.

THE PURCHASE ORDER WILL BE ISSUED AS FOLLOW: THE FIRST PURCHASE ORDER WILL COVER FROM THE START OF THE CONTRACT THROUGH NOVEMBER 30, 2008. THE SUBSEQUENT PURCHASE ORDERS WILL BE ISSUED ON AN ANNUAL BASIS FOR THE PERIOD DECEMBER 1 THROUGH NOVEMBER 30 UNTIL THE CONTRACT EXPIRES.

1. MONTHLY REPORTS: The Vendor shall provide a report monthly which includes current month's usage, cumulative usage and projected annual usage. The report should also include a table similar to the one shown on the Proposal pages of this document showing the actual number of copiers installed that particular month as well as the total base copies for the month. This report must accompany the monthly invoice.

SPECIFICATIONS

GENERAL SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS
(CONTINUED)

2. **QUARTERLY REPORTS:** The Vendor shall maintain an inventory record that identifies all equipment delivered under this contract. The inventory record will be provided to the Cook County Bureau of Administration on a quarterly basis and is due on the 20th calendar day for the previous quarter and shall contain: (1) make and model, agency, location and serial number of all installed equipment, (2) Vendor's record of performed maintenance and repair, including a record of all traceable calls and the time each copier was out of service for repair, (3) monthly volume of copies produced, by machine, (4) total billing for all copier services provided during this period, and (5) average monthly usage, by machine, for the contract period to date.

3. **SEMI-ANNUAL REPORTS:** The Vendor shall provide a semi-annual usage report to the Cook County Bureau of Administration for each location by machine. At this time, Vendor shall review the copier volume categories and make recommendations based on the over usage/under usage of the machine.

Samples of these reports must be included with the bid proposal.

It will be the responsibility of the Vendor to notify the County when a copier is discontinued by the manufacturer and becomes unavailable. The Cook County Bureau of Administration must approve the replacement model being offered by the Vendor. Such approval is contingent upon compliance with the following conditions:

The replacement request must be in writing to the Cook County Bureau of Administration.

The replacement copier is of equal or greater capability and offers the same or more features than the discontinued model.

The replacement copier has the same cost-per-copy price as the discontinued model.

To evaluate bid submissions, Bidders must submit the following information as stated in the specifications section of this document:

1. **Technical Literature**
2. **Sample Monthly Invoice**
3. **Implementation/Installation Plan**
4. **Proof of Factory Authorization and Training**
5. **Manufacturer Certification**
6. **Manufacturer's Recommended PM Schedule for each piece of equipment**
7. **Call Request Procedure**
8. **meter reading procedures**
9. **description of remote meter reading system**
10. **report samples**

SPECIFICATIONS

SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS (CONTINUED)

LEASING CONTRACT DISTRIBUTION OF COPIERS

	Item #1 - Table Top 15 CPM	Item #2 - 20 CPM	Item #3 - 28 CPM	Item #4 - 40 CPM	Item #5 - 50 CPM	Item #6 - 60 CPM	Item #7 - 80 CPM	Total Copiers	Estimated Annual Volume	Estimated Monthly Volume
		13	35	12	2			62	4,300,000	358,333
		7	10	1	3			21	1,600,000	133,333
		7	4	1				12	550,000	45,833
ort			2	1	2	1		6	1,100,000	91,667
		1	8					9	500,000	41,667
oport		1	1	4	1			7	750,000	62,500
						1		1	50,000	4,167
	2	2	2	2	2			10	850,000	70,833
s		19	8	10	7			44	3,500,000	291,667
ency		2						2	75,000	6,250
		26	5	1		1		33	1,200,000	100,000
		30	9	2	1		2	44	2,200,000	183,333
			3	2	1			6	650,000	54,167
		1	12	7	3	1	1	25	3,200,000	266,667
		24	5	6	6	3	1	45	4,120,000	343,333
			3					3	150,000	12,500
		2	2	1				5	250,000	20,833
		1	1					2	50,000	4,167
		11	14	4	2			31	2,100,000	175,000
		5	6					11	475,000	39,583
		7	8		1			16	825,000	68,750
Services			2	1				3	230,000	19,167
				1				1	150,000	12,500



SPECIAL CONDITIONS

SC-06 PERFORMANCE AND PAYMENT BOND

Contractor shall provide a performance and payment bond in conformance with Instructions to Bidder IB-14. The bond required for this contract shall be equal to 100% of the anticipated contract cost for one year, and shall have a one year term. Contractor shall renew the Bond on or before the anniversary date for each successive year of the contract and for any renewals or extensions. The "anticipated contract cost for one year" shall be calculated as one-fifth of the total bid amount. Annual renewal bonds shall fully comply with the requirements of Instruction to Bidders, IB-14 and shall be submitted to the Purchasing Agent. Failure to furnish bond renewals on or before the anniversary dates as herein required shall constitute a default by the Contractor. In addition to the remedies provided to County by General Condition GC-11, County may elect to withhold the amount from monthly invoices following the anniversary date. Such amount shall be withheld until required bonds are submitted to the Purchasing Agent. Thereafter, Contractor may include the withheld amount in its next monthly invoice for payment.

SC-07 SERVICE LOCATIONS

All services shall be made as needed to the following locations:

ADDRESS	CITY	ZIP CODE	BUILDING NAME
1010 LAKE STREET	OAK PARK	60301	PUBLIC HEALTH HQ
1010 S. DIXIE HIGHWAY	CHICAGO HEIGHTS	60411	P.O.E.T.
10220 S. 76 TH AVENUE	BRIDGEVIEW	60453	BRIDGEVIEW COURTHOUSE
10351 S. WOODLAWN	CHICAGO	60628	SHERIFF
10900 S. 88 TH AVENUE	PALOS HILLS	60465	SHERIFF
1100 S. HAMILTON	CHICAGO	60612	JUVENILE TEMPORARY DETENTIN CENTER
1135 W. 69 TH	CHICAGO	60621	AMBULATORY
118 N. CLARK STREET	CHICAGO	60602	COUNTY BUILDING
1240 S. DAMEN	CHICAGO	60608	AMBULATORY
12545 W. 111 TH STREET	LEMONT	60439	FOREST PRESERVE
1311 S. MAYBROOK DRIVE	MAYWOOD	60153	WHITCOMB BUILDING
13450 S. KEDZIE	ROBBINS	60472	AMBULATORY
13700 S. 110 TH AVENUE	ORLAND PARK	60467	FOREST PRESERVE
13800 S. HARLEM	ORLAND PARK	60462	FOREST PRESERVE
1401 S. MAYBROOK DRIVE	MAYWOOD	60153	JEFFERSON BLDG. /SHERIFF HQ.
1500 S. MAYBROOK DRIVE	MAYWOOD	60153	MAYWOOD COURTHOUSE
1515 LAKE STREET	MELROSE PARK	60160	PUBLIC HEALTH
155 W. 51 ST STREET	CHICAGO	60609	COURT FACILITY
15891 PAXTON AVE	SOUTH HOLLAND	60473	FOREST PRESERVE
15900 S. CICERO AVE.	OAK FOREST	60452	OAK FOREST HOSPITAL
15948 S. HALSTED	HARVEY	60426	TB CLINIC
16333 S. KILBOURN	OAK FOREST	60452	SHERIFF
1645 COTTAGE GROVE	FORD HEIGHTS	60411	AMBULATORY
16501 S. KEDZIE PARKWAY	MARKHAM	60426	MARKHAM COURTHOUSE

SPECIAL CONDITIONSSC-07 SERVICE LOCATIONS (CONTINUED)

ADDRESS	CITY	ZIP CODE	BUILDING NAME
1701 S. 1 ST AVENUE	MAYWOOD	60153	PUBLIC HEALTH
1900 W. HARRISON	CHICAGO	60612	STROGER HOSPITAL
1900 W. POLK	CHICAGO	60612	OLD COOK COUNTY HOSPITAL
1901 W. HARRISON	CHICAGO	60612	STROGER HOSPITAL
1969 W. OGDEN	CHICAGO	60612	AMBULATORY CLINIC
2000 N. 5 TH AVENUE	RIVER GROVE	60171	SHERIFF
2020 W. HARRISON	CHICAGO	60612	CORE CENTER
20614 ARSENAL ROAD	ELWOOD	60421	SHERIFF
2121 EUCLID AVENUE	ROLLING MEADOWS	60008	ROLLING MEADOWS COUTHUSE
2138 S. 61 ST COURT	CICERO	60804	P.O.E.T.
2199 S. 1 ST AVENUE	MAYWOOD	60153	FOREST PRESERVE
2245 W. OGDEN	CHICAGO	60612	JUVENILE ANNEX
2323 S. ROCKWELL	CHICAGO	60608	ROCKWELL WAREHOUSE
2405 S. 17 TH AVE.	CHICAGO	60618	COURT FACILITY
2423 S. AUSTIN	CHICAGO	60639	AMBULATORY
2424 S. PULASKI	CHICAGO	60623	AMBULATORY
2600 S. CALIFORNIA	CHICAGO	60608	CRIMINAL COURT BUILDING
2650 S. CALIFORNIA	CHICAGO	60608	CRIMINAL COURT ADMINISTRATIVE
2700 S. CALIFORNIA	CHICAGO	60608	DOC
28 N. CLARK.	CHICAGO	60602	RENTAL FACILITY-CHILD SUPPORT
2800 S. CALIFORNIA	CHICAGO	60608	DEPARTMENT OF CORRECTIONS
2801 S. ROCKWELL	CHICAGO	60608	BOOT CAMP
2801 S. SACRAMENTO	CHICAGO	60608	DOC
2828 S. CALIFORNIA	CHICAGO	60608	SOUTH CAMPUS
2840 W. FULLERTON	CHICAGO	60647	AMBULATORY
3 STOVER ROAD	BARRINGTON	60010	FOREST PRESERVE
3026 S. CALIFORNIA	CHICAGO	60608	DOC
3120 MILWAUKEE AVE	CHICAGO	60618	FOREST PRESERVE
3150 W. FLOURNOY	CHICAGO	60612	COURT FACILITY

SPECIAL CONDITIONSSC-07 SERVICE LOCATIONS (CONTINUED)

ADDRESS	CITY	ZIP CODE	BUILDING NAME
32 W RANDOLPH	CHICAGO	60601	RENTAL FACILITY-CHILD SUPPORT
35 S. 19 AVENUE	MAYWOOD	60153	P.O.E.T
3500 S. ROHLWING ROAD	ROLLING MEADOWS	60008	FOREST PRESERVE
3525 S. MICHIGAN	CHICAGO	60653	AMBULATORY
450 E. 51 ST STREET	CHICAGO	60615	AMBULATORY
4909 W. DIVISION	CHICAGO	60651	AMBULATORY
50 W. WASHINGTON	CHICAGO	60602	DALEY CENTER
500 E. 51 ST STREET	CHICAGO	60615	PROVIDENT HOSPITAL
500 OGDEN AVENUE	CHICAGO	60622	FOREST PRESERVE
52 W. 162 ND STREET	SOUTH HOLLAND	60473	PUBLIC HEALTH
536 N. HARLEM	RIVER FOREST	60305	FOREST PRESERVE HQ
5420 W. ROOSEVELT	CICERO	60804	WAREHOUSE
555 W. HARRISON	CHICAGO	60607	DOMESTIC VIOLENCE COURT
5555 W. GRAND	CHICAGO	60639	COURT FACILITY
5600 OLD ORCHARD ROAD	SKOKIE	60076	SKOKIE COURTHOUSE
5912 W. CERMAK	CICERO	60804	AMBULATORY
6100A N. CENTRAL AVE.	CHICAGO	60646	FOREST PRESERVE
621 S. WINCHESTER	CHICAGO	60612	OLD FANTUS CLINIC.
627 S. WOOD	CHICAGO	60612	HEKTOEN
6337 S. WOODLAWN	CHICAGO	60637	AMBULATORY
637 S. WOOD	CHICAGO	60612	STROGER HOSPITAL
64 W. 162 ND ST.	SOUTH HOLLAND	60473	PUBLIC HEALTH
640 COSMAN ROAD	ELK GROVE VILLAGE	60007	FOREST PRESERVE
650 E. PHOENIX CTR.	PHOENIX	60426	AMBULATORY
6633 HARTS ROAD	NILES	60714	FOREST PRESERVE
6797 W. 147 TH STREET	OAK FOREST	60452	FOREST PRESERVE
69 W. WASHINGTON	CHICAGO	60602	COOK COUNTY ADMINISTRATIVE BLDG.
727 E. 111 TH STREET	CHICAGO	60628	COURT FACILITY
738 THATCHER AVE	RIVER FOREST	60305	FOREST PRESERVE
749 WINCHESTER	CHICAGO	60612	STROGER HOSPITAL
7556 W. JACKSON BLVD.	FOREST PARK	60130	TB CLINIC
801 N. RIVER ROAD	ROSEMONT	60016	FOREST PRESERVE
87 TH & WESTERN	CHICAGO	60612	FOREST PRESERVE
8800 W. BELMONT	CHICAGO	60634	FOREST PRESERVE
9325 CHURCH STREET	DES PLAINES	60016	TB CLINIC
9800 S. 104 TH AVENUE	WILLOW SPRINGS	60480	FOREST PRESERVE
9901 WILLOW SPRINGS RD.	WILLOW SPRINGS	60480	FOREST PRESERVE
BOX #440 THORNTON	LANSING	60476	FOREST PRESERVE
RT #4 BOX 178	ELGIN	60120	FOREST PRESERVE

SPECIAL CONDITIONSSC-07 SERVICE LOCATIONS (CONTINUED)

The County reserves the right to add new service locations or delete previously listed service locations as required during the contract period.

The only restriction regarding the County's right to add new service locations shall be that any new location shall be within the geographical boundaries of the County of Cook.

SC-08 NOTIFICATION

Do not service until notified by Using Department. All equipment shall be delivered and installed within three (3) weeks after award of contract and receipt of purchase order.

SC-09 INSIDE DELIVERY

Vendor is responsible for inside delivery.

SC-10 SUPPLEMENTAL DELIVERY INSTRUCTIONS/REQUIREMENTS

Procedures for deliveries utilizing the dock for R.J. Daley Center, 50 West Washington Street, are as follows:

- All deliveries must be pre-arranged, utilizing the attached form. Notification must be provided at least 48 hours in advance during the week and at least 72 hours in advance for weekends and Mondays. Copy the form as needed. A form will need to be filled out for each and every delivery. Fax completed forms to the Richard J. Daley Center, Office of the Building at (312) 603-6950.
- Every delivery made to the building will need to be made by a pre-approved driver from your company. We require that your company furnish legible photocopies of your staff's valid driver's license. In addition, the County will be taking photographs of approved drivers for its own records.
- Delivery personnel will receive a temporary identification badge to be worn at all times while in the building.
- Delivery vehicles will be searched prior to gaining access to the dock area.
- Kindly send all legible photocopies of pertinent documents to the following:

EDWARD CARIK
Director of Security - Security Command Center
Richard J. Daley Center
50 West Washington Street
Chicago, Illinois 60602

No driver will be allowed to gain access to the building without prior authorization. Therefore, please fill out the "Request for Dock Access" form and fax it in a timely manner to the number listed above. In addition replacement drivers not recognized by County staff as being pre-approved will not be allowed entrance into the building. It is imperative that the County is notified, in advance, of staffing changes. The County requires these notifications to be in writing, accompanied by a photocopy of the replacement's personal driver's license.

Please type or print

CONTRACT NO. 08-84-252

SPECIAL CONDITIONS

**REQUEST FOR DOCK ACCESS
RICHARD J. DALEY CENTER**

Date(s) of Delivery:	Time:
----------------------	-------

Delivery Company/Agency:	Contact:
Address:	Phone:

Items to be Delivered:

Intended Delivery Location (please check one):

Building	<input checked="" type="checkbox"/>	Room	Contact:	Phone No. of Contact:
Daley Center	<input type="checkbox"/>			
City Hall	<input type="checkbox"/>			
County Building	<input type="checkbox"/>			

FAX COMPLETED FORM TO OFFICE OF THE BUILDING at (312) 603 - 6950

To be filled out by Daley Center Security **ONLY**:

DELIVERY PERSONNEL INFORMATION:

Date:	Time:
-------	-------

	Last	First	Middle
Driver			
Helper			

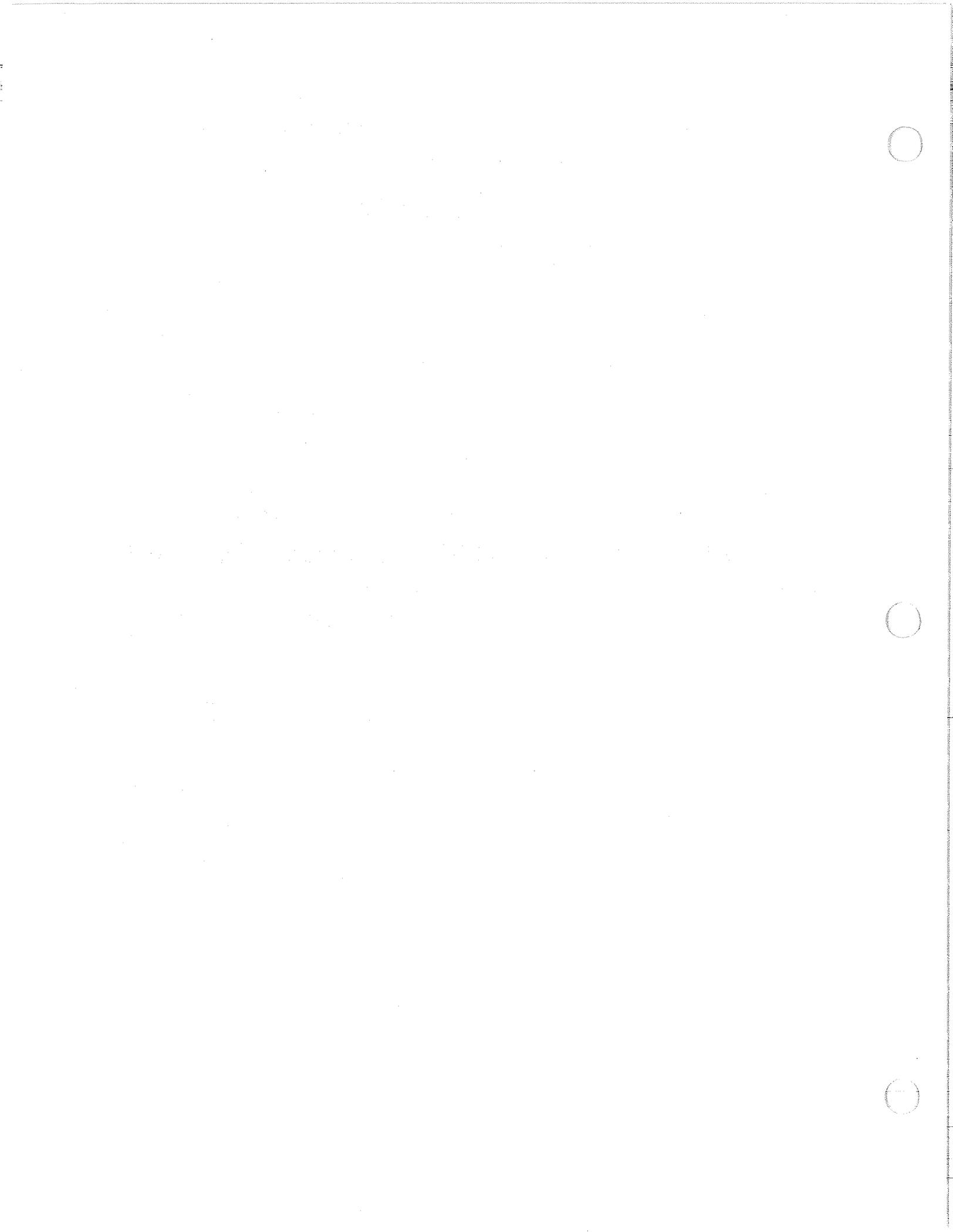
License No.	State:
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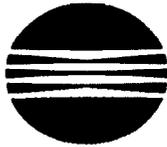
VEHICLE INFORMATION:

Vehicle	Make:	Model:	Year:
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License Plate	No.:	State:
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Transport License	No.:
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KONICA MINOLTA

KMBS Maintenance Agreement

The undersigned (hereinafter referred to as "Customer") agrees to purchase from Konica Minolta Business Solutions USA, Inc. (hereinafter referred to as "KMBS"), a New York Corporation doing business at 500 Day Hill Road, Windsor CT 06095, the maintenance services described in this Agreement.

- A. Customer and KMBS agree that, from _____, 20__ to _____, 20__ (hereinafter referred to as the Ordering Period) or any annual renewal thereof, KMBS will provide to Customer maintenance services for KMBS products at the price specified on the Maintenance Pricing Schedule(s) attached as Schedule "B" to this Agreement. KMBS further agrees that once a unit has been installed, the price will not increase for the term of the Price Plan Length as specified on Schedule "B".
- B. Any renewal of the Ordering Period will be as negotiated between Customer and KMBS. A revised Schedule "B" will be signed at that time. Termination of this Agreement by Customer will not affect the remaining individual terms of any equipment being maintained under the terms of this Agreement at the time of such termination.
- C. Maintenance coverage for individual units will renew for successive one (1) year terms at the then prevailing rate.
- D. By its signature below, Customer agrees to the Terms and Conditions found on Schedules "A" and "B" which are incorporated into this Agreement, including but not limited to the warranty and remedy limitations described in Schedule A. Customer further represents and warrants that it is legally free to enter into this Agreement, that the execution hereof has been duly authorized and is enforceable, in accordance with its terms.

Konica Minolta Business Solutions USA, Inc.
(Accepted at Windsor)

Customer name:

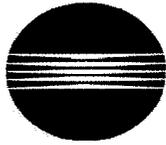
Signature _____
 Print Name _____
 Title _____
 Date _____

Signature _____
 Print Name _____
 Title _____
 Date _____

Agreement # _____
(KMBS HO use only)

Customer Address:
 Street _____
 City/State _____
 Zip Code _____
 Phone number _____
 E-mail address _____





KONICA MINOLTA

KMBS Maintenance Agreement – Coterminous

The undersigned (hereinafter referred to as "Customer") agrees to purchase from Konica Minolta Business Solutions USA, Inc. (hereinafter referred to as "KMBS"), a New York Corporation doing business at 500 Day Hill Road, Windsor CT 06095, the maintenance services described in this Agreement.

- A. Customer and KMBS agree that from _____, 20__ to _____, 20__ (hereinafter referred to as the Ordering Period), and any renewal thereof, Customer may order maintenance services for KMBS products at the prices specified on the Maintenance Pricing Schedule(s) attached as Schedule "B" to this Agreement. Customer and KMBS further agree that all units placed during this or any subsequent renewal of the Ordering Period will have a Coterminous Expiration of _____, 20__ . Once maintenance coverage has been ordered for an individual machine, at then current Schedule "B" pricing, that price will remain firm until the Coterminous Expiration date above.
- B. Any renewal of the Ordering Period will be as negotiated between Customer and KMBS. A revised Schedule "B" will be signed at that time.
- C. Unless written notice of intent not to renew the maintenance coverage for individual machines currently covered by this Agreement is provided by either party thirty (30) day's prior to the Coterminous Expiration date, maintenance coverage for all in place machines will automatically renew for successive one (1) year terms, at the then prevailing rate.
- D. By its signature below, Customer agrees to the Terms and Conditions found on Schedules "A" and "B" which are incorporated into this Agreement, including but not limited to the warranty and remedy limitations described in Schedule A. Customer further represents and warrants that it is legally free to enter into this Agreement, and that the execution hereof has been duly authorized and is enforceable, in accordance with its terms.

Konica Minolta Business Solutions USA, Inc.
(Accepted at Windsor)

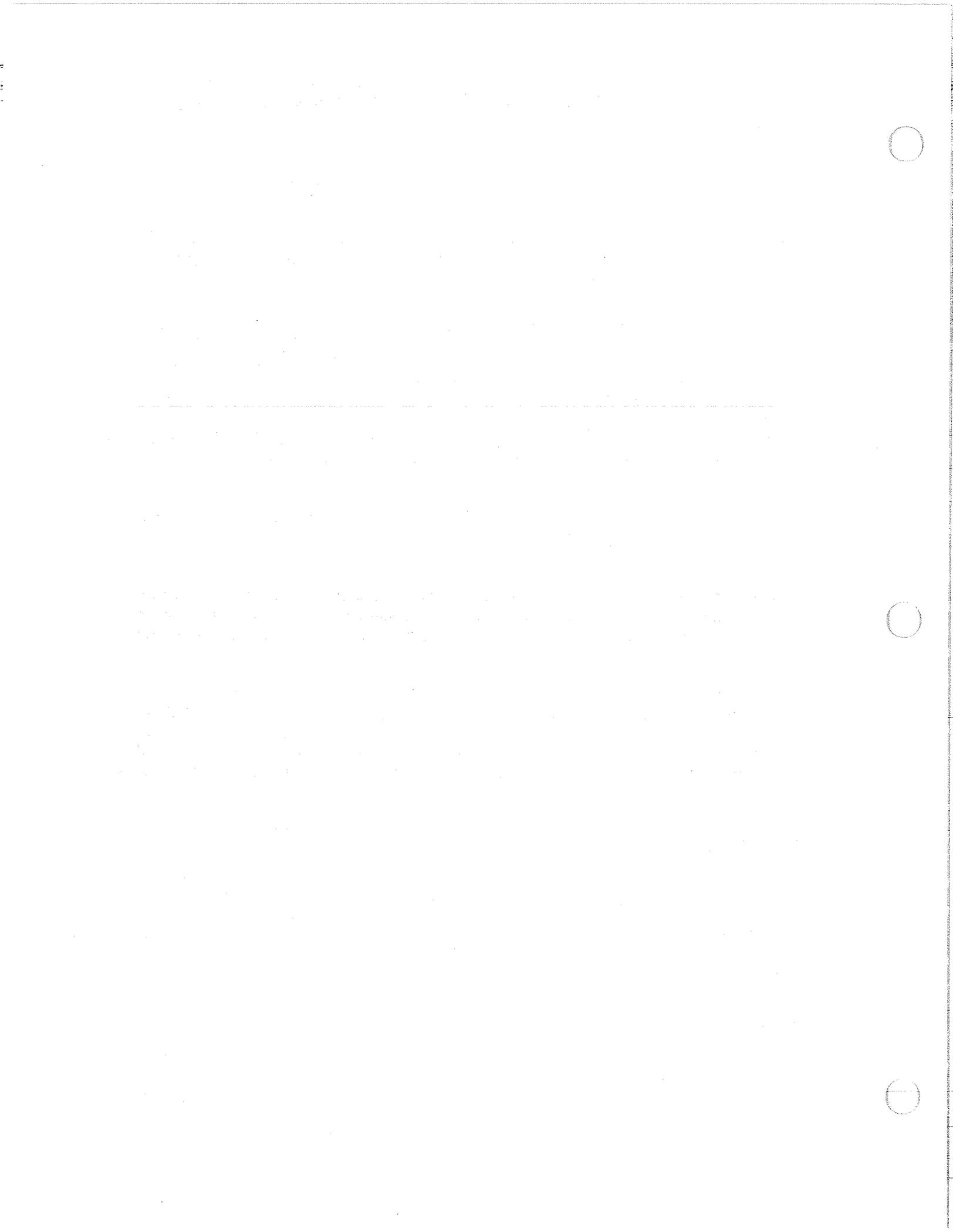
Customer name:

Signature _____
 Print Name _____
 Title _____
 Date _____

Signature _____
 Print Name _____
 Title _____
 Date _____

Agreement # _____
(KMBS HO use only)

Customer Address:
 Street _____
 City/State _____
 Zip Code _____
 Phone number _____
 E-mail address _____

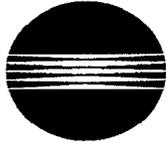


KMBS MAINTENANCE TERMS AND CONDITIONS – Schedule "A" (2006a)

The following terms and conditions apply to the provision of maintenance services by Konica Minolta Business Solutions USA, Inc. ("KMBS") to Customer during the term of this Agreement:

- PAYMENT:** Payment is due within thirty (30) days from the date of the invoice. Should the customer fail to make any payment due hereunder, or be or become insolvent or be a party to or acquiesce in bankruptcy or receivership proceeding or any similar action affecting the affairs or property of Customer, KMBS may (1) refuse to continue to service the equipment or (2) furnish service on a time, travel and material basis, without prejudice to any other remedies KMBS may have. If Customer fails to make any payment when due, there will be a service charge of one and one-half percent (1 1/2%) of the total amount due or the maximum legal rate allowed by law, whichever is less. NO CASH PAYMENTS ACCEPTED: Accepted manners of payment are by Major Credit Card or checks made payable to KMBS.
- METER READINGS:** Customer will provide accurate and timely meter readings at the end of each billing period in a manner prescribed by KMBS. KMBS shall have access to monitor the meter readings and if meter readings are not received in a timely manner, KMBS may obtain or estimate them and Customer agrees to pay for maintenance services based on estimated meter readings. Duplexed and 11" x17" shall be counted as two meter clicks. For models equipped with banner printing capabilities, the following meter click charges shall apply: 18"x27" = 3 clicks; 27"x36" = 4 clicks; 36"x47" = 5 clicks.
- INSTALLATION:** Equipment shall be installed by an authorized KMBS representative, at Customer's sole cost and expense, Customer shall ensure that equipment is placed in an environment that conforms with the manufacturer's specifications and requirements and will bear all cost and expense for any additional necessities required for installation such as telephone and electrical wiring, remodeling, and noise and power filters. Any electrical work external to the equipment (i.e. associated peripheral equipment, power, transmission and phone lines, and modems) and equipment line cord is not covered by this Agreement.
- COMMENCEMENT OF SERVICE:** The equipment must be in good condition on the commencement date of this agreement. KMBS charges for parts and labor required to place the equipment in such condition unless covered under any applicable warranties or a continuous maintenance agreement. KMBS will invoice the customer and this will be in addition to the price set forth on the reverse hereof.
- ADDITIONAL EQUIPMENT:** No maintenance service for additional or substituted equipment will be provided by KMBS until it is accepted by KMBS, in writing, for coverage. KMBS reserves the right to adjust the coverage period for any additional or substituted equipment to assure common renewal dates.
- SERVICE INCLUDED:** This Agreement covers labor or routine, remedial and preventive maintenance service as well as remedial parts. All part replacements shall be on an exchange basis with new or refurbished items. Emergency service calls will be performed at no extra charge during normal business hours. Unless otherwise indicated, normal business hours are 8:30 a.m. to 5:00 p.m., Monday through Friday, exclusive of holidays observed by KMBS. Overtime charges, at KMBS' then current rate, will be charged for all service calls outside normal business hours. In addition to any other rights hereunder, KMBS reserves the right to delete discontinued equipment from this Agreement if parts become unavailable for discontinued equipment.
- PREVENTIVE MAINTENANCE:** Preventive Maintenance shall be performed on the equipment at the intervals defined by the Technical Service Manuals for the particular model. Preventive Maintenance will include cleaning, lubrication, adjustment, and may be made at the same time remedial service is being performed. KMBS technicians do not carry or deliver consumable supplies (toner, developer, etc.). It is the Customer's responsibility to have the necessary supplies available for the Technician's use.
- ACCESS:** Customer shall provide KMBS' personnel with free and full access to the equipment and any necessary operating time for the purposes of furnishing maintenance services. Customer shall arrange and insure that one of its employees is present at all times when KMBS personnel perform maintenance services.
- SELLER'S AGENTS:** Customer acknowledges that it has been advised that no agent, employee, or representative of KMBS has any authority to bind KMBS to any affirmation, promise, representation, or warranty concerning any of the equipment or services. Unless an affirmation, promise, representation, or warranty is specifically set forth in this Agreement it does not form a basis of this bargain and shall not be enforceable against KMBS.
- DISCLAIMER:** This Agreement does not cover service required due to malfunction of parts, attachments, or supplies of non-KMBS manufacture. When the use of a particular supply item may cause machine damage or require excessive servicing, KMBS, upon notice to Customer, will not continue remedial or preventive service for that equipment. By introducing supplies of differing manufacture into the KMBS equipment Customer accepts the responsibility to pay for any remedial or corrective service required. Any alterations, modifications or changes to the equipment by someone other than KMBS, including Customer, may result in termination of this Agreement. Without prior authorization, this Agreement does not apply to any equipment which ceases to be at the customer location described on the reverse side hereof. This Agreement does not apply to any equipment lost or damaged through accident, abuse, misuse, theft, neglect, acts of third parties, fire, water, casualty or any other natural force, and any loss or damage occurring from any of the foregoing is specifically excluded from this Agreement.
- AUTOMATIC RENEWAL:** Service on individual equipment shall automatically be extended for successive one year terms at the then prevailing rate unless Customer or KMBS provides the other party with thirty (30) days written notice before the end of the current term of its intention not to renew this Agreement. Upon renewal, either party may cancel this agreement, with or without cause, upon thirty (30) days written notice to the other party. Upon cancellation pursuant to this paragraph 11, Customer will be billed for service through the effective date of cancellation.
- BUSINESS PURPOSE:** Customer warrants and represents that the equipment will be used for business purposes, and not for personal, family, or household purposes.
- NETWORK INTEGRATION:** If Network Integration services are provided by KMBS, Customer warrants that the KMBS Digital Needs Analysis "DNA" has been accurately completed and KMBS may rely on the information contained in the DNA in providing network integration services. KMBS reserves the right to assess additional charges for service due to Customer's modification of its network, software, or operating system(s).
- RELOCATION:** Relocation or make ready shipment of equipment is not covered by this maintenance agreement. This service, when requested, will be at the then billable rate of KMBS.
- ASSIGNMENT:** Customer may not assign This Agreement, without KMBS' express written consent. In the event that KMBS assigns or subcontracts any of its obligations under this Agreement, KMBS shall remain primarily responsible to perform those obligations. Any claim or defense Customer may have relating to those obligations must be asserted only against KMBS and not its assignee. KMBS may assign, without notice to Customer, any of its rights under this Agreement.
- NOTICES:** All notices required to be given under this Agreement shall be in writing and shall be sent by U.S. first class mail to the parties as follows: To Customer at the address listed on the front of this Agreement and to KMBS, at 500 Day Hill Road, Windsor, CT 06095, Attention: Contract Administration.
- INDEMNIFICATION:** Customer shall bear all risk of theft, loss or damage not caused by KMBS employees or agents, to all Equipment installed under this Agreement. Customer agrees to indemnify, defend and hold harmless KMBS, its officers, directors, employees and agents from all loss, liability claims or expenses (including reasonable attorneys' fees) arising out of Customer's use of the equipment, including but not limited to liabilities arising from bodily injury, including death, or property damage to any person, unless caused solely as the result of a negligent or intentional act or omission by KMBS.
- WARRANTY:** KMBS WARRANTS THAT THE SERVICES SHALL BE PERFORMED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS AND SPECIFICATIONS FOR THE EQUIPMENT. KMBS MAKES NO OTHER WARRANTIES WHATSOEVER EXPRESS OR IMPLIED WITH REGARD TO THE SERVICE, THE SOFTWARE INCLUDED WITH THE EQUIPMENT OR ITS INSTALLATION, AND MAINTENANCE, AND EXPRESSLY EXCLUDES ALL IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
- REMEDY LIMITATIONS:** The equipment may not be returned to KMBS without KMBS' written consent. CUSTOMER'S EXCLUSIVE REMEDY FOR BREACH OF WARRANTY SHALL BE REPAIR OF THE EQUIPMENT OR REPLACEMENT OF A NONCONFORMING PART, AT KMBS'S OPTION. Customer expressly waives its rights to special, consequential, exemplary incidental or punitive damages. KMBS'S LIABILITY IS LIMITED TO THE COST OF MAINTENANCE SERVICES PURCHASED BY THE CUSTOMER FROM KMBS. KMBS SHALL NOT BE LIABLE FOR ANY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES DUE TO LOSS OF DATA OR INFORMATION OF ANY KIND. LOSS OF OR DAMAGE TO REVENUE, PROFITS OR GOODWILL DAMAGES DUE TO ANY INTERRUPTION OF BUSINESS, DAMAGE TO CUSTOMER'S COMPUTERS OR NETWORKS, EVEN IF KMBS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
- APPLICABLE LAW:** This Agreement shall be governed by the laws of the State of New York without regard to choice of law principles. In the event of litigation or other proceedings by KMBS to enforce or defend any term or provision of this Agreement, Customer agrees to pay all costs and expense sustained by KMBS, including but not limited to, reasonable attorney's fees.
- FORCE MAJEURE:** Neither party shall be responsible for delays or failure in performance of this Agreement (other than failure to make payment) to the extent that such party was hindered in its performance by any act of God, civil commotion, labor dispute, or any other occurrence beyond its reasonable control.
- SEVERABILITY:** If any provision of this Agreement shall be unlawful, void or for any reason unenforceable, then that provision shall be deemed severable from this Agreement and shall not affect the validity and enforceability of the remaining provisions of this Agreement.
- WAIVER:** Failure by KMBS to enforce any provisions of this Agreement or any rights hereunder, or failure to exercise any election provided for herein, shall in no way be considered a waiver of such provisions, rights, or elections, or in any way affect the party's right to later enforce or exercise the same or other provisions, rights, or elections it may have under this Agreement.
- ORIGINAL DOCUMENT:** Customer further agrees (a) that facsimile or electronic signatures shall be accepted as original signatures; and (b) that this Agreement or any document created pursuant to this Agreement, may be maintained in an electronic document storage and retrieval system, a copy of which shall be considered an original. KMBS may accept orders electronically from Customer pursuant to this Agreement. Neither party shall raise any objection to the authenticity of this Agreement or any document created hereunder, based on either the use of a facsimile signature or the use of a copy retrieved from an electronic storage system.
- SUPPLIES INCLUDED IN THE BASE/PRINT CHARGES:** If this option has been selected, KMBS (or designated service) will provide Customer with supplies, including but not limited to toner, developer, copy cartridges, staples and PM kits ("consumable supplies") throughout the term of this Agreement. Customer agrees that the Consumable Supplies are KMBS property until used by Customer. Customer will use Consumable Supplies only with the contracted Equipment and run them to their cease-function point. Customer will return any unused Consumable Supplies to KMBS at the end of this Agreement. Should Customer's use of Consumable Supplies exceed the typical use pattern (as determined solely by KMBS), for these items by more than 10%, Customer agrees that KMBS shall have the right to charge for any such excess usage.
- ENTIRE AGREEMENT:** This is the entire Agreement between Customer and KMBS and supersedes any proposal or prior agreement, oral or written, or any other communications relating to maintenance services for KMBS equipment and it may not be released, discharged, changed, or modified except by an instrument in writing signed by a duly authorized representative of each party. Customer agrees that any Purchase Order or other documentation issued to KMBS covering the equipment or maintenance is issued for purpose of authorization and Customer's internal use only, and any term and conditions contained therein shall not modify or add to the terms and conditions of this Agreement. This Agreement will not be effective until accepted by an authorized representative of KMBS. Notice of acceptance is hereby waived by Customer.





KONICA MINOLTA

KMBS Purchase Agreement

The undersigned (hereinafter referred to as "Customer") agrees to purchase from Konica Minolta Business Solutions USA, Inc. (hereinafter referred to as "KMBS"), a New York Corporation doing business at 500 Day Hill Road, Windsor CT 06095, the Goods and Services described in this Agreement.

- A. From _____, 20__ to _____, 20__ (hereinafter referred to as the Ordering Period), Customer agrees to meet the annual commitment specified on the Purchase Pricing Schedule(s) attached as Schedule "B" to this Agreement, at the prices set forth on Schedule B. Customer's agreement to the annual commitment is an integral part of this Agreement and was relied upon by KMBS in agreeing to the prices described on Schedule B.
- B. If Customer does not meet the annual commitment specified on Schedule B during the initial Ordering Period and any renewal thereof, Customer agrees to pay KMBS, upon receipt of invoice, the difference between the prices set forth for the Goods and Services on the Pricing Schedule and KMBS' published list price for the Goods and Services at the time the purchase was initially made.
- C. In the event that Schedule B does not include an annual commitment greater than 0, the price for the Goods and Services shall be subject to change without notice in accordance with KMBS's published list price.
- D. By its signature below, Customer agrees to the Terms and Conditions found on Schedules "A" and "B" which are incorporated into this Agreement, including but not limited to the warranty and remedy limitations described in Schedule A. Customer further represents and warrants that it is legally free to enter into this Agreement, that the execution hereof has been duly authorized and is enforceable, in accordance with its terms.

Konica Minolta Business Solutions USA, Inc.
(Accepted at Windsor)

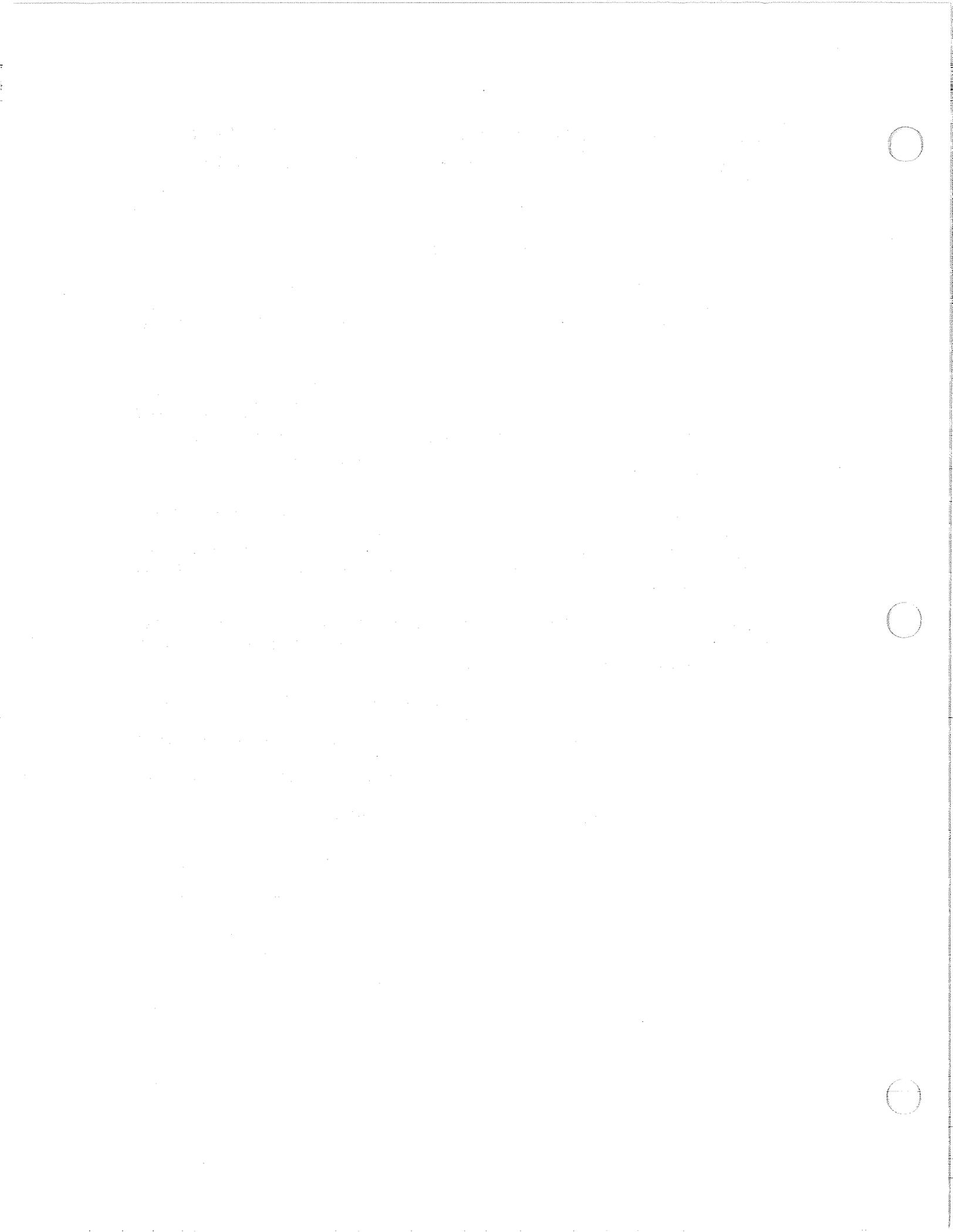
Customer name:

Signature _____
 Print Name _____
 Title _____
 Date _____

Signature _____
 Print Name _____
 Title _____
 Date _____

Agreement # _____
(KMBS HO use only)

Customer Address:
 Street _____
 City/State _____
 Zip Code _____
 Phone number _____
 E-mail address _____



KMBS SALES TERMS AND CONDITIONS "SCHEDULE A"

The following are the terms and conditions which control the sale, rental or lease of the equipment referenced on the reverse side of this agreement

- PAYMENT:** Payment is due within thirty (30) days from the date of the invoice. Should the customer fail to make any payment due hereunder, or be or become insolvent or be a party to or acquiesce in any bankruptcy or receivership proceeding or any similar action affecting the affairs or property of Customer, or violate any aspect of this Agreement, Konica Minolta Business Solutions U.S.A., Inc. ("KMBS") may refuse to provide warranty service for the equipment and may enter Customer's premises to recover any property or equipment owned by KMBS. Customer specifically grants its permission to KMBS to enter its property for this purpose. In the event of an agreement to sell the equipment referenced on the reverse side of this agreement, title to all equipment or products shall remain in the name of KMBS until full payment has been made pursuant. Customer agrees to the filing of any liens, and/or UCC security agreements (including UCC-1) to acknowledge the financial interest of KMBS in the equipment which is the subject of this agreement until full payment is made. If Customer fails to make any payment when due pursuant to this Agreement, there will be a service charge of one and one-half percent (1 1/2%) per month of the total amount due or the maximum legal interest rate allowed by law, whichever is less. Reasonable costs, including counsel fees, shall be recoverable by KMBS in the event collection activities, including litigation, are required to collect outstanding amounts due under this Agreement. NO CASH PAYMENTS ACCEPTED. Accepted manners of Payment are by Major Credit Card or checks made payable to KMBS.
2. **INSTALLATION:** Equipment shall be installed by an authorized KMBS representative, at Customer's sole cost and expense. Customer shall ensure that equipment is placed in an environment that conforms with the manufacturer's specifications and requirements and will bear all cost and expense for any additional necessities required for installation such as telephone and electrical wiring, remodeling, and noise and power filters. Any electrical work external to the equipment (i.e. associated peripheral equipment, power, transmission and phone lines, and modems) and equipment line cord is not covered by this Agreement. Once the equipment is delivered, albeit not yet installed, risk of loss lies with the Customer
3. **WARRANTY.** ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR PARTICULAR USE OR PURPOSE ARE HEREBY DISCLAIMED BY KMBS AND WAIVED BY CUSTOMER.
4. **LIMITATIONS ON RECOVERY:** The equipment may not be returned to KMBS without KMBS' written consent. CUSTOMER'S EXCLUSIVE REMEDY FOR BREACH OF WARRANTY SHALL BE REPAIR OF THE EQUIPMENT OR REPLACEMENT OF A NONCONFORMING PART, AT THE OPTION OF KMBS. THE PARTIES WAIVE THEIR RESPECTIVE RIGHTS TO SPECIAL, CONSEQUENTIAL, EXEMPLARY, INCIDENTAL OR PUNITIVE DAMAGES FOR ANY PROVEN BREACH OF THIS AGREEMENT (INCLUDING WARRANTY). KMBS SHALL ALSO NOT BE LIABLE FOR ANY DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES DUE TO LOSS OF DATA OR INFORMATION OF ANY KIND. LOSS OF OR DAMAGE TO REVENUE, PROFITS OR GOODWILL, DAMAGES DUE TO ANY INTERRUPTION OF BUSINESS, DAMAGE TO CUSTOMER'S COMPUTERS OR NETWORKS, EVEN IF KMBS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
5. **APPLICABLE LAW:** This Agreement shall be governed by the laws of the State of New York without regard to choice of law principles. In the event of litigation or other proceedings by KMBS to enforce or defend any term or provision of this Agreement, Customer agrees to pay all costs and expenses sustained by KMBS, including but not limited to, reasonable attorney's fees. Customer further agrees to litigate any dispute concerning this matter in the courts of the state of New Jersey, consents to jurisdiction in that forum and waives the right to jury trial.
6. **FORCE MAJEURE:** Neither party shall be responsible for delays or failure in performance of this Agreement (other than failure to make payment) to the extent that such party was hindered in its performance by any act of God, civil commotion, labor dispute, or any other occurrence beyond its reasonable control.
7. **SEVERABILITY:** If any provision of this Agreement shall be unlawful, void or for any reason unenforceable, then that provision shall be deemed severable from this Agreement and shall not affect the validity and enforceability of the remaining provisions of this Agreement.
8. **WAIVER:** Failure by KMBS to enforce any provisions of this Agreement or any rights hereunder, or failure to exercise any election provided for herein, shall in no way be considered a waiver of such provisions, rights, or elections, or in any way affect the party's right to later enforce or exercise the same or other provisions, rights, or elections it may have under this Agreement
9. **BUSINESS PURPOSE:** Customer warrants and represents that the equipment will be used for business purposes, and not for personal, family, household purposes or other uses deemed illegal or infringing on the copyrights of others.
10. **INDEMNIFICATION:** Customer shall bear all risk of theft, loss or damage to all Equipment installed under this Agreement, which is not caused, by KMBS employees or agents. Customer agrees to indemnify, defend and hold harmless KMBS, its officers, directors, employees and agents from all loss, liability, claims or expenses (including reasonable attorneys' fees) arising out of Customer's use of the equipment, including but not limited to liabilities arising from illegal use of KMBS equipment as well as bodily injury, including death, or property damage to any person, unless said injuries, death or property damage was caused solely as the result of a negligent or intentional act or omission by KMBS
11. **ASSIGNMENT:** Customer may not assign this Agreement, without KMBS' express written consent. In the event that KMBS assigns or subcontracts any of its obligations under this Agreement, KMBS shall remain primarily responsible to perform those obligations. Any claim or defense Customer may have relating to those obligations must be asserted only against KMBS and not its assignee. KMBS may assign, without notice to Customer, any of its rights under this Agreement.
12. **NOTICES:** All notices required to be given under this Agreement shall be in writing and shall be sent by U.S. first class mail to the parties as follows: To Customer at the address listed on the front of this Agreement and to KMBS, at 100 Williams Drive, Ramsey, NJ 07446, Attention: Office of Direct Administration
13. **ORIGINAL DOCUMENT:** Customer further agrees (a) that facsimile or electronic signatures shall be accepted as original signatures; and (b) that this Agreement or any document created pursuant to this Agreement, may be maintained in an electronic document storage and retrieval system, a copy of which shall be considered an original. KMBS may accept orders electronically from Customer pursuant to this Agreement. Neither party shall raise any objection to the authenticity of this Agreement or any document created hereunder, based on either the use of a facsimile signature or the use of a copy retrieved from an electronic storage system.
14. **ENTIRE AGREEMENT:** This is the entire Agreement between Customer and KMBS and supersedes any proposal or prior agreement, oral or written, or any other communications relating to maintenance services for KMBS equipment and it may not be released, discharged, changed, or modified except by an instrument in writing signed by a duly authorized representative of each party. Customer agrees that any Purchase Order or other documentation issued to KMBS covering the equipment or maintenance is issued for purpose of authorization and Customer's internal use only, and any terms and conditions contained therein shall not modify or add to the terms and conditions of this Agreement. This Agreement will not be effective until accepted by an authorized representative of KMBS. Notice of acceptance is hereby waived by Customer.





The power of bizhub™ OP: common architecture consolidates multifunctional components to improve performance and simplify print/scan/copy/fax operation – and bizhub Open API* allows more flexible integration with future third-party software.

IC-202 Image Controller option driven by the Emperon™ Print System, for powerful control of printing through a simple user interface.

High-speed 60 ppm output to keep ahead of busy workgroup document traffic and maintain throughput productivity, with robust monthly duty cycle of up to 300,000 pages.

Fast, flexible scanning brings information into your workflow faster – with Scan-to-Email, FTP, SMB, HDD, and the ability to create compact PDF files for faster processing and distribution.

User Box & security features allow you to store and access documents on the optional 40 GB hard drive with industry-leading functionality – plus User Authentication, Account Track and security enhancements (ISO 15408 Certification).

Simitri® Polymerized Toner to sharpen fine lines, make text more legible, increase halftone definition and enhance edge detail.

7,600 sheet maximum paper capacity (with options) lets you work longer without re-loading paper – and you can load up to 110 lb. index stock in all paper trays and output 11" x 17" originals on 12" x 18" paper to preserve borders and crop marks.

Super G3 Fax option to bring together all your document input and output in one central bizhub location and eliminate extra equipment.

Production-quality finishing options for in-house printing: saddle-stitch booklet-making, tri-fold, z-fold, 50/100-sheet stapling, 2/3-hole punching, post-insertion of preprinted covers and insert sheets.

bizhub 600

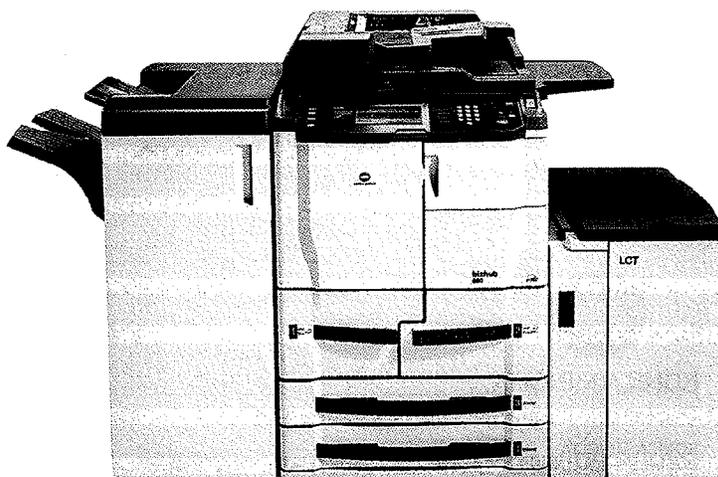
PageScope™ software to speed workflow throughout your organization – a total suite of solutions for device management and document control, including new PageScope Job Spooler for print queue management, PageScope Data Administrator™ for enhanced addressing and security functions, PageScope Workware™ for personal document management and more.

3-way tilting control panel with large function keys and simple touch-screen command interface for comfortable, intuitive operation.



Digital Printer/Copier/Scanner/Fax. Extraordinary value. Workhorse performance. Powerful print control. Advanced security. High-output speed – up to one page per second. And high-productivity options, including fax, finishing, booklet-making and software solutions. With bizhub 600, you get it all.

bizhub 600



bizhub 600 proudly joins the bizhub family – named 2005 Product Line of the Year by Buyers Laboratory Inc.

The essentials of imaging



bizhub 600

General Specifications

TYPE:
Digital Printer/Copier/Scanner/Fax

IMAGING SYSTEM:
Simitri® Polymerized Toner

SCANNING SYSTEM:
CCD Line Sensor

PRINT/COPY SPEED
60 ppm (letter) 8-1/2" x 11" portrait
49 ppm (letter) 8-1/2" x 11" landscape
40 ppm (legal) 8-1/2" x 14"
34 ppm (ledger) 11" x 17"

MONTHLY DUTY CYCLE:
300,000 pages

PRINT/COPY RESOLUTION:
True 600 x 600 dpi; 1200 x 600 dpi (emulation)

HALFTONE REPRODUCTION:
256 gradations

MEMORY:
512 MB (standard)
40 GB (optional HDD)

WARM-UP TIME:
4.5 minutes or less

FIRST COPY:
3.5 seconds or less

COPY QUANTITY
1 - 9,999 copies
(countdown, interrupt capability)

MAGNIFICATION:
Zoom range:
25 - 400%, 0.1% increments
Preset reduction:
79%, 77%, 65%, 50%
Preset enlargement:
121%, 129%, 155%, 200%

EXPOSURE MODES:
Auto, Text, Photo, Text/Photo,
Manual

ORIGINAL SIZE:
Up to 11" x 17" maximum

PAPER SIZE:
5-1/2" x 8-1/2" to 12" x 18"

PAPER WEIGHT:
16 lb. bond to 110 lb. index
Manual bypass: 13 lb. bond to
110 lb. index; specialty paper
(thick paper, OHP transparencies)

STANDARD PAPER SUPPLY:
1,500-sheet Paper Drawer
(letter-landscape)
1,000-sheet Paper Drawer
(letter-landscape)
500-sheet Universal Paper
Drawers (2)
100 sheet Intelligent Bypass

OPTIONAL PAPER SUPPLY:
4,000-sheet Large Capacity Tray
(letter-landscape)
4,000-sheet Large Capacity Tray
(up to 12" x 18")

MAXIMUM PAPER CAPACITY:
7,600 sheets (total, with options)

DOCUMENT FEEDER:
Capacity: 100 sheets
Speed: up to 75 scans per minute
Original size: up to 11" x 17"
1-sided, 2-sided originals
Mixed Original Detection

POWER REQUIREMENTS:
120 V, 60 Hz, 16.0 A

POWER CONSUMPTION:
1.92 kW (max.)

DIMENSIONS (W x D x H):
25-5/8" x 31-1/8" x 44-7/8"

WEIGHT:
488 lbs.

OPTIONS:
EK-701 USB 2.0/Parallel
Interface Kit (IEEE 1284)
FK-502 Fax Kit (requires MK-701)
FS-504 Staple Finisher
(50-sheet capacity)
FS-505 Staple Finisher
(100-sheet capacity)
FS-602 Booklet Finisher
HD-503 Hard Disk Drive (40 GB)
IC-202 Image Controller
LU-401 Large Capacity Tray
(4000-sheet capacity, 8-1/2" x 11")
LU-402 Large Capacity Tray
(4000-sheet capacity,
up to 12" x 18")
MK-701 Fax Attachment Kit
PI-501 Post Insertor
PK-505 Punch Unit
(2/3-hole; for FS-504,
FS-505, FS-602)
SF-601 Shift Tray
ZU-602 Z-Fold Unit

PAGESCOPE APPLICATIONS:
Network & Device Management
PageScope Web Connection
PageScope Net Care
PageScope Network Setup
PageScope EMS Plug-Ins
PageScope NDPS Gateway
PageScope Data Administrator
PageScope Job Spooler
Document Workflow Management
PageScope Workware
PageScope Router

IC-202 Image Controller Option

TYPE:
Embedded

PROCESSOR:
Intel Celeron 400 MHz

MEMORY:
512 MB (standard)

NETWORK INTERFACE:
Ethernet 10-BaseT/100-BaseTX
(standard)
Parallel (IEEE 1284 compatibility)
and USB 2.0 (with optional
EK-701 Interface Kit)

NETWORK PROTOCOLS:
TCP/IP, IPX/SPX, IPP (LPR/RTW
socket), Ethertalk, NDS/Bindery,
NetBEUI

SCANNING FUNCTIONS:
Scan-to-Email (with LDAP)
Scan-to-FTP
Scan-to-HDD (with optional HDD)
Scan-to-SMB (Scan-to-Desktop)

PRINT DRIVERS:
PostScript 3 driver:
Windows 98ME, NT4.0, 2000,
XP, Windows 2003 Server,
Mac OS 9.0 or later,
Mac OS X (10.2/10.3)
PCL6 (emulation) driver:
Windows 98ME, NT4.0, 2000,
XP, Windows 2003 Server

FK-502 Fax Option

COMMUNICATION LINE:
Public Switched Telephone Network
(PSTN)

COMPATIBILITY:
G3, Super G3

DATA COMPRESSION:
MH, MR, MMR, JBIG

MODEM SPEED:
33.6 kbps (max; auto fallback)

TRANSMISSION SPEED:
Less than 3 seconds per page

SCANNING SPEED:
Up to 75 sheets per minute

FAX RESOLUTION:
200 x 100 dpi
200 x 200 dpi
400 x 400 dpi
600 x 600 dpi
Text Photo (200 x 200 dpi)
Grayscale (200 x 200 dpi)
Super Grayscale (400 x 400 dpi)

FK-502 Fax Option Continue

MEMORY:
32 MB (standard)

FAX TRANSMISSION/RECEPTION SIZE:
Up to 11" x 17"

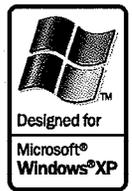
DIALING:
200 one-touch dialing locations
(standard)
400 (with HDD option)

BROADCAST:
600 destinations

OTHER FACSIMILE FUNCTIONS:
IP Relay Fax
PC Faxing

Available Print/Copy Functions*

Account Track
(up to 1,000 accounts)
APS/AMS
Auto Duplex, Stackless
Auto/Manual/Photo Exposure
Auto Tray Switching
Black-White Reverse Image
Book Copy
Book Erase
Booklet Function
Box Function
(Copier, Reprint with setting
mode change, Resend)
Combined Copy Setting
(2-in-1, 4-in-1)
Copy Job Reserve (queue)
(51 jobs, including current job)
Cover Mode
Distribution Number and
Stamping
Energy Save Mode
Erase (Edge/Frame)
Face Up/Face Down Output
(selectable)
File Margin
Hole-Punching (2/3 hole)
Horizontal/Vertical Zoom Ratios
(X/Y magnification)
Image Density Shift
Image Repeat
Image Reverse (mirror-image)
Image Rotation
Interrupt Mode
Job Memory (30 jobs)
Mixed Original Detection
(letter/legal)
OHP Interleave
Original Position Adjustment
Page Insertion
Proof Copy
Separate Scanning
Sleep Mode Recovery
Stapling
(single, multi-position, center)
Text, Photo, Text/Photo,
Dot Matrix Modes
Zoom



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Design & specifications subject to change without notice.

*Some functions may require options, which may or may not be available at time of launch.

bizhub 600



KONICA MINOLTA

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Ramsey, NJ 07446
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www.kmbs.konicaminolta.us/solutions



STEP 1: DOCUMENT HANDLING OPTIONS (Required)

Select one of the following:

- OC-502 Original Cover
- DF-605 Reversing Document Feeder

STEP 2: OUTPUT OPTIONS (Required)

Select one of the following:

- NONE
- JS-502 Job Separator Tray
- FS-508 Base Finisher

STEP 3: FINISHER OPTIONS

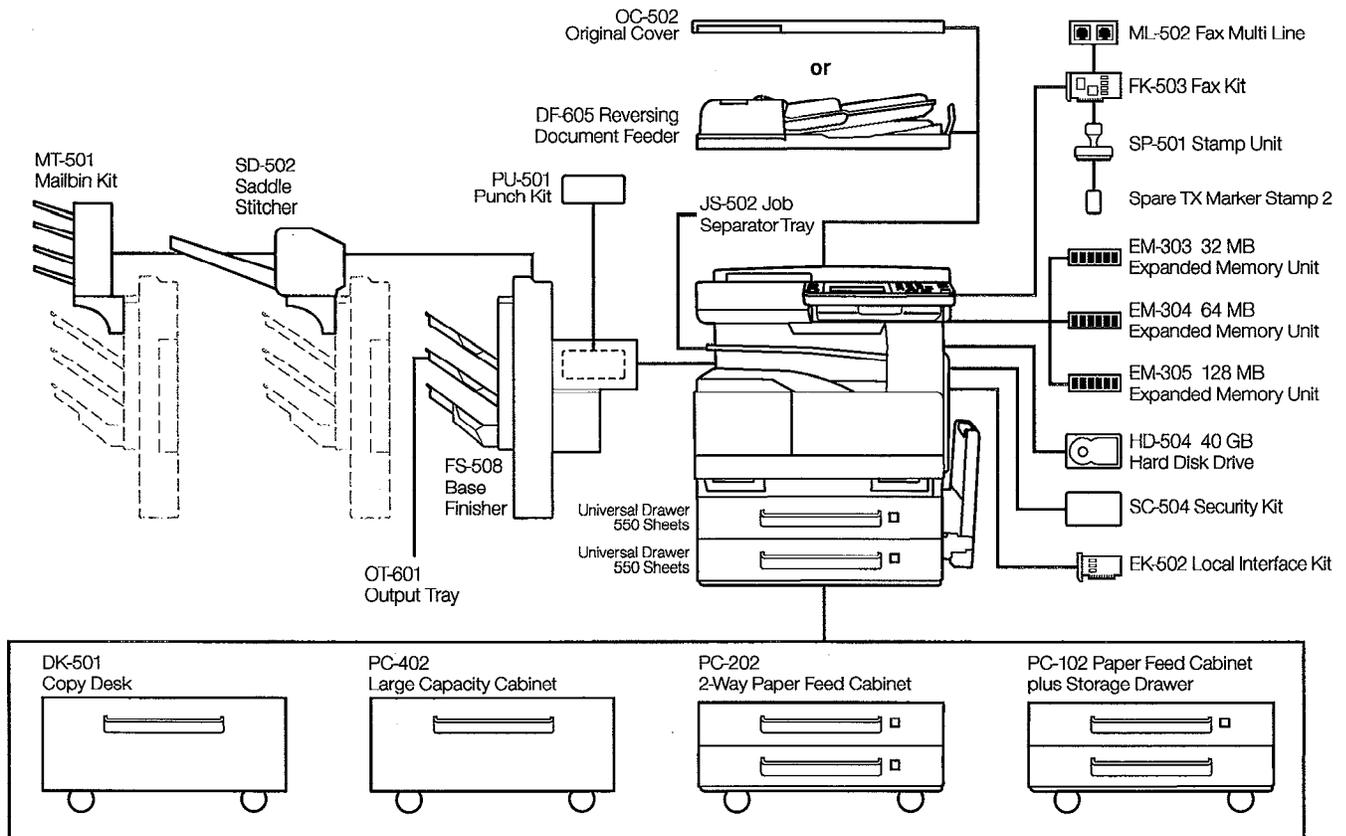
- NONE
- OT-601 Output Tray
- MT-501 Mailbin Kit
- PU-501 Punch Unit
- SD-502 Saddle Stitcher

STEP 4: PAPER SUPPLY/CABINET STAND OPTIONS

- PC-102 Paper Feed Cabinet
(One Universal Paper Drawer/550 sheets + Storage Drawer)
- PC-202 Paper Feed Cabinet
(Two Universal Paper Drawers/550 + 550 sheets)
- PC-402 Large Capacity Cabinet (2,750 Sheets; Letter-C only)
- DK-501 Copy Desk (2-drawer height cabinet)

STEP 5: ADDITIONAL OPTIONS

- HD-504 40 GB Hard Disk Drive*
(For copy, print and scan functions)
*Minimum 32 MB memory upgrade recommended to optimize system performance.
- SC-504 Security Kit
(Encrypts data stored on the hard disk drive)
- FK-503 Fax Kit
(Includes advanced scanning functions)
- ML-502 Fax Multi Line (Requires fax option)
(Dual Line Option)
- SP-501 Stamp Unit (Requires fax option+ DF-605)
(Transmission Marker Stamp)
- Spare TX Marker Stamp 2
(Refill for SP-501 Stamp Unit)
- EK-502 Local Interface Kit EK-502
(Enables printing through IEEE Parallel Connection)
- EM-303 32 MB Expanded Memory Unit
(Memory upgrade)
- EM-304 64 MB Expanded Memory Unit
(Memory upgrade)
- EM-305 128 MB Expanded Memory Unit
(Memory upgrade)



bizhub 350/250/200



Accessory Options for bizhub 350/250/200 Digital Printer/Copier/Scanner/Fax

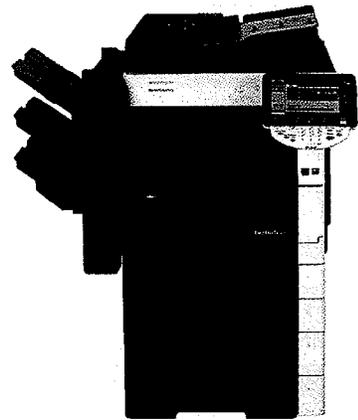
KONICA MINOLTA

1/2008

ACCESSORIES	ITEM NO.	DESCRIPTION	bizhub 350 4040311	bizhub 250 4041311	bizhub 200 4042311	NOTES
DOCUMENT HANDLING OPTIONS (One of the following is required)						
OC-502	4599225	Original Cover	●	●	●	
DF-605	4344712	Reversing Document Feeder	●	●	●	80-sheet capacity; Up to 70 opm
OUTPUT OPTIONS (One of the following is required)						
—		None	●	●	●	
JS-502	4347711	Job Separator Tray	●	●	●	Separates output; Cannot be installed if FS-508 is installed
FS-508	4349712	Base Finisher	●	●	●	Finisher must be installed to support finisher options.
FINISHER OPTIONS (One of the following is required)						
—		None	●	●	●	
OT-601	4625241	Output Tray	●	●	●	Adds third tray to FS-508 finisher; used to separate print, copy and fax output
MT-501	4510712	Mailbin Kit	●	●	●	Requires FS-508; Cannot be mounted if SD-502 is installed.
PU-501	4512812	Punch Unit	●	●	●	Requires FS-508; Provides 2/3-hole punch
SD-502	4511811	Saddle Stitcher	●	●	●	Requires FS-508; Cannot be mounted if MT-501 is installed.
PAPER SUPPLY OPTIONS (All models include two universal drawers, each with a 550 sheet paper capacity and a 150-sheet multi bypass tray)						
—		None	●	●	●	
PC-102	4061112	Paper Feed Cabinet (Universal 550-sheet paper drawer + storage drawer)	●	●	●	Increases paper capacity to 1,800 sheets Adds 550 sheets to standard paper supply.
PC-202	4061212	2-Way Paper Feed Cabinet (Universal, Two 550-sheet paper drawers)	●	●	●	Increases paper capacity to 2,350 sheets Adds 1,100 sheets to standard paper supply.
PC-402	4061313	Large Capacity Cabinet (Letter-C, 2,750-sheet drawer)	●	●	●	Increases system to maximum paper capacity of 4,000 sheets. Adds 2,750 sheets to standard paper supply.
PRINTER/COPIER STAND OPTION						
DK-501	4348011	Copy Desk	●	●	●	Required when no additional paper drawers are installed to bring device to operational height.
MEMORY UPGRADE OPTIONS						
EM-303	4551641	32 MB Expanded Memory	●	●	●	
EM-304	4551651	64 MB Expanded Memory	●	●	●	
EM-305	4551661	128 MB Expanded Memory	●	●	●	
HD-504	4599461	40 GB Hard Disk Drive	●	●	●	Required to support Scan-to-HDD, Image Setting functions and to program up to 5 Copy Jobs; Provides added memory. Minimum 32 MB memory upgrade recommended to optimize system performance.
PRINT CONTROLLER OPTIONS						
EK-502	4599481	Local Interface Kit (IEEE Parallel)	●	●	●	Enables local printing
FAX OPTIONS						
FK-503	4551613	Fax Kit	●	●	●	33.6 Kbps faxing plus additional scanning capabilities
ML-502	4551621	Fax Multi Line	●	●	●	Adds dual 33.6 Kbps line for faxing; Requires FK-503
SP-501	4614506	Stamp Unit	●	●	●	Same as bizhub Di3510-2010 Series; Stamps originals scanned for faxing
—	4614511	Spare TX Marker Stamp 2	●	●	●	Same as bizhub Di3510-2010 Series; Replacement stamp for stamp unit.
OTHER OPTION						
SC-504	4599444	Security Kit	●	●	●	Encrypts data stored on the hard disk drive.

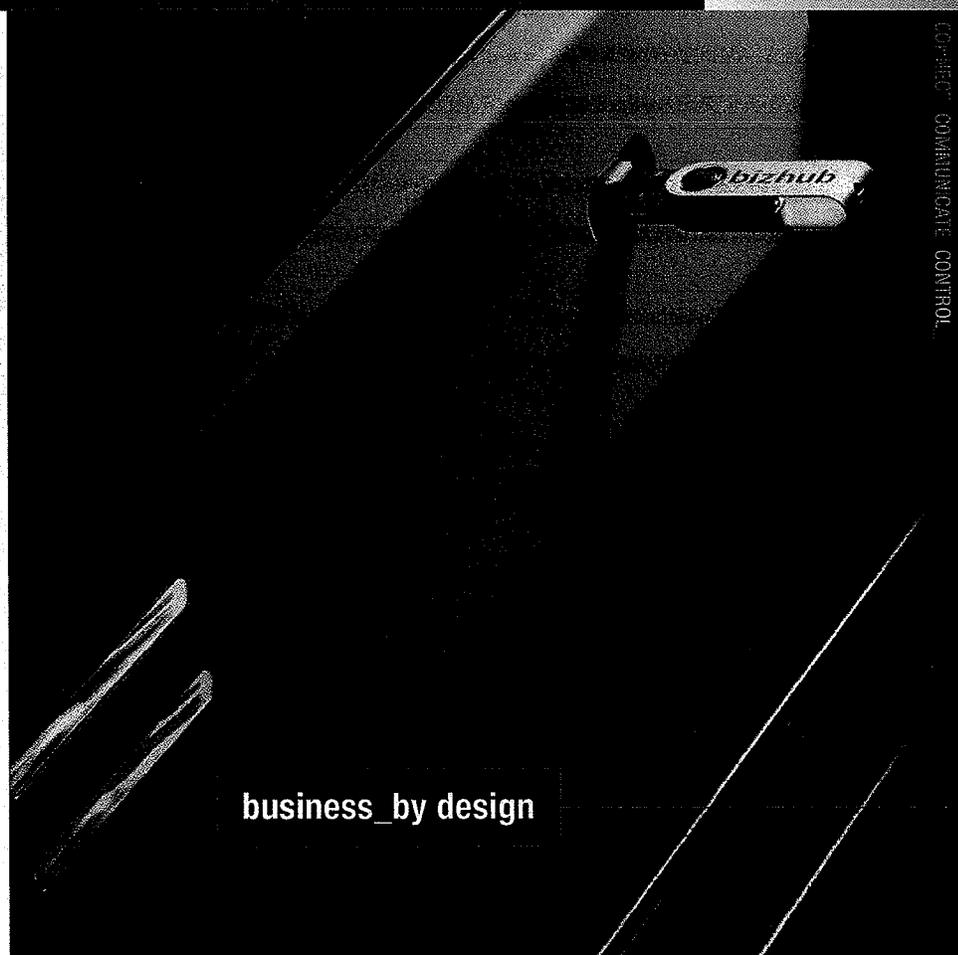
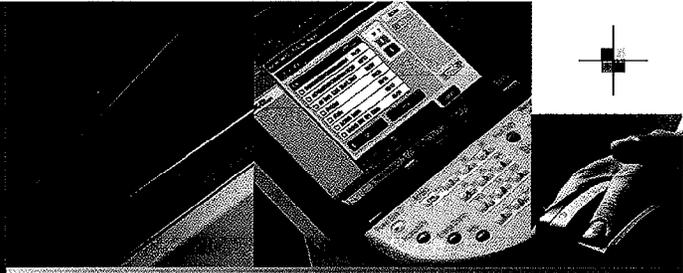
CONSUMABLE YIELDS

CONSUMABLE	ITEM NO.	DESCRIPTION	bizhub 200 UP TO 60K	bizhub 250 UP TO 120K	bizhub 350 UP TO 150K	NOTES
Toner TN-211	8938413	Polymerized Toner for 20- & 25-ppm engines	●	●	—	17,500 Yield (6% coverage)
Toner TN-311	8938402	Polymerized Toner for 35-ppm engine	—	—	●	17,500 Yield (6% coverage)
Developer DV-310	8938451	Developer	65K Yield	80K Yield	100K Yield	(6% coverage)
Photoconductor DR-310	4068612	Drum Unit DR-310	65K Yield	80K Yield	100K Yield	
Staples MS-5D	4623361	Staple Kit for FS-508 (5,000 staples/cartridge x 3)	●	●	●	Same as Di3510-2010 Series FN-117 Staples.
Staples MS-2C	4599161	Staple Kit for SD-502 (2000 staples/cartridge x 4)	●	●	●	Same as Di3510-2010 Series SK-1 Saddle Kit Staples



bizhub 421 PRINTER_COPIER_SCANNER_FAX_

SLEEK DESIGN, HIGH SPEED AND SUPERIOR PRODUCTIVITY. With high-speed 42 ppm output, high-volume monthly duty cycle and enhanced security protection for sensitive documents in the digital era, the bizhub® 421 is designed to power up your productivity while controlling costs. Its sleek styling, small footprint and hidden cables give you a central document resource that looks good from any angle—and gives everyone fast access to its superb print/scan performance. You'll also have fast 70 opm scanning to multiple destinations, modular finishing options for in-house printing, plus fax, connectivity and software options for a right-size solution that can grow with your business.



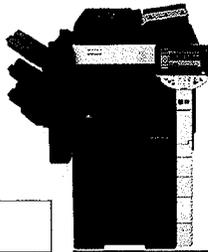
business_by design

CONNECT. COMMUNICATE. CONTROL.

- ▶ HIGH-SPEED 42 PPM OUTPUT IN HIGH-RESOLUTION B&W
- ▶ HIGH-VOLUME 150,000 PAGE-PER-MONTH DUTY CYCLE
- ▶ SIMITRI® POLYMERIZED TONER FOR MORE FINE DETAIL
- ▶ POWERFUL EMPERON® PRINT SYSTEM, PCL/PS EMULATION*
- ▶ WINDOWS VISTA SUPPORT WITH NATIVE XPS INTERPRETER AND DPWS PROTOCOL FOR IMPROVED NETWORK CONNECTIVITY
- ▶ LARGE COLOR LCD TOUCH-SCREEN, THUMBNAIL PREVIEW
- ▶ 70 OPM SCANNING, SIMULTANEOUS BIZHUB SEND FUNCTION
- ▶ 5,650-SHEET MAXIMUM PAPER CAPACITY (WITH OPTIONS)
- ▶ STANDARD DUPLEXING, HEAVY STOCK SUPPORT
- ▶ MODULAR FINISHING OPTIONS: BOOKLETS, STAPLING, HOLE-PUNCH
- ▶ SUPER G3 FAX OPTION, OPTIONAL DUAL LINE SUPPORT
- ▶ ADVANCED SECURITY: BIOMETRIC & HID CARD AUTHENTICATION OPTIONS
- ▶ POWERFUL PAGESCOPE® SOFTWARE SUITE SIMPLIFIES NETWORK MANAGEMENT

The essentials of imaging

* Optional IC-207 Image Controller required for printing.



bizhub 421

PRINTER_COPIER_SCANNER_FAX_

CONNECT_COMMUNICATE_CONTROL_

General Specifications:

TYPE:	Digital Printer/Copier/Scanner/Fax
TONER TYPE:	Simitri® Polymerized Toner
MONTHLY DUTY CYCLE:	150,000
PRINT/COPY SPEED:	B&W: 42 ppm (letter, portrait)
PRINT/COPY RESOLUTION:	1200 dpi equivalent x 600 dpi/600 dpi x 600 dpi
SCAN SPEED/SCAN RESOLUTION:	Up to 70 ppm (@ 300 dpi, letter)/200 dpi, 300 dpi, 400 dpi, 600 dpi (B&W only)
SCAN FILE FORMATS:	TIFF, PDF, XPS, Encrypted PDF
MEMORY/HARD DISK DRIVE:	1,024 MB (shared print, copy, scan and fax memory)/60 GB HDD (optional, shared print, copy, scan, fax)
ORIGINAL SIZE:	Up to 11" x 17" (scanning/copying)
PAPER SIZE:	5.5" x 8.5" to 11" x 17"
PAPER WEIGHT:	16 lb. to 28 lb. bond; Manual Bypass: 13 lb. bond to 110 lb. Index
WARM-UP TIME:	Less than 30 seconds
FIRST COPY:	Less than 3.6 seconds (letter)
COPY QUANTITY:	1 - 999
STANDARD PAPER SUPPLY:	500-sheet universal cassette (20 lb.), 500-sheet universal cassette (20 lb.), 150-sheet bypass (20 lb.)
MAGNIFICATION:	Zoom range: 25% - 400%, 0.1% increments, Preset reduction: 79%, 77%, 65%, 50%, Preset enlargement: 121%, 129%, 155%, 200%
COPY EXPOSURE MODES:	Text (legible text), Text/Photo (clear text and halftones), Photo, Dot Matrix
MAXIMUM PAPER CAPACITY:	5,650 sheets (total, with options)
DOCUMENT FEEDER:	Capacity: 80 sheets, Original size: Up to 11" x 17"; 1-sided, 2-sided originals, mixed original detection
POWER REQUIREMENTS:	120V, 60MHz, 12A
POWER CONSUMPTION:	Less than 1,560W
DIMENSIONS (W x D x H):	26.7" x 27.9" x 35.2"
WEIGHT:	Approx. 215 lbs. (Main Unit + ADF)
OPTIONS:	AU-101 Biometric Authentication Unit, AU-201H HID Card Authentication Unit, DK-506 Desk/Storage Drawer, EK-703 USB Host Board (Local I/F Kit), FK-502 Fax Kit, FS-522 Built-in Base Finisher (50 sheets), FS-523 Staple Finisher (50 sheets/Includes RU-507 Relay Unit), HD-509 60GB Hard Disk Drive, IC-207 Image Controller, JS-502 Job Separator (requires OT-504), LU-203 Large Capacity Unit, ML-503 Fax Multi Line, MT-502 Mail Bin Kit (for FS-522), OT-602 Output Tray (for FS-522), PC-206 500-Sheet Universal x 2, PC-407 Paper Feed Cabinet (2,500 sheets), PU-501 Punch Kit Unit (for FS-522), SC-505 HDD Encryption Kit, SD-507 Saddle Stitcher (for FS-522), SP-501 Fax Stamp Kit, WT-502 Working Table

AVAILABLE PRINT/COPY FUNCTIONS:	Account/Track (100 accounts; 1,000 accounts with optional HDD), APS/AMS, Auto Duplex, Auto Reset, Auto Tray Switching, Bi-Directional Communication (Device Option Setting), Box Function, Store Copy Jobs, Print Jobs, Scans, Fax Data, Print Stored Data, Route Scanned Data, Copy Modes (Simplex/Duplex, 2-in-1, 4-in-1, 8-in-1, Book Copy (Separation), Book Mode Copy), Cover Mode, Creative Functions (XY Zoom, Image Centering, Neg./Pos. Reverse, Image Repeat), Ciss-Cross Sorting, Encrypted Network Password Printing, Form Overlay, Frame Erase, Energy Save Mode, Enlarge Display, Erase (Border, Frame, Edge) Mode, Finishing (Group, Sort, Staple, Punch, Center, Staple and Fold), HDD Random Erase, Image Density Adjustment (Density, Background Removal), Image Overlay, Image Preview (Job Finishing Image Display), Engine Configuration Display, Interrupt, Job List, Job Erase, Job Reserve, LDAP/Up to 5 LDAP servers/Global LDAP, OHP Interleaving, Mixplex, Mix-Media, Program/Recall Jobs, Paper Size Selection (APS), Paper Type Selection, Proof Copy, Secure Printing, Separate Scan, Sleep Mode, User Authentication (Synchronize w/Account Track), Utility (Meter Count, Environment Setting, Default Setting, One Touch Set), Check Consumable Life, Admin. Mode), Watermarks, Zoom Selection (AMS, Fixed Zoom Ratio, User Programmable Zoom Ratio; Manual)
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AVAILABLE SCAN FUNCTIONS:	Scan-to-E-mail, Scan-to-FTP, Scan-to-SMB, Scan-to-HDD (Scan-to-User Box), Network TWAIN (HDD TWAIN), Scan-to-WebDAV, Scan-to-USB, WS-Scan
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AVAILABLE FAX FUNCTIONS:	Autodialing (1,000 one-touch keys w/o HDD/2,000 one-touch keys w/optional HDD), Auto Memory Reception, Auto Reduction Printing, Border Erase Transmission, Broadcasting (maximum 621 locations), Bulletin Board, Density Adjustment, Duplex Transmission/Reception, Exposure Mode (Text, Text/Photo, Photo, Dot Matrix), Group Dialing (up to 500 one-touches per group), Image Rotation Transmission/Reception, Mailbox (Private) Transmission/Reception, Memory/Quick Dial, Mixed Originals Transmission, Original Size Designation, Overseas Transmission, Password Transmission/Reception, PC-Fax, Polling Transmission/Reception, Priority Transmission, Print Setting for Overnight Reception, Program Dialing (400 programs), Redial, Relay Broadcasting, Relay Transmission, Remote Reception, Timer Transmission, TSI User Box, TSI User Box Routing
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FAXING (with fax option):	Super G3 compatibility, JBIG data compression, 33.6 Kbps modem speed, F-Code Support
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FAX TRANSMISSION SPEED:	Approximately 2.4 seconds/page
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FAX EXPOSURE MODES:	Text, Text/Photo, Photo, Dot Matrix
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APPLICATIONS:	Network & Device Management: PageScope Net Care Device Manager, PageScope NDPS Gateway, PageScope EMS Plug-Ins, PageScope Network Setup, PageScope Data Administrator, HDD Backup Utility, PageScope Web Connection, Plug-in for Webjet Admin; User Tools: PageScope Direct Print, PageScope Box Operator, PageScope Print Status Notifier, Font Management Utility, Print Utility for Unix
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PROCESSOR:	600 MHz
RAM:	1,024 MB (shared with main body)
HARD DISK DRIVE:	60 GB (shared scan and copier HDD) optional
PAGE DESCRIPTION LANGUAGE:	PCL5e/c, PCL6 (XL version 3.0) Emulation, PS3 (version 3016) Emulation, XPS (XML Paper Specification)
FONTS:	PCL Resident Fonts: 80 outline, PS3 Emulation/Resident Fonts: 137 outline
PRINT DRIVERS:	PCL6: Windows 2000, Windows XP (Home/Professional), Windows Server 2003, Windows XP Professional x64, Windows Server 2003 x64, Windows NT 4.0, Windows Vista (x32, x64) PS3: Windows 2000, Windows XP (Home/Professional), Windows Server 2003, Windows XP Professional x64, Windows Server 2003 x64, Windows Vista (x32, x64) XPS: Windows Vista (x32, x64), Mac OS 9.2 (PPD File), Mac OS X 10.2, 10.3, 10.4, 10.5**, Intel-based 10.4, 10.5** (print driver) 10Base-T/100Base-TX/1000Base-T; USB 2.0 (optional)
STANDARD INTERFACES:	TCP/IP, IPX/SPX, AppleTalk (EtherTalk), LPR, SMB, LPD, Netware (4.x, 5, 6), PeerServer, N Printer, NDPS, IPP 1.1, SMTP, POP3, LDAP, SSL, SNMP, HTTP/HTTPS, IPv6, DPWS (WSD)
PROTOCOLS:	
MANAGEMENT TOOLS:	bizhub vCare capable
OPTIONAL SOFTWARE:	PageScope Workware

*IC-207 Image Controller required for printing.
**May not be available at the time of launch.



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START: bizhub 501/421 BASE UNIT

Comes standard with: Drum, Developer (1), DF-613, Duplex Unit, 1,024 MB Memory (max.), Tray 1 (500 sheets), Tray 2 (500 sheets), Intelligent Bypass (150 sheets), Total Standard Paper Capacity: 1,150 sheets (5,650 max.)

STEP 1: DOCUMENT HANDLING OPTIONS

- DF-613 Reversing Document Feeder (Standard)

STEP 2: OUTPUT OPTIONS

- OT-504 Output Tray (Required if no finisher is purchased)
- JS-502 Job Separator Tray (Requires OT-504)

STEP 3: FINISHER OPTIONS

- Duplex Unit (Standard)
- FS-523 Staple Finisher (Includes RU-507)
- FS-522 Base Finisher
- MT-502 Mailbin Kit
- SD-507 Saddle Stitcher Cannot be combined
- PU-501 Punch Unit (2/3)
- OT-602 Output Tray

STEP 4: PAPER SUPPLY/CABINET STAND OPTION

- PC-407 Paper Feed Cabinet (2,500 sheets; Letter only)
- PC-206 Paper Feed Cabinet (2 x 500 sheets; Universal)
- LU-203 Large Capacity Unit (2,000 sheets; Letter only)
- DK-506 Copy Desk (2-drawer height cabinet with paper storage)

STEP 5: ANALOG FAXING OPTIONS

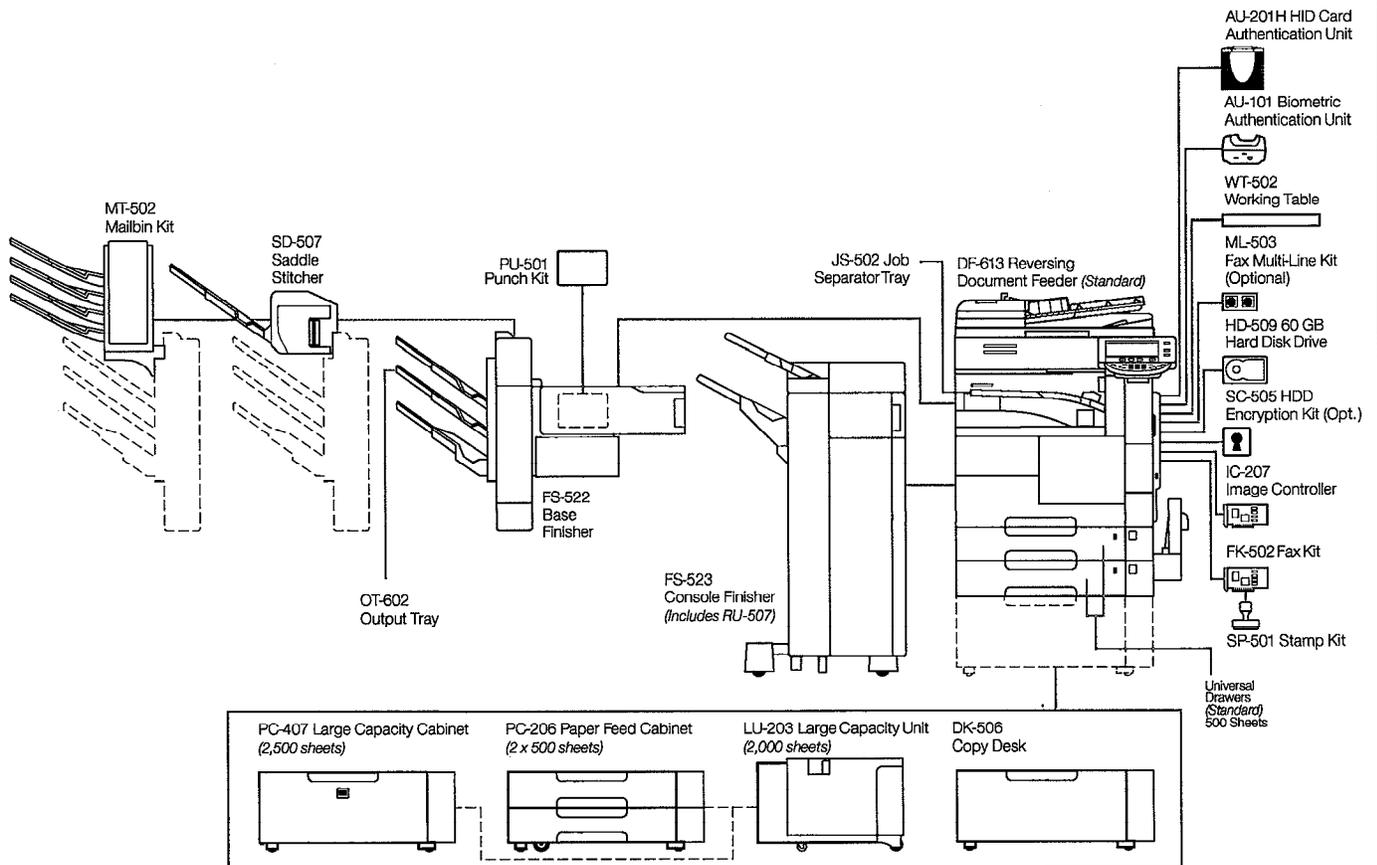
- FK-502 Fax Kit (Includes MK-708)
 - SP-501 Stamp Kit (Requires fax option)
- ML-503 Fax Multi-Line Kit

STEP 6: CONTROLLER OPTION

- IC-207 Image Controller (Required for printing)

STEP 7: ADDITIONAL OPTIONS

- HD-509 60 GB Hard Disk Drive (for enhanced copy, print and scan functions)
- SC-505 HDD Encryption Kit
- WT-502 Working Table
- AU-101 Biometric Authentication Unit (Requires WT-502)
- EK-703 USB Interface Kit
- AU-201H HID Card Authentication Unit (Available January 2009)





ACCESSORIES	ITEM NO.	DESCRIPTION	NOTES
BASE UNIT			
bizhub 501	A0R5011	bizhub 501 Digital Copier	<i>Includes: Drum, Developer (1), DF-613, Duplex Unit, 1,024 MB Memory (max.), Tray 1 (500 sheets), Tray 2 (500 sheets), Intelligent Bypass (150 sheets), Total Standard Paper Capacity: 1,150 sheets (5,650 max.)</i>
bizhub 421	A0R6011	bizhub 421 Digital Copier	<i>Includes: Drum, Developer (1), DF-613, Duplex Unit, 1,024 MB Memory (max.), Tray 1 (500 sheets), Tray 2 (500 sheets), Intelligent Bypass (150 sheets), Total Standard Paper Capacity: 1,150 sheets (5,650 max.)</i>

DOCUMENT HANDLING OPTIONS

DF-613	—	Reversing Document Feeder (Standard)	80 sheet capacity. Up to 70 opm.
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OUTPUT OPTIONS (One of the following is required)

OT-504	A0RA0Y1	Output Tray	<i>Output Tray only (Required when no finisher is purchased).</i>
JS-502	4347711	Job Separator Tray	<i>Separates output. Not available with FS-522 or FS-523 (Requires OT-504).</i>
FS-522	A0HN0Y1	Base Finisher (Internal Type)	<i>Finisher must be installed to support FS-522 options (Internal Finisher).</i>
FS-523	A0PHX001	Staple Finisher (with Relay Unit)	<i>Includes RU-507 Relay Unit. Floor type finisher. Includes 2/3-Hole Punch & Stapling (Standard).</i>

FS-522 FINISHER OPTIONS

OT-602	4625246	Output Tray	<i>Adds third tray to FS-522 finisher; used to separate print, copy and fax output.</i>
MT-502	4510761	Mailbin Kit	<i>Requires FS-522; Allows for outputting documents in various trays. Cannot be combined with SD-507.</i>
PU-501	4512812	Punch Unit	<i>Requires FS-522; Provides 2/3-hole punch.</i>
SD-507	A0PGW21	Saddle Stitcher	<i>Requires FS-522; Provides booklet making capability. Cannot be combined with FS-522 Mailbin Kit.</i>

PAPER SUPPLY OPTIONS (Both models include two universal drawers, each with a 500 sheet paper capacity and a 150-sheet multi bypass tray)

LU-203	A0R90Y1	Large Capacity Unit (2,000 sheets)	<i>Increases paper capacity to 5,650 sheets. Requires PC-206 or PC-407.</i>
PC-206	A0RC0Y1	2-Way Paper Feed Cabinet (Universal, Two 500-sheet paper drawers)	<i>Increases paper capacity to 2,150 sheets. Adds 1,000 sheets to standard paper supply.</i>
PC-407	A0RC011	Large Capacity Cabinet (Letter, 2,500-sheet drawer)	<i>Increases system to maximum paper capacity of 3,650 sheets. Adds 2,500 sheets to standard paper supply.</i>

PRINTER/COPIER STAND OPTION

DK-506	A0RC0Y3	Copy Desk	<i>Required when no additional paper drawers are installed to bring device to operational height.</i>
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ADDITIONAL OPTIONS

HD-509	A0P6WY1	60 GB Hard Disk Drive	<i>Required to support Scan-to-HDD and other functions. See bizhub 501/421 Product & Sales Guide for details.</i>
SC-505	A0PAWY1	HDD Encryption Kit	<i>Encrypts all data stored on HDD. Provides encryption priority and overwrite priority selections.</i>
AU-101	A09MWW0	Biometrics Authentication Unit	<i>Compatible with C650, C550, C451 and C353, C253, C203.</i>
WT-502	A07EWW0	Working Table	<i>Required for AU-101 Biometrics Authentication Unit; Compatible with C451, C550 and C650.</i>
EK-703	A0P4WY1	USB Interface Kit	<i>Required for local USB printing.</i>
AU-201H	7640005064	HID Card Authentication Unit	<i>Compatible with C650, C550, C451 and C353, C253, C203, C353P. (Available January 2009)</i>

FAX OPTIONS

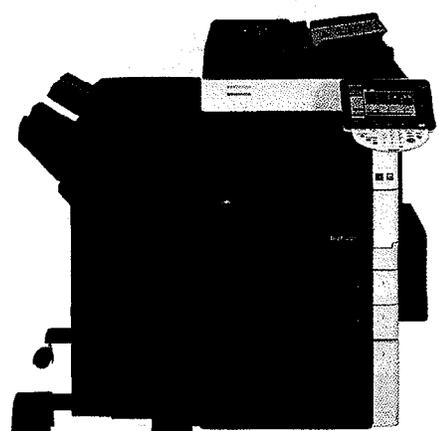
FK-502	15LBX004	Fax Kit	<i>33.6 Kbps faxing. Includes MK-708 Mount Kit.</i>
SP-501	4614506	Stamp Kit	<i>Successful fax transmissions are marked (Stamped).</i>
ML-503	7640X024	Fax Multi-Line Kit	<i>Adds second line to bizhub 501/421. Kit includes dual Line and fax board FK-502.</i>

CONTROLLER OPTION

IC-207	A0P80Y1	Image Controller	<i>Adds PCL 6/PS 3 emulation, XPS (XML Page Specification) printing capability.</i>
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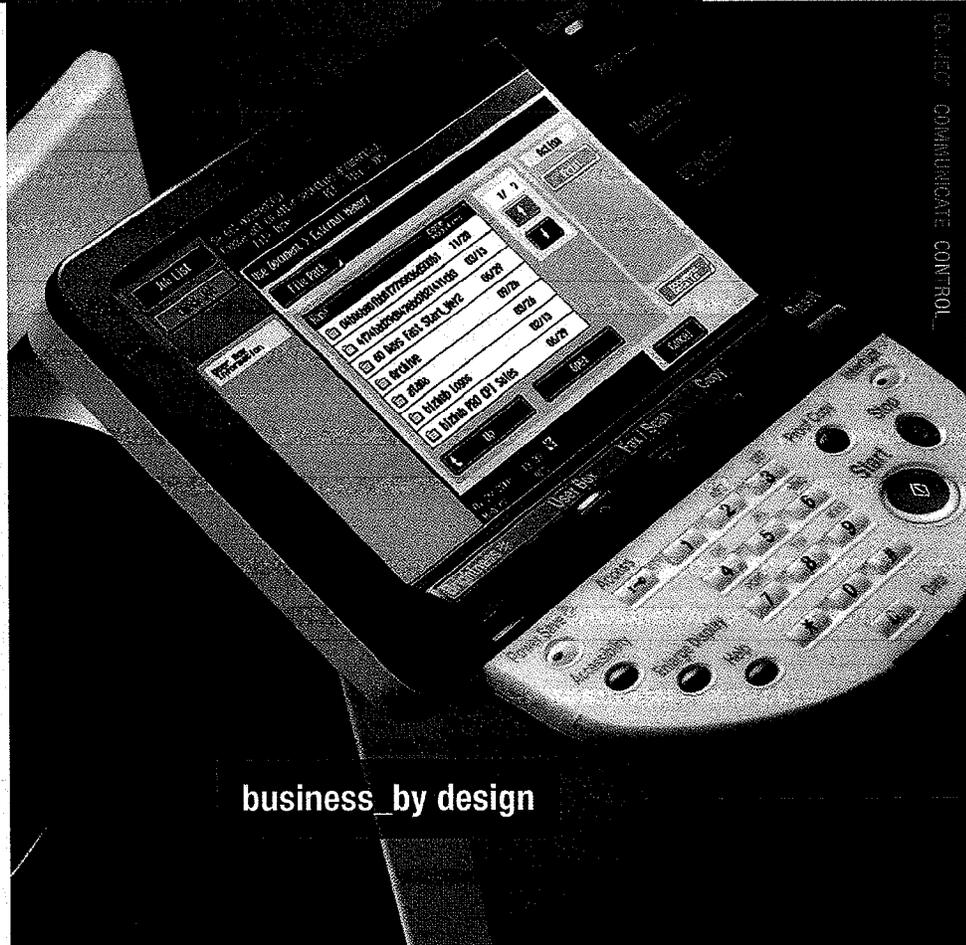
CONSUMABLE YIELDS

CONSUMABLE	ITEM NO.	DESCRIPTION	NOTES
Toner TN-511	024E	Simitri® Polymerized Toner	32.2K Yield (6% coverage)
Developer DV-511	024G	Developer	250K Yield (6% coverage) bizhub 501/421
Photoconductor	024K	Drum Unit	250K Yield (6% coverage) bizhub 501/421
Staples MS-5D	4623361	For FS-523 and FS-522 Finishers (5,000 staples/cartridge x 3)	
Staples MS-2C	4599161	For Saddle Stitcher Kit SD-507 (2,000 staples/cartridge x 4)	



bizhub 501 PRINTER_COPIER_SCANNER_FAX_

DESIGN THAT TAKES PRODUCTIVITY TO A HIGHER POWER. Power your printing, speed your output, transform your workflow and enhance your security—all while controlling your costs and growing your business. That's the beauty of bizhub®, the total document solution from Konica Minolta. The high-speed bizhub 501 is designed to move information faster from a central document resource with sleek styling, small footprint and hidden cables for center-office placement. And with 50 ppm print/copy output, 70 opm scanning speed, plus modular finishing, fax, connectivity and software options to custom-fit every environment, you'll have a right-size solution for any-size business.



business by design

EASY-TO-USE COMMUNICATE CONTROL

- ▶ HIGH-SPEED 50 PPM OUTPUT IN HIGH-RESOLUTION B&W
- ▶ HIGH-VOLUME 175,000 PAGE-PER-MONTH DUTY CYCLE
- ▶ SIMTRI® POLYMERIZED TONER FOR MORE FINE DETAIL
- ▶ POWERFUL EMPERON® PRINT SYSTEM, PCL/PS EMULATION*
- ▶ WINDOWS VISTA SUPPORT WITH NATIVE XPS INTERPRETER AND DPWS PROTOCOL FOR IMPROVED NETWORK CONNECTIVITY
- ▶ LARGE COLOR LCD TOUCH-SCREEN, THUMBNAIL PREVIEW
- ▶ 70 OPM SCANNING, SIMULTANEOUS BIZHUB SEND FUNCTION
- ▶ 5,650-SHEET MAXIMUM PAPER CAPACITY (WITH OPTIONS)
- ▶ STANDARD DUPLEXING, HEAVY STOCK SUPPORT
- ▶ MODULAR FINISHING OPTIONS: BOOKLETS, STAPLING, HOLE-PUNCH
- ▶ SUPER G3 FAX OPTION, OPTIONAL DUAL LINE SUPPORT
- ▶ ADVANCED SECURITY: BIOMETRIC & HID CARD AUTHENTICATION OPTIONS
- ▶ POWERFUL PAGESCOPE® SOFTWARE SUITE SIMPLIFIES NETWORK MANAGEMENT

The essentials of imaging

* Optional IC-207 Image Controller required for printing.

bizhub 501



PRINTER_COPIER_SCANNER_FAX_

CONNECT_COMMUNICATE_CONTROL_

General Specifications:

TYPE:	Digital Printer/Copier/Scanner/Fax
TONER TYPE:	Simitri® Polymerized Toner
MONTHLY DUTY CYCLE:	175,000
PRINT/COPY SPEED:	B&W: 50 ppm (letter, portrait)
PRINT/COPY RESOLUTION:	1200 dpi equivalent x 600 dpi/600 dpi x 600 dpi
SCAN SPEED/SCAN RESOLUTION:	Up to 70 opm (@ 300 dpi, letter)/200 dpi, 300 dpi, 400 dpi, 600 dpi (B&W only)
SCAN FILE FORMATS:	TIFF, PDF, XPS, Encrypted PDF
MEMORY/HARD DISK DRIVE:	1,024 MB (shared print, copy, scan and fax memory)/60 GB HDD (optional, shared print, copy, scan, fax)
ORIGINAL SIZE:	Up to 11" x 17" (scanning/copying)
PAPER SIZE:	5.5" x 8.5" to 11" x 17"
PAPER WEIGHT:	16 lb. to 28 lb. bond; Manual Bypass: 13 lb. bond to 110 lb. Index
WARM-UP TIME:	Less than 60 seconds
FIRST COPY:	Less than 3.2 seconds (letter)
COPY QUANTITY:	1 - 999
STANDARD PAPER SUPPLY:	500-sheet universal cassette (20 lb.), 500-sheet universal cassette (20 lb.), 150-sheet bypass (20 lb.)
MAGNIFICATION:	Zoom range: 25% - 400%, 0.1% increments, Preset reduction: 79%, 77%, 65%, 50%, Preset enlargement: 121%, 129%, 155%, 200%
COPY EXPOSURE MODES:	Text (legible text), Text/Photo (clear text and halftones), Photo, Dot Matrix
MAXIMUM PAPER CAPACITY:	5,650 sheets (total, with options)
DOCUMENT FEEDER:	Capacity: 80 sheets; Original size: Up to 11" x 17"; 1-sided, 2-sided originals; mixed original detection
POWER REQUIREMENTS:	120V, 60Hz, 12A
POWER CONSUMPTION:	Less than 1,560W
DIMENSIONS (W x D x H):	26.7" x 27.9" x 35.2"
WEIGHT:	Approx. 215 lbs. (Main Unit + ADF)
OPTIONS:	AU-101 Biometric Authentication Unit, AU-201H HID Card Authentication Unit, DK-506 Desk/Storage Drawer, EK-703 USB Host Board (Local I/F Kit), FK-502 Fax Kit, FS-522 Built-in Base Finisher (50 sheets), FS-523 Staple Finisher (50 sheets/Includes RU-507 Relay Unit), HD-509 60GB Hard Disk Drive, IC-207 Image Controller, JS-502 Job Separator (requires OT-504), LU-203 Large Capacity Unit, ML-503 Fax Multi Line, MT-502 Mail Bin Kit (for FS-522), OT-602 Output Tray (for FS-522), PC-206 500-Sheet Universal x 2, PC-407 Paper Feed Cabinet (2,500 sheets), PU-501 Punch Kit Unit (for FS-522), SC-505 HDD Encryption Kit, SD-507 Saddle Stitcher (for FS-522), SP-501 Fax Stamp Kit, WT-502 Working Table
AVAILABLE PRINT/COPY FUNCTIONS:	Account Track (100 accounts; 1,000 accounts with optional HDD), APS/AMS, Auto Duplex, Auto Reset, Auto Tray Switching, Bi-Directional Communication (Device Option Setting), Box Function (Store Copy Jobs, Print Jobs, Scans, Fax Data, Print Stored Data), Copy Modes (Simplex/Duplex; 2-in-1, 4-in-1, 8-in-1), Book Copy (Separation), Book Mode Copy, Cover Mode, Creative Functions (XY Zoom, Image Centering, Neg./Pos. Reverse, Image Repeat), Cites-Cross Sorting, Encrypted Network Password Printing, Form Overlay, Frame Erase, Energy Save Mode, Enlarge Display, Erase (Border, Frame, Edge) Mode, Finishing (Group, Sort, Staple, Punch, Center, Staple and Fold), HDD Random Erase, Image Density Adjustment (Density, Background Removal), Image Overlay, Image Preview (Job Finishing Image Display), Interrupt, Job List, Job Erase, Job Reserve, LDAP/Up to 5 LDAP servers/Global LDAP, OHP Interleaving, Mixplex, Mix-Media, Program/Recall Jobs, Paper Size Selection (APS), Paper Type Selection, Proof Copy, Secure Printing, Separate Scan, Sleep Mode, User Authentication (Synchronize w/Account Track), Utility (Meter Count, Environment Setting, Default Setting, One Touch Set), Check Consumable Life, Admin. Mode), Watermarks, Zoom Selection (AMS, Fixed Zoom Ratio, User Programmable Zoom Ratio, Manual)
AVAILABLE SCAN FUNCTIONS:	Scan-to-Email, Scan-to-FTP, Scan-to-SMB (Scan-to-Desktop), Scan-to-HDD (Scan-to-User Box), Network TWAIN (HDD TWAIN), Scan-to-WebDAV, Scan-to-USB, WS-Scan
AVAILABLE FAX FUNCTIONS:	Autodialing (1,000 one-touch keys w/o HDD/2,000 one-touch keys w/ optional HDD), Auto Memory Reception, Auto Reduction Printing, Border Erase, Broadcasting (maximum 621 locations), Bulletin Board, Density Adjustment, Duplex Transmission/Reception, Exposure Mode (Text, Text/Photo, Photo, Dot Matrix), Group Dialing (up to 500 one-touches per group), Image Rotation, Transmission/Reception, Mailbox (Private) Transmission/Reception, Memory/Quick Dial, Mixed Originals Transmission, Original Size Designation, Overseas Transmission, Password Transmission/Reception, PC-Fax, Polling Transmission/Reception, Priority Transmission, Print Setting for Overnight Reception, Program Dialing (400 programs), Redial, Relay Broadcasting, Relay Transmission, Remote Reception, Timer Transmission, TSI User Box, TSI User Box Routing
FAXING (with fax option):	Super G3 compatibility; JBIG data compression, 33.6 Kbps modem speed, F-Code Support
FAX TRANSMISSION SPEED:	Approximately 2.4 seconds/page
FAX EXPOSURE MODES:	Text, Text/Photo, Photo, Dot Matrix
APPLICATIONS:	Network & Device Management: PageScope Net Care Device Manager, PageScope NDPS Gateway, PageScope EMS Plug-Ins, PageScope Network Setup, PageScope Data Administrator, HDD Backup Utility, PageScope Web Connector, Plug-in for WebJet Admin, User Tools: PageScope Direct Print, PageScope Box Operator, PageScope Print Status Notifier, Font Management Utility, Print Utility for Unix



PROCESSOR:	600 MHz
RAM:	1,024 MB (shared with main body)
HARD DISK DRIVE:	60 GB (shared scan and copier HDD) optional
PAGE DESCRIPTION LANGUAGE:	PCL5e/c, PCL6 (XL version 3.0) Emulation, PS3 (version 3016) Emulation, XPS (XML Paper Specification)
FONTS:	PCL Resident Fonts: 80 outline, PS3 Emulation Resident Fonts: 137 outline
PRINT DRIVERS:	PCL6: Windows 2000, Windows XP (Home/Professional), Windows Server 2003, Windows XP Professional x64, Windows Server 2003 x64, Windows NT 4.0, Windows Vista (x32, x64) PS3: Windows 2000, Windows XP (Home/Professional), Windows Server 2003, Windows XP Professional x64, Windows Server 2003 x64, Windows Vista (x32, x64) XPS: Windows Vista (x32, x64), Mac OS 9.2 (PPD File), Mac OS X 10.2, 10.3, 10.4, 10.5**, Intel-based 10.4, 10.5** (print driver)
STANDARD INTERFACES:	10Base-T/100Base-TX/1000Base-T; USB 2.0 (optional)
PROTOCOLS:	TCP/IP, IPX/SPX, AppleTalk (EtherTalk), LPR, SMB, LPD, Netware (4.x, 5, 6), Pserver, N Printer, NDPS, IPP 1.1, SMTP, POP3, LDAP, SSL, SNMP, HTTP/HTTPS, IPv6, DPWS (WSD)
MANAGEMENT TOOLS:	bizhub vCare capable
OPTIONAL SOFTWARE:	PageScope Workware

*IC-207 Image Controller required for printing.
**May not be available at the time of launch.

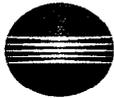


KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.
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Design and specifications are subject to change without notice. Some functions may require options, which may or may not be available at time of launch.



START: bizhub 501/421 BASE UNIT

Comes standard with: Drum, Developer (1), DF-613, Duplex Unit, 1,024 MB Memory (max.), Tray 1 (500 sheets), Tray 2 (500 sheets), Intelligent Bypass (150 sheets), Total Standard Paper Capacity: 1,150 sheets (5,650 max.)

STEP 1: DOCUMENT HANDLING OPTIONS

- DF-613 Reversing Document Feeder (Standard)

STEP 2: OUTPUT OPTIONS

- OT-504 Output Tray (Required if no finisher is purchased)
- JS-502 Job Separator Tray (Requires OT-504)

STEP 3: FINISHER OPTIONS

- Duplex Unit (Standard)
- FS-523 Staple Finisher (Includes RU-507)
- FS-522 Base Finisher
 - MT-502 Mailbin Kit Cannot be combined
 - SD-507 Saddle Stitcher Cannot be combined
 - PU-501 Punch Unit (2/3)
 - OT-602 Output Tray

STEP 4: PAPER SUPPLY/CABINET STAND OPTION

- PC-407 Paper Feed Cabinet (2,500 sheets; Letter only)
- PC-206 Paper Feed Cabinet (2 x 500 sheets; Universal)
- LU-203 Large Capacity Unit (2,000 sheets; Letter only)
- DK-506 Copy Desk (2-drawer height cabinet with paper storage)

STEP 5: ANALOG FAXING OPTIONS

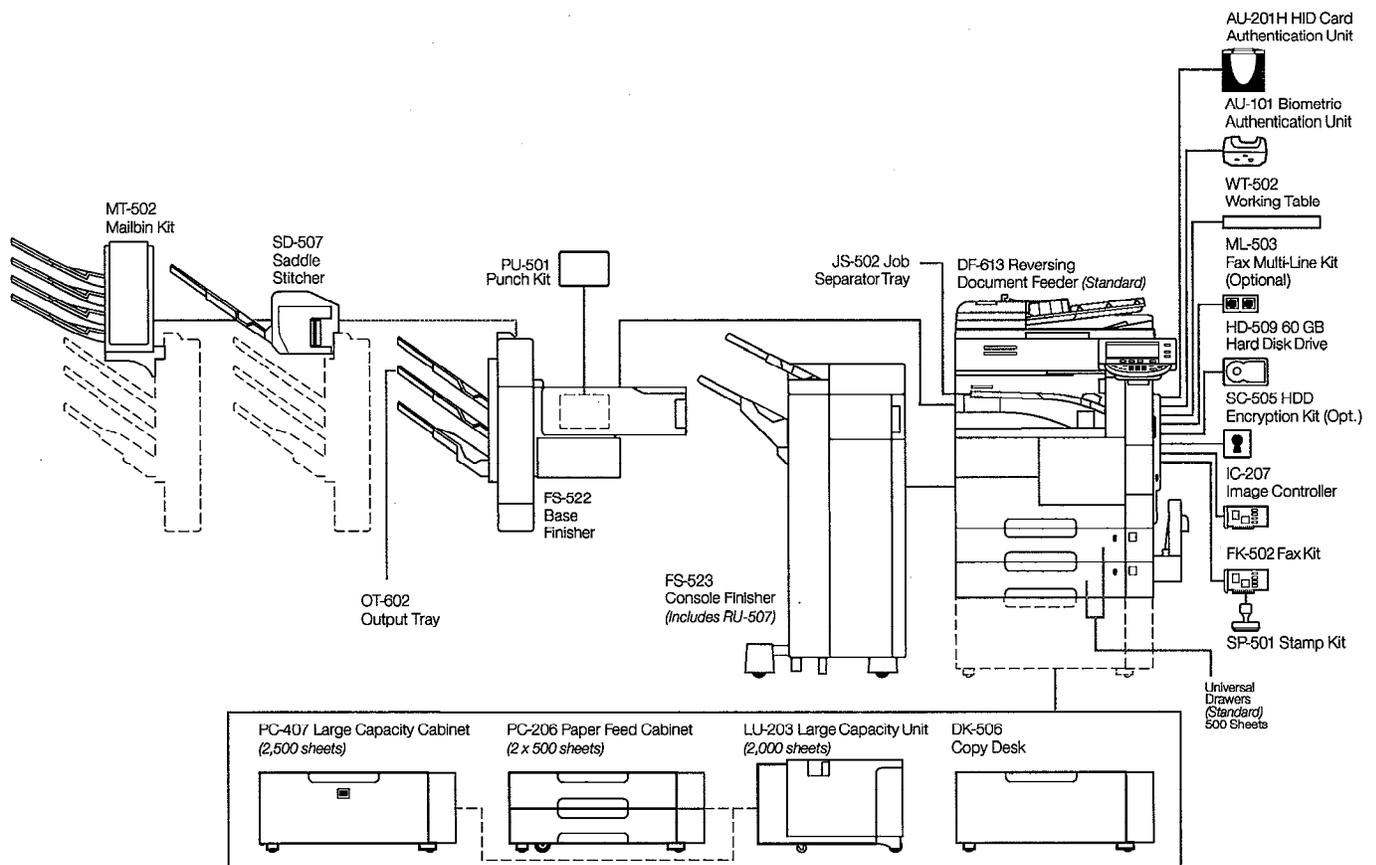
- FK-502 Fax Kit (Includes MK-708)
 - SP-501 Stamp Kit (Requires fax option)
- ML-503 Fax Multi-Line Kit

STEP 6: CONTROLLER OPTION

- IC-207 Image Controller (Required for printing)

STEP 7: ADDITIONAL OPTIONS

- HD-509 60 GB Hard Disk Drive (for enhanced copy, print and scan functions)
- SC-505 HDD Encryption Kit
- WT-502 Working Table
- AU-101 Biometric Authentication Unit (Requires WT-502)
- EK-703 USB Interface Kit
- AU-201H HID Card Authentication Unit (Available January 2009)





ACCESSORIES	ITEM NO.	DESCRIPTION	NOTES
BASE UNIT			
bizhub 501	A0R5011	bizhub 501 Digital Copier	<i>Includes: Drum, Developer (1), DF-613, Duplex Unit, 1,024 MB Memory (max.), Tray 1 (500 sheets), Tray 2 (500 sheets), Intelligent Bypass (150 sheets), Total Standard Paper Capacity: 1,150 sheets (5,650 max.)</i>
bizhub 421	A0R6011	bizhub 421 Digital Copier	<i>Includes: Drum, Developer (1), DF-613, Duplex Unit, 1,024 MB Memory (max.), Tray 1 (500 sheets), Tray 2 (500 sheets), Intelligent Bypass (150 sheets), Total Standard Paper Capacity: 1,150 sheets (5,650 max.)</i>

DOCUMENT HANDLING OPTIONS

DF-613	---	Reversing Document Feeder (Standard)	80 sheet capacity. Up to 70 opm.
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OUTPUT OPTIONS (One of the following is required)

OT-504	A0RA0Y1	Output Tray	Output Tray only (Required when no finisher is purchased).
JS-502	4347711	Job Separator Tray	Separates output. Not available with FS-522 or FS-523 (Requires OT-504).
FS-522	A0HNDY1	Base Finisher (Internal Type)	Finisher must be installed to support FS-522 options (Internal Finisher).
FS-523	A0PHX001	Staple Finisher (with Relay Unit)	Includes RU-507 Relay Unit. Floor type finisher. Includes 2/3-Hole Punch & Stapling (Standard).

FS-522 FINISHER OPTIONS

OT-602	4625246	Output Tray	Adds third tray to FS-522 finisher; used to separate print, copy and fax output.
MT-502	4510761	Mailbin Kit	Requires FS-522; Allows for outputting documents in various trays. Cannot be combined with SD-507.
PU-501	4512812	Punch Unit	Requires FS-522; Provides 2/3-hole punch.
SD-507	A0PGW21	Saddle Stitcher	Requires FS-522; Provides booklet making capability. Cannot be combined with FS-522 Mailbin Kit.

PAPER SUPPLY OPTIONS (Both models include two universal drawers, each with a 500 sheet paper capacity and a 150-sheet multi bypass tray)

LU-203	A0R90Y1	Large Capacity Unit (2,000 sheets)	Increases paper capacity to 5,650 sheets. Requires PC-206 or PC-407.
PC-206	A0RC0Y1	2-Way Paper Feed Cabinet (Universal, Two 500-sheet paper drawers)	Increases paper capacity to 2,150 sheets. Adds 1,000 sheets to standard paper supply.
PC-407	A0RC011	Large Capacity Cabinet (Letter, 2,500-sheet drawer)	Increases system to maximum paper capacity of 3,650 sheets. Adds 2,500 sheets to standard paper supply.

PRINTER/COPIER STAND OPTION

DK-506	A0RC0Y3	Copy Desk	Required when no additional paper drawers are installed to bring device to operational height.
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ADDITIONAL OPTIONS

HD-509	A0P6WY1	60 GB Hard Disk Drive	Required to support Scan-to-HDD and other functions. See bizhub 501/421 Product & Sales Guide for details.
SC-505	A0PAWY1	HDD Encryption Kit	Encrypts all data stored on HDD. Provides encryption priority and overwrite priority selections.
AU-101	A09MWY0	Biometrics Authentication Unit	Compatible with C650, C550, C451 and C353, C253, C203.
WT-502	A07EWW0	Working Table	Required for AU-101 Biometrics Authentication Unit; Compatible with C451, C550 and C650.
EK-703	A0P4WY1	USB Interface Kit	Required for local USB printing.
AU-201H	7640005064	HID Card Authentication Unit	Compatible with C650, C550, C451 and C353, C253, C203, C353P. (Available January 2009)

FAX OPTIONS

FK-502	15LBX004	Fax Kit	33.6 Kbps faxing. Includes MK-708 Mount Kit.
SP-501	4614506	Stamp Kit	Successful fax transmissions are marked (Stamped).
ML-503	7640X024	Fax Multi-Line Kit	Adds second line to bizhub 501/421. Kit includes dual Line and fax board FK-502.

CONTROLLER OPTION

IC-207	A0P80Y1	Image Controller	Adds PCL 6/PS 3 emulation, XPS (XML Page Specification) printing capability.
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CONSUMABLE YIELDS

CONSUMABLE	ITEM NO.	DESCRIPTION	NOTES
Toner TN-511	024E	Simitri® Polymerized Toner	32.2K Yield (6% coverage)
Developer DV-511	024G	Developer	250K Yield (6% coverage) bizhub 501/421
Photoconductor	024K	Drum Unit	250K Yield (6% coverage) bizhub 501/421
Staples MS-5D	4623361	For FS-523 and FS-522 Finishers (5,000 staples/cartridge x 3)	
Staples MS-2C	4599161	For Saddle Stitcher Kit SD-507 (2,000 staples/cartridge x 4)	

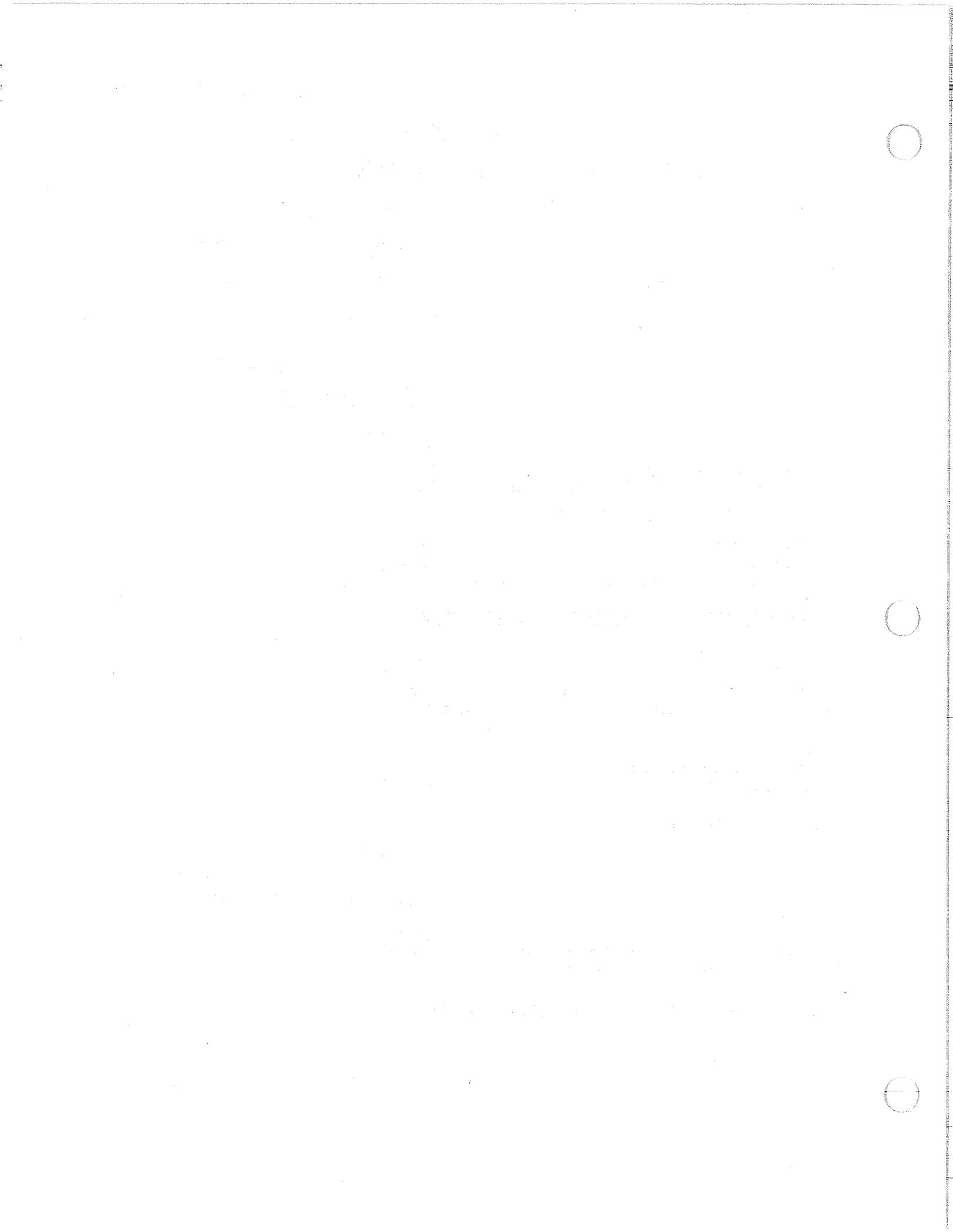
SPECIFICATIONS

ITEM NO. 7: HIGH VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	80 (CPM)
MONTHLY VOLUME:	UP TO 350,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	25% TO 400%
RDF, RADF OR EQUAL:	YES
STAPLER SORTER:	20 BIN STAPLE SORTER, 50 SHEETS PER BIN/STAPLE UP TO 50 SHEETS, OR FINISHER TO STAPLE UP TO 50 SHEETS
COPIER RESOLUTION:	600 X 600 dpi
PAPER CAPACITY:	6,000 SHEETS
MARGIN SHIFT:	YES
AUTOMATIC PAPER SELECTION:	YES
NETWORK PRINTER MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	NO
COPIER MEMORY:	32MB
PRINTER MEMORY:	32MB
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

ITEM NO 8: COLOR MULTIFUNCTION PHOTOCOPIER

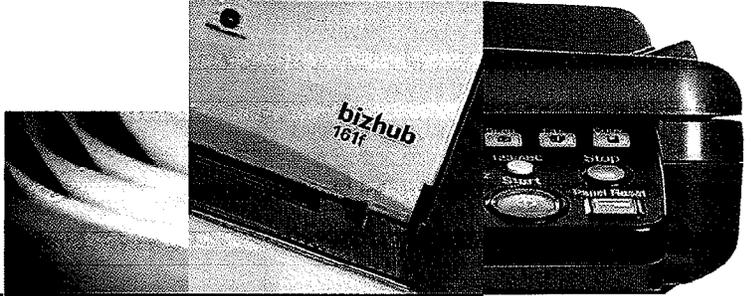
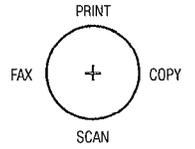
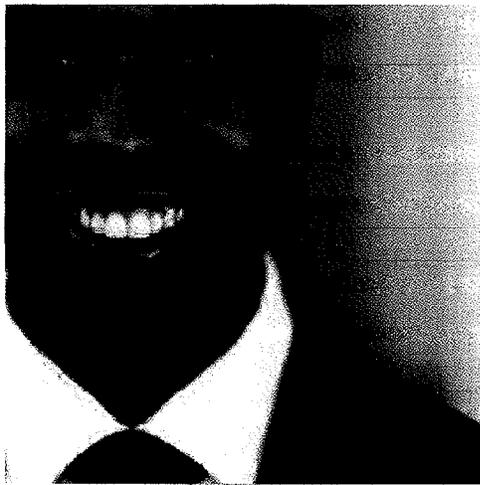
SPEED:	30 (CPM)
MONTHLY VOLUME:	UP TO 30,000 SHEETS
ESTIMATED COLOR COPIES PER MONTH:	7,500
ESTIMATED BLACK AND WHITE COPIES PER MONTH:	7,500
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 30 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
RDF, RADF OR EQUAL:	YES
PAPER CAPACITY:	2,000 SHEETS
BYPASS:	1 SHEET
STAPLER SORTER:	10 BIN STAPLER SORTER, 10 SHEETS PER BIN/STAPLE UP TO 10 SHEETS
COLOR RESOLUTION:	600 X 600 dpi
PRINTER MEMORY:	512 MB
NETWORK PRINTER MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	





PRINT, COPY, SCAN, FAX – WITH BIZHUB PRODUCTIVITY.

It's the central document resource your business deserves. Not a desktop unit that slows you down, but a distribution workhorse – built to keep pace with the rising flow of information in today's networked world. The bizhub™ 161f gives you built-in PCL printing, high-quality copying and high-volume fax capabilities in a single space-saving unit that lets you eliminate redundant equipment. Color TWAIN scanning, to scan and digitize color originals as easily as B&W. Super G3 fax, with advanced transmission and reception features. Plus a complete PageScope™ software suite to help you manage multiple documents and devices more easily. You need it all – and that's why you need bizhub.



DO BUSINESS BETTER

16 PPM

CONNECT

COMMUNICATE

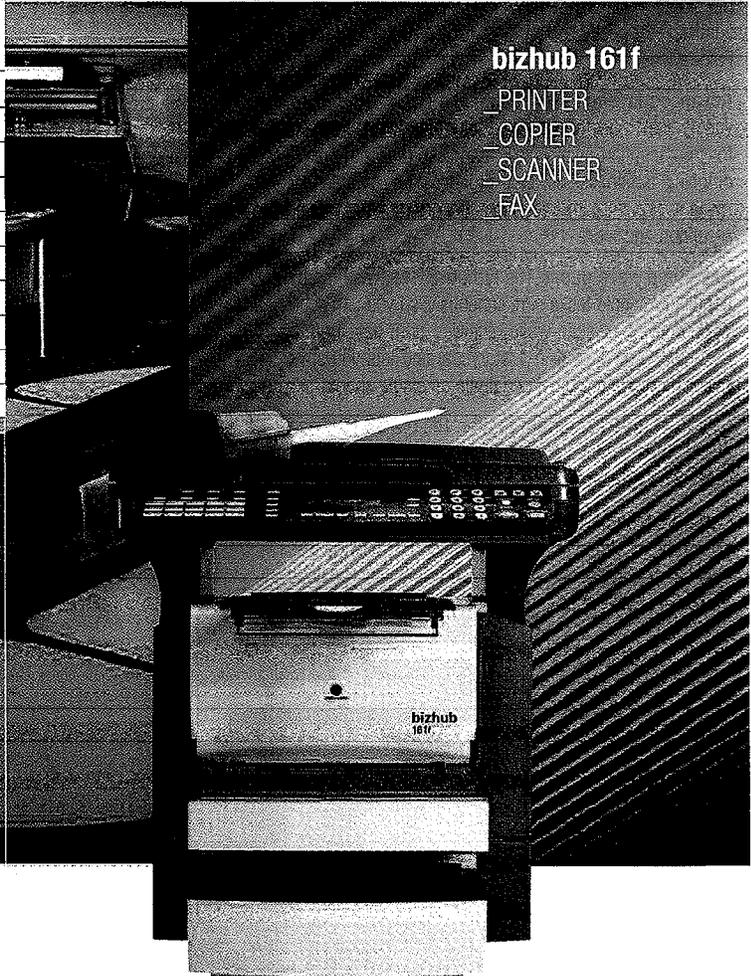
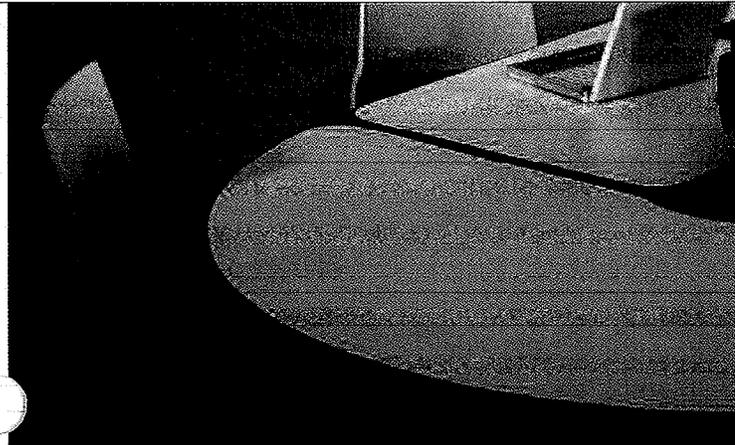
CONTROL

bizhub 161f

- ▶ UP TO 16 PPM, OUTPUT TO KEEP DOCUMENTS FLOWING
- ▶ BUILT-IN PCL PRINT CONTROL AND TWAIN COLOR SCANNING
- ▶ BUILT-IN SUPER G3 FAX FOR ALL-IN-ONE PRODUCTIVITY
- ▶ FAST, FLEXIBLE SCANNING TO EMAIL AND FTP
- ▶ SIMPLE PC CONNECTIVITY (USB1.1 OR IEEE 1284)
- ▶ SUPERIOR IMAGE QUALITY IN TEXT AND PHOTO MODES
- ▶ STANDARD 50-SHEET AUTO DOCUMENT FEEDER
- ▶ 760-SHEET MAXIMUM PAPER CAPACITY (WITH OPTION)
- ▶ COMPACT DESIGN WITH FRONT-ACCESS PAPER LOADING
- ▶ PAGESCOPE SOFTWARE FOR NETWORK MANAGEMENT

bizhub 161f

- PRINTER
- COPIER
- SCANNER
- FAX



The essentials of imaging

KONICA MINOLTA bizhub 161f

Advanced bizhub design. Small businesses and branch locations, manufacturers and suppliers, financial centers, medical clinics and service bureaus – every busy office needs a bizhub that manages input, sharing and output from a single location, at a cost you can afford.

One resource for all-in-one productivity. Right out of the box, the bizhub 161f provides high-speed copying, high-quality PCL printing, high-volume TWIN color scanning and built-in Super G3 fax – all the functions you need to move information faster in more directions.

Fast, high-quality output. With output up to 16 ppm at up to 1200 x 600 (equivalent) resolution and 16 ppm copies of a single original at up to 600 x 600 dpi, the bizhub 161f can make all your documents look more professional – with exclusive Micro-Toning High-Grade (MT-HG) imaging system for sharp fine detail and more legible text.

Flexible scanning to multiple destinations. Scan-to-Email with attached documents in TIFF or PDF file format lets you share information more quickly – and Scan-to-FTP allows you to transfer files to a server.

Built-in Super G3 fax. With 33.6 Kbps modem, the bizhub 161f can transmit documents at less than 3 seconds per page; optional Internet/PC Faxing enables you to send faxes directly to PCs and T.37-compliant Internet Fax devices.

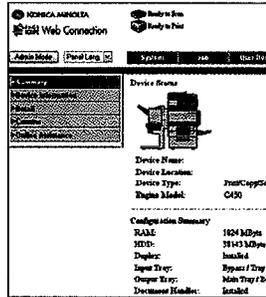
Advanced facsimile functions. The bizhub 161f gives you dedicated fax function keys, image mode fine-tuning for fax reception quality, 215 autodialing keys to speed outgoing transmissions, plus broadcasting, confidential mailbox transmission/reception, F-Code support, timer reception and more.

Save time, save paper. The bizhub 161f saves time by handling multiple tasks simultaneously, so you can scan while copying or scan while receiving print data from a PC – and 2-in-1 or 4-in-1 storyboarding lets you save paper by copying multiple originals on single sheets.

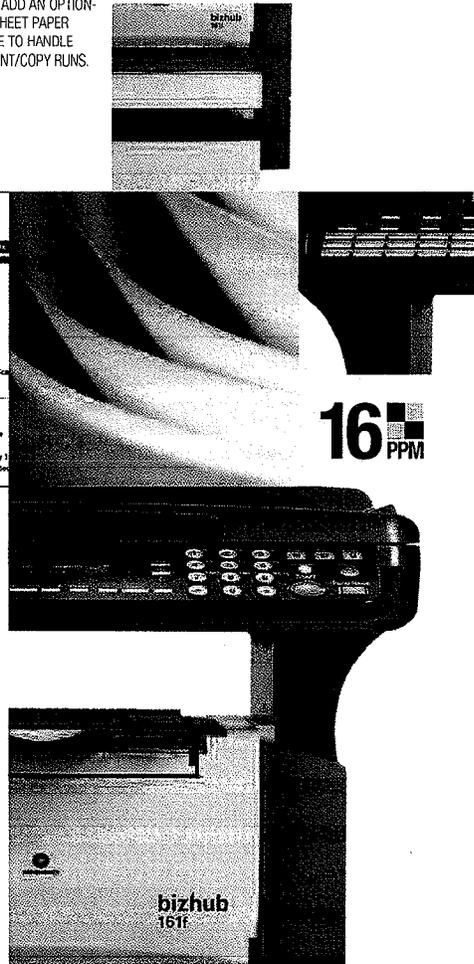
Standard auto document feeder. The bizhub 161f can automatically feed up to 50 sheets – speeding the process of loading, scanning and copying originals.

Compact design, easy access to paper and toner. The compact dimensions of the bizhub 161f take up less counter or floor space – and its design lets you load paper, clear misfeeds and replace toner from the front.

760-SHEET MAXIMUM PAPER CAPACITY. IN ADDITION TO A STANDARD 250-SHEET PAPER TRAY (UP TO 8-1/2" X 14") AND 10-SHEET BYPASS (ONE #10 ENVELOPE OR 5 OHP TRANSPARENCIES), YOU CAN ADD AN OPTIONAL 500-SHEET PAPER CASSETTE TO HANDLE LONG PRINT/COPY RUNS.



NETWORKING POWER WITH PAGESCOPE™ SOFTWARE. PAGESCOPE WEB CONNECTION GIVES YOUR BIZHUB 161F ITS OWN "WEBSITE" FOR STATUS MONITORING – AND PAGESCOPE NETWORK SETUP ALLOWS IT ADMINISTRATORS TO MANAGE MULTIPLE BIZHUB AND OTHER MIB-COMPLIANT DEVICES FROM A SINGLE POINT.



A CONTROL PANEL ANYONE CAN OPERATE. EVEN FIRST-TIME USERS OR TEMPORARY EMPLOYEES WILL UNDERSTAND THE LARGE FUNCTION KEYS AND SIMPLE, INTUITIVE MENUS OF THE BIZHUB 161F.

Office imagery courtesy of Knoll, Inc.

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www.konicaminolta.us/solutions



KONICA MINOLTA

bizhub 160/161f

How to Build a bizhub 160/161f System (from start to finish)

STEP 1: DOCUMENT HANDLING OPTIONS

(Choose One)

- OC-503 Original Cover
- DF-501 Automatic Document Feeder
(Standard on bizhub 161f)

STEP 2: PAPER SUPPLY OPTION

(250-sheet universal tray + 10-sheet bypass standard)

- PF-501 Paper Feed Unit
(500 letter-size sheets)

STEP 3: MEMORY UPGRADE OPTION

- EM-101 32 MB Expansion Memory

STEP 4: PRINTER CONTROLLER OPTIONS

- NC-501 Network Card
(bizhub 161f only)
- 64 MB PCL Printer Memory
(bizhub 161f only)
- 128 MB PCL Printer Memory
(bizhub 161f only)

STEP 5: FAX

- bizhub 161f only
(Not an available option on other models)

STEP 6: SCAN OPTION

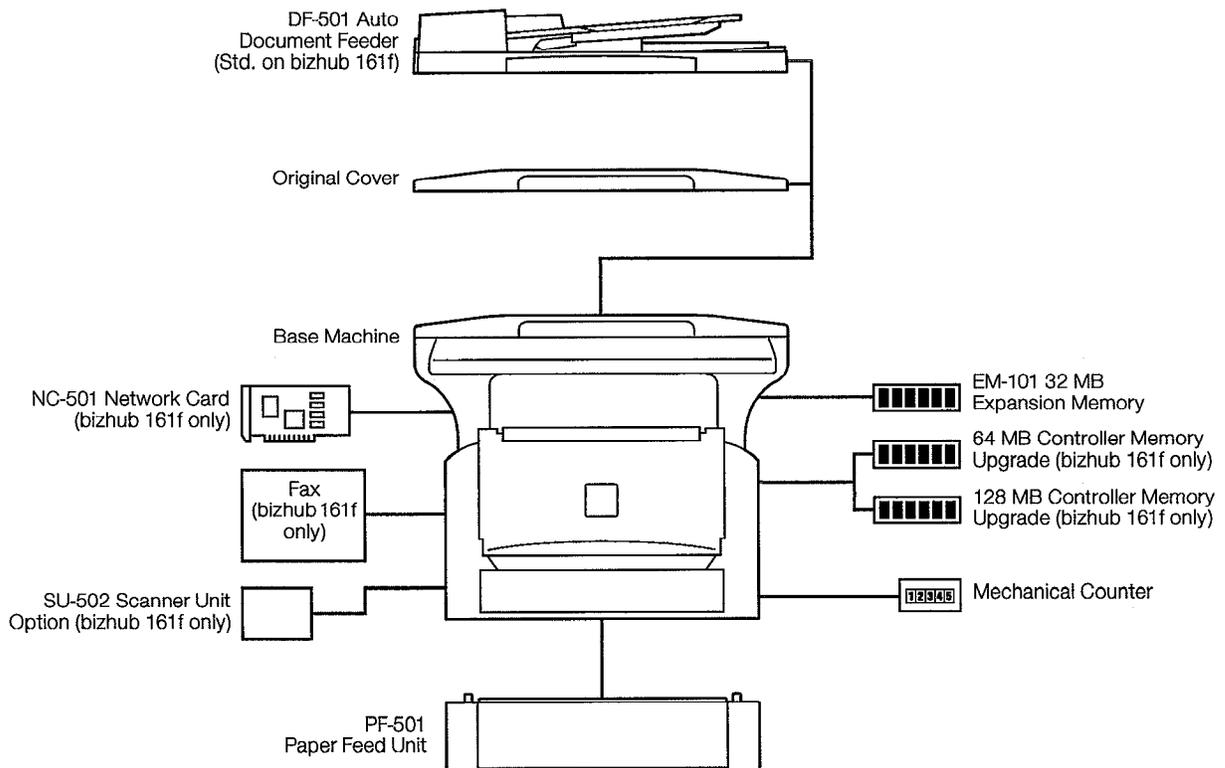
- SU-502 Scanner Unit *(bizhub 161f only)*

STEP 7: MISCELLANEOUS

- Mechanical Counter *(Standard)*

STEP 8: CONSUMABLES

- Toner Cartridge
- Drum Cartridge



bizhub 160/161f



Accessory Options for bizhub 160/161f Digital Printer/Copier/Scanner/Fax

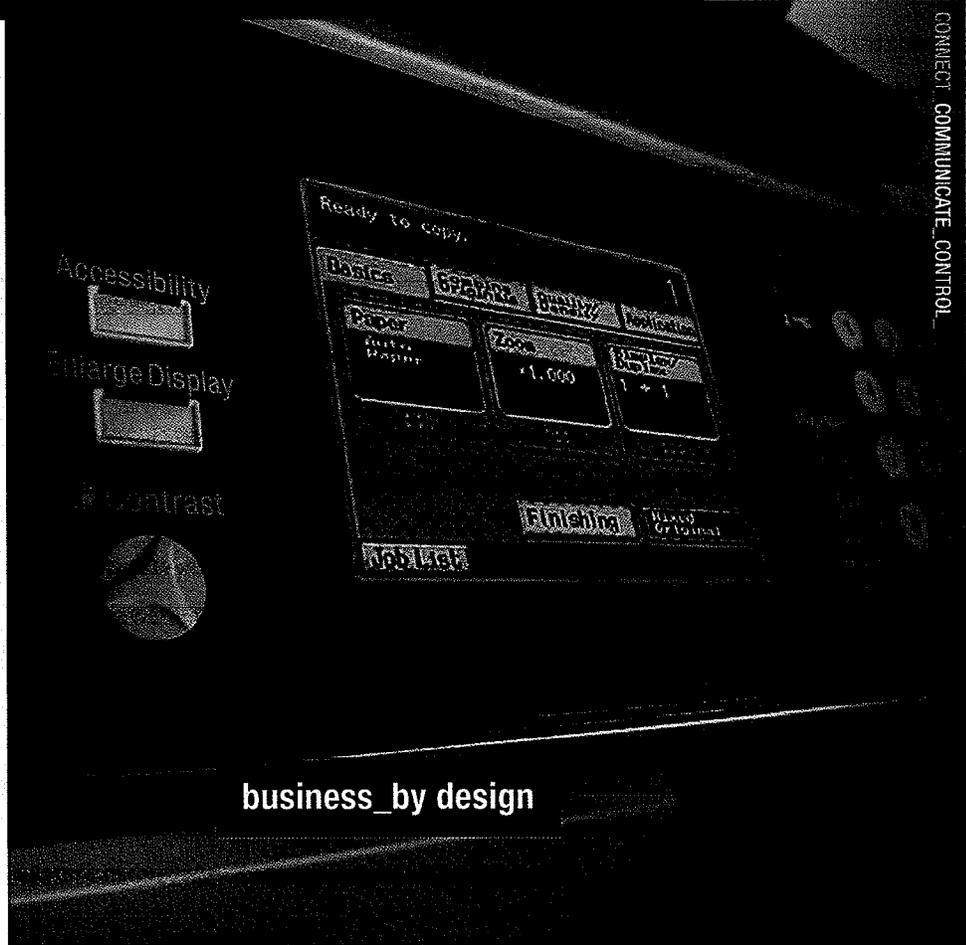
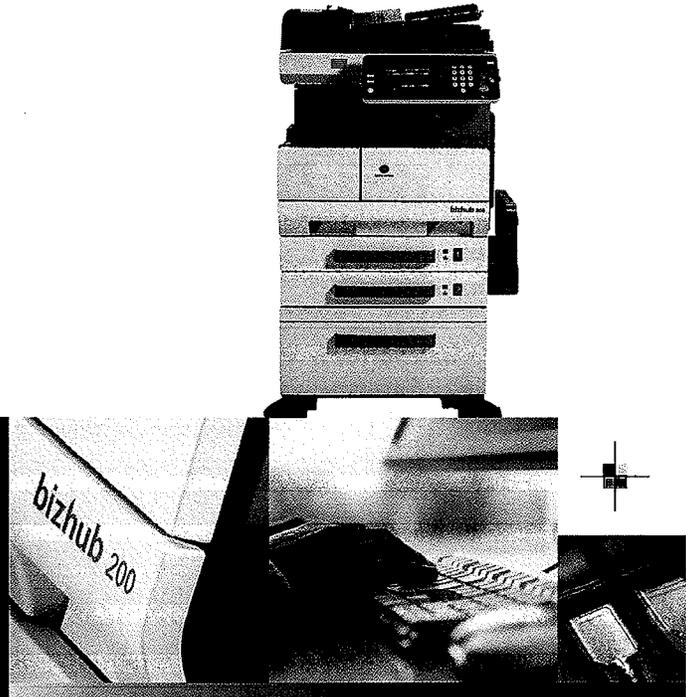
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ACCESSORIES	ITEM NO.	DESCRIPTION			NOTES
			bizhub 160 GDI Printer/Copier 4980561	bizhub 161f PCL All-in-One 4980501	
DOCUMENT HANDLING OPTIONS (Choose One)					
OC-503	1383719	Original Cover	●		Std. ADF
DF-501	1382711	Automatic Document Feeder	●		Std.
PAPER SUPPLY OPTION (250-sheet universal tray + 10-sheet bypass standard)					
PF-501	4516711	Paper Feed Unit (letter-size)	●	●	
MEMORY UPGRADE OPTION					
EM-101	1383801	32 MB Expansion Memory	●	●	Same as bizhub 180
PRINTER CONTROLLER OPTIONS					
NC-501	1383711	Network Card		●	bizhub 161f only
64 MB	7640001040	Controller Memory Upgrade		●	bizhub 161f only; Compatible with bizhub 180
128 MB	7640001041	Controller Memory Upgrade		●	bizhub 161f only; Compatible with bizhub 180
FAX					
Standard on bizhub 161f				●	bizhub 161f only
SCAN OPTION					
SU-502	1383701	Scanner Unit		●	bizhub 161f only. Same as bizhub 180
MONTHLY VOLUME					
Up to 16,000			●	●	
CONSUMABLE YIELDS					
Consumable	Item No.	Yield	bizhub 160	bizhub 161f	
Toner Cartridge	4518605	5,000/cartridge	●	●	
Drum Cartridge	4519601	16,000/cartridge	●	●	



bizhub 200 PRINTER_COPIER_SCANNER_FAX_

A BIZHUB THAT'S JUST RIGHT FOR YOUR BUSINESS. For small and mid-sized offices, the challenge is simple: getting all the document power you need, at a cost you can afford. The bizhub™ 200 is designed to do just that – with 20 ppm output, built-in print control, and fast, flexible scanning that can move information faster to more destinations. You'll also have modular auto finishing options for in-house, on-demand productivity – plus high-volume fax option for all-in-one functionality to eliminate redundant or underutilized equipment. New security enhancements deliver best-in-class protection to safeguard essential data and guard against unauthorized access. And a complete suite of PageScope™ software helps you manage devices and documents – so your business keeps growing.



CONNECT. COMMUNICATE. CONTROL.



business_by design

- ▶ 20 PPM OUTPUT FOR HIGH-VOLUME PRODUCTIVITY
- ▶ 60,000 PAGE-PER-MONTH MAXIMUM DUTY CYCLE
- ▶ EMPERON™ PRINT SYSTEM, BUILT-IN PRINT CONTROL
- ▶ FLEXIBLE SCANNING TO EMAIL, FTP, SMB (DESKTOP)
- ▶ SCAN-TO-HDD ON OPTIONAL 40 GB HARD DISK DRIVE
- ▶ ADVANCED SECURITY FOR HDD, PRINTING, ACCESS
- ▶ ISO 15408 CERTIFICATION
- ▶ MODULAR FINISHING OPTIONS, BOOKLET-MAKING
- ▶ 4,000-SHEET MAXIMUM PAPER CAPACITY WITH OPTIONS
- ▶ SUPER G3 FAX OPTION, OPTIONAL DUAL-LINE SUPPORT
- ▶ PAGESCOPE SOFTWARE FOR NETWORK MANAGEMENT

The essentials of imaging

bizhub 200



PRINTER_COPIER_SCANNER_FAX

CONNECT_COMMUNICATE_CONTROL

General Specifications

TYPE:	Digital Printer/Copier/Scanner/Fax
IMAGING SYSTEM:	Simitri® Polymerized Toner
SCANNING SYSTEM:	CCD Line Sensor
PRINT/COPY SPEED:	20 ppm (letter) 8-1/2" x 11" portrait, 17 ppm (letter) 8-1/2" x 11" landscape, 14 ppm (legal) 8-1/2" x 14", 12 ppm (ledger) 11" x 17"
MONTHLY DUTY CYCLE:	60,000 pages
PRINT/COPY RESOLUTION:	True 600 x 600 dpi
HALF-TONE REPRODUCTION:	256 gradations
MEMORY:	192 MB (32 MB for files, 170 pages) (standard), 40 GB (maximum) (optional)
WARM-UP TIME:	14 seconds (from Sub Power On), 24 seconds (from Main Power On)
FIRST COPY:	5.3 seconds or less
COPY QUANTITY:	1 - 999 copies (countdown, Interrupt capability)
MAGNIFICATION:	Zoom range: 25 - 400%, 0.1% increments. Preset reduction: 93%, 79%, 73%, 65%, 50%. Preset enlargement: 121%, 129%, 155%, 200%
EXPOSURE MODES:	Auto, Text, Photo, Text/Photo, Manual
ORIGINAL SIZE:	Up to 11" x 17" maximum
PAPER SIZE:	5-1/2" x 8-1/2" to 11" x 17"
PAPER WEIGHT:	15 lb. to 24 lb. bond, Manual bypass: 24-1/4 lb. to 55-3/4 lb. bond; specialty paper (thick paper, OHP transparencies, postcards, envelopes, label sheets)
STANDARD PAPER SUPPLY:	550-sheet Universal Paper Drawers (2), 150-sheet Intelligent Bypass
OPTIONAL PAPER SUPPLY:	550-sheet Universal Paper Cabinet (1 paper drawer plus storage drawer), 1,100-sheet Universal Paper Cabinet (two 550-sheet drawers), 2,750-sheet Large Capacity Cabinet
MAXIMUM PAPER CAPACITY:	4,000 sheets (total, with options)
DOCUMENT FEEDER:	DF-605 Reversing Auto Document Feeder (optional), Capacity: 80 sheets, Speed: up to 70 scans per minute, Original size: up to 11" x 17", 1-sided, 2-sided originals, Mixed Original Detection
POWER REQUIREMENTS:	120 V, 60 Hz, 11.5 A
POWER CONSUMPTION:	1380 W (max)
DIMENSIONS (W x D x H):	26-3/4" x 28" x 28-1/4"
WEIGHT:	163 lbs
OPTIONS:	DF-605 Reversing Auto Document Feeder, DK-501 Copy Desk, FK-502 Local Interface Kit (IEEE Parallel), EM-303 32-MB Expanded Memory, EM-304 64-MB Expanded Memory, EM-305 128-MB Expanded Memory, FK-503 Fax Kit, FS-508 Base Finisher, HD-504 40-GB Hard Disk Drive, JS-502 Job Separator Tray, ML-502 Fax Dual Line (requires FK-503), MT-501 Mailbin Kit, OC-502 Original Cover, OT-601 Output Tray, PC-102 Universal Paper Feed Cabinet (550 sheets, letter to ledger size, plus storage drawer), PC-202 Universal Two-Way Paper Feed Cabinet (1,100 sheets, letter to ledger size), PC-402 Large Capacity Cabinet (2,750 sheets, letter portrait), PU-501 Punch Unit, SC-504 HDD Encryption Kit, SD-502 Saddle Stitcher, SP-501 Stamp Unit (requires FK-503), Spare TX Marker Stamp 2 (requires FK-503)
PAGESCOPE APPLICATIONS:	Network & Device Management: PageScope HDD Backup Utility, PageScope Web Connection, PageScope Net Care, PageScope Network Setup, PageScope EMS Plug-Ins, PageScope NDPS Gateway, PageScope Data Administrator, PageScope Driver Packaging Utility, User Tools: PageScope Box Operator, PageScope Print Status Notifier, PageScope Web Print Assistant, Optional Software: PageScope Workware
AVAILABLE PRINT/COPY FUNCTIONS:	Account Track (up to 1,000 accounts), APS/AMS, Auto Duplex, Stackless, Auto/Manual/Photo Exposure, Auto Tray Switching, Black/White Reverse, Book Copy, Book Erase, Booklet Function, Box Function, Reprint with setting mode change, Resend, Combined Copy Setting (2 in:1, 4 in:1), Copy Job Reserve (queue), (5) jobs, Copy Programs (Mode Memory) (10) jobs, Cover Mode, Criss/Cross Sorting, Dist. Number and Stamping, Energy Save Mode, Erase (Edge/Frame), File Margin, Hole Punching (2/3 hole), Horizontal/Vertical Zoom Ratios (XY magnification), Image Overlay, Image Repeat, Image Rotation, Interrupt Mode, Mixed Original Detection, OHP Interleave, Page Insertion, Proof Copy, Separate Scanning, Sleep Mode Recovery, Stapling (single, multi-position, center), Text, Photo, Text/Photo, Dot Matrix Modes, Zoom

Emperon Print System (standard):

TYPE:	Embedded
PROCESSOR:	300 MHz
MEMORY:	192 MB (standard)
NETWORK INTERFACE:	RJ45 (Ethernet 10-BaseT/100-BaseTX) + USB 1.1/2.0 Port (standard), Parallel (IEEE 1284 compatibility) (optional)
NETWORK PROTOCOLS:	TCP/IP, IPX/SPX, SMB, LPD, IPP1-1, AppleTalk (EtherTalk), LPR, Netware (4.x, 5, 6), NDPS, SMTR, POP3, LDAP, SSL, SNMP, HTTP, 3.0
SCANNING FUNCTIONS:	Scan-to-Email, Scan-to-FTP, Scan-to-HDD (with optional HDD), Scan-to-SMB (Scan-to-Desktop), Scan-to-URL, Network HDD TWAIN
PRINT DRIVERS:	PCL6 emulation: Windows 98 SE or Windows ME, Windows 2000 (SP4 or later), Windows XP (SP2 or later), Windows Server 2003, Windows NT 4.0 (SP6a), Windows Vista 32-bit, 64-bit PostScript 3 emulation: Windows 98 SE or Windows ME (PPD file), Windows 2000, Windows XP (SP2 or later), Windows Server 2003, Windows NT 4.0 (SP6a), Windows Vista 32-bit, 64-bit Mac OS 9.2 (PPD file), Mac OS X 10.2 or 10.3

FK-503 Fax Option Specifications

COMMUNICATION LINE:	Public Switched Telephone Network (PSTN)
COMPATIBILITY:	G3, Super G3
DATA COMPRESSION:	MH, MR, MMR, JBIG
MODEM SPEED:	33.6 kbps (max; auto fallback)
TRANSMISSION SPEED:	Less than 3 seconds per page
SCANNING SPEED:	Up to 70 sheets per minute (with DF-605 Reversing Auto Document Feeder option)
FAX RESOLUTION:	200 x 100 dpi, 200 x 200 dpi, 400 x 400 dpi, Text/Photo (200 x 200 dpi), Grayscale (200 x 200 dpi), Super Grayscale (400 x 400 dpi)
MEMORY:	32 MB
FAX TRANSMISSION/RECEPTION SIZE:	Up to 11" x 17"
DIALING:	540 one-touch dialing locations
BROADCAST:	300 destinations
OTHER FACSIMILE FUNCTIONS:	IP Address Faxing, IP Relay Fax, PC Faxing



bizhub



KONICA MINOLTA
BUSINESS SOLUTIONS U.S.A., INC.
100 Williams Drive
Ramsey, NJ 07446
www.kmbbs.konicaminolta.us
www.kmbbs.konicaminolta.us/solutions

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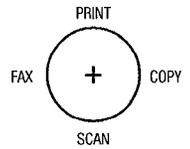
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Item #: 200SS
12/07



A BIZHUB THAT'S JUST RIGHT FOR YOUR BUSINESS.

For small and mid-sized offices, the challenge is simple: getting all the document power you need, at a cost you can afford. The bizhub™ 200 is designed to do just that – with 20 ppm output, built-in print control, and fast, flexible scanning that can move information faster to more destinations. You'll also have modular auto finishing options for in-house, on-demand productivity – plus high-volume fax option for all-in-one functionality to eliminate redundant or underutilized equipment. New security enhancements deliver best-in-class protection to safeguard essential data and guard against unauthorized access. And a complete suite of PageScope™ software helps you manage devices and documents – so your business keeps growing.



DO BUSINESS BETTER

20
PPM

CONNECT

COMMUNICATE

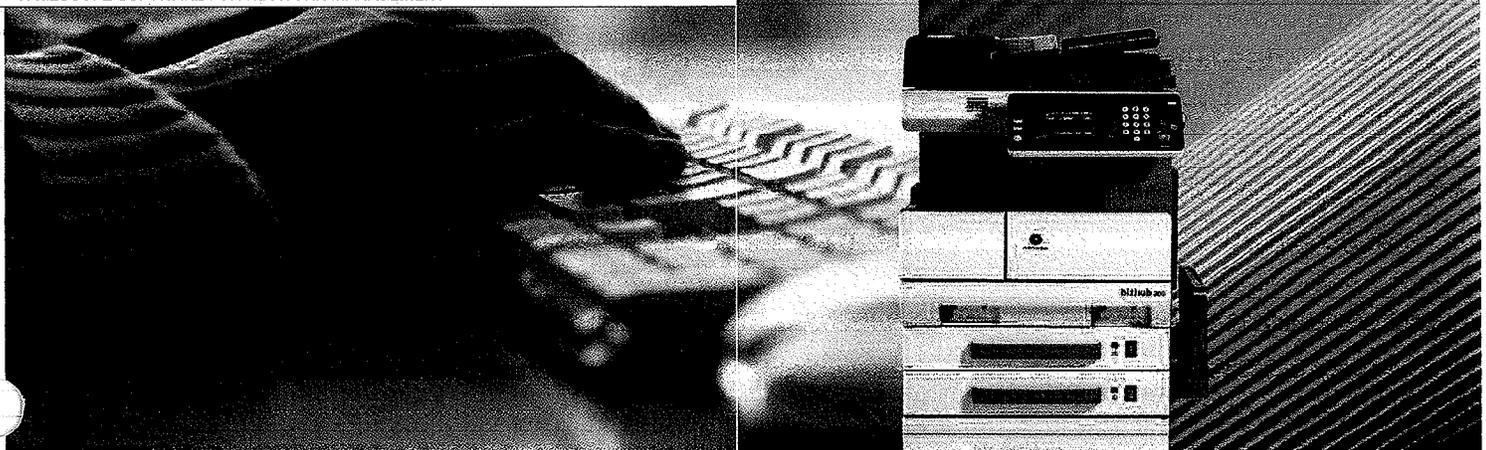
CONTROL

bizhub 200

- ▶ 20 PPM OUTPUT FOR HIGH-VOLUME PRODUCTIVITY
- ▶ 60,000 PAGE-PER-MONTH MAXIMUM DUTY CYCLE
- ▶ EMPERON™ PRINT SYSTEM, BUILT-IN PRINT CONTROL
- ▶ FLEXIBLE SCANNING TO EMAIL, FTP, SMB (DESKTOP)
- ▶ SCAN-TO-HDD ON OPTIONAL 40 GB HARD DISK DRIVE
- ▶ ADVANCED SECURITY FOR HDD, PRINTING, ACCESS
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- ▶ PAGESCOPE SOFTWARE FOR NETWORK MANAGEMENT

bizhub 200

— PRINTER
— COPIER
— SCANNER
— FAX



The essentials of imaging

KONICA MINOLTA bizhub 200

A right-size solution to grow your business. The bizhub 200 provides 20 ppm output speed and a monthly duty cycle of 60,000 impressions – so you can produce reports, presentations, training materials, human resource documents and corporate information in-house and on-demand.

The beauty of a central document resource. Box Function allows you to “push-scan” documents directly to Public Box (for access by all users), User Box (up to 999 individual boxes), Proof Print Box (for checking proofs before printing) or Secure Print Box (for confidential documents, with ID and password protection).

Enhanced security protection. The bizhub 200 gives you basic security functions including SSL, SMTP Authentication, User Authentication, Lock Job and Account Track along with additional new security enhancements (see “What’s in the bizhub 200” below).

Reversing Auto Document Feeder. To copy and scan documents faster, this bizhub 200 option lets you load up to 80 sheets, accepts originals up to 11" x 17" and scans 1-sided or 2-sided originals.

PageScope™ software for network management. PageScope Data Administrator™ manages device user lists, enables account tracking, and helps you set up one-touch Email addresses and manage password and security functions. PageScope Web Connection gives your bizhub 200 its own “website” for status monitoring, and PageScope Network Setup allows IT administrators to manage multiple bizhub and other MIB-compliant devices from a single point.

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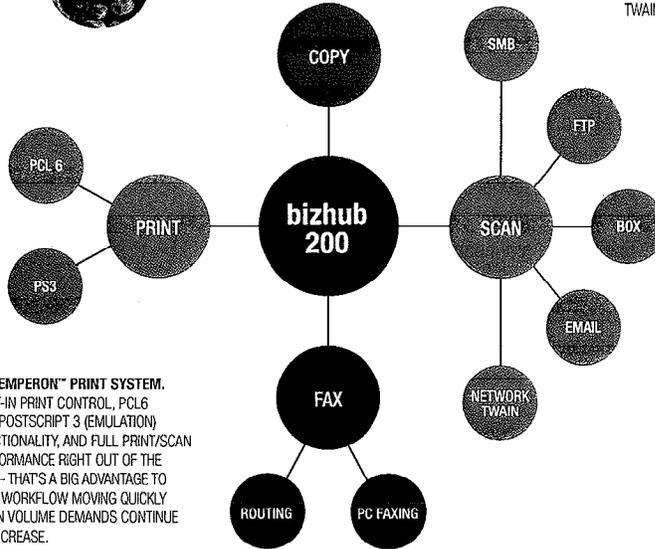


SIMITRI®



THE QUALITY OF SIMITRI® POLYMERIZED TONER. THE EXCLUSIVE KONICA MINOLTA TONER TECHNOLOGY THAT USES ULTRA-FINE PARTICLES OF SMALLER SIZE AND MORE CONSISTENT SHAPE TO PRODUCE HIGH-IMPACT DOCUMENTS WITH SHARPER TEXT, CRISPER DETAIL AND IMPROVED HALFTONE REPRODUCTION.

MOVE INFORMATION FASTER TO MORE DESTINATIONS. THE BIZHUB 200 ENABLES YOU TO SCAN DOCUMENTS DIRECT TO THEIR DESTINATION – SCAN-TO-EMAIL, SCAN-TO-FTP, SCAN-TO-SMB (SCAN-TO-DESKTOP), SCAN-TO-HDD (WITH OPTIONAL 40 GB HARD DISK DRIVE), INTERNET FAXING, AND NETWORK TWAIN SCANNING.



THE EMPERON™ PRINT SYSTEM. BUILT-IN PRINT CONTROL, PCL6 AND POSTSCRIPT 3 (EMULATION) FUNCTIONALITY, AND FULL PRINT/SCAN PERFORMANCE RIGHT OUT OF THE BOX – THAT’S A BIG ADVANTAGE TO KEEP WORKFLOW MOVING QUICKLY WHEN VOLUME DEMANDS CONTINUE TO INCREASE.

HIGH-SPEED FAX OPTION FOR ALL-IN-ONE PERFORMANCE. ADD THE FK-503 FAX KIT, AND YOU’LL HAVE SUPER G3 TRANSMISSION/RECEPTION WITH ADVANCED FAX FEATURES TO HANDLE HIGH-VOLUME TRAFFIC – PLUS AN OPTIONAL 2ND PHONE LINE FOR INCREASED FAX INPUT/OUTPUT CAPABILITY.

WHAT’S IN THE BIZHUB 200:

No matter what the size of your business, security is essential – and bizhub 200 adds new enhancements to protect your documents and limit access to your essential data. You’ll have the following additional protection:

- ___ ISO 15408 CERTIFICATION TO MEET STRICT SECURITY STANDARDS*
- ___ HDD PASSWORD LOCK TO PROTECT DATA STORED ON THE HARD DRIVE
- ___ JOB ERASE/OVERWRITE
- ___ AUTHENTICATION FAILURE PENALTY (LOCKOUT AFTER 3 ATTEMPTS)
- ___ HDD SANITIZING
- ___ HDD BACKUP UTILITY
- ___ OPTIONAL HDD ENCRYPTION KIT
- ___ IP ADDRESS FILTERING FOR ENHANCED NETWORK SECURITY
- ___ USER AUTHENTICATION SELECTABLE FOR ALL FUNCTIONS OR SCAN FUNCTIONS ONLY
- ___ SYNCHRONIZATION OF USER AUTHENTICATION AND ACCOUNT TRACK
- ___ SUPPORTS UP TO 5 LDAP SERVERS
- ___ MULTIPLE DOMAIN SUPPORT (UP TO 10) FOR USER AUTHENTICATION IN ACTIVE DIRECTORY ENVIRONMENT
- ___ PRIMARY AND SECONDARY SMTP SERVER SUPPORT
- ___ CALLED SUBSCRIBER IDENTIFICATION
- ___ JUNK FAX (F-CODE) FUNCTION

ADDITIONAL FEATURES:

- ___ NETWORK HDD TWAIN DRIVER
- ___ EXPANDED USER BOX FUNCTIONALITY (RETRIEVAL FROM CONTROL PANEL, ROUTING, PAGESCOPE BOX OPERATOR)

* IN EVALUATION

CUSTOMIZE YOUR AUTO FINISHING.

A MODULAR FS-508 FINISHER WITH MULTIPLE OPTIONS PROVIDES SORTING, GROUPING, STAPLING AND CREASE-FOLD, SADDLE-STITCH BOOKLET-MAKING – ALL THE CUSTOM FINISHING CAPABILITIES YOUR DOCUMENTS DEMAND.

FINISHING OPTIONS

- ▶ SORTING
- ▶ GROUPING
- ▶ STAPLING
- ▶ CREASE-FOLD
- ▶ BOOKLET-MAKING

bizhub



Office imagery courtesy of Knoll, Inc.

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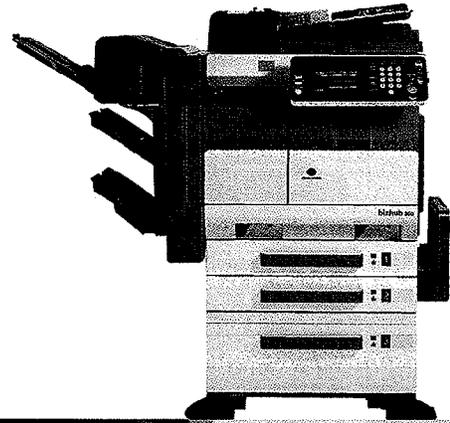


KONICA MINOLTA

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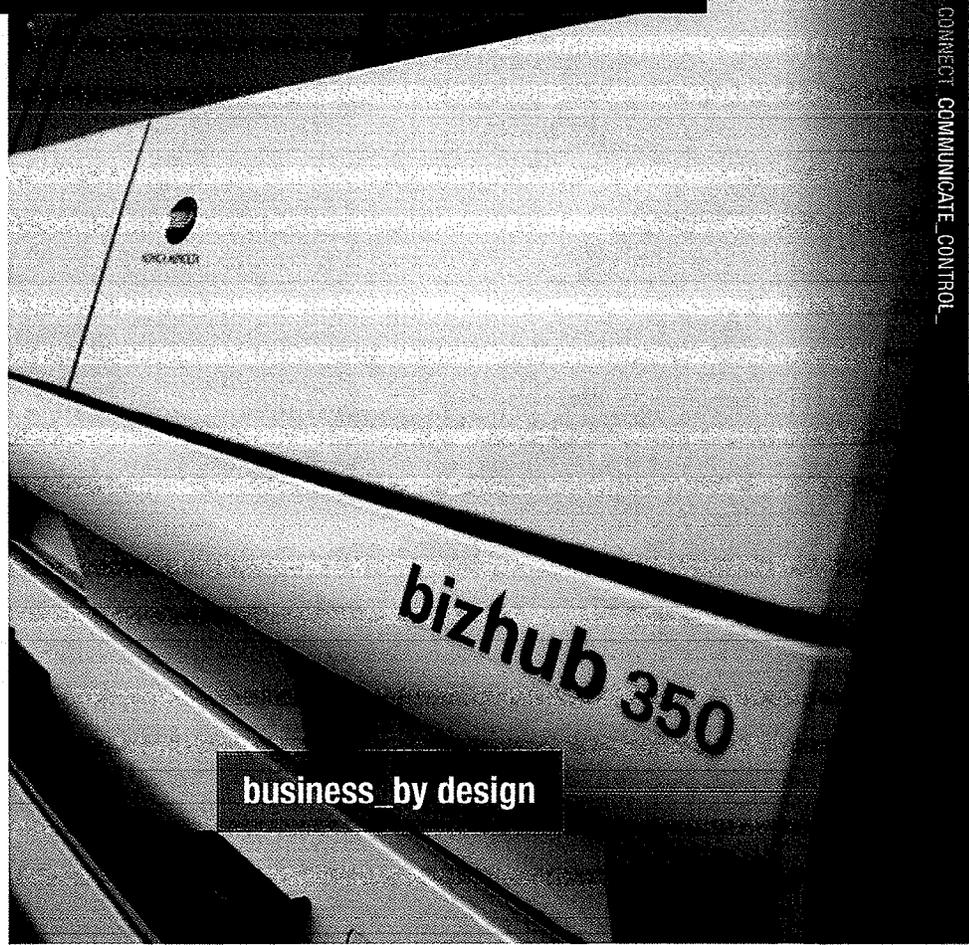
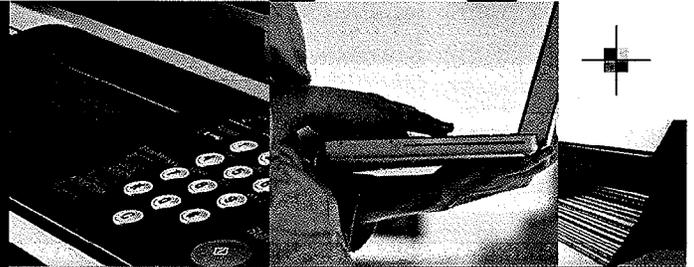
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Ramsey, NJ 07446

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www.kmbs.konicaminolta.us/solutions



bizhub 350 PRINTER_COPIER_SCANNER_FAX_

THE BUSIER YOUR OFFICE, THE MORE YOU NEED BIZHUB. Business as usual can place unusual demands on your people and equipment. The answer is bizhub™ 350: scalable, networkable and affordable, combining speed, performance and productivity in one central document resource. The bizhub 350 puts power at the hub of your business, with fast flexible scanning that moves information faster to more destinations. Even high-volume document traffic can be printed and finished with effortless ease. New security enhancements give you best-in-class protection to safeguard essential data and guard against unauthorized access. And a complete suite of PageScope™ software integrates seamlessly with your network, your workflow and your way of doing business – so you do business better.

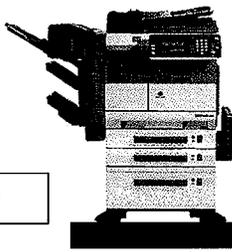


CONNECT COMMUNICATE CONTROL

business_by design

- ▶ 35 PPM OUTPUT FOR HIGH-VOLUME PRODUCTIVITY
- ▶ 150,000 PAGE-PER-MONTH MAXIMUM DUTY CYCLE
- ▶ EMPERON™ PRINT SYSTEM, BUILT-IN PRINT CONTROL
- ▶ FLEXIBLE SCANNING TO EMAIL, FTP, SMB (DESKTOP)
- ▶ SCAN-TO-HDD ON OPTIONAL 40 GB HARD DISK DRIVE
- ▶ ADVANCED SECURITY FOR HDD, PRINTING, ACCESS
- ▶ ISO 15408 CERTIFICATION
- ▶ MODULAR FINISHING OPTIONS, BOOKLET-MAKING
- ▶ 4,000-SHEET MAXIMUM PAPER CAPACITY WITH OPTIONS
- ▶ SUPER G3 FAX OPTION, OPTIONAL DUAL-LINE SUPPORT
- ▶ PAGESCOPE SOFTWARE FOR NETWORK MANAGEMENT

The essentials of imaging



bizhub 350

PRINTER_COPIER_SCANNER_FAX_

CONNECT_COMMUNICATE_CONTROL

General Specifications

TYPE:	Digital Printer/Copier/Scanner/Fax
IMAGING SYSTEM:	Simitri® Polymerized Toner
SCANNING SYSTEM:	CCD Line Sensor
PRINT/COPY SPEED:	35 ppm (letter) 8-1/2" x 11" portrait, 28 ppm (letter) 8-1/2" x 11" landscape, 23 ppm (legal) 8-1/2" x 14", 20ppm (ledger) 11" x 17"
MONTHLY DUTY CYCLE:	150,000 pages
PRINT/COPY RESOLUTION:	True 600 x 600 dpi
HALFTONE REPRODUCTION:	256 gradations
MEMORY:	192 MB (32 MB for files, 170 pages) (standard), 40 GB (maximum) (optional)
WARM-UP TIME:	14 seconds (from: Sub Power On); 24 seconds (from: Main Power On)
FIRST COPY:	4.8 seconds or less
COPY QUANTITY:	1 - 999 copies (countdown, interrupt capability)
MAGNIFICATION:	Zoom range: 25 - 400%, 0.1% increments, Preset reduction: 93%, 79%, 73%, 65%, 50%, Preset enlargement: 121%, 129%, 155%, 200%
EXPOSURE MODES:	Auto, Text, Photo, Text/Photo, Manual
ORIGINAL SIZE:	Up to 11" x 17" maximum
PAPER SIZE:	5-1/2" x 8-1/2" to 11" x 17"
PAPER WEIGHT:	15 lb. to 24 lb. bond, Manual bypass: 24-1/4 lb. to 55-3/4 lb. bond; specialty paper (thick paper, OHP transparencies, postcards, envelopes, label sheets)
STANDARD PAPER SUPPLY:	550-sheet Universal Paper Drawers (2); 150-sheet Intelligent Bypass
OPTIONAL PAPER SUPPLY:	550-sheet Universal Paper Cabinet (1 paper drawer plus storage drawer), 1,100-sheet Universal Paper Cabinet (two 550-sheet drawers), 2,750-sheet Large Capacity Cabinet
MAXIMUM PAPER CAPACITY:	4,000 sheets (total, with options)
DOCUMENT FEEDER:	DF-605 Reversing Auto Document Feeder (optional), Capacity: 80 sheets, Speed: up to 70 scans per minute, Original size: up to 11" x 17", 1-sided, 2-sided originals, Mixed Original Detection
POWER REQUIREMENTS:	120 V, 60 Hz, 11.5 A
POWER CONSUMPTION:	1380 W (max)
DIMENSIONS (W x D x H):	26-3/4" x 28" x 28-1/4"
WEIGHT:	163 lbs.
OPTIONS:	DF-605 Reversing Auto Document Feeder, DK-501 Copy Desk, EK-502 Local Interface Kit (IEEE Parallel), EM-303 32 MB Expanded Memory, EM-304 64 MB Expanded Memory, EM-305 128 MB Expanded Memory, FK-503 Fax Kit, FS-508 Base Finisher, HD-504 40 GB Hard Disk Drive, JS-502 Job Separator Tray, ML-502 Fax Dual Line (requires FK-503), MT-501 Mailbin Kit, OC-502 Original Cover, OT-601 Output Tray, PC-102 Universal Paper Feed Cabinet (550 sheets, letter to ledger size, plus storage drawer), PC-202 Universal Two-Way Paper Feed Cabinet (1,100 sheets, letter to ledger size), PC-402 Large Capacity Cabinet (2,750 sheets, letter portrait), PU-501 Punch Unit, SO-504 HDD Encryption Kit, SO-502 Saddle Stitcher, SP-501 Stamp Unit (requires FK-503), Spare TX Marker Stamp 2 (requires FK-503)
PAGESCOPE APPLICATIONS:	Network & Device Management: PageScope HDD Backup Utility, PageScope Web Connection, PageScope Net Care, PageScope Network Setup, PageScope EMS Plug-Ins, PageScope NDPS Gateway, PageScope Data Administrator, PageScope Driver Packaging Utility, User Tools: PageScope Box Operator, PageScope Print Status Notifier, PageScope Web Print Assistant, Optional Software: PageScope Workware Account Track (up to 1,000 accounts), APS/AMS, Auto Duplex, Stackless: Auto/Manual/Photo Exposure, Auto Tray Switching, Black-White Reverse, Book Copy, Book Erase, Booklet Function, Box Function, Reprint (with setting mode change, Resend), Combined Copy Setting (2-In-1, 4-In-1), Copy Job Reserve (queue), (5 jobs), Copy Programs (Mode Memory) (10 jobs), Cover Mode, Criss/Cross Sorting, Dist. Number and Stamping, Energy Save Mode, Erase (Edge/Frame), File Margin, Hole Punching (2/3 hole), Horizontal/Vertical Zoom Ratios (XY magnification), Image Overlay, Image Repeat, Image Rotation, Interrupt Mode, Mixed Original Detection, OHP Interleave, Page Insertion, Proof Copy, Separate Scanning, Sleep Mode Recovery, Stapling (single, multi-position; center), Text, Photo, Text/Photo, Dot Matrix Modes, Zoom
AVAILABLE PRINT/COPY FUNCTIONS:	

Emperon Print System (standard):

TYPE:	Embedded
PROCESSOR:	300 MHz
MEMORY:	192 MB (standard)
NETWORK INTERFACE:	RJ45 (Ethernet 10-BaseT/100-BaseTX) + USB 1.1/2.0 Port (standard), Parallel (IEEE 1284 compatibility) (optional)
NETWORK PROTOCOLS:	TCP/IP, IPX/SPX, SMB, LDAP, IPP, iPrint, AppleTalk (EtherTalk), LPR, Netware (4.x, 5, 6), NDPS, SMTP, POP3, LDAP, SSL, SNMP, HTTP 3.0
SCANNING FUNCTIONS:	Scan-to-Email, Scan-to-FTP, Scan-to-HDD (with optional HDD), Scan-to-SMB (Scan-to-Desktop), Scan-to-URL, Network HDD TWAIN
PRINT DRIVERS:	PCL6 emulation: Windows 98 SE or Windows ME, Windows 2000 (SP4 or later), Windows XP (SP2 or later), Windows Server 2003, Windows NT 4.0 (SP6a), Windows Vista 32-bit, 64-bit PostScript 3 emulation: Windows 98 SE or Windows ME (PPD file), Windows 2000, Windows XP (SP2 or later), Windows Server 2003, Windows NT 4.0 (SP6a), Windows Vista 32-bit, 64-bit Mac OS 9.2 (PPD file), Mac OS X 10.2 or 10.3

FK-503 Fax Option Specifications

COMMUNICATION LINE:	Public Switched Telephone Network (PSTN)
COMPATIBILITY:	G3, Super G3
DATA COMPRESSION:	MH, MR, MMR, JBIG
MODEM SPEED:	33.6 kbps (max; auto fallback)
TRANSMISSION SPEED:	Less than 3 seconds per page
SCANNING SPEED:	Up to 70 sheets per minute (with DF-605 Reversing Auto Document Feeder option)
FAX RESOLUTION:	200 x 100 dpi, 200 x 200 dpi, 400 x 400 dpi, Text/Photo (200 x 200 dpi), Grayscale (200 x 200 dpi), Super Grayscale (400 x 400 dpi)
MEMORY:	32 MB
FAX TRANSMISSION/RECEPTION SIZE:	Up to 11" x 17"
DIALING:	540 one-touch dialing locations
BROADCAST:	300 destinations
OTHER FACSIMILE FUNCTIONS:	IP Address Faxing, IP Relay Fax, PC Faxing



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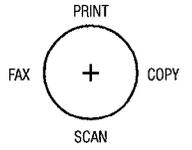
KONICA MINOLTA
BUSINESS SOLUTIONS U.S.A., INC.
100 Williams Drive
Ramsey, NJ 07446
www.kmbbs.konicaminolta.us
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Design and specifications are subject to change without notice. Some functions may require options, which may or may not be available at time of launch.
Office imagery courtesy of Knoll, Inc.



THE BUSIER YOUR OFFICE, THE MORE YOU NEED BIZHUB.

Business as usual can place unusual demands on your people and equipment. The answer is bizhub™ 350: scalable, networkable and affordable, combining speed, performance and productivity in one central document resource. The bizhub 350 puts power at the hub of your business, with fast flexible scanning that moves information faster to more destinations. Even high-volume document traffic can be printed and finished with effortless ease. New security enhancements give you best-in-class protection to safeguard essential data and guard against unauthorized access. And a complete suite of PageScope™ software integrates seamlessly with your network, your workflow and your way of doing business – so you do business better.



DO BUSINESS BETTER

35 PPM

CONNECT

COMMUNICATE

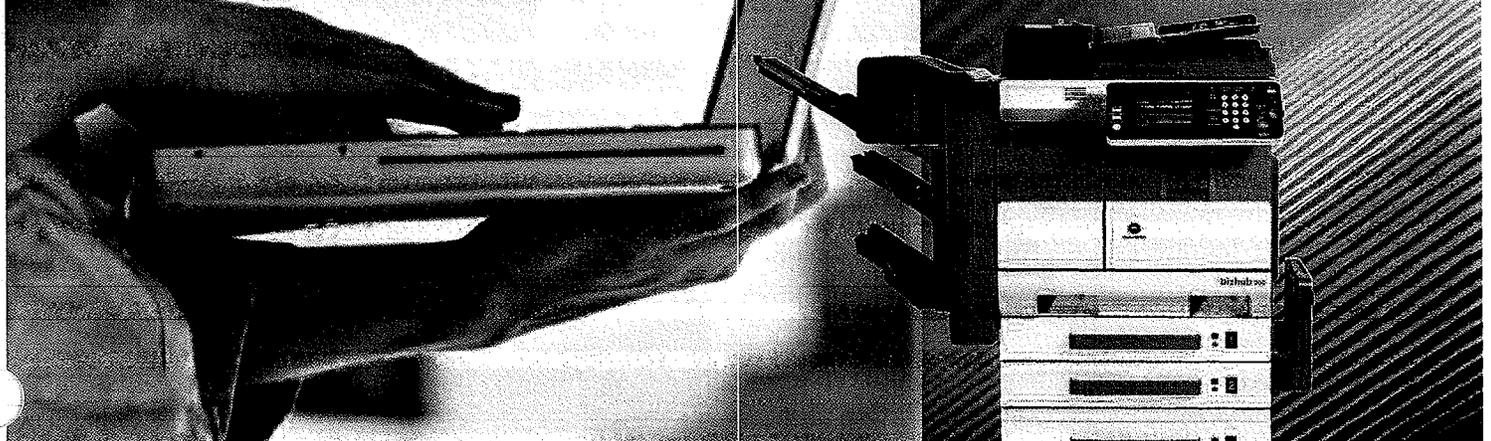
CONTROL

bizhub 350

- ▶ 35 PPM OUTPUT FOR HIGH-VOLUME PRODUCTIVITY
- ▶ 150,000 PAGE-PER-MONTH MAXIMUM DUTY CYCLE
- ▶ EMPERON™ PRINT SYSTEM, BUILT-IN PRINT CONTROL
- ▶ FLEXIBLE SCANNING TO EMAIL, FTP, SMB (DESKTOP)
- ▶ SCAN-TO-HDD ON OPTIONAL 40 GB HARD DISK DRIVE
- ▶ ADVANCED SECURITY FOR HDD, PRINTING, ACCESS
- ▶ MODULAR FINISHING OPTIONS, BOOKLET-MAKING
- ▶ 4,000-SHEET MAXIMUM PAPER CAPACITY WITH OPTIONS
- ▶ SUPER G3 FAX OPTION, OPTIONAL DUAL-LINE SUPPORT
- ▶ PAGESCOPE SOFTWARE FOR NETWORK MANAGEMENT

bizhub 350

- PRINTER
- COPIER
- SCANNER
- FAX



The essentials of imaging

KONICA MINOLTA bizhub 350

Your key to in-house print productivity. With 35 ppm output speed and a robust monthly duty cycle of 150,000 impressions, the bizhub 350 is a workhorse delivery system for producing reports, presentations, training materials, human resource documents and corporate information in-house and on-demand.

The beauty of a central document resource. Box Function allows you to "push-scan" documents directly to Public Box (for access by all users), User Box (up to 999 individual boxes), Proof Print Box (for checking proofs before printing) or Secure Print Box (for confidential documents, with ID and password protection).

Enhanced security protection. The bizhub 350 gives you basic security functions including SSL, SMTP Authentication, User Authentication, Lock Job and Account Track along with additional new security enhancements (see "What's in the bizhub 350" below).

Reversing Auto Document Feeder. To copy and scan documents faster, this bizhub 350 option lets you load up to 80 sheets, accepts originals up to 11" x 17" and scans 1-sided or 2-sided originals.

PageScope™ software for network management. PageScope Data Administrator™ manages device user lists, enables account tracking, and helps you set up one-touch Email addresses and manage password and security functions. PageScope Web Connection gives your bizhub 350 its own "website" for status monitoring, and PageScope Network Setup allows IT administrators to manage multiple bizhub and other MIB-compliant devices from a single point.

PULVERIZED

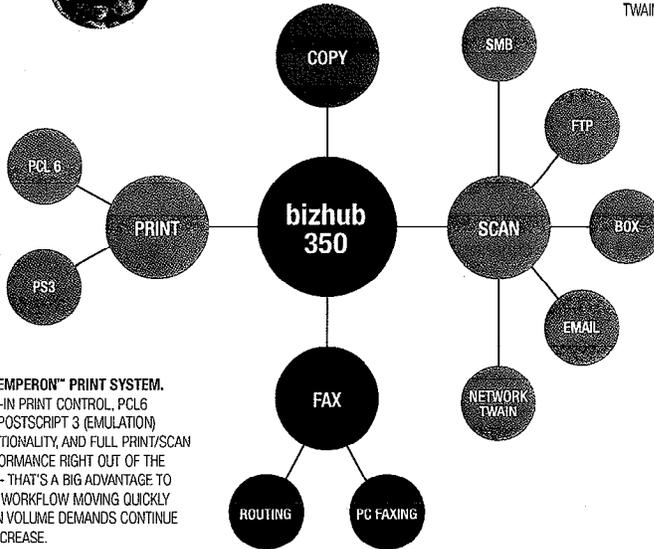


SIMITRI®



THE QUALITY OF SIMITRI® POLYMERIZED TONER. THE EXCLUSIVE KONICA MINOLTA TONER TECHNOLOGY THAT USES ULTRA-FINE PARTICLES OF SMALLER SIZE AND MORE CONSISTENT SHAPE TO PRODUCE HIGH-IMPACT DOCUMENTS WITH SHARPER TEXT, CRISPER DETAIL AND IMPROVED HALFTONE REPRODUCTION.

MOVE INFORMATION FASTER TO MORE DESTINATIONS. THE BIZHUB 350 ENABLES YOU TO SCAN DOCUMENTS DIRECT TO THEIR DESTINATION – SCAN-TO-EMAIL, SCAN-TO-FTP, SCAN-TO-SMB (SCAN-TO-DESKTOP), SCAN-TO-HDD (WITH OPTIONAL 40 GB HARD DISK DRIVE), INTERNET FAXING, AND NETWORK TWAIN SCANNING.



THE EMPERON™ PRINT SYSTEM. BUILT-IN PRINT CONTROL, PCL6 AND POSTSCRIPT 3 (EMULATION) FUNCTIONALITY, AND FULL PRINT/SCAN PERFORMANCE RIGHT OUT OF THE BOX – THAT'S A BIG ADVANTAGE TO KEEP WORKFLOW MOVING QUICKLY WHEN VOLUME DEMANDS CONTINUE TO INCREASE.

HIGH-SPEED FAX OPTION FOR ALL-IN-ONE PERFORMANCE. ADD THE FK-503 FAX KIT, AND YOU'LL HAVE SUPER G3 TRANSMISSION/RECEPTION WITH ADVANCED FAX FEATURES TO HANDLE HIGH-VOLUME TRAFFIC – PLUS AN OPTIONAL 2ND PHONE LINE FOR INCREASED FAX INPUT/OUTPUT CAPABILITY.

WHAT'S IN THE BIZHUB 350:

In today's business world, security is more essential – and bizhub 350 adds new enhancements to protect your documents and limit access to your essential data. You'll have the following additional protection:

- ___ ISO 15408 CERTIFICATION TO MEET STRICT SECURITY STANDARDS*
- ___ HDD PASSWORD LOCK TO PROTECT DATA STORED ON THE HARD DRIVE
- ___ JOB ERASE/OVERWRITE
- ___ AUTHENTICATION FAILURE PENALTY (LOCKOUT AFTER 3 ATTEMPTS)
- ___ HDD SANITIZING
- ___ HDD BACKUP UTILITY
- ___ OPTIONAL HDD ENCRYPTION KIT
- ___ IP ADDRESS FILTERING FOR ENHANCED NETWORK SECURITY
- ___ USER AUTHENTICATION SELECTABLE FOR ALL FUNCTIONS OR SCAN FUNCTIONS ONLY
- ___ SYNCHRONIZATION OF USER AUTHENTICATION AND ACCOUNT TRACK
- ___ SUPPORTS UP TO 5 LDAP SERVERS
- ___ MULTIPLE DOMAIN SUPPORT (UP TO 10) FOR USER AUTHENTICATION IN ACTIVE DIRECTORY ENVIRONMENT
- ___ PRIMARY AND SECONDARY SMTP SERVER SUPPORT
- ___ CALLED SUBSCRIBER IDENTIFICATION
- ___ JUNK FAX (F-CODE) FUNCTION

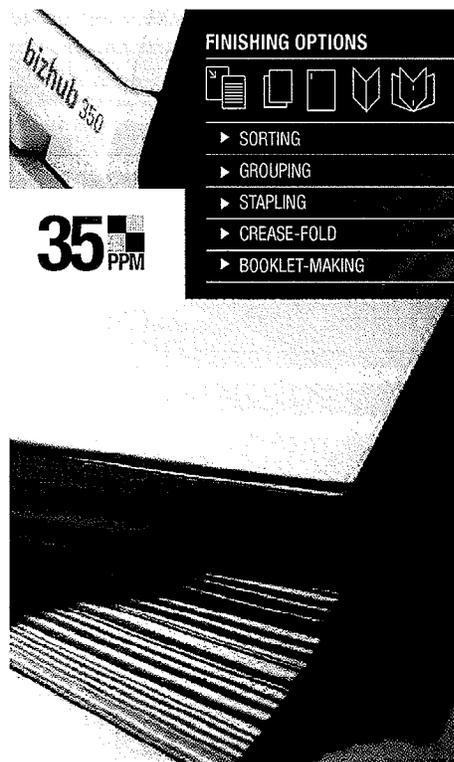
ADDITIONAL FEATURES:

- ___ NETWORK HDD TWAIN DRIVER
- ___ EXPANDED USER BOX FUNCTIONALITY (RETRIEVAL FROM CONTROL PANEL, ROUTING, PAGESCOPE BOX OPERATOR)

* IN EVALUATION

CUSTOMIZE YOUR AUTO FINISHING.

A MODULAR FS-508 FINISHER WITH MULTIPLE OPTIONS PROVIDES SORTING, GROUPING, STAPLING AND CREASE-FOLD, SADDLE-STITCH BOOKLET-MAKING – ALL THE CUSTOM FINISHING CAPABILITIES YOUR DOCUMENTS DEMAND.



bizhub



Office Imagery courtesy of Knoll, Inc.

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KONICA MINOLTA

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SPECIFICATIONS

SPECIFICATIONS FOR LEASING PHOTOCOPIERS ON A COST PER COPY BASIS (CONTINUED)

LEASING CONTRACT DISTRIBUTION OF COPIERS (continued)

	Item #1 - Table Top 15 CPM	Item #2 - 20 CPM	Item #3 - 28 CPM	Item #4 - 40 CPM	Item #5 - 50 CPM	Item #6 - 60 CPM	Item #7 - 80 CPM	Total Copiers	Estimated Annual Volume	Estimated Monthly Volume
			1					1	70,000	5,833
		1	0	1	1			3	350,000	29,167
		2	8	3	1			14	1,148,000	95,667
port		2	3	5	1			11	1,100,000	91,667
		23	39	40	18	10	4	134	16,100,000	1,341,667
s	2	187	191	105	52	17	8	562	47,643,000	3,970,250
Months		7	9	3	3	2	1	25	2,757,000	229,750

	Item # 8 color 30 CPM	Estimated Monthly Color Volume	Estimated Monthly Black and White Volume
d	3	22,500	22,500

ite	2	194	200	108	55	19	9	587	50,400,000	4,200,000
								3	540,000 *	45,000 *
								590		

50,000 annual) copies color, 22,500 monthly (270,000 annual) copies black/white

SPECIFICATIONS

ITEM NO. 1: LOW VOLUME TABLE TOP MULTIFUNCTION PHOTOCOPIER

SPEED: 15 (CPM)
 MONTHLY VOLUME: UP TO 5,000 PAGES
 DUPLEXING:
 RECIRCULATING DOCUMENT
 DOCUMENT FEEDER (RDF), REVERSING
 AUTOMATIC DOCUMENT
 FEEDER (RADF) OR EQUAL:
 TABLE TOP MODEL MUST SIT ON TOP OF COUNTY OWNED TABLE
 NETWORK PRINTING MULTIFUNCTION MODE: YES
 SCANNING MULTIFUNCTION MODE: YES
 FACSIMILE MULTIFUNCTIONAL MODE: YES
 MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE

ITEM NO. 2: LOW VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED: 20 (CPM)
 MONTHLY VOLUME: UP TO 30,000 PAGES
 MAXIMUM ORIGINAL SIZE: 11" X 17"
 MAXIMUM OUTPUT SIZE: 11" X 17"
 ZOOM: 50% TO 200%
 STAPLE SORTER: 10-BIN STAPLE SORTER; 10 SHEETS
 PER BIN/STAPLE UP TO 10 SHEETS;
 OR FINISHER TO STAPLE UP TO 10
 SHEETS
 DUPLEXING: AUTOMATIC (1:2, 2:2, 2:1) 10 SHEET CAPACITY
 RECIRCULATING DOCUMENT
 FEEDER (RDF), REVERSING
 AUTOMATIC DOCUMENT
 FEEDER (RADF) OR EQUAL: YES
 PAPER CAPACITY: 1,000 SHEETS
 COPIER MEMORY: 16MB
 BYPASS: 1 SHEET
 NETWORK PRINTING MULTIFUNCTION MODE: YES
 SCANNING MULTIFUNCTION MODE: YES
 FACSIMILE MULTIFUNCTION MODE: YES
 PRINTER MEMORY: 16MB
 MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE

SPECIFICATIONS

ITEM NO. 3: MID VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	28 (CPM)
MONTHLY VOLUME :	UP TO 70,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 30 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
RDF, RADF OR EQUAL:	YES
PAPER CAPACITY:	2,000 SHEETS
BYPASS:	1 SHEET
STAPLER SORTER:	10-BIN STAPLE SORTER; 30 SHEETS PER BIN/STAPLE UP TO 30 SHEETS; OR FINISHER TO STAPLE UP TO 30 SHEETS
COPIER RESOLUTION:	400 X 400 dpi
COPIER MEMORY:	32MB
PRINTER MEMORY:	32 MB
NETWORK PRINTER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

ITEM NO. 4: MID VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	40 (CPM)
MONTHLY VOLUME:	UP TO 100,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
RDF, RADF OR EQUAL:	YES
STAPLER SORTER:	10-BIN STAPLE SORTER; 30 SHEETS PER BIN/STAPLE UP TO 30 SHEETS; OR FINISHER TO STAPLE UP TO 30 SHEETS
PAPER CAPACITY:	2,000 SHEETS
COPIER RESOLUTION:	400 X 400 dpi
BYPASS:	50 SHEETS
NETWORK PRINTER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
COPIER MEMORY:	32 MB
PRINTER MEMORY:	32 MB
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

SPECIFICATIONS

ITEM NO. 5: MID/HIGH VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	50 (CPM)
MONTHLY VOLUME:	UP TO 150,000 PAGES
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
RDF, RADF OR EQUAL:	YES
NETWORK PRINTER MULTIFUNCTION MODE:	YES
AUTOMATIC PAPER SELECTION:	YES
COPIER RESOLUTION:	600 X 600 dpi
STAPLER SORTER:	20-BIN STAPLE SORTER; 50 SHEETS PER BIN/STAPLE UP TO 50 SHEETS; OR FINISHER TO STAPLE UP TO 50 SHEETS
PAPER CAPACITY:	3,700 SHEETS
BYPASS:	50 SHEETS
COPIER MEMORY:	32 MB
PRINTER MEMORY:	32 MB
SCANNER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE	YES
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

ITEM NO. 6: MID / HIGH VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	60 (CPM)
MONTHLY VOLUME:	UP TO 250,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
COPIER RESOLUTION:	600x600 dpi
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	25% TO 400%
RDF, RADF OR EQUAL:	YES
STAPLER SORTER:	20 BIN STAPLE SORTER, 50 SHEETS PER BIN/STAPLE UP TO 50 SHEETS, OR FINISHER TO STAPLE UP TO 50 SHEETS
PAPER CAPACITY:	6,000 SHEETS
AUTOMATIC PAPER SELECTION:	YES
NETWORK PRINTER MULTIFUNCTION MODE:	YES
COPIER MEMORY:	32MB
PRINTER MEMORY:	32MB
FACSIMILE MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

SPECIFICATIONS

ITEM NO. 7: HIGH VOLUME MULTIFUNCTION PHOTOCOPIER

SPEED:	80 (CPM)
MONTHLY VOLUME:	UP TO 350,000 PAGES
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 50 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	25% TO 400%
RDF, RADF OR EQUAL:	YES
STAPLER SORTER:	20 BIN STAPLE SORTER, 50 SHEETS PER BIN/STAPLE UP TO 50 SHEETS, OR FINISHER TO STAPLE UP TO 50 SHEETS
COPIER RESOLUTION:	600 X 600 dpi
PAPER CAPACITY:	6,000 SHEETS
MARGIN SHIFT:	YES
AUTOMATIC PAPER SELECTION:	YES
NETWORK PRINTER MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
COPIER MEMORY:	32MB
PRINTER MEMORY:	32MB
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

ITEM NO 8: COLOR MULTIFUNCTION PHOTOCOPIER

SPEED:	30 (CPM)
MONTHLY VOLUME:	UP TO 30,000 SHEETS
ESTIMATED COLOR COPIES PER MONTH:	7,500
ESTIMATED BLACK AND WHITE COPIES PER MONTH:	7,500
DUPLEXING:	AUTOMATIC (1:2, 2:2, 2:1) 30 SHEET CAPACITY
MAXIMUM ORIGINAL SIZE:	11" X 17"
MAXIMUM OUTPUT SIZE:	11" X 17"
ZOOM:	50% TO 200%
RDF, RADF OR EQUAL:	YES
PAPER CAPACITY:	2,000 SHEETS
BYPASS:	1 SHEET
STAPLER SORTER:	10 BIN STAPLER SORTER, 10 SHEETS PER BIN/STAPLE UP TO 10 SHEETS
COLOR RESOLUTION:	600 X 600 dpi
PRINTER MEMORY:	512 MB
NETWORK PRINTER MULTIFUNCTION MODE:	YES
SCANNER MULTIFUNCTION MODE:	YES
FACSIMILE MULTIFUNCTION MODE:	YES
MUST SCAN TO NETWORK FILE AND E-MAIL FEATURE	

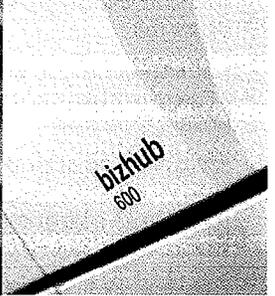
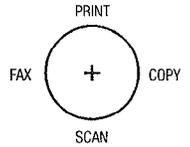
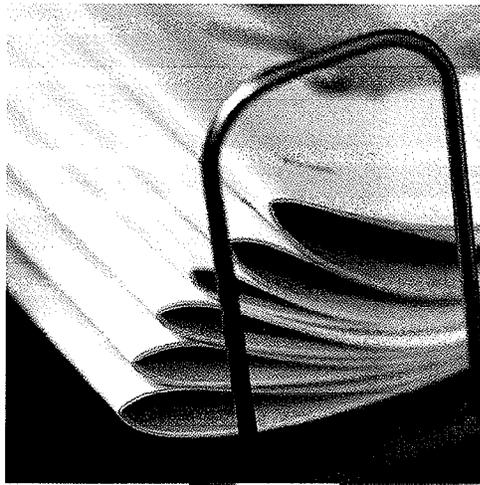




KONICA MINOLTA

A TOTAL SOLUTION FOR ALL-IN-ONE PRODUCTIVITY.

Want to do more – and do it faster and more cost-efficiently? You're ready for the bizhub 600. Its high-volume 60 ppm output and robust monthly duty cycle of 300,000 pages can increase your productivity in high-speed, high-volume document traffic. The bizhub 600 helps busy offices, data centers and corporate workgroups keep pace with rising demands through a full range of printing, copying, and scanning capabilities powered by the advanced Emperon™ Print System. A high-speed Super G3 fax option adds all-in-one multifunctional efficiency – and you'll have enhanced security protection, production-quality auto finishing options and powerful software for online status monitoring and networked control of documents and devices.



DO BUSINESS BETTER

60 PPM

CONNECT

COMMUNICATE

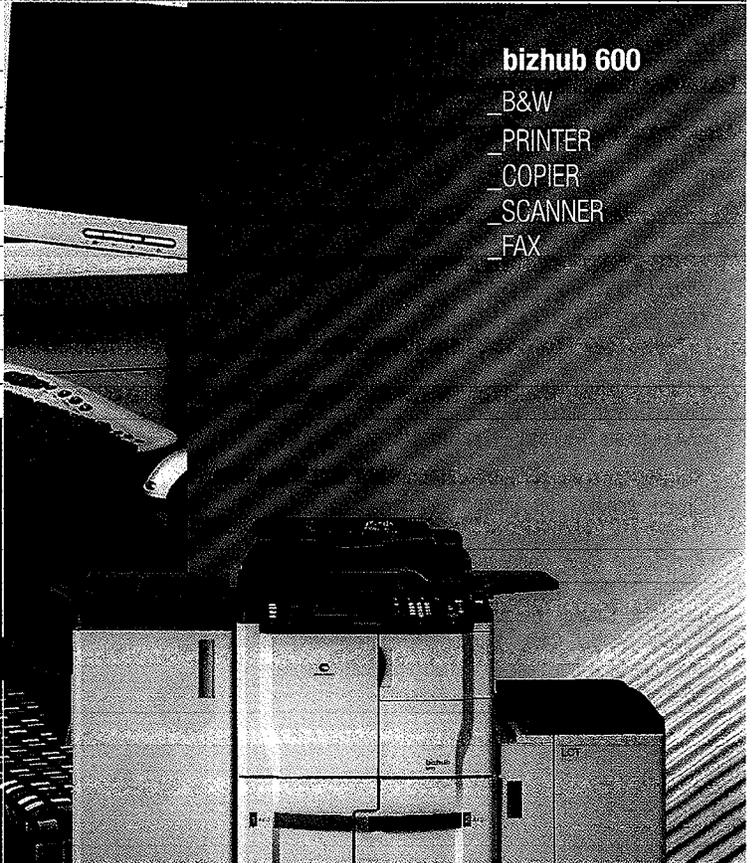
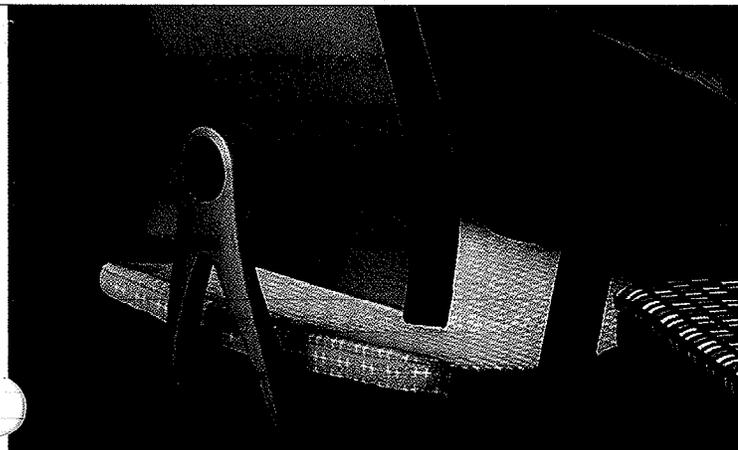
CONTROL

bizhub 600

- ▶ POWERFUL 60 PPM B&W PRINT/COPY OUTPUT
- ▶ HIGH-VOLUME 300,000 PAGE MONTHLY DUTY CYCLE
- ▶ BIZHUB OP FOR TOTAL MULTIFUNCTIONAL PRODUCTIVITY
- ▶ SIMITRI® POLYMERIZED TONER FOR ULTRA-FINE IMAGING
- ▶ FAST, FLEXIBLE SCANNING TO EMAIL, FTP, SMB (DESKTOP)
- ▶ SCAN-TO-USER BOX WITH OPTIONAL HARD DISK DRIVE
- ▶ ENHANCED SECURITY FUNCTIONS TO PROTECT YOUR DATA
- ▶ 7,600-SHEET MAXIMUM PAPER CAPACITY (WITH OPTIONS)
- ▶ AUTO FINISHING OPTIONS, INCLUDING BOOKLET-MAKING
- ▶ SUPER G3 FAX OPTION (SINGLE OR MULTILINE)

bizhub 600

- B&W
- PRINTER
- COPIER
- SCANNER
- FAX



The essentials of imaging

KONICA MINOLTA bizhub 600

High-speed, high-volume output. With 60-ppm print/copy output for high-volume document traffic, you'll have plenty of power for in-house document production at high speed and low cost.

Fast first-copy output. With first-copy output time of 3.5 seconds or less, the bizhub 600 can eliminate those long lines at the copier.

IC-202 Image Controller. Driven by the Emperon™ Print System, the IC-202 Image Controller option provides point-and-click printing control through a simple driver interface – with PCL5e/PCL6 and PostScript 3 emulation.

Faster scanning to more destinations. Bring information into your workflow faster with Scan-to-Email with LDAP address look-up, Scan-to-FTP, Scan-to-SMB (Desktop), even Scan-to-HDD (User Box) on an optional built-in Hard Disk Drive.

User Box functionality. Store, share and access documents more easily from individual User Boxes that offer industry-leading functionality (Save/Print/Route/Move/Copy) – saving you the trouble of re-scanning frequently used documents and saving files to PC.

Enhanced security protection. To protect scanned and stored information, the bizhub 600 provides HDD Encryption, User Authentication, Account Track and special security enhancements to meet ISO 15408 Certification requirements.

Electronic Document Handler. Loads up to 100 sheets, offers job building for larger sets of originals, accepts documents up to 11" x 17" and scans 1-sided or 2-sided originals.

Super G3 Fax option. A high-speed fax option with single or multiline capability delivers all-in-one productivity to handle all your document traffic, so you can eliminate redundant or underutilized equipment.

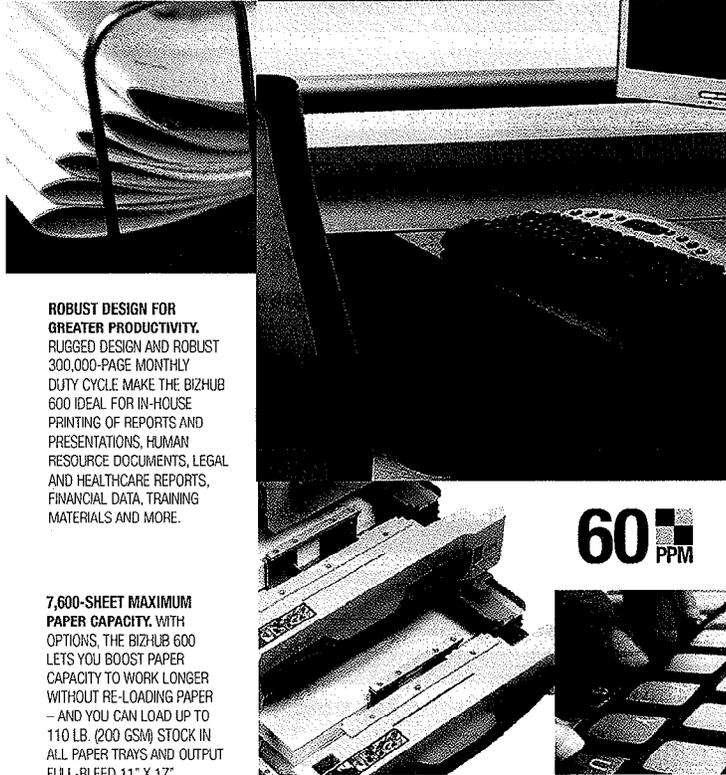
Networking power with PageScope™ software. Speed workflow throughout your organization with today's most comprehensive software suite, including PageScope Web Connection to give each bizhub device its own "web site" for accessing status and managing settings via standard web browsers – and PageScope Net Care, enabling IT administrators to manage an entire fleet of bizhub and MIB-compliant MFP's from a single point.

PRODUCTION-QUALITY FINISHING OPTIONS. PRODUCE MORE DOCUMENTS IN-HOUSE AND ON-DEMAND, WITH MODULAR OPTIONS FOR SORTING AND GROUPING, MULTI-POSITION STAPLING, 2/3-HOLE PUNCHING, HALF-FOLD, TRI-FOLD, Z-FOLD AND SADDLE-STITCHED BOOKLET-MAKING.

FINISHING OPTIONS



- ▶ SORTING/GROUPING
- ▶ STAPLING (8-POSITION)
- ▶ 2/3-HOLE PUNCHING
- ▶ FOLDING
- ▶ BOOKLET MAKING



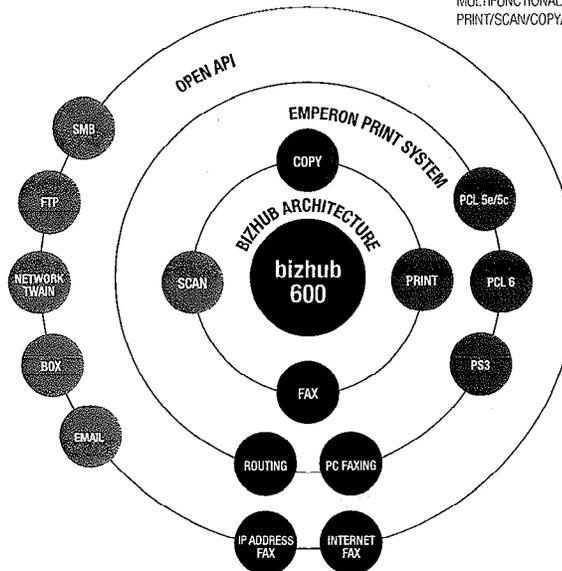
ROBUST DESIGN FOR GREATER PRODUCTIVITY. RUGGED DESIGN AND ROBUST 300,000-PAGE MONTHLY DUTY CYCLE MAKE THE BIZHUB 600 IDEAL FOR IN-HOUSE PRINTING OF REPORTS AND PRESENTATIONS, HUMAN RESOURCE DOCUMENTS, LEGAL AND HEALTHCARE REPORTS, FINANCIAL DATA, TRAINING MATERIALS AND MORE.

7,600-SHEET MAXIMUM PAPER CAPACITY. WITH OPTIONS, THE BIZHUB 600 LETS YOU BOOST PAPER CAPACITY TO WORK LONGER WITHOUT RE-LOADING PAPER – AND YOU CAN LOAD UP TO 110 LB. (200 GSM) STOCK IN ALL PAPER TRAYS AND OUTPUT FULL-BLEED 11" X 17" DOCUMENTS ON 12" X 18" PAPER TO PRESERVE CROP MARKS AND BORDERS.

60 PPM



THE POWER OF BIZHUB OP. INTEGRATED DESIGN COMBINES MULTIPLE OPERATIONS, ALLOWING THE BIZHUB 600 TO IMPROVE MULTIFUNCTIONAL EFFICIENCY AND SIMPLIFY PRINT/SCAN/COPY/FAX CONTROL.



SIMITRI®



PULVERIZED



SIMITRI® POLYMERIZED TONER. EXCLUSIVE KONICA MINOLTA TONER FORMULATION USES ULTRA-FINE PARTICLES OF SMALLER SIZE AND MORE CONSISTENT SHAPE TO SHARPEN EDGE DETAIL, MAKE TEXT MORE LEGIBLE AND INCREASE HALFTONE DEFINITION.

bizhub



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KONICA MINOLTA

bizhub 750/600

How to Build a System for the bizhub 750/600 Printer/Copier/Scanner (From Start to Finish)

11/2006

START: bizhub 750/600 BASE UNIT

Comes standard with: Drum, (1) Developer, EDH, 512 MB memory, Tray 1 (1,500 sheets), Tray 2 (1,000 sheets), Tray 3 (500 sheets), Tray 4 (500 sheets), Bypass (100 sheets). Total standard paper capacity: 3,600 sheets (7,600 max.)

STEP 1: PAPER SUPPLY OPTIONS

- LU-401 Large Capacity Cassette (4,000 sheet Letter Portrait)
- LU-402 Large Capacity Cassette (4,000 sheet to 12"x18")

STEP 2A: OUTPUT OPTIONS

(One of the following is required)

- SF-601 Shift Tray
- FS-504 Multi-Stapling Finisher (Multi-position Stapling up to 50 sheets)
- FS-505 Multi-Stapling Finisher (Multi-position Stapling up to 100 sheets)
- FS-602 Advanced Folding Finisher (Multi-position Stapling, Saddle-Fold Stitch, Tri-Fold)

STEP 2B: ADDITIONAL OUTPUT OPTIONS

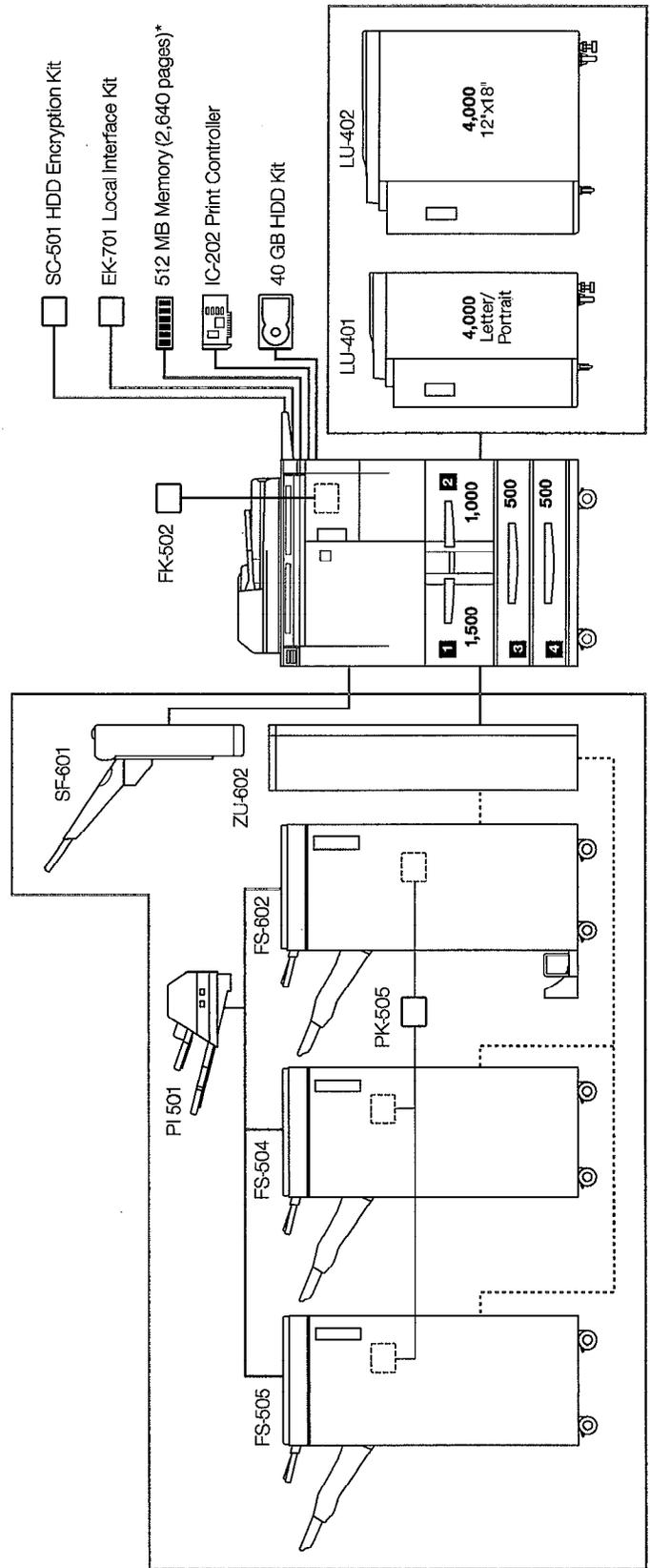
- PI-501 Cover Inserter (Post Engine Cover Inserter)
- PK-505 Hole Punch Kit (Selectable 2/3-hole punch)
- ZU-602 Z-Fold/Punch Kit (Adds Z-fold and selectable 2/3-hole punch)

STEP 3: MEMORY UPGRADE OPTIONS

- 40 GB HDD (HDD Kit)
- SC-501 HDD Encryption Kit

STEP 4: CONNECTIVITY

- IC-202 Print Controller (Includes: PCL5e/6, Konica Minolta PageScope Software (PageScope Web Connection, Net Care, Direct Print, Job Spooler, Network Setup, NDPS Gateway, EMS Plug-Ins)
- FK-502 Fax Kit — Single or Multi Line
- EK-701 Local Interface kit
- MK-701 Mount kit for FK-502



* Based on industry standard 6% coverage.

bizhub 750/600



Accessory Options for the bizhub 750/600 Printer/Copier/Scanner

KONICA MINOLTA

11/2006

ACCESSORIES	ITEM NO.	DESCRIPTION	NOTES
BASE UNIT			
bizhub 750	57AE	750 Digital Printer/Copier/Scanner/Fax	Includes: Drum, (1) Developer, EDH, 512 MB memory; Tray 1 (1,500 sheets), Tray 2 (1,000 sheets), Tray 3 (500 sheets), Tray 4 (500 sheets), Bypass (100 sheets) and PC Drum. Requires AC120V, 16A (NEMA receptacle 5-20R).
bizhub 600	57BE	600 Digital Printer/Copier/Scanner/Fax	

OUTPUT OPTIONS			
FS-602	15JM	Advanced Folding Finisher	Multi-position stapling, tri-fold, half-fold, saddle stitch booklets
FS-504	15JK	Multi-Stapling Finisher	Sorting and Multi-position stapling up to 50 sheets
FS-505	15JL	Multi-Stapling Finisher	Sorting and Multi-position stapling up to 100 sheets
SF-601	15JP	Shift Tray	Offset stacker (up to 1,250 sheets – 8.5"x11")
PI-501	15JF	Post Engine Cover Inserter	Add pre-printed covers and post-process staple, fold, punch
PK-505	15KB	Punch Kit	Adds 2/3-hole punch
ZU-602	15KW	Z-Fold/Punch Kit	Adds Z-fold and selectable 2- and 3-hole punch

PAPER SUPPLY OPTIONS			
LU-401	15JT	Large Capacity Cassette	4,000 sheets (20 lb. bond) of letter portrait
LU-402	15JX	Large Capacity Cassette	4,000 sheets (20 lb. bond) up to 12"x18"

MEMORY UPGRADE OPTIONS			
HD-503	15NL	40 GB HDD Kit	For storing scanned images and adding stamps/watermarks to documents

CONNECTIVITY OPTIONS			
IC-202	15NB	Print Controller	Includes: PCL5e/6, PS-3 clone, Konica Minolta PageScope Software (PageScope Web Connection, Net Care, Cabinet Pro, Network Setup, NDPS Gateway, EMS Plug-ins)
FK-502	15LB	Fax Kit	Single or Multi Line
MK-701	15MY	Mount Kit for FK-502 (Fax Kit)	
EK-701	15NQ	Local Interface Kit	
SC-501	A0890Y0	HDD Encryption Kit	<i>Encrypts all data stored on the hard disk drive and provides encryption priority and overwrite priority selections</i>

Consumables	ITEM NO.	DESCRIPTION	YIELD
TN-710	02XJ	Toner	55,000 @ 6%*
DR-710	02XL	Photo Receptor	500,000
DV-710	02XK	Developer	250,000
SK-602	14YK	Staples for FS-504	5,000 (x3)
MS-5C	4448121	Staples for FS-602	5,000 (x3)
MS-10A	4599141	Staples for FS-505	5,000 (x3)
PM Parts Kit	57AE-PM25	PM Parts Kit	250,000

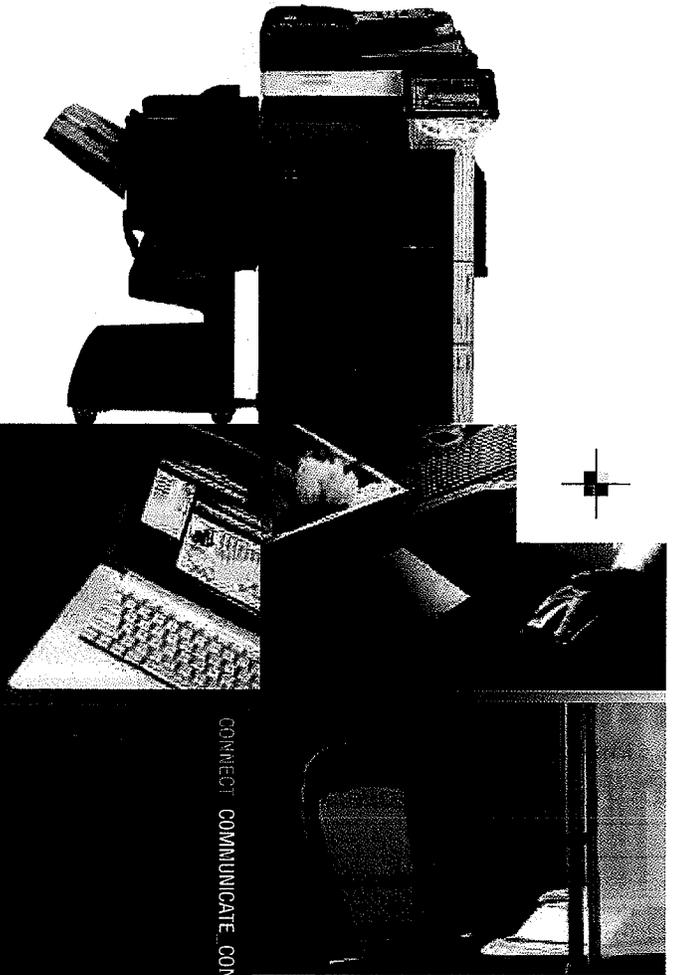
* Based on industry standard 6% coverage



KONICA MINOLTA

bizhub C353 FULL COLOR_PRINTER_COPIER_SCANNER_FAX_

A RIGHT-SIZE SOLUTION FOR ANY-SIZE BUSINESS. With advanced networking features and enhanced security, the bizhub® C353 gives large to mid-sized businesses high-quality, high-performance color and B&W document output in a bold design that looks great anywhere. Small footprint, 360° access, large color touch-screen and at-a-glance InfoLine status display gives everyone quick access to 35 ppm print/copy output and flexible scanning to multiple destinations at up to 70 originals per minute. Simitri® HD Color Polymerized Toner creates documents with greater communications impact – and you'll have all the finishing, fax and connectivity options you need for a scaleable solution that fits your workflow and your budget.



business_by design

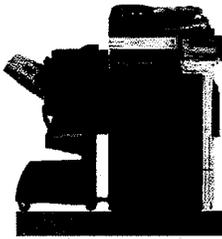
CONNECT COMMUNICATE CONTROL

- ▶ HIGH-SPEED 35 PPM OUTPUT IN BOTH COLOR AND B&W
- ▶ BUILT-IN EMPERON® PRINT SYSTEM, PCL/PS/XPS DRIVERS
- ▶ LARGE COLOR LCD TOUCH-SCREEN, MULTIPLE PAGE THUMBNAIL PREVIEW
- ▶ 70 OPM SCANNING, SIMULTANEOUS BIZHUB SEND FUNCTION
- ▶ 1,150-SHEET STANDARD, 3,650-SHEET MAXIMUM PAPER CAPACITY
- ▶ STANDARD DUPLEXING, HEAVY STOCK SUPPORT
- ▶ BUILT-IN FINISHER AND FLOOR FINISHER OPTIONS
- ▶ BOOKLET-MAKING, STAPLING, HOLE-PUNCHING, HALF-FOLDING
- ▶ BANNER PRINTING CAPABILITY – UP TO 11.75" X 47.25"
- ▶ FIERY® IC-409 IMAGE CONTROL OPTION FOR COLOR MANAGEMENT
- ▶ ADVANCED SECURITY, BIOMETRIC AUTHENTICATION OPTION
- ▶ IMPROVED CONNECTIVITY AND EASIER INSTALLATION WITH MICROSOFT VISTA DPWS PROTOCOL
- ▶ SUPER G3 FAX OPTION, OPTIONAL DUAL LINE SUPPORT
- ▶ ADVANCED i-OPTION™ WITH WEB BROWSER, IMAGE PANEL DISPLAY AND ENHANCED PDF ENCRYPTION
- ▶ PAGESCOPE® SOFTWARE, PAGESCOPE ENTERPRISE SUITE**

The essentials of imaging

*With built in finisher option installed. ** Available Spring 2008.

bizhub C353



FULL COLOR_PRINTER_COPIER_SCANNER_FAX_

CONNECT_COMMUNICATE_CONTROL

General Specifications:

TYPE:	Full-Color Printer/Copier/Scanner with Stationary Platen
PRINT/COPY PROCESS:	Tandem Process
TONER TYPE:	Simitri® HD Color Polymerized Toner
MONTHLY DUTY CYCLE:	100,000 pages
PRINT/COPY SPEED:	Full Color: 35 ppm (letter, portrait); B&W: 35 ppm (letter, portrait)
PRINT/COPY RESOLUTION:	1800 dpi equivalent x 600 dpi
SCAN SPEED / SCAN RESOLUTION:	Full Color: 70 opm (@ 300 dpi, letter); 50 opm (@ 600 dpi, letter); B&W: 70 opm (@ 300 dpi, letter); 55 opm (@ 600 dpi, letter) / 200 dpi, 300 dpi, 400 dpi, 600 dpi
SCAN FILE FORMATS:	TIFF, PDF, Compact PDF, JPEG, XPS, Compact XPS
MEMORY/HARD DISK DRIVE:	1,024 MB (shared print, copy, scan and fax memory)/60 GB HDD (shared print, copy, scan and fax)
GRADATION:	256 color shades per pixel
ORIGINAL SIZE:	Up to 11" x 17" (scanning/copying); Up to 11" x 17" full-bleed on 12" x 18" paper (printing)
COPY SIZE:	Tray 1 (universal cassette): 5.5" x 8.5" to 11" x 17", Tray 2 (universal cassette): 5.5" x 8.5" to 12" x 18", Bypass Tray: 4" x 6" to 12" x 18"
WARM UP TIME / FIRST COPY TIME:	Full Color: Less than 41 seconds; B&W: Less than 30 seconds / Full Color: Less than 8.5 seconds (letter); B&W: Less than 5.9 seconds (letter)
COPY QUANTITY:	1-999
MAGNIFICATION:	Zoom Range: 25% - 400%; 0.1% increments; Preset Reduction: 79%, 73%, 65%, 50%; Preset Enlargement: 121%, 129%, 155%, 200%
COLOR MODES:	Auto Color, Full Color, Black & White, 2-Color, Single Color
COPY EXPOSURE MODES:	Text (legible text), Text/Photo (clear text and halftones), Photo (optimized for gradations), Map (fine edges and legible text), Dot Matrix (dot matrix or pencil originals), Copied Paper
FAXING (OPTIONAL):	Super G3 compatibility, MH, MR, MMR, JBIG data compression, 33.6 Kbps modem speed, F-Code Support
FAX TRANSMISSION SPEED:	Less than 3 seconds/page (V.34, JBIG, Standard Resolution)
FAX MEMORY:	1,024 MB (shared copier memory)
FAX EXPOSURE MODES:	Text, Text/Photo, Photo, Dot Matrix
STANDARD PAPER CAPACITY:	500-sheet universal cassette (16 lb. bond to 140 lb. index), 500-sheet universal cassette (16 lb. bond to 140 lb. index), 150-sheet bypass (16 lb. bond to 100 lb. cover or up to 271 gsm)
MAXIMUM PAPER CAPACITY:	3,650 sheets (total, with options)
DOCUMENT FEEDER (OPTIONAL):	DF-611 Auto Document Feeder, Speed: Full Color: 70 opm; B&W: 70 opm; Paper Capacity: 100 sheets; Paper Size: 5.5" x 8.5" to 11" x 17"; Paper Weight: Single-sided: 9.25 lb. bond to 55.75 lb. bond Double-sided or mixed: 13.25 lb. bond to 34 lb. bond
POWER REQUIREMENTS/CONSUMPTION:	120V, 60Hz / Less than 1.5kW
DIMENSIONS (W x D x H) / WEIGHT:	25.25" x 33.5" x 30.25" / 218 lb.
OPTIONS:	AU-101 Biometric Authentication Unit; AU-201H ID Card Authentication Unit; C353/C253/C203 Fax Kit; DF-611 Reversing Automatic Document Feeder; DK-504 Copy Desk; EK-603 USB Host Kit; FS-519 Built-In Base Finisher; FS-609 Booklet Finisher; JS-506 Job Separator; LK-1011-Option; LK-1021-Option; MK-711-Option Mount Kit; MK-713 Banner Set Guide; ML-501 Fax Multi-Line Kit; MT-502 Mailbin Kit (for FS-519); OO-507 Original Cover; OT-602 Additional Tray (for FS-519); PC-104 Paper Feed Cabinet; PC-204 Paper Feed Cabinet; PC-405 Paper Feed Cabinet; PK-501 Punch Kit (for FS-609); PK-515 Punch Kit (for FS-519); SA-501 Scan Accelerator Kit; SC-503 HDD Encryption Kit; SD-505 Saddle Stitcher Kit (for FS-519); SP-501 Fax Stamp Unit; Spare TX Marker Stamp 2; UK-201 Upgrade Kit; WT-502 Working Table; IC-409 Fiery Image Controller; VI-504 Video Interface Kit
AVAILABLE PRINT/COPY FUNCTIONS:	Account Track (1,000 accounts), Auto Duplex, Auto Tray Switching, Banner Printing (with FS-519), Bi-Directional Communication, Color Modes & Functions (Auto Color/Full Color, Black & White Mode, Single Color Mode, 2-Color Mode, Color Adjustments - Brightness, Contrast, Saturation, Sharpness, Red, Green, Blue, Portrait, Hue, Density, Color Balance, Copy Density, Sample Copy), Copy Modes (Simplex/Duplex, 2-in-1, 4-in-1, 8-in-1, Book, Booklet, Booklet + Bind), Cover Mode, Creative Functions (Mirror Image, XY Zoom, Image Center, Base Color, Neg./Pos. Reverse, Image Repeat), Encrypted Password Printing, Energy Save Mode, Enlarge Display, Erase (Border, Frame, Edge) Mode, Finishing (Group, Sort, Staple, Punch, Half-Fold, Center Staple and Fold), Form Overlay, Glossy Mode, HDD Random Erase, Image Adjustments (Color Matching, Pure Black Auto ON/OFF, Color Balance, Screen Settings, Image Smoothing ON/OFF), Image Preview (Job Finishing Image Display, Engine Configuration Display), Interrupt, Job List, Job Erase, Job Reserve, LDAP, OHP Interleaving, Mixplex, Mix-Media, Program/Recall Jobs, Paper Type Selection (Normal, Thick 1, Thick 2, Thick 3, Thick 4), Print Modes (Simplex/Duplex, 2-in-1, 4-in-1, 6-in-1, 8-in-1, 16-in-1, Booklet, Booklet + Bind), Proof Copy, Secure Printing, Broadcasting (maximum 605 locations), Bulletin Board, Duplex Transmission/Reception, Exposure Mode, User Box Function, Utility (Meter Count, Environment Setting, Default Setting, One-Touch Setting, Check Consumables Life, Administration Mode), Watermarks, Zoom Selection
AVAILABLE SCAN FUNCTIONS:	Scan-to-Email, Scan-to-FTP, Scan-to-SMB (Scan-to-Desktop), Scan-to-HDD (Scan-to-User-Box), Scan-to-WebDAV, Scan-to-USB, Network TWAIN, WS-Scan
AVAILABLE FAX FUNCTIONS:	Autodialing (2,000 one-touches), Auto Memory Reception, Auto Reduction Printing, Broadcasting (maximum 605 locations), Bulletin Board, Duplex Transmission/Reception, Exposure Mode, Group Dialing (up to 500 one-touches per group), Image Rotation Transmission/Reception, Mailbox Transmission/Reception, Memory/Quick Dial, Overseas Transmission, Password Transmission/Reception, PC-Fax, Polling Transmission/Reception, Priority Transmission, Print Setting for Overnight Reception, Program Dialing (400 programs), Redial, Relay Broadcasting, Relay Transmission, Remote Reception, Timer Transmission
APPLICATIONS:	Network & Device Management: PageScope NDPS Gateway, PageScope EMS Plug-Ins, PageScope Net Care Device Manager, PageScope Network Setup, PageScope Data Administrator, Driver Packaging Utility, HDD Back-Up Utility, Download Manager (ICC Color Profile Utility), Log Management Utility, User Tools: PageScope Web Connection, PageScope Direct Print, PageScope Box Operator, PageScope Print Status Notifier, Web Print Assistant, Font Management Utility, Copy Protect Utility, Print Utility for Unix
MANAGEMENT TOOLS:	bizhub vCare support
OPTIONAL SOFTWARE:	PageScope Workware, PageScope Enterprise Suite* , PageScope Account Manager*, PageScope Authentication Manager*, PageScope MyPanel Manager

Emperon Print System (standard):

PROCESSOR:	1 GHz (MC7447A)
MEMORY/HARD DISK DRIVE:	1,024 MB (shared copier memory)/60 GB HDD (shared copier)
PAGE DESCRIPTION LANGUAGE:	PCL5e/C, PCL6 (XL v.3.0) Emulation; PS3 (v.3016) Emulation; XPS (XML Paper Specification)
FONTS:	PCL: 80 fonts, PostScript 3 Emulation: 137 fonts
PRINT DRIVERS:	PCL6: Windows 2000, Windows XP (Home/Professional), Windows Server 2003, Windows XP Professional x64, Windows Server 2003 x64, Windows NT 4.0, Windows Vista (x32, x64), PS3: Windows 2000, Windows XP (Home/Professional), Windows Server 2003, Windows XP Professional x64, Windows Server 2003 x64, Windows Vista (x32, x64), XPS: Windows Vista (x32, x64), Mac OS 9.2 (PPD file), Mac OS X 10.2, 10.3, 10.4, 10.5, Intel-based 10.4, 10.5* (print driver)
INTERFACE:	10 BASE-T/100 BASE-TX/1000 BASE-T, USB 1.1, USB 2.0
PROTOCOLS:	TCP/IP, IPX/SPX, AppleTalk (EtherTalk), LPR, SMB, LPD, Netware (4.x, 5, 6), Pserver, Nprinter, NDPS, IPP 1.1, SMTP, POP3, LDAP, SSL/TLS, SNMP, HTTP/HTTPS, IPv6, DPWS (WS-SD)

Fiery IC-409 Embedded Image Controller (optional):

PROCESSOR:	Intel Celeron 2.8 GHz FSB 533 Mhz
OPERATING SYSTEM:	Linux
MEMORY/HARD DISK DRIVE:	512 MB (standard/max)/80 GB HDD
PAGE DESCRIPTION LANGUAGE:	PCL6, Adobe PostScript 3 (version 3017)
FONTS:	PCL: 80 fonts, Adobe PSS: 136 fonts
PRINT DRIVERS:	PCL6: Windows 2000, Windows XP, Windows Server 2003, Windows Vista (x32, x64)* PS3: Windows 2000, Windows XP, Windows Server 2003, Windows XP Professional x64*, Windows Server 2003 x64, Windows Vista (x32, x64)*, Mac OS X 10.3.9, 10.4, Intel-based 10.4 (PPD), Unix/Linux
INTERFACE:	10 BASE-T/100 BASE-TX/1000 BASE-T, RJ45
PROTOCOLS:	TCP/IP, IPX/SPX, AppleTalk (EtherTalk), LPR, SMB, NDPS Gateway on Netware 5.0 or later, IPP, LDAP, SSL/TLS, SNMP, HTTP/HTTPS, IPv6
OPTIONAL SOFTWARE:	EFI Color Profiler Suite, ED-100 Densitometer, EFI Secure Erase, Hot Folders, Auto Trap, EFI Impose



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Item #: C353SS
3/08



KONICA MINOLTA

bizhub C353/C253/C203

How to build a bizhub C353/C253/C203 System (from start to finish)

3/2008

Step 1: Base Unit

- **C353/C253/C203**
Digital Color Printer/Copier/Scanner/Fax
(Includes PS, PCL & XPS Controller, 1,024 MB Standard Memory, Duplex Unit, 60 GB HD, Standard USB 1.1/2.0 (supports local printing) and CMYK Imaging Units)

Step 2: Document Handling Options

- OC-507 Original Cover
- DF-611 Reversing Automatic Document Feeder

Step 3: Paper Supply/Cabinet Options *(Required)*

Select one of the following:

- PC-405 Large Capacity Cassette
(2,500 sheets - Letter C only)
- PC-204 2-Way Paper Feed Cabinet
(Two 500-sheet Universal Cassettes)
- PC-104 Paper Feed Cabinet
One 500-sheet Universal Cassette; Includes 1 storage drawer
- DK-504 Copy Desk *(Storage Drawer Only)*

Step 4: Output Options

- None
- JS-505 Job Separator Tray
- FS-519 Base Finisher
 - MT-502 Mailbin Kit *(for FS-519)*
 - OT-602 Additional Output Tray *(for FS-519)*
 - PK-515 Punch Kit *(for FS-519)*
 - SD-505 Saddle Stitcher Kit *(for FS-519)*
- FS-609 Floor Booklet Finisher
 - PK-501 Punch Kit *(for FS-609)*

Step 5: Analog Fax Options

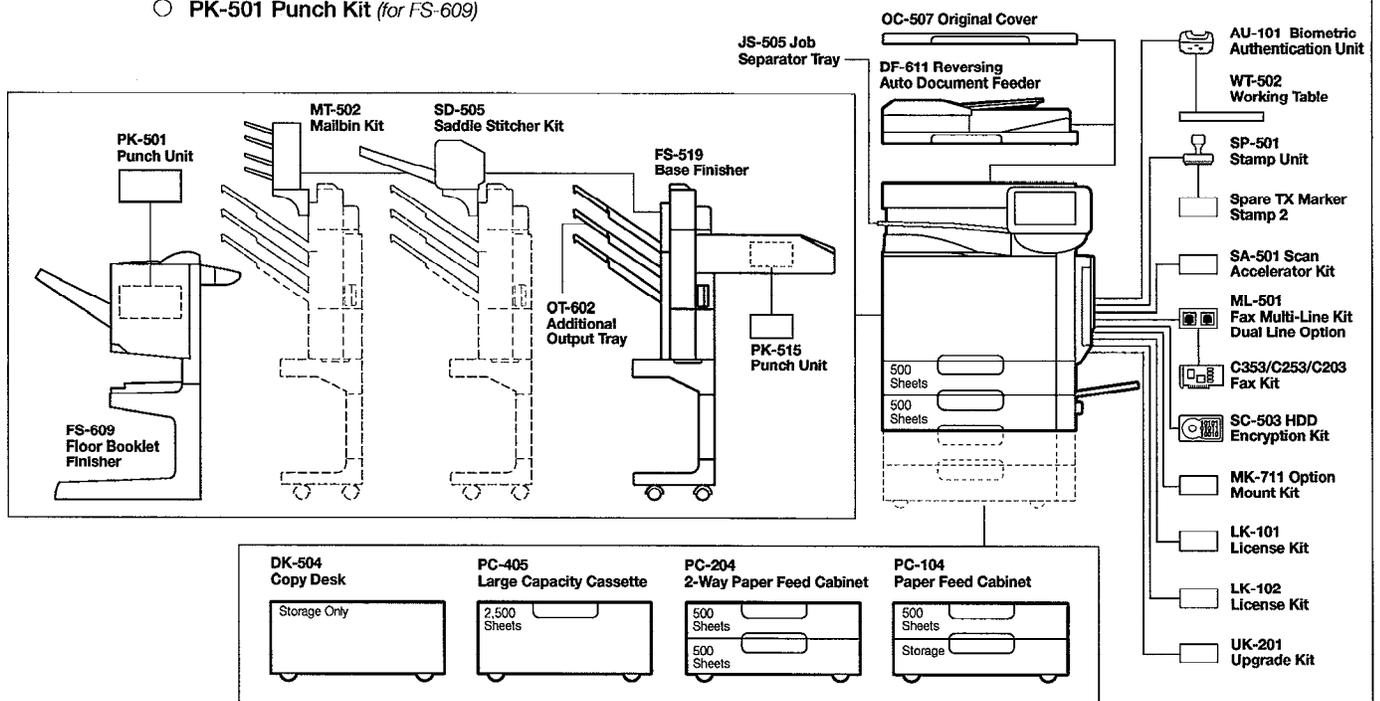
- C353/C253/C203 Fax Kit
(Consists of FK-502 and MK-711 Option Mount Kit)
- ML-501 Fax Multi-Line Kit – Dual Line Option
(Consists of FK-502 and ML-501)
- SP-501 Stamp Unit *(for DF-611)*
- Spare TX Marker Stamp 2

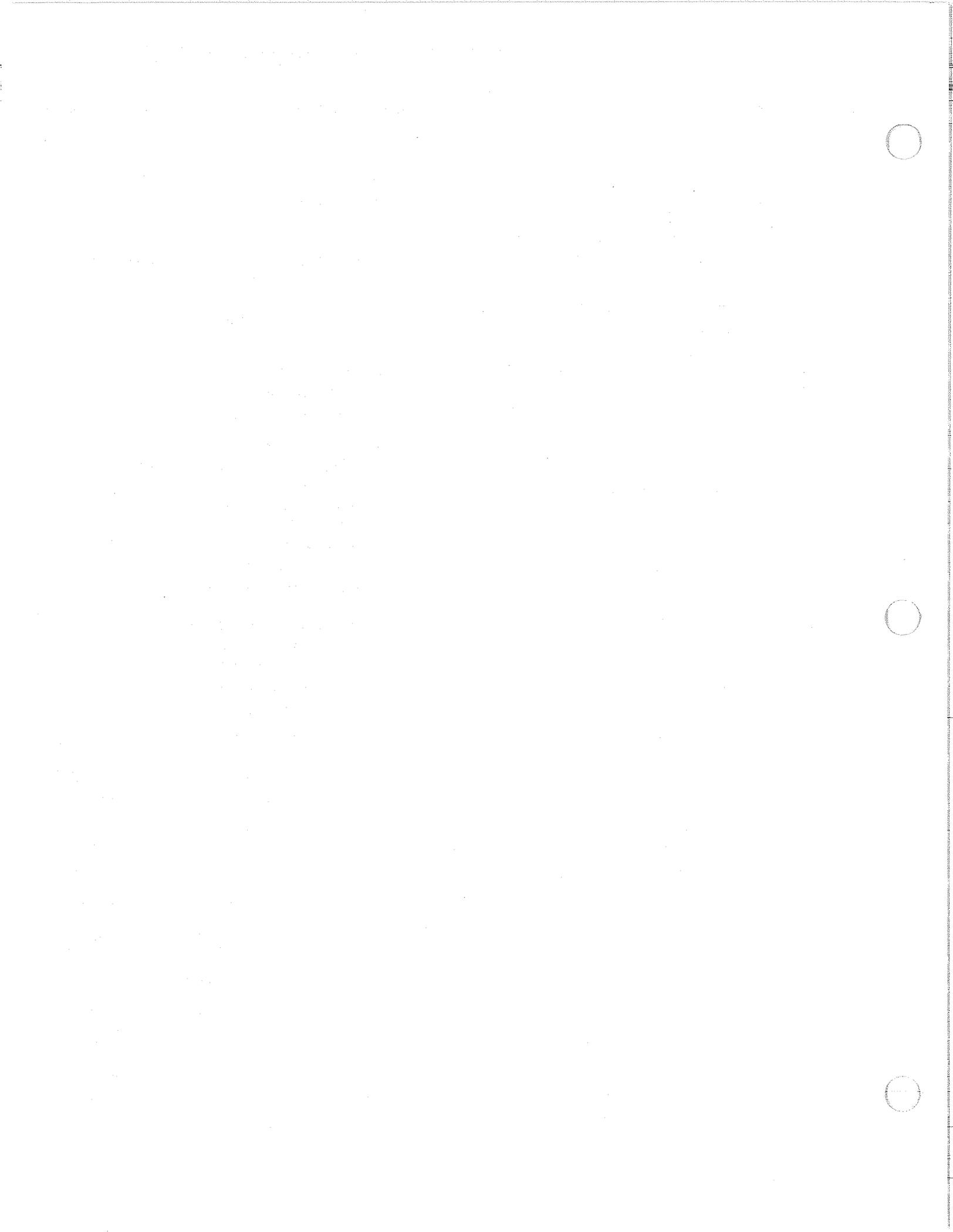
Step 6: Controller Option

- Standard Controller *(PCL/PS/XPS)*
- IC-409 Fiery Image Controller for C353/C253
- VI-504 Interface Kit

Step 7: Additional Options

- AU-101 Biometric Authentication Unit
(Requires WT-502 & EK-603)
- EK-603 Local Interface Kit
(USB 2.0; Requires MK-711 Option Mount Kit)
- LK-101 License Kit *(Web Browser and Image Panel)*
- LK-102 License Kit *(Enhanced PDF Encryption)*
- MK-711 Option Mount Kit
(Required for EK-603 and SA-501)
- MK-713 Banner Paper Guide
- SA-501 Scan Accelerator Kit
(Requires MK-711 Option Mount Kit)
- SC-503 HDD Encryption Kit
- WT-502 Working Table
- UK-201 Upgrade Kit *(Required for LK-101 and LK-102)*







ACCESSORIES	ITEM NO.	DESCRIPTION	NOTES
BASE UNIT			
C353	A02E010	C353 Color Printer/Copier/Scanner/Fax	<i>Includes PS, PCL & XPS Controller, 1,024 MB Standard Memory, Duplex Unit, 60 GB HD, Standard USB 1.1/2.0 (supports local printing) and CMYK Imaging Units</i>
C253	A02E011	C253 Color Printer/Copier/Scanner/Fax	<i>Includes PS, PCL & XPS Controller, 1,024 MB Standard Memory, Duplex Unit, 60 GB HD, Standard USB 1.1/2.0 (supports local printing) and CMYK Imaging Units</i>
C203	A02E012	C203 Color Printer/Copier/Scanner/Fax	<i>Includes PS, PCL & XPS Controller, 1,024 MB Standard Memory, Duplex Unit, 60 GB HD, Standard USB 1.1/2.0 (supports local printing) and CMYK Imaging Units</i>
DOCUMENT HANDLING OPTION			
OC-507	A0D8WY0	Original Cover	<i>Required if DF-611 is not installed</i>
DF-611	A01H0W0	Reversing Automatic Document Feeder	<i>100-Sheet Reversing Automatic Document Feeder; Compatible with C451/C550</i>
PAPER SUPPLY/CABINET OPTIONS			
PC-405	A093010	Large Capacity Cassette	<i>2,500 sheets; Letter-Size (Portrait) Paper only</i>
PC-204	A0930Y1	2-Way Paper Feed Cabinet	<i>Two 500-sheet Universal Paper Cassettes</i>
PC-104	A0930Y0	Paper Feed Cabinet	<i>One 500-sheet Universal Paper Cassette and Storage Drawer</i>
DK-504	A0930Y3	Copy Desk	<i>Storage Drawer only</i>
OUTPUT OPTIONS			
None			
JS-505	A0830Y0	Job Separator Tray	<i>Separates print, copy and fax jobs; can be installed if finisher is not attached</i>
FS-519	A01G0Y2	Base Finisher for C353/C253/C203	<i>Finisher required to support Mailbin Kit, Output Tray, Punch Kit and Saddle Stitcher</i>
FS-609	A0D60Y0	Floor Booklet Finisher	<i>Produces fully folded booklets and provides stapling, sorting and grouping</i>
MT-502	4510761	Mailbin Kit	<i>Requires FS-519; Offers 4 printer addressable mailbins (125 shts. capacity/bin) Cannot be mounted if SD-505 is installed. Compatible with bizhub C451</i>
OT-602	4625246	Output tray for FS-519	<i>Adds third tray to FS-519 Finisher; used to separate print, copy and fax output; Compatible with bizhub C451</i>
PK-515	A0DHWY1	2/3-Hole Punch Kit for FS-519	<i>2/3-Hole Punch Kit for FS-519</i>
PK-501	4614452	2/3-Hole Punch Kit for FS-609	<i>2/3-Hole Punch Kit for FS-609</i>
SD-505	4511761	Saddle Stitcher Kit	<i>Requires FS-519; Provides booklet output; Cannot be mounted if MT-502 is installed; Compatible with bizhub C451</i>
ANALOG FAX OPTIONS			
C353/C253/C203 7640X029 Fax Kit	C353/C253/C203 Fax Kit Mount Kit		<i>Adds Super G3 fax functionality; Consists of FK-502 and MK-711 Option</i>
ML-501	4599X002	Fax Multi-Line Kit	<i>Adds 2nd phone line</i>
SP-501	4614506	Stamp Unit	<i>Installed on DF-611; Compatible with bizhub C650, C550, C451, C352/C300, 500, 420, 350/250/200</i>
Spare Fax Stamp	4614511	Spare TX Marker Stamp 2	<i>Installed on DF-611; Compatible with bizhub C650, C550, C451, C352/C300, 500, 420, 350/250/200</i>
CONTROLLER OPTIONS			
IC-409	A074WY1	Fiery Image Controller for C353/C253	<i>Includes "Spot On" color matching; Requires VI-504; Compatible with C353 and C253 only</i>
VI-504	A091WW0	Interface Kit for IC-409	<i>Interface Kit for IC-409</i>
ADDITIONAL OPTIONS			
AU-101	A09MWY0	Biometrics Authentication Unit	<i>Compatible with C650, C550, C451</i>
EK-603	A0DPWW0	Local Interface Kit	<i>USB 2.0 required for AU-101 Biometrics Authentication Unit, Scan-to-USB, USB-to-Print. Requires MK-711 Option Mount Kit</i>
LK-101	A0PD011	License Kit	<i>Enables Web Browser from the MFP Control Panel and Image Panel (move, combine, restore user files at the MFP) functions</i>
LK-102	A0PD012	License Kit	<i>Enables 128-bit AES PDF encryption; Apply digital IDs and signatures</i>
MK-711	A0DCWY0	Option Mount Kit	<i>Required for EK-603 Local Interface Kit and SA-501 Scan Accelerator Kit; Included with C353/C253/C203 Fax Kit; Only one MK-711 Option Mount Kit required per machine</i>





KONICA MINOLTA

bizhub C353/C253/C203

Accessory Options for bizhub C353/C253/C203 Digital Printer/Copier/Scanner/Fax

3/2008

ADDITIONAL OPTIONS *continued*

MK-713	A0D9WY0	Banner Paper Guide	Enables automatic feeding of banner paper; Up to 10 banner sheets supported
SA-501	4599386	Scan Accelerator Kit	Increases scan conversion process; Compatible with bizhub C650, C550, C451, C450, C352, C351, C300, C252, C250. Requires MK-711 Option Mount Kit
SC-503	4599441	HDD Encryption Kit	Compatible with bizhub C650, C550, C451, C450, C352, C351, C300, C252, C250
UK-201	A0PDWY1	Upgrade Kit	Required for LK-101 and LK-102; Contents include 512 MB memory upgrade, stylus pen, stylus pen holder and face sheet; Only one UK-201 required per machine.
WT-502	A07EWW0	Working Table	Required for AU-101 Biometrics Authentication Unit; Compatible with C451, C550 and C650

CONSUMABLE YIELDS*

CONSUMABLE	ITEM NO.	YIELD
Imaging Unit - K (C353)	A0DE03F	120,000
Imaging Unit - C (C353)	A0DE0JF	90,000
Imaging Unit - M (C353)	A0DE0DF	90,000
Imaging Unit - Y (C353)	A0DE07F	90,000
Toner - K (C353)	A0D7131	26,000
Toner - C (C353)	A0D7431	20,000
Toner - M (C353)	A0D7331	20,000
Toner - Y (C353)	A0D7231	20,000
Imaging Unit - K (C253/C203)	A0DE02F	100,000/70,000
Imaging Unit - C (C253/C203)	A0DE0HF	75,000/55,000
Imaging Unit - M (C253/C203)	A0DE0CF	75,000/55,000
Imaging Unit - Y (C253/C203)	A0DE06F	75,000/55,000
Toner - K (C253/C203)	A0D7132	24,500
Toner - C (C253/C203)	A0D7432	19,000
Toner - M (C253/C203)	A0D7332	19,000
Toner - Y (C253/C203)	A0D7232	19,000
Waste Toner Box	A0DTWY0	50,000
Fusing Unit	A02ER72000	400,000
Image Transfer Belt Unit	A02ER73000	150,000
Image Transfer Roller Unit	A02ER71300	150,000
Staples MS-2C (For SD-505)	4599161	2,000 x 4 pkg/case
Staples SK-602 (For FS-519)	14YK	5,000 x 3 pkg/case
Staples MS-5D (For FS-609)	4623361	5,000 x 3 pkg/case

* Based on 20% total coverage



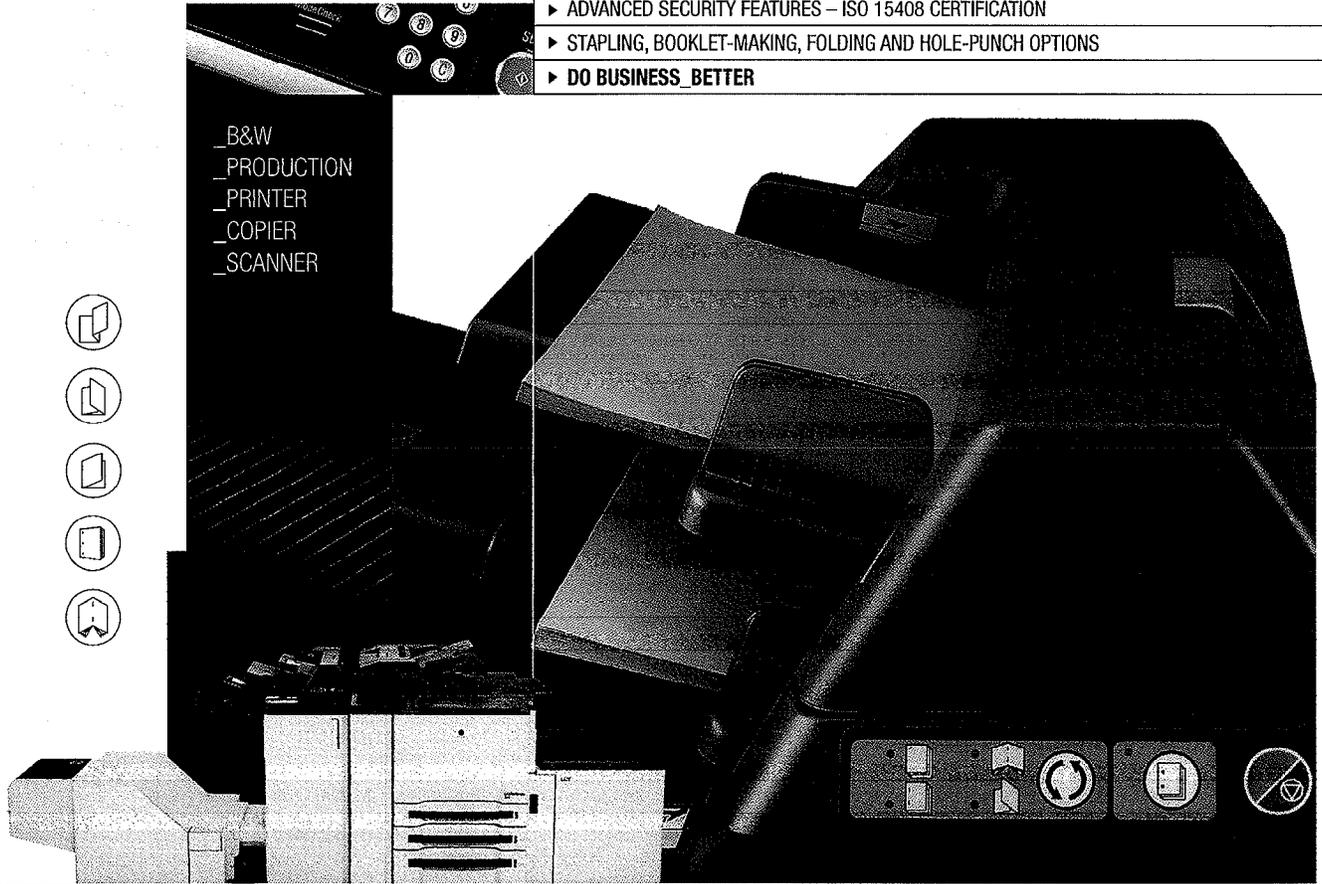


KONICA MINOLTA

bizhub PRO 920

- ▶ 92 PPM OUTPUT TO MEET HEAVY PRODUCTION DEMANDS
- ▶ ROBUST DESIGN, 750,000-PAGE MONTHLY DUTY CYCLE
- ▶ COST-EFFICIENT TONER YIELD OF 66,000 IMPRESSIONS
- ▶ TANDEM PRINT/COPY CAPABILITY – UP TO 184 PPM OUTPUT
- ▶ 6,650-SHEET MAXIMUM CAPACITY WITH OPTIONAL TRAY
- ▶ SIMITRI® POLYMERIZED TONER FOR SUPERIOR IMAGE QUALITY
- ▶ POWERFUL IMAGE CONTROL OPTION – PCL6, OPTIONAL PS3
- ▶ FAST, FLEXIBLE SCANNING TO EMAIL, FTP, SMB, HDD (MAILBOX)
- ▶ ADVANCED SECURITY FEATURES – ISO 15408 CERTIFICATION
- ▶ STAPLING, BOOKLET-MAKING, FOLDING AND HOLE-PUNCH OPTIONS
- ▶ DO BUSINESS BETTER

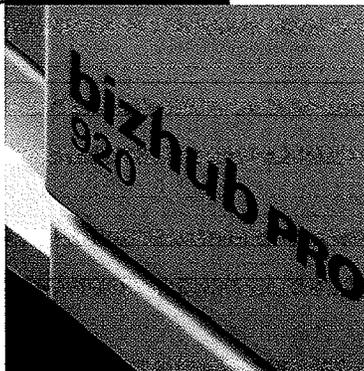
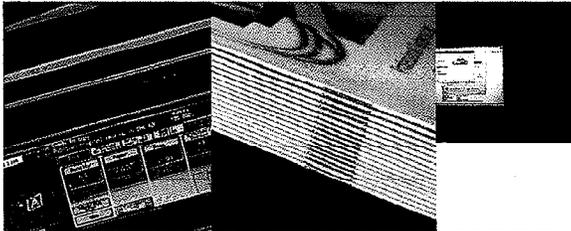
_B&W
_PRODUCTION
_PRINTER
_COPIER
_SCANNER



CONNECT_

COMMUNICATE_

CONTROL_



TAKE PRINT PRODUCTION TO A HIGHER POWER.

All the throughput speed, job control and in-house finishing capabilities you need, enhanced by new production advantages like LDAP search capability, annotation, random-page thumbnail viewing and printing from your HDD – that's what the bizhub PRO 920 brings to your workflow. With 92-ppm output, rugged heavy-duty construction and powerful Image Controller option, your documents will move faster. Booklet-making with face-trimming, tri-folding and other advanced finishing capabilities let you customize a system that suits any production need – and you'll have the benefits of tandem print/copy output, flexible scanning, enhanced security features and expanded paper capacity of 6,650 sheets. Looking for higher production power? Go with bizhub PRO.

The essentials of imaging



bizhub PRO 920

GENERAL SPECIFICATIONS

GENERAL SPECIFICATIONS:

TYPE:
PRODUCTION PRINTER/COPYER/SCANNER

IMAGING SYSTEM:
HIGH-SPEED DUAL BEAM
LASER IMAGING

DEVELOPMENT SYSTEM:
SIMITRI® POLYMERIZED TONER

MONTHLY DUTY CYCLE:
750,000 PAGES

PRINT/COPY SPEED:
92 PPM (8-1/2" X 11")

PRINT/COPY RESOLUTION:
600 X 600 DPI (1200 X 600 DPI EMULATION)

HALFTONE REPRODUCTION:
256 GRADATIONS

MEMORY:
256 MB (STANDARD)
512 MB (MAXIMUM)
40 GB HARD DISK DRIVE

WARM-UP TIME:
5.5 MINUTES (APPROX.)

FIRST COPY:
3.1 SECONDS OR LESS (APPROX.)

COPY QUANTITY:
1 - 9,999 COPIES

MAGNIFICATION:
ZOOM RANGE: 25 - 400%, 0.1% INCREMENTS
PRESET REDUCTION: 79%, 77%, 65%, 50%,
PRESET ENLARGEMENT: 121%, 129%,
155%, 200%

EXPOSURE MODES:
AUTO, TEXT, PHOTO, TEXT/PHOTO, MANUAL

MAXIMUM ORIGINAL SIZE:
12" X 18" (11" X 17" THROUGH RADF)

PAPER SIZE (THROUGHPUT):
5-1/2" X 8-1/2" TO 12" X 18"

PAPER WEIGHTS (THROUGHPUT):
13 LB. BOND TO 53 LB. BOND
(MAX. 200GSM = 110 LB. INDEX)

PAPER SUPPLY:
500-SHEET UNIVERSAL PAPER TRAYS (2)
1,000-SHEET UNIVERSAL PAPER TRAY
150-SHEET INTELLIGENT BYPASS
(TO 12" X 18")

OPTIONAL PAPER SUPPLIES:
4,500-SHEET LARGE CAPACITY TRAY
(8-1/2" X 11" PORTRAIT)
4,000-SHEET LARGE CAPACITY TRAY
(TO 12" X 18")

MAXIMUM PAPER CAPACITY:
6,650 SHEETS (TOTAL, WITH OPTIONS)

DOCUMENT FEEDER:
SPEED: UP TO 92 ORIGINALS PER MINUTE
CAPACITY: UP TO 100 SHEETS
PAPER SIZE: 5-1/2" X 8-1/2" TO 11" X 17"
PAPER WEIGHT: 16 LB. BOND TO 53 LB. BOND
(110 LB. INDEX)

POWER REQUIREMENTS:
208V-240V, 17.6 A, 60HZ
(DEDICATED LINE)

DIMENSIONS (W X D X H):
35" X 30-3/4" X 47 3/8"

WEIGHT:
616 LBS.

OPTIONS:
EM-701 MEMORY UPGRADE (256 MB)
FS-516 FINISHER (SORT, 100-SHEET STAPLE)
FS-604 FINISHER (SORT, 50-SHEET STAPLE,
SADDLE-STITCH, TRI-FOLD)
IC-203 EMBEDDED IMAGE CONTROLLER
LU-403 LARGE CAPACITY TRAY
(4,500 SHEETS, 8-1/2" X 11")
LU-404 LARGE CAPACITY TRAY
(4,000 SHEETS, TO 12" X 18")
PI-501 POST-PROCESS INSERTER
PK-505 PUNCH UNIT
PS-503 ADOBE POSTSCRIPT KIT (FOR IC-203)
TU-501 TRIMMER UNIT
ZU-602 PUNCH AND Z-FOLD UNIT

PAGESCOPE APPLICATIONS:
PAGESCOPE WEB CONNECTION
(EMBEDDED WEB PAGE FOR DEVICE)
PAGESCOPE NET CARE
(NETWORKED DEVICE MANAGEMENT)
PAGESCOPE JOB SPOOLER
(PRINT QUEUE MANAGEMENT)
PAGESCOPE DIRECT PRINT (DRAG-AND-DROP
PRINTING OF TIFF AND PDF FILES)
PAGESCOPE WORKWARE™ (OPTIONAL -
DOCUMENT MANAGEMENT SOLUTION)

SECURITY:
ISO-15408 COMPLIANT

AVAILABLE FUNCTIONS*

ACCESSIBILITY
ACCOUNT MANAGEMENT (PRINT/COPY/SCAN
COUNTER)
AUTO DOCUMENT FEEDING
AUTO DUPLEX (STACKLESS)
AUTO EXPOSURE SETTING
AUTO LAYOUT (CENTERING)
AUTO LOW POWER, RESET, SHUT-OFF
AUTO MAGNIFICATION
AUTO PAPER SELECT
AUTO TRAY SWITCHING
BOOK COPY
BOOKLET MAKING
BORDER ERASE (FRAME, FOLD, FRAME & FOLD)
CHAPTERIZATION
CONCURRENCY (COPY, PRINT, SCAN)
CUSTOM ORIGINALS
COVER INSERTION
DUPLEX PRINTING
ELECTRONIC COPY MONITOR (1,000 ACCOUNTS)
ENERGY SAVE MODE
EXPOSURE MODES (AUTO, TEXT, PHOTO,
TEXT/PHOTO, MANUAL)
FACE-UP OR FACE-DOWN OUTPUT
FOLDING (HALF-FOLD, TRI-FOLD, Z-FOLD)
GROUPING
HELP (CONTEXT SENSITIVE)
HOLE-PUNCHING (2/3-HOLE)
IMAGE CENTERING
IMAGE OVERLAY
IMAGE INSERT
IMAGE ROTATION
IMAGE SHIFT
IMPOSITION
INSERT SHEETS
INTELLIGENT JOB BUILDING
INTERRUPT (PAUSE)
IPP PRINTING
JOB LIST
JOB RESERVE (MAX. 99 JOBS)
JOB PROGRAMMING (30 JOBS)
JOB STATUS
LOW POWER MODE
MIXED ORIGINAL DETECTION
NEGATIVE IMAGE CAPABILITY
NETWORK SCANNING
NON-IMAGE AREA ERASE
OFFLINE FINISHING
PRESET SCALING
POST-PROCESS COVER/SHEET INSERTION
POWER SAVE
PRINT SPOOLING (MAX. 99 JOBS)
PROOF COPY
SADDLE-STITCHING
SCANNING:
SCAN-TO-E-MAIL (WITH LDAP)
SCAN-TO-FTP
SCAN-TO-SMB (DESKTOP)
SCAN-TO-HDD (MAILBOX)
SECURE PRINT
TWIN SCANNING
SORTING
STAMPING (CONTINUOUS)
STAPLING (8-POSITION)
STORYBOARDING (2-IN-1, 4-IN-1, 8-IN-1,
TO 16-IN-1 FROM PRINT DRIVER)
TABS
TANDEM COPY CAPABILITY
TRANSPARENCY INTERLEAVING (BLANK OR
COPIED SHEETS)
TRIMMING MODE
WATERMARKING
WATERMARK NUMBERING
WEEKLY TIMER
ZOOM

IC-203 (OPTIONAL) IMAGE CONTROLLER SPECIFICATIONS

TYPE:
EMBEDDED IMAGE CONTROLLER

CENTRAL PROCESSING UNIT:
800 MHZ

MEMORY/HDD (SHARED WITH ENGINE):
256 MB (STANDARD)
512 MB (MAXIMUM)
40 GB HARD DISK DRIVE

PRINT SPEED:
92 PPM WITH BIZHUB PRO 920

PRINT RESOLUTION:
600 X 600 DPI
(1200 X 600 DPI EMULATION)

SCANNING:
SCANNING IN TIFF AND PDF FORMATS
SCAN-TO-EMAIL (WITH LDAP)
SCAN-TO-FTP
SCAN-TO-SMB (DESKTOP)
SCAN-TO-HDD (MAILBOX)
TWIN DRIVER FOR SCAN RETRIEVAL
FROM HDD

SCANNING SPEED:
UP TO 92 OPM (ORIGINALS PER MINUTE)

PRINT DRIVERS:
WINDOWS 98/ME, NT 4.0, 2000/XP,
SERVER 2003
MACINTOSH OS 9.0 OR LATER
OS X (10.2/10.3)

PAGE DESCRIPTION LANGUAGE:
STANDARD: PCL 5E/XL (PCL6), TIFF
DIRECT PRINT
OPTIONAL: ADOBE POSTSCRIPT 3,
PDF DIRECT PRINT

PROTOCOLS:
TCP/IP, IPX/SPX, ETHERTALK, IPP, NETBEUI

bizhub PRO



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Design & specifications are subject to change without notice.

*Some functions may require options, which may or may not be available at time of launch.



KONICA MINOLTA

KONICA MINOLTA
BUSINESS SOLUTIONS U.S.A., INC.

100 Williams Drive
Ramsey, NJ 07446

www.kmbs.konicaminolta.us
www.kmbs.konicaminolta.us/solutions



KONICA MINOLTA

bizhub PRO 920

How to Build a System for the bizhub PRO 920 Printer/Copier/Scanner (from start to finish)

START: bizhub PRO 920 BASE UNIT

- bizhub PRO 920 comes standard with:
EDH, 40GB HD, 256 MB memory,
Tray 1 (500 sheets), Tray 2 (500 sheets),
Tray 3 (1,000 sheets), Bypass (150 sheets).
Total standard paper capacity:
2,150 sheets (6,660 max).

STEP 1: PAPER SUPPLY OPTIONS

- LU-403 Large Capacity Unit
(4,500 sheets Letter Portrait)
- LU-404 Large Capacity Unit
(4,000 sheets up to 12" x 18')

STEP 2A: OUTPUT OPTIONS

(One of the following is required)

- FS-516 Finisher
(Staple up to 100 sheets
with staple cutting function)
- or -
- FS-604 Booklet Finisher
(50-sheet Stapling, Half-fold, Tri-fold,
Saddle-stitch Booklets)

STEP 2B: ADDITIONAL OUTPUT OPTIONS

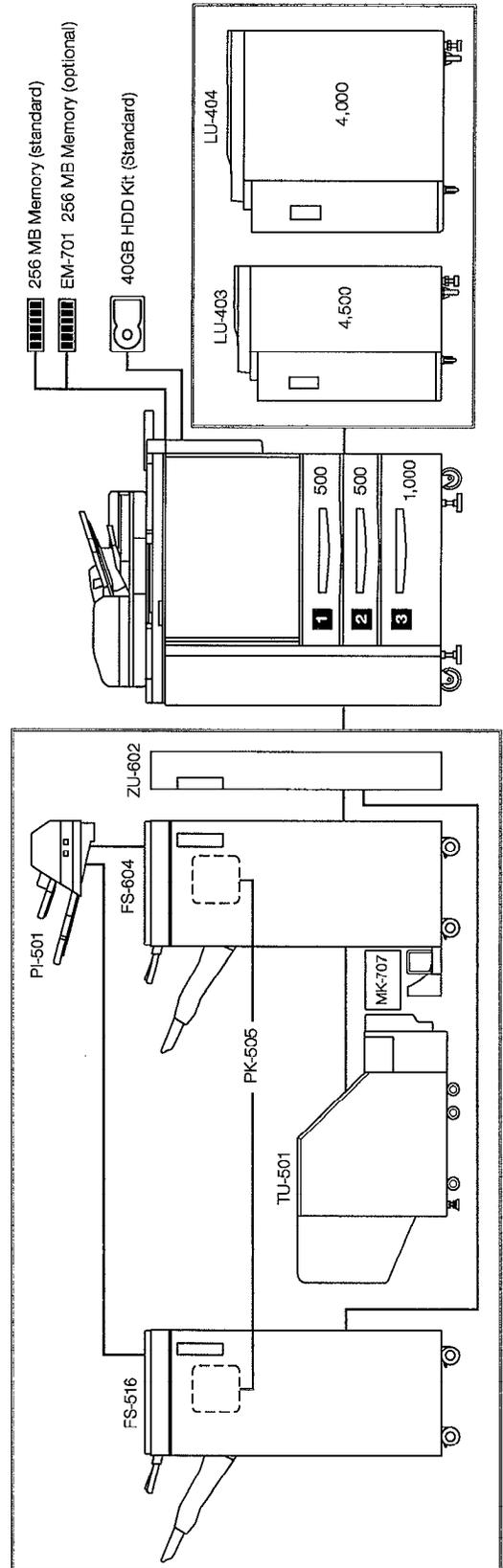
- PI-501 Post Process Inserter
(for either FS-516 or FS-604)
- TU-501 Trimmer (for FS-604)
(requires MK-707 Mount Kit)
- PK-505 Punch Kit
(for either FS-516 or FS-604)
- ZU-602 Z-Fold/Punch Kit
(for either FS-516 or FS-604)

STEP 3: MEMORY UPGRADE OPTIONS

- EM-701 256 MB System Memory Upgrade
(Maximum system memory: 512 MB;
Memory is shared between engine and controller)

STEP 4: CONNECTIVITY OPTIONS

- IC-203 Embedded Image Controller
(Includes PCL5e/XL (PCL6) and TIFF Direct Print)
- PS-503 Adobe PostScript Option
(Includes Adobe PS3 and PDF Direct Print)





Accessories	Item No.	Description	Notes
BASE UNIT			
bizhub PRO 920	57GE	bizhub PRO 920 Digital Printer/Copier/Scanner	Includes EDH, 256 MB shared memory, 40 GB HDD, PC Drum, developer, Tray 1 (500 sheets), Tray 2 (500 sheets), Tray 3 (1,000 sheets), Bypass (150 sheets). Requires 220V, 20A power (NEMA receptacle# 6-20P)

OUTPUT OPTIONS			
FS-516	15VF	Multi-Stapling Finisher	Staples up to 100 sheets with staple cutting function
FS-604	15SJ	Booklet/Folding Finisher	50-sheet stapling, half-fold, tri-fold, booklets
PI-501	15JF	Post Process Inserter	Add pre-printed covers/inserts post-process (for FS-516 or FS-604)
PK-505	15KB	Punch Kit	Adds selectable 2/3-hole punch to FS-516 or FS-604
ZU-602	15KW	Z-Fold/Punch Kit	Adds Z-fold and selectable 2/3-hole punch to FS-516 or FS-604
TU-501	15SM	Trimmer Unit	Trims folded output from FS-604
MK-707	15SR	Mount Kit	Enables attachment of TU-501 Trimmer

PAPER SUPPLY OPTIONS			
LU-403	15ST	Large Capacity Unit	4,500 sheets (20-lb. bond) of letter portrait
LU-404	15SX	Large Capacity Unit	4,000 sheets (20-lb. bond) up to 12" x 18"

MEMORY UPGRADE OPTION			
EM-701	15BV	256 MB Memory Upgrade	Shared between engine and controller.

CONNECTIVITY OPTIONS			
IC-203	15RB	Embedded Image Controller	Includes PCL5e/XL (PCL6), TIFF Direct Print, Scan-to-HDD, Email, FTP, SMB and Box.
PS-503	15RL	Adobe PostScript Option	Includes Adobe PS3 and PDF Direct Print.

CONSUMABLES			
Consumable	Item No.	Yield	Notes
TN910 Toner	022J	66,000 @ 6%	
DV910 Developer	022B	1,000,000 @ 6%	
DR910 Drum	022H	1,000,000 @ 6%	
500 K PM Kit	57GA-PM50	500,000	
SK-701 Staple Kit	4599141	5,000 x 3	for FS-516
SK-702 Staple Kit	4448121	5,000 x 3	for FS-604

KONICA MINOLTA BUSINESS SOLUTIONS, INC.

MASTER AGREEMENT & BILLING

INFORMATION PACKAGE

September 2006



Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO.
E-MAIL ADDRESS
FAX NO.

1-800-695-4195
custhelp@kmbs.konicaminolta.us
1-800-862-2490

or
WRITE US AT:

Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM (EST). Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

	<u>Payer</u>	<u>Equipment/ Ship To Location</u>	<u>Mail Invoice To (check one)</u>
Account No.	537965	_____	
Serial No.	_____	_____	
Company Name	_____	_____	Payer <input type="checkbox"/>
Company Address	_____	_____	Ship To <input type="checkbox"/>
	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

CALL US DIRECTLY OR DETACH & MAIL CREDIT CARD PAYMENT FORM BELOW

Type: Mastercard <input type="checkbox"/>	Credit Card Payment		
	American Express <input type="checkbox"/>	Visa <input type="checkbox"/>	(Please Check One)
Name As Shown On Card:	_____		
Credit Card No:	_____		
Expiration Date:	_____		
Telephone No.:	_____		
Invoice Number:	33096906		



KONICA MINOLTA BUSINESS SOLUTIONS, INC.

This information package is designed to provide examples of invoice formats, meters and explanations of frequently used terminology.

Contents include:

1. Master Agreement & Billing Terminology and Definitions
2. Meters: When? Where? How? Along with Sample Meter Fax Form
3. Cyclical Invoice Explanation and Image
4. Summary Invoice (Composite) Explanation and Image
5. Summary Detail (Recap) Explanation and Image
6. Electronic Invoice Explanation and Example
7. Aggregates. Explanation and Example
8. Standard Reporting Options

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.

Master Agreement and Billing Glossary of Terms

FLAT RATE / BASE RATE	A dollar charge for the rental, L-TOP or maintenance of the equipment. This charge may or may not include a set number of copies. It can be billed monthly, quarterly in advanced or in arrears, depending on the structure of the customer's contract.
MINIMUM	The number of copies included in the flat rate/base rate charge.
PPC	Price Per Copy. The rate / cost being charged per meter click (copy).
OVERAGE	The number of copies in excess of the minimum times the overage rate.
ESTIMATE	An estimated meter reading, used for billing if an actual is not obtained and the customer's contract allows for meter estimating
Bill Day	This is the day that invoices can be generated.
BILLING PERIOD START DATE	The bill day along with the frequency (monthly, quarterly and annual) determines the billing period. Invoices may be created either at the start of the billing period or the end of a billing period. This must be determined at contract inception. Changes to bill day during a contract period will result in prorated invoices.
BILLING PERIOD	The coverage period of the invoice.
The following requires that a master agreement, with customer signatures, be submitted to the Contract Department prior to submitting and processing orders.	
SUBFLEET	A way to group equipment for invoicing purposes. Machines can be grouped by invoice mailing address, by equipment location, by billing frequency or almost any combination requested by customer.
CUSTOMER CODES	Within a subfleet (bill to, frequency, etc) machines can be further grouped with customer codes. There can be up to four different codes. Customer codes are often used for accounting codes, cost centers, departments or other activity groups. Customer codes will appear on invoice documents.
SUMMARY INVOICE	A summary invoice combines the billing of individual machines into a one line item invoice. This can provide a combined total of all rental, all maintenance, or both rental and maintenance invoices for a specific billing period onto a single invoice. Detailed invoicing information can be provided on a corresponding Summary Detail.
SUMMARY DETAIL	A report that provides details for a summary invoice. There are 2 invoices listed per page. This report contains equipment serial numbers, invoice dollars, billing period and applicable meter readings, purchase order numbers and cust codes. The following primary sort options are available: Customer Codes (R1), Serial Number (R2), Address (R3), Model (R4), Purchase Order (R5), Invoice Number (R6), State (R7) and Cust Code (R8).
ELECTRONIC INVOICE	A spreadsheet that provides details for a summary invoice. This report can contain equipment serial numbers, invoice dollars, billing period and applicable meter readings, purchase order numbers and cust codes.
AGGREGATE	A billing plan where the minimum copies for each machine are added together to calculate an aggregate minimum; the total usage for all machines is compared to the aggregate minimum to determine how many overage copies the customer must pay for. A single overage PPC is always required.
AGGREGATE CREDIT MEMO	When an aggregate is billed, our system initially assesses overage charges for each machine as though it were not part of an aggregate. It then calculates the actual aggregate overage charge (the combined usage of every machine in the aggregate, minus the combined copy allowance of every machine in the aggregate, multiplied by the overage PPC rate), which is usually lower, and issues a credit for the difference. The Aggregate Credit Memo details these calculations, and is included with the Summary Detail for every aggregate. The aggregate credit applies to overage charges, but not to any taxes on those overage charges.

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.

METER READINGS:

WHEN, WHERE AND HOW TO REPORT METER READINGS.

WHEN?

Meters are required within a window of up to 10 days prior to the assigned bill period start date a.k.a. "Bill Day".

If meters are not received by the bill day, Konica Minolta will estimate, if the contract allows estimates, the missing meter(s) using 1 of the following 2 options

- (1) Increasing the previous meter by the contracted minimum for that serial number(s)
- 2) Calculating an estimated meter using up to the previous 366 days of collected meters; if allowed by the contract and we have enough history.. The estimate may be calculated manually or by the system. If the serial number has a contracted minimum then option 1 will always be selected.

WHERE?

Meters may be emailed to METERS@KMBS.KONICAMINOLTA.US

Or Faxed to 1-800-221-2488 or 1-800-847-5737, ATTENTION: METER COORDINATOR

HOW?

A sample meter reading form is included. This form is recommended for end users to report meters on a single unit. Customers who submit many meter readings should create a spreadsheet and email it to METERS@KMBS.KONICAMINOLTA.US

A spreadsheet is recommended for emailed meter readings. The spreadsheet must include the serial number, model; meter read date and current meter reading.

It must also include the company name, a customer contact name and phone number.

COMING SOON:

www.mykmbs.com will soon be available for National Account customers to report meter readings on the WEB. An November 2006 roll out is anticipated. This application will also send email notices to each customer meter contact reminding them to enter a meter reading. An email address for each customer designated meter contact and a Mykmbs sign-on is required.

KONICA MINOLTA'S CYCLICAL INVOICE

A brief description of the data displayed on a maintenance, rental or ltop invoice

1. Displays the Type of billing (Maintenance, Rental or L-top)
2. **Invoice Number:** A unique number assigned for payment purposes
3. **Invoice Date:** Date the invoice was created.
4. **Payment Due Date:** Date that payment is due
5. **Payment Terms:** Number of days allowed for receipt of payment
6. **Bill / Mail To:** The address (and associated account number) to which the invoice will be mailed
7. **Payer:** The account number (and the associated address) to which the charges will be applied
8. **Purchase Order Number:** Number submitted by customer, if applicable as determined by customer or customer contract
9. **Customer Contract:** A unique referenced number assigned by the customer
10. **Contract Coverage Dates:** The full term of the maintenance, rental or ltop for the machine on the invoice
11. **Equipment Location:** Address where the machine is located, the ship to
12. **Cust Code 1,2,3,4:** Unique information that the customer would like to see on their invoice. Such as Cost center numbers, department numbers etc.
13. **Invoice Description / Comments:** Details of the billing frequency (monthly, quarterly, annually), the billing period (the start and end date of the billing period being invoiced); and what supplies are included under the contract.
14. **Equipment Covered/Model/Description:** Description of machine and any chargeable accessories attached being billed
15. **Serial Number:** Main Machine serial number, plus any serial numbers for rental or ltop accessories that have an itemized charge.
16. **Quantity:** Quantity of each Machine/accessory
17. **Unit Charge:** Flat rate associated with each Machine/accessory.
18. **Bill Amount:** Subtotal from the Base Rate/Minimum Charges section of invoice unit charge times the quantity
19. **Current Meter:** Current meter reading being used for invoicing
20. **Previous Meter:** Previous meter used for invoicing
21. **Meter Usage:** The number of copies between the current meter read and the previous invoiced meter read.
22. **Allowable:** The number of copies included in the base/flat rate charge
23. **SVC. Crd:** Number of copies for which there is no charge (usually they were run by a technician servicing the machine)
24. **Up To Tier:** Ending value for the metered tier
25. **Quantity:** Number of copies to be billed at the "Unit charge" amount.
26. **Unit Charge:** Price charged per copy made.
27. **Bill Amount:** quantity times the price per copy.
28. Type of meter being billed (Total, Black, Color)
29. **Invoice Sub Total:** Base rate charges + Usage charges
30. **Tax Total:** Total of all taxes
31. **Invoice Total:** Sub total + taxes (amount due to Konica Minolta Business Solutions U.S.A., Inc.)
32. **Payment Stub:** Must be submitted with payment to ensure accurate cash application.

Fed Tax# 13-1921089
 Corporate Dist No 06-170-7322
 Federal Dist No 62-657-8041



QAS 300 09/18/2006 15:21:52

AHOLMES

Page 1 of 1

**KONICA MINOLTA
 ORIGINAL
 INVOICE**

1 **Maintenance**
 2 **Invoice No:** 205833632
 3 **Invoice Date:** 07/30/2006

4 **Payment Due Date:** 08/29/2006
 5 **Payment Terms are** NET 30 DAYS

6 **Bill / Mail To:** 537965
 KMBS SAMPLE CUSTOMER
 500 DAY HILL RD
 WINDSOR CT 06095

7 **Payer:** 537965
 KMBS SAMPLE CUSTOMER
 500 DAY HILL RD
 WINDSOR CT 06095

Purchase Order Number		Equipment Location	
8		418659	
Customer Contract	Contract Coverage Dates	KMBS SAMPLE CUSTOMER 11	
9	10 06/19/2006-06/18/2007	500 DAY HILL ROAD OLIVE BRANCH MS 38654	
Customer Codes			
1. 03043	12	3	
2. 000		4.	
Invoice Description / Comments 13			
Monthly invoice for Maintenance agreement covering the billing period of 06/30/2006 - 07/30/2006. Includes labor, parts, drums, staples and supplies. Excludes paper.			
Summary of Invoice Charges			
		Quantity	Unit Charge
BIZHUB PRO C500 COLOR PRINTER/COPIER 14 65LE04264 15		16	17 787.50
Current Meter	Previous Meter	Meter Usage	Allowable
19 4,228	20 36	21 4,192	22 0
B&W Meter		23 0 24 999,999,999	25 4,192 26 0.01250
		27	52.40
Current Meter	Previous Meter	Meter Usage	Allowable
29,835	54	29,781	15,000
Color Meter		30 0	15,000
Base Rate Allocation 787.50		31 999,999,999	14,781 0.05250
		27	776.00
		29	Invoice Sub Total: 1,615.90
		30	Tax Total: 0.00
		31	Invoice TOTAL: \$ 1,615.90

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFO ON BACK

32

REMIT PAYMENT TO:
 KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 P.O. BOX 841960
 DALLAS TX 75284-1960

Payment Due Date: 08/29/2006
Pay This Amount: \$ 1,615.90

For Administrative Use Only
 40009519

Maintenance

537965

205833632

65LE04264

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO.
E-MAIL ADDRESS
FAX NO.
or
WRITE US AT:

1-800-695-4195
custhelp@kmb.s.konicaminolta.us
1-800-862-2490

Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM (EST). Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

	<u>Payer</u>	<u>Equipment/ Ship To Location</u>	<u>Mail Invoice To (check one)</u>
Account No.	<u>537965</u>	<u>418659</u>	
Serial No.	<u>65LE04264</u>	<u>65LE04264</u>	Payer <input type="checkbox"/>
Company Name	_____	_____	Ship To <input type="checkbox"/>
Company Address	_____	_____	
	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

**TO ORDER SUPPLIES OR PLACE SERVICE CALLS SEE US AT
WWW.MYKMBS.COM**

CALL US DIRECTLY OR DETACH & MAIL CREDIT CARD PAYMENT FORM BELOW

Type: Mastercard American Express Credit Card Payment Visa (Please Check One)

Name As Shown On Card: _____

Credit Card No: _____

Expiration Date: _____

Telephone No.: _____

Invoice Number: 205833632

What is a Summary Invoice?

Konica Minolta's billing system generates individual invoices for each machine and billing period. The number of individual invoices depends on the type of billing. To assist our larger customers in summarizing this information, Summary Invoices can be created. If a customer receives both a Summary Invoice and the associated individual invoices, only one payment should be made against the Summary Invoice.

A Summary Invoice is a single invoice that summarizes all individual invoices generated for a particular group of machines for a specific billing period. The group of machines included on a single Summary Invoice is typically determined based on criteria provided by the customer.

Only those fields relevant to cyclical invoicing are discussed in this document.

A brief description of the data displayed on a summary invoice:

(From top left to right, down the page)

1. Displays the Type of billing (Maintenance, Rental or Ltop)
2. **Invoice Number:** A unique number assigned for payment purposes
3. **Invoice Date:** Date the invoice was created.
4. **Payment Due Date:** Date that payment is due
5. **Payment Terms:** Number of days allowed for receipt of payment
6. **Bill / Mail To:** The address (and associated account number) to which the invoice will be mailed
7. **Payer:** The account number (and the associated address) to which the charges will be applied
8. **Purchase Order Number:** Number submitted by customer (if required by contract) for their payment tracking
9. **Customer Contract:** If customers have assigned their own contract number to the agreement it will appear here.
10. **Contract Coverage Dates:** Dates the entire contract is effective
11. **Summary Invoice Coverage Periods:** A complete list of all the Billing periods for all the invoices that are included
12. **Invoice Sub Total:** Base rate charges + Usage charges
13. **Tax Total:** Total of all taxes
14. **Invoice Total:** Sub total + taxes (amount due to Konica Minolta Business Solutions, Inc.)
15. **Payment Stub:** Must be submitted with payment to ensure accurate cash application

Fed Tax# 13 1621089
Corporate Disc No 00-170-7322
Federal Disc No 62-857-8041



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1 **Maintenance**
2 **Invoice No:** 9000030649
3 **Invoice Date:** 09/08/2006

**KONICA MINOLTA
ORIGINAL
SUMMARY INVOICE**

4 **Payment Due Date:** 10/08/2006
5 **Payment Terms are NET 30 DAYS**

6 **Bill / Mail To:** 650194
KMBS SAMPLE CUSTOMER
500 DAY HILL RD
WINDSOR CT 06095

7 **Payer:** 650194
KMBS SAMPLE CUSTOMER
500 DAY HILL RD
WINDSOR CT 06095

Purchase Order Number	Customer Contract	Contract Coverage Dates
8 300508	9	10 08/15/2005-10/27/2007
Summary Invoice Coverage Periods		
11 04/28/2006-07/27/2006		
		12 Invoice Sub Total: 284.23
		13 Tax Total: 0.00
		14 Invoice TOTAL: \$ 284.23

15 PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFO ON BACK

REMIT PAYMENT TO:
KONICA MINOLTA BUSINESS SOLUTIONS
USA INC
13847 COLLECTIONS CENTER DRIVE
CHICAGO IL 60693

Payment Due Date: 10/08/2006
Pay This Amount: \$ 284.23

For Administrative Use Only
40008505

Maintenance

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO.
E-MAIL ADDRESS
FAX NO.

1-800-695-4195
custhelp@kmb.s.konicaminolta.us
1-800-862-2490

or
WRITE US AT:

Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM (EST). Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

Payer

Account No.

650194

Company Name

Company Address

(Fax or Mail to the above Address)

Signature:

Date:

Title:

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

**TO ORDER SUPPLIES OR PLACE SERVICE CALLS SEE US AT
WWW.MYKMBS.COM**

CALL US DIRECTLY OR DETACH & MAIL CREDIT CARD PAYMENT FORM BELOW

Type: Mastercard American Express Visa (Please Check One)

Name As Shown On Card: _____

Credit Card No.: _____

Expiration Date: _____

Telephone No.: _____

Invoice Number: 9000030649

What is a Summary Detail? A report that provides the detail related to each individual invoice included on the Summary invoice. There are two (2) invoices per page displayed.

Konica Minolta Business Solutions U.S.A., Inc. Standard Recap Report is the "Standard 8."
It sorts in this order: Cust Code 1, 2, 3, model, serial number, invoice number.

In addition to Cust code (R8) the following sort options are available: Cust Code (R1), Serial Number (R2), Address (R3), Model (R4), Purchase Order (R5), Invoice Number (R6), and State (R7).

The Summary Detail example being used shows one (1) invoice per machine. The sort is an R4 (by model)
Each invoice has a base rate with a certain number of copies included and provides the overage calculation and applicable Charge. Additionally, cust code 1 contains a unique value for each serial number.

A brief description of the data displayed on the Summary Detail (from left to right):

1. Displays the Type of billing (Maintenance, Rental or Ltop)
2. **Invoice Number:** A unique number assigned for payment purposes
3. **Invoice Date:** Date the invoice was created.
4. **Payment Due Date:** Date that payment is due
5. **Payment Terms:** Number of days allowed for receipt of payment
6. **Bill / Mail To:** The address (and associated account number) to which the invoice will be mailed
7. **Payer:** The account number (and the associated address) to which the charges will be applied
8. **Summary of Invoice Charges:** The beginning of each individual invoice that is included
Summary detail
9. **Invoice Number:** A unique number assigned for payment purposes
10. **Equipment Covered/Model/Description:** Description of machine and any chargeable accessories attached being billed
11. **Unit Contract:** An internal number that is used by Konica Minolta Corporation
12. **Serial Number:** Main Machine serial number, plus any serial numbers for rental accessories that have an itemized charge.
13. **Quantity:** Quantity of each Machine/accessory
14. **Unit Charge:** Flat rate associated with each Machine/accessory.
15. **Bill Amount:** Subtotal from the Base Rate/Minimum Charges section of invoice unit charge times the quantity
16. **Current Meter:** Current meter reading being used for invoicing
17. Type of meter being billed (Total, Black, Color)
18. **Previous Meter:** Previous meter used for invoicing
19. **Meter Usage:** The number of copies between the current meter read and the previous invoiced meter read.
20. **Allowable:** The number of copies allowed for the billing period at no extra charge
21. **SVC. Crd:** Number of copies for which there is no charge (usually they were run by a technician servicing the machine)
22. **Up To Tier:** Ending value for the metered tier
23. **Quantity:** Number of copies to be billed at the "Unit charge" amount.
24. **Unit Charge:** Price charged per copy made.
25. **Bill Amount:** quantity times the price per copy.
26. **Invoice Sub Total:** Base rate charges + Usage charges
27. **Tax Total:** Total of all taxes
28. **Invoice Total:** Sub total + taxes (amount due to Konica Minolta Business Solutions, Inc.)
29. **Invoice Description / Comments:** Details of the billing frequency (monthly, quarterly, annually), the billing period (the start and end date of the billing period being invoiced); and what is included for supplies.
30. **Purchase Order Number:** Number submitted by customer (if required by contract) for their payment tracking

- 31. **Customer Contract:** If customers have assigned their own contract number to the agreement it will appear here.
- 32. **Contract Coverage Dates:** The full term of the maintenance or rental contract for this machine
- 33. **Equipment Location:** Address where the machine is located
- 34. Displays the primary sort value for the Summary Detail. Also displays the meter usage and dollar value totals for all invoices in the Summary Detail that have the same primary sort value. The sorts available are:

Sort Name	Sort 1/Sub-total value Description	Sort 2 Description	Sort 3 Description
R1	Customer Code 1	Main Machine Material Description	Serial Number
R2	Serial Number	Main Machine Material Description	Billing Doc Number
R3	Address	Customer Code 1	Main Machine Material Description
R4	Main Machine Material Description	Serial Number	City
R5	Purchase Order Number	Billing Doc Number	
R6	Billing Doc Number		
R7	State	City	Address
R8	Customer Code 1	Customer Code 2	Customer Code 3

- 35. Displays the total meter usage, dollar value total, and the number of invoices for the entire Summary Detail.

Fed Tax# 13-1921089
 Corporate Disc No 00-170-7322
 Federal Idem No 62-657-8041



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**KONICA MINOLTA
 ORIGINAL
 SUMMARY DETAIL**

1 **Maintenance**
 2 **Invoice No:** 9000030649
 3 **Invoice Date:** 09/08/2006

4 **Payment Due Date:** 10/08/2006
 5 **Payment Terms are NET 30 DAYS**

6 **Bill / Mail To:** 650194
 KMBS SAMPLE CUSTOMER
 500 DAY HILL RD
 WINDSOR CT 06095

7 **Payer:** 650194
 KMBS SAMPLE CUSTOMER
 500 DAY HILL RD
 WINDSOR CT 06095

Summary of Invoice Charges 8								11	Quantity	Unit Charge	Bill Amount						
Invoice 205958242 9								Unit Contract: 60192077 12									
BIZHUB C350 COLOR PRINTER/COPIER 10								65JE32895	13	1	14	15					
Current Meter Previous Meter Meter Usage Allowable Svc. Crd Tier Range																	
16	13,251	18	12,050	19	1,201	20	0	21	0	22	999,999,999	23	1,201	24	0.01200	25	14.41
B&W Meter																	
Current Meter Previous Meter Meter Usage Allowable Svc. Crd Tier Range																	
17	12,001		11,233		768		0		0		999,999,999		768		0.07500		57.60
Color Meter																	
											26	Invoice Sub Total:		72.01			
											27	Tax Total:		0.00			
											28	Invoice TOTAL:		\$ 72.01			
Invoice Description / Comments 29																	
Quarterly invoice for Maintenance agreement covering the billing period of 04/28/2006 - 07/27/2006. Includes labor, parts, drums, staples and supplies. Excludes paper.																	
Purchase Order Number						Equipment Location											
30 300508						KMBS SAMPLE CUSTOMER 500 DAY HILL ROAD GERMANTOWN MD 20876											
Customer Contract						Contract Coverage Dates											
31						32 08/15/2005-10/27/2007											

Summary of Invoice Charges								Quantity	Unit Charge	Bill Amount							
Invoice 205958149																	
BIZHUB C350 COLOR PRINTER/COPIER								Unit Contract: 60192078									
Current Meter Previous Meter Meter Usage Allowable Svc. Crd Tier Range																	
	16,087		15,500		587		0		0		999,999,999		587		0.01200		7.04
B&W Meter																	
Current Meter Previous Meter Meter Usage Allowable Svc. Crd Tier Range																	
	14,865		13,210		1,655		0		0		999,999,999		1,655		0.07500		124.13
Color Meter																	
												Invoice Sub Total:		131.17			
												Tax Total:		0.00			
												Invoice TOTAL:		\$ 131.17			
Invoice Description / Comments																	
Quarterly invoice for Maintenance agreement covering the billing period of 04/28/2006 - 07/27/2006. Includes labor, parts, drums, staples and supplies. Excludes paper.																	

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 40008505

Maintenance

650194

FM_R4



**KONICA MINOLTA
ORIGINAL
SUMMARY DETAIL**

Purchase Order Number 300508		Equipment Location KMBS SAMPLE CUSTOMER 500 DAY HILL ROAD GERMANTOWN MD 20876
Customer Contract	Contract Coverage Dates 08/15/2005-10/27/2007	

Sort by: **MACHINE DESCRIPTION** 34
 Sort Value: **BIZHUB C350 COLOR PRINTER/COPIER**
 Sort Meter Usage Sub Total: 4,211
 Sort Invoice Sub Total: 203.18
 Sort Tax Total: 0.00
 Sort Invoice Total: \$ 203.18

Summary of Invoice Charges							Quantity	Unit Charge	Bill Amount
Invoice 205958263 BIZHUB PRO C500 COLOR PRINTER/COPIER 65LE01438									
Unit Contract: 60211651							1		
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Tier Range				
21,355	20,701	654	0	0	999,999,999		654	0.01200	7.85
B&W Meter									
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Tier Range				
34,201	33,225	976	0	0	2,666,666,664		976	0.07500	73.20
Color Meter									
								Invoice Sub Total:	81.05
								Tax Total:	0.00
								Invoice TOTAL:	\$ 81.05

Invoice Description / Comments

Quarterly invoice for Maintenance agreement covering the billing period of 04/28/2006 - 07/27/2006.
 Includes labor, parts, drums, staples and supplies. Excludes paper.

Purchase Order Number 300508		Equipment Location KMBS SAMPLE CUSTOMER 500 DAY HILL ROAD DULUTH GA 30096
Customer Contract	Contract Coverage Dates 11/23/2005-10/27/2007	

Sort by: **MACHINE DESCRIPTION**
 Sort Value: **BIZHUB PRO C500 COLOR PRINTER/COPIER**
 Sort Meter Usage Sub Total: 1,630
 Sort Invoice Sub Total: 81.05
 Sort Tax Total: 0.00
 Sort Invoice Total: \$ 81.05

Total Meter Usage: 5,841	Total Number of Invoices Included: 35	Sub Total: 284.23
		Tax Total: 0.00
		Invoice Total: \$ 284.23

What is an Electronic Invoice? A report that provides the detail related for each individual invoice included on the Summary invoice. This report can be automatically emailed to the customer or the biller in an Excel Spreadsheet format.

This Electronic Invoice example is a Standard Layout. Tailored, customer-specific layouts can also be created.

1. **Composite Invoice:** A unique number assigned for payment purposes
2. **Invoice Number:** A unique number assigned for payment purposes
3. **Inv Date:** Date the invoice was created.
4. **Due Date:** Date that payment is due
5. **Ref Bil Dc:** If the invoice is a rebill of an original, then the original invoice number will be displayed
6. **Mach. Desc:** Description of machine
7. **Serial no.:** Main Machine serial number
8. **PO Number:** Number submitted by customer (if required by contract) for their payment tracking
9. **Cust Code 1:** Unique information that the customer would like to see on their invoice. Such as Cost center numbers, department numbers etc.
10. **Cust Code 2:** Unique information that the customer would like to see on their invoice. Such as Cost center numbers, department numbers etc.
11. **Cust Code 3:** Unique information that the customer would like to see on their invoice. Such as Cost center numbers, department numbers etc.
12. **Cust Code 4:** Unique information that the customer would like to see on their invoice. Such as Cost center numbers, department numbers etc.
13. **Inst. Date:** The date that the machine was installed
14. **Remove Dte:** The date the machine was removed
15. **Equip. Loc. Name 1:** The name of the customer where the machine is located
16. **EqLocSt2:** Address where the machine is located
17. **Eqlocst3:** Address where the machine is located
18. **Equip.Loc.St. 1:** Address where the machine is located
19. **EqLoc City:** City where the machine is located
20. **EqLoc St:** State where the machine is located
21. **EqLoc Zip:** Zip Code where the machine is located
22. **Tot End MD:** The date of the current meter reading
23. **Tot End MR:** Current meter reading being used for invoicing
24. **Tot Beg MD:** The date of the previous meter reading
25. **Tot Beg MR:** Previous meter reading used for invoicing
26. **Tot Mtr Us:** The difference between the current meter read and the previous meter read.
27. **Tot. Allow:** The number of copies allowed for the billing period at no extra charge
28. **Tot SvcCrd:** The additional copies for which there is no charge, generally because they were run by a technician servicing the machine.
29. **Tot Bil/Cop:** Quantity of chargeable copies (usage minus the allowable)
30. **TotBil/Cop2:** Quantity of chargeable copies (usage minus the allowable)
31. **Tot CPC Rt:** Price charged per billable copy
32. **TotCopyCrg:** TotBil/Cop times the price per copy
33. **Tot MchCrg:** Flat rate associated with each machine/accessory
34. **Sub Total:** Invoice total, excluding tax
35. **Taxes:** Total of all taxes
36. **Invoice Total:** Sub total + taxes (amount due to Konica Minolta Business Solutions U.S.A., Inc.)

KMBS_Electronic Invoice Sample

Composite Invoices	Invoice No	Inv Date	Due Date	Ref Bill Dc	Mech. Desc.	Serial no.	PO number	Cust Code1	Cust Code2	Cust Code3	Cust Code4	Inst. date	Remove Die	Equip. Loc. Name 1	EquipSt 2	EquipSt 3
	9000015947	205091434	3/31/2008	4/30/2008	8250 DIGITAL MULTIFUNCTIONAL RICHUS PRO C500 COLOR	65AE00451		9249	931					KMBS SAMPLE CUSTOMER		
	9000015947	205100080	3/31/2006	4/30/2006		65LE04243		3043	0					KMBS SAMPLE CUSTOMER		

KIMBS_Electronic Invoice Sample

Equip Loc. St. 1	Equip City	Equip St.	Equip Zip	Tot End MD	Tot End MR	Tot Bag MD	Tot Bag MR	Tot Mir Us	Tot Allow	Tot SwcCrt	Tot BlcCp	Tot BlcCp2	Tot CPC Rt	Tot CopyCrg	Tot MchCrg	Sub Total	Taxes	Invoice Total
500 DAY HILL RO EL MONTE	CA	91731	3/31/2006	592,316	114,2006	521,066	11,250	1,250	0	0	0	0	0,0214	0	\$978.00	\$978.00	\$0.00	\$978.00
500 DAY HILL RO SAN FRANCISCO	CA	94104	3/31/2006	690,000	114,2006	485,216	134,794	45,000	0	89,784	89,784	0,0114	1,023.54	\$522.00	\$1,545.54	\$0.00	\$1,545.54	

What is an Aggregate? An Aggregate is a billing plan where the minimum copies for each machine are added together to calculate an aggregate minimum; the total usage for all machines is compared to the aggregate minimum to determine how many overages copies the customer must pay for. A single overage rate is always required.

When an aggregate is billed, our system initially assesses overage charges for each machine as though it were not part of an aggregate. It then calculates the actual aggregate overage charge (the combined usage of every machine in the aggregate, minus the combined copy allowance of every machine in the aggregate, multiplied by the overage rate), which is usually lower, and issues a credit for the difference. The Aggregate Credit Memo details these calculations, and is included with the Summary Detail for every aggregate invoice.

The first example:

Aggregate Sample - Package 1

1. **Summary Invoice:** One page summary of all charges for the associated machines
2. **Summary Detail:** Provides invoice detail at a serial number level
3. **Aggregate Credit Memo:** The last "invoice" displayed on the Summary Detail is the Aggregate Credit Memo. This is the amount deducted from the total overage amount because the machines are billed in aggregate. The aggregate Credit has already been deducted from the "Invoice Total" on the Summary Invoice; it is not an additional credit.
4. **Aggregate Calculation:** An explanation of the Aggregate Credit. Looks like an invoice. Displays the entire fleet and shows the calculation to determine the credit dollars would be
5. **Invoice Description / Comments:** Identifies the Summary Invoice on which the Aggregate credit is included
6. **Meter Type:** Which meter type is being aggregated; "Total" for monochrome machine, "Color" and/or "Black" for a color machine.
7. **Invoice Number:** All the invoices included in the calculation will be listed here
8. **Serial Number:** The main machine serial number
9. **Current Meter:** Current meter reading being used for invoicing
10. **Previous Meter:** Previous meter used for invoicing
11. **Total Usage:** The number of copies between the current meter read and the previous invoiced meter read.
12. **Allowable:** The number of copies included in the base/flat rate charge
13. **Service Credits:** Additional copies for which there is no charge, generally because they were run by a technician servicing the machine.
14. **Billable Quantity:** Quantity of chargeable copies (usage minus the allowable and service credits)
15. **Unit Charge:** Price charged per billable copy (i.e. the overage rate)
16. **Overage Charge:** Billable quantity times the price per copy
17. **Individual Invoice Overages Totals (excluding Tax):** The total of each machine's individual overage charges, *before the Aggregate credit is applied.*
18. **Aggregate Overage Calculation:** The actual aggregate overage charge, based on a comparison of total usage to the total copy allowance for every machine in the aggregate.
19. **Aggregate Credit for [Color/Black/Total] Meter:** The amount of the Aggregate Credit. Note that, in this example, the combined usage of the machines (50,795) exceeds their combined copy allowance (30,000), so there is no Aggregate Credit.
20. **Tax:** The "Tax Total" on the Aggregate calculation is always \$0.00.

Fed Tax# 13-1921089
Corporate Duns No 00-170-7322
Federal Duns No 62-657-6041



QAS 300 09/12/2006 14:42:58

B-M04

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Maintenance

1

**KONICA MINOLTA
ORIGINAL
SUMMARY INVOICE**

Invoice No: 9000030628
Invoice Date: 09/07/2006

Payment Due Date: 10/07/2006
Payment Terms are NET 30 DAYS

Bill / Mail To:
KMBS SAMPLE CUSTOMER
500 DAY HILL RD
WINDSOR CT 06095

537965

Payer:
KMBS SAMPLE CUSTOMER
500 DAY HILL RD
WINDSOR CT 06095

Purchase Order Number	Customer Contract	Contract Coverage Dates
		06/19/2006-06/18/2007
Summary Invoice Coverage Periods 06/30/2006-07/30/2006		
Aggregate Sample - Package 1		
		Invoice Sub Total: 2,808.73
		Tax Total: 0.00
		Invoice TOTAL: \$ 2,808.73

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFO ON BACK

REMIT PAYMENT TO:
KONICA MINOLTA BUSINESS SOLUTIONS
USA INC
P.O. BOX 841960
DALLAS TX 75284-1960

Payment Due Date: 10/07/2006
Pay This Amount: \$ 2,808.73

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40009519

Maintenance

Fed Tax# 13-1921089
 Corporate Duns No 00-170-7322
 Federal Duns No 62-657-8041



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B-M04

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Maintenance

Invoice No: 9000030628
 Invoice Date: 09/07/2006

2

**KONICA MINOLTA
 ORIGINAL
 SUMMARY DETAIL**

Payment Due Date: 10/07/2006
 Payment Terms are NET 30 DAYS

Bill / Mail To:
 KMBS SAMPLE CUSTOMER
 500 DAY HILL RD
 WINDSOR CT 06095

537965

Payer:
 KMBS SAMPLE CUSTOMER
 500 DAY HILL RD
 WINDSOR CT 06095

537965

Summary of Invoice Charges							Quantity	Unit Charge	Bill Amount
Invoice 205833175							Unit Contract: 60214848		
BIZHUB PRO C500 COLOR PRINTER/COPIER 65AE00462							1	787.50	787.50
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Tier Range				
332,410	325,243	7,167	0	0	999,999,999		7,167	0.01250	89.59
B&W Meter									
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Tier Range				
1,420,006	1,398,992	21,014	15,000	0	15,000		15,000	0.00000	0.00
Color Meter							6,014	0.05250	315.74
Base Rate Allocation									
							Invoice Sub Total:		1,192.83
							Tax Total:		0.00
							Invoice TOTAL:		\$ 1,192.83
Invoice Description / Comments									
Monthly invoice for Maintenance agreement covering the billing period of 06/30/2006 - 07/30/2006. Includes labor, parts, drums, staples and supplies. Excludes paper. This invoice reflects the change to your contract you requested.									
Purchase Order Number					Equipment Location				
					KMBS SAMPLE CUSTOMER 500 DAY HILL ROAD OLIVE BRANCH MS 38654				
Customer Contract			Contract Coverage Dates						
			06/19/2006-06/18/2007						

Summary of Invoice Charges							Quantity	Unit Charge	Bill Amount
Invoice 205833632							Unit Contract: 60284816		
BIZHUB PRO C500 COLOR PRINTER/COPIER 65LE04264							1	787.50	787.50
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Tier Range				
4,228	36	4,192	0	0	999,999,999		4,192	0.01250	52.40
B&W Meter									
Current Meter	Previous Meter	Meter Usage	Allowable	Svc. Crd	Tier Range				
29,835	54	29,781	15,000	0	15,000		15,000	0.00000	0.00
Color Meter							14,781	0.05250	776.00
Base Rate Allocation									
							Invoice Sub Total:		1,615.90
							Tax Total:		0.00
							Invoice TOTAL:		\$ 1,615.90
Invoice Description / Comments									
Monthly invoice for Maintenance agreement covering the billing period of 06/30/2006 - 07/30/2006. Includes labor, parts, drums, staples and supplies. Excludes paper.									

For Administrative Use Only
 40009519

Maintenance

537965

IFM_R4



**KONICA MINOLTA
ORIGINAL
SUMMARY DETAIL**

Purchase Order Number		Equipment Location	
Customer Contract	Contract Coverage Dates	KMBS SAMPLE CUSTOMER 500 DAY HILL ROAD OLIVE BRANCH MS 38654	
		06/19/2006-06/18/2007	
Customer Codes			
1. 03043		3.	
2. 000		4.	

Sort by: **MACHINE DESCRIPTION**
Sort Value: **BIZHUB PRO C500 COLOR PRINTER/COPIER**
Sort Meter Usage Sub Total: 62,154

Sort Invoice Sub Total: 2,808.73
Sort Tax Total: 0.00
Sort Invoice Total: \$ 2,808.73

Summary of Invoice Charges		Quantity	Unit Charge	Bill Amount
Invoice 33060536				
Aggregate Credit for Color/Total Meter	3	0	0.00000	0.00
				Invoice Sub Total: 0.00
				Tax Total: 0.00
				Invoice TOTAL: \$ 0.00
Invoice Description / Comments				
Aggregate credit for Maintenance charges identified on Summary Invoice 9000030620.				

Sort by: **MACHINE DESCRIPTION**
Sort Value: **Aggregate Credit(s)**
Sort Meter Usage Sub Total: 0

Sort Invoice Sub Total: 0.00
Sort Tax Total: 0.00
Sort Invoice Total: \$ 0.00

Total Meter Usage: 62,154

Total Number of Invoices Included: 3

Sub Total: 2,808.73
Aggregate Total: 0.00
Tax Total: 0.00
Invoice Total: \$ 2,808.73

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

Please contact our CUSTOMER HELP DESK if you have any questions pertaining to:

Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO.
E-MAIL ADDRESS
FAX NO.
or
WRITE US AT:

1-800-695-4195
custhelp@kmb.s.konicaminolta.us
1-800-862-2490

Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM (EST). Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

	<u>Payer</u>	<u>Equipment/ Ship To Location</u>	<u>Mail Invoice To (check one)</u>
Account No.	537965	_____	
Serial No.	_____	_____	Payer <input type="checkbox"/>
Company Name	_____	_____	Ship To <input type="checkbox"/>
Company Address	_____	_____	
	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

CALL US DIRECTLY OR DETACH & MAIL CREDIT CARD PAYMENT FORM BELOW

Credit Card Payment

Type: Mastercard American Express Visa (Please Check One)

Name As Shown On Card: _____

Credit Card No: _____

Expiration Date: _____

Telephone No.: _____

Invoice Number: 33060536

The second example:

Aggregate Sample - Package 2

21. **Summary Invoice:** One page summary of all charges for the associated machines
22. **Summary Detail:** Provides invoice detail at a serial number level
23. **Aggregate Credit Memo:** The last "invoice" displayed on the Summary Detail is the Aggregate Credit Memo. This is the amount deducted from the total overage amount because the machines are billed in aggregate. The aggregate Credit has already been deducted from the "Invoice Total" on the Summary Invoice; it is not an additional credit.
24. **Aggregate Calculation:** An explanation of the Aggregate Credit. Looks like an invoice. Displays the entire fleet and shows the calculation to determine the credit dollars would be
25. **Invoice Description / Comments:** Identifies the Summary Invoice on which the Aggregate credit is included
26. **Meter Type:** Which meter type is being aggregated; "Total" for monochrome machine, "Color" and/or "Black" for a color machine.
27. **Invoice Number:** All the invoices included in the calculation will be listed here
28. **Serial Number:** The main machine serial number
29. **Current Meter:** Current meter reading being used for invoicing
30. **Previous Meter:** Previous meter used for invoicing
31. **Total Usage:** The number of copies between the current meter read and the previous invoiced meter read.
32. **Allowable:** The number of copies included in the base/flat rate charge
33. **Service Credits:** Additional copies for which there is no charge, generally because they were run by a technician servicing the machine.
34. **Billable Quantity:** Quantity of chargeable copies (usage minus the allowable and service credits)
35. **Unit Charge:** Price charged per billable copy (i.e. the overage rate)
36. **Overage Charge:** Billable quantity times the price per copy
37. **Individual Invoice Overages Totals (excluding Tax):** The total of each machine's individual overage charges, *before the Aggregate credit is applied.*
38. **Aggregate Overage Calculation:** The actual aggregate overage charge, based on a comparison of total usage to the total copy allowance for every machine in the aggregate.
39. **Aggregate Credit for [Color/Black/Total] Meter:** The amount of the Aggregate Credit. Note that, in this example, one or more individual machines (serial number 65AE00462) exceeded their individual copy allowance; but because the combined usage of the machines (22416) did not exceed their combined copy allowance (30, 000), an Aggregate Credit is applied.
40. **Tax:** The "Tax Total" on the Aggregate calculation is always \$0.00.

Fed Tax# 13 1921089
Corporate Disc No 00 170-2322
Federal Disc No 62-657-8041



QAS 300 09/15/2006 15:54:09

B-M04

1

**KONICA MINOLTA
ORIGINAL
SUMMARY INVOICE**

Page 1 of 1

Maintenance

Invoice No: 9000030721
Invoice Date: 09/14/2006

Payment Due Date: 10/14/2006
Payment Terms are NET 30 DAYS

Bill / Mail To:
KMBS SAMPLE CUSTOMER
500 DAY HILL RD
WINDSOR CT 06095

537965

Payer:
KMBS SAMPLE CUSTOMER
500 DAY HILL RD
WINDSOR CT 06095

537965

Purchase Order Number	Customer Contract	Contract Coverage Dates
		06/19/2006-06/18/2007
Summary Invoice Coverage Periods 06/30/2006-07/30/2006		
Aggregate Sample - Package 2		
		Invoice Sub Total: 1,822.01
		Tax Total: 77.87
		Invoice TOTAL: \$ 1,899.88

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFO ON BACK

REMIT PAYMENT TO:
KONICA MINOLTA BUSINESS SOLUTIONS
USA INC
P.O. BOX 841960
DALLAS TX 75284-1960

Payment Due Date: 10/14/2006
Pay This Amount: \$ 1,899.88

For Administrative Use Only
4009519

Maintenance



**KONICA MINOLTA
ORIGINAL
SUMMARY DETAIL**

Purchase Order Number		Equipment Location	
Customer Contract	Contract Coverage Dates	KMBS SAMPLE CUSTOMER 500 DAY HILL ROAD OLIVE BRANCH MS 38654	
	06/19/2006-06/18/2007		

Sort by: **MACHINE DESCRIPTION**
Sort Value: **BIZHUB PRO C500 COLOR PRINTER/COPIER**
Sort Meter Usage Sub Total: 42,177

Sort Invoice Sub Total: 2,137.75
Sort Tax Total: 77.87
Sort Invoice Total: \$ 2,215.62

Summary of Invoice Charges		Quantity	Unit Charge	Bill Amount
Invoice 33096906	Aggregate Credit for Color/Total Meter	3	-6.014 0.05250	-315.74
				Invoice Sub Total: -315.74
				Tax Total: 0.00
				Invoice TOTAL: \$ -315.74
Invoice Description / Comments				
Aggregate credit for Maintenance charges identified on Summary Invoice 9000030721.				

Sort by: **MACHINE DESCRIPTION**
Sort Value: **Aggregate Credit(s)**
Sort Meter Usage Sub Total: 0

Sort Invoice Sub Total: -315.74
Sort Tax Total: 0.00
Sort Invoice Total: \$ -315.74

Total Meter Usage: 42,177

Total Number of Invoices Included: 3

Sub Total: 2,137.75
Aggregate Total: -315.74
Tax Total: 77.87
Invoice Total: \$ 1,899.88

Fed Tax# 13-1921089
 Corporate Dist No CO 170-7322
 Federal Dist No 62-657-8641



QAS 300 09/15/2006 15:55:30

AHOLMES B-M04

Page 1 of 1

4

KONICA MINOLTA

**ORIGINAL
 AGGREGATE CALCULATION**

Payment Due Date: 10/14/2006
 Payment Terms are NET 30 DAYS

Maintenance

Invoice No: 33096906
 Invoice Date: 09/14/2006

Bill / Mail To: 537965
 KMBS SAMPLE CUSTOMER
 500 DAY HILL RD
 WINDSOR CT 06095

Payer: 537965
 KMBS SAMPLE CUSTOMER
 500 DAY HILL RD
 WINDSOR CT 06095

Purchase Order Number						Customer Codes							
Customer Contract						Contract Coverage Dates							
						06/19/2006-06/18/2007							
5 Invoice Description / Comments													
6 Aggregate credit for Maintenance charges identified on Summary Invoice 8000030721.													
6 Meter Type: Color													
7 Individual Invoice: Overage Calculations (Excluding Tax):													
7 Invoice Number	8 Serial Number	9 Current Meter	10 Previous Meter	11 Total Usage	12 Allowable	13 Service Credits	14 Billable Quantity	15 Unit Charge	16 Overage Charge				
206001108	65AE00462	1,420,006	1,398,992	21,014	15,000	0	6,014	0.05250	315.74				
206001109	65LE04264	1,456	54	1,402	15,000	0	0	0.05250	0.00				
Individual Invoice Overage Totals (Excluding Tax):				17	22,416	30,000	0	6,014	315.74				
Aggregate Overage Calculation:				18	22,416 -	30,000 -	0 =	0 x 0.05250 =	0.00				
Aggregate Credit for Color Meter:				19								315.74	
										20 Invoice Sub Total:	-315.74		
										Tax Total:	0.00		
										Invoice TOTAL:	\$ -315.74		

PLEASE DETACH THE FORM BELOW AND RETURN WITH YOUR PAYMENT OR SEE CREDIT CARD INFO ON BACK

REMIT PAYMENT TO:
 KONICA MINOLTA BUSINESS SOLUTIONS
 USA INC
 P.O. BOX 841960
 DALLAS TX 75284-1960

Payment Due Date: 10/14/2006
 Pay This Amount: \$ -315.74

For Administrative Use Only
 40099519

Maintenance

537965

33096906

Konica Minolta Business Solutions U.S.A., Inc.

BILLING AND PAYMENT INQUIRIES

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Billing or Account Status
Address Changes
Payment by Credit Card (See Below)

TELEPHONE NO.
E-MAIL ADDRESS
FAX NO.

1-800-695-4195
cpshelp@kmb.s.konicaminolta.us
1-800-862-2490

or
WRITE US AT:

Konica Minolta Business Solutions
500 Day Hill Road
Windsor, CT 06095
Attn: Customer Help Desk

Our Customer Service Representatives are available to assist you weekdays from 8:30 AM to 5:00 PM (EST). Be sure to include your Account Name, Account Number and Invoice Number on all correspondence.

Address Changes

	<u>Payer</u>	<u>Equipment/ Ship To Location</u>	<u>Mail Invoice To (check one)</u>
Account No.	537965 _____	_____	
Serial No.	_____	_____	Payer <input type="checkbox"/>
Company Name	_____	_____	Ship To <input type="checkbox"/>
Company Address	_____	_____	
	_____	_____	
	_____	_____	

(Fax or Mail to the above Address)

Signature: _____

Date: _____

Title: _____

You are not required to pay any disputed amount pending the resolution of the billing discrepancy inquiry. Payment is still required for undisputed charges that are billed to you. Disputes must be reported in writing within 30 days of receipt of this invoice. Thank You!

CALL US DIRECTLY OR DETACH & MAIL CREDIT CARD PAYMENT FORM BELOW

Type: Mastercard American Express Visa (Please Check One)

Credit Card Payment

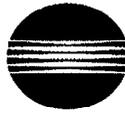
Name As Shown On Card: _____

Credit Card No: _____

Expiration Date: _____

Telephone No.: _____

Invoice Number: 33096906



KONICA MINOLTA

Implementation and Transition

Konica Minolta strives to make the transition and implementation of our program as seamless as possible to minimize disruption to your daily workflow. We will schedule the installation of our new equipment around the removal of your existing base, to ensure a functioning unit is available for your departments at all times. The removal of your current equipment will be dependent upon the remaining obligations on the unit and the lease company's procedures for return. Konica Minolta will assist in identifying these procedures and coordinate with Cook County's representatives to initiate the removal. For equipment that is currently owned, Konica Minolta can assist in either the removal of the equipment or the sale of the equipment to a used equipment broker. Upon award, Konica Minolta and Cook County will mutually develop an implementation plan that will address the process for removing existing equipment.

Implementation

Konica Minolta's goal is to minimize the disruption to end-users and provide contingency plans for problems that can be expected when changing equipment and/or suppliers. While this phase of our relationship will be customized to meet your specific needs, Konica Minolta typically utilizes a four-phased approach to implementation, including:

PHASE ONE - Communications

Communication with Home Office & Major Account Team

Communications to all Konica Minolta Personnel, Coordinate Distribution for Communications to Cook County

- Understanding the Methodology of the Award
- Presentation of Agreement - Documents and Terms and Conditions
- Present Objectives (Konica Minolta & CUSTOMER)
- Present Targets (Dates to be determined)
- Present Measurements (Set Review Schedules)
- Additional Equipment Presentations (If necessary)

Identification of Key Contacts

- Identify Cook County's Key Personnel
- Identify Cook County's Logistics Personnel
- Identify/Verify Key Contacts at Cook County's locations
- Cook County Site Analysis Verification
- Identify/Verify Cook County's Sites

Customer Sites

- Communications with Key Personnel by site
- Cook County Location/Sites Listed
- Site Analysis (Analyze/Verify Business Requirements by individual Cook County Sites)

- Prepare Equipment Recommendation by Site
- Present Recommendations by Site to Key identified Cook County Personnel
- Installation/Removal Priority
- Revise Install/Removal Schedule by Establishing Priority
- Cook County Approval of Install/Removal Schedule
- Provide how-to-order information

Inventory Logistics

- Ensure Inventory Availability
- Assign Required Konica Minolta In-Bound Staging Areas
- Ship Required Products to Konica Minolta Staging Areas

Phase One Completed

PHASE TWO - Engagement

Implement Install/Removal Schedule

- Install New Equipment per Site Including Revised Priorities Established
- Perform Operator/End User Training per Site
- Konica Minolta Assigned Key Contact verification with Cook County Site Acceptance
- Key Konica Minolta Notification to Cook County Contract Administrator

Phase Two Completed

PHASE THREE - Program & Process Management

Custom Reporting/Billing

- Conversion of Project Plan and Dispatch Database
- Implement Service Reporting
- Implement Volume Reporting
- Implement Billing

Surveys

- Conduct End User Site Surveys
- Review Survey Responses
- Communicate Survey Information
- Communicate Survey Results to Key Assigned Konica Minolta Personnel per Site

Formal Review Meetings

- Schedule Review Meetings
- Prepare Meeting Information
- Conduct Review Meetings
- Present Results Variance vs. Objectives
- Present Actions if required to correct Negative Variance
- Implement Corrective Actions
- Follow-up on Corrective Actions

Phase Three Completed

PHASE FOUR - Continuous Care

On-Going through Contract End Date

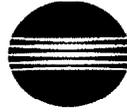
Branch Management Visitation Program

- Implement Local Branch Management Visitation Program
- Analyze Branch Management Field Trip Report
- Develop Action Plan Tailored to Custom Needs
- Implement Action Plan in Concert with Local Branch Management

Customer Support Center Satisfaction Survey

- Implement Random Customer Survey Process
- Inclusion of Cook County Site Locations and Key Contacts in Survey database
- Commence Random Customer Satisfaction Survey of Cook County Sites
- Analyze Customer Feedback
- Communicate Feedback to Applicable Konica Minolta and Cook County Personnel according to Site
- Develop Action Plan with Local Konica Minolta Personnel if required to resolve any open issues
- Follow-up with Cook County's Site Contact to Ensure Resolution.
- Refine Action Plan as Necessary to Ensure Cook County's Satisfaction





KONICA MINOLTA

Konica Minolta - End User Training Plan

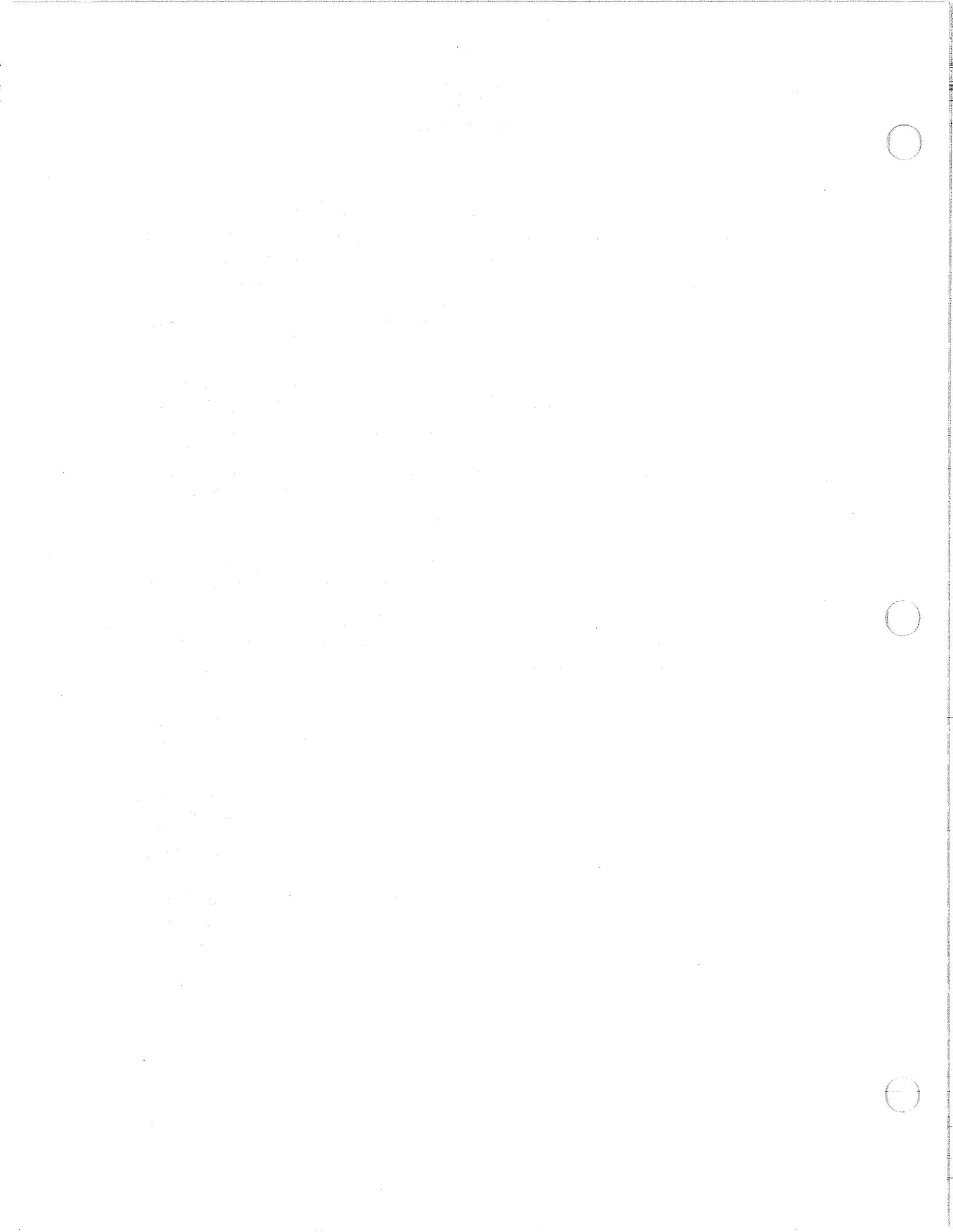
Konica Minolta firmly believes that proper user training is the cornerstone of any successful program. By ensuring that all Cook County's end users are properly trained to operate our equipment, as well as utilize the advanced features to simplify document workflow, Konica Minolta increases the overall satisfaction of our customers. To meet this goal, Konica Minolta offers in-depth customer training upon installation of all new equipment.

Training will be provided in two parts. First, the local Konica Minolta technician will provide a simple overview of the new equipment, once it is installed, for your designated Key Operator. This is done to ensure that your Key Operator knows the basic functions of the new equipment right away, so Cook County is up and running almost immediately. The local Konica Minolta Sales Representative will be responsible for coordinating the second, more in-depth training, with your Key Operator and other department users. This training session will include, but is not limited to:

- A general overview of the configuration and features of the machine
- A review of available document process such as finishing, scanning, printing, and other options
- Step-by-step instructions on how to use each feature
- Instructions on how to maintain the unit, such as clearing simple challenges to the path and adding toner
- Training on how to place service calls and collect meter reads.

The Key Operator and Konica Minolta's Sales Representative should select a time that would be most convenient for all end users of that device to be present.

The Konica Minolta local Sales Representatives are responsible for all aspects of training the Key Operators and end users on the functionality of all Konica Minolta's products. They are constantly re-trained to keep current with the entire Konica Minolta product offerings from stand-alone, digital devices to our advanced connected products and third party solutions. Each end user within Cook County's infrastructure will have direct contact with a local Sales Representative. They may call on the local Sales Representative to schedule additional training whenever they deem necessary, throughout the term of our contract, at no additional charge.





KONICA MINOLTA

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.
MANUFACTURER CERTIFICATION

Konica Minolta Business Solutions U.S.A., Inc. (KMBS) is a private corporation wholly owned by Konica Minolta Headquarters North America Inc., a wholly-owned subsidiary of Konica Minolta Holdings, Inc., the Original Equipment Manufacturer of Konica Minolta brand products. As such, KMBS is fully authorized to sell and service Konica Minolta brand equipment throughout North America.

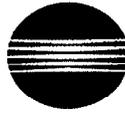
Attested by:

Sharon Umhoefer
Vice President, General Counsel and Secretary
Konica Minolta Business Solutions U.S.A., Inc.

The essentials of imaging

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC.
100 Williams Drive, Ramsey, New Jersey 07446 201-825-4000





KONICA MINOLTA

Konica Minolta – Technician Training

Konica Minolta Business Solution is committed to providing our customers with a world-class service program that compliments our advanced product line. To meet this goal, Konica Minolta has invested vast resources into the development of a Service Maintenance and Support program that is recognized by many experts as the best in the industry. The Konica Minolta service model ensures that our customers receive the same high level of service that complies with Konica Minolta's prescribed standards, consistently across all local and nationwide locations. We are confident that the County of Cook will realize the overall value our program delivers.

Comprehensive Training Program

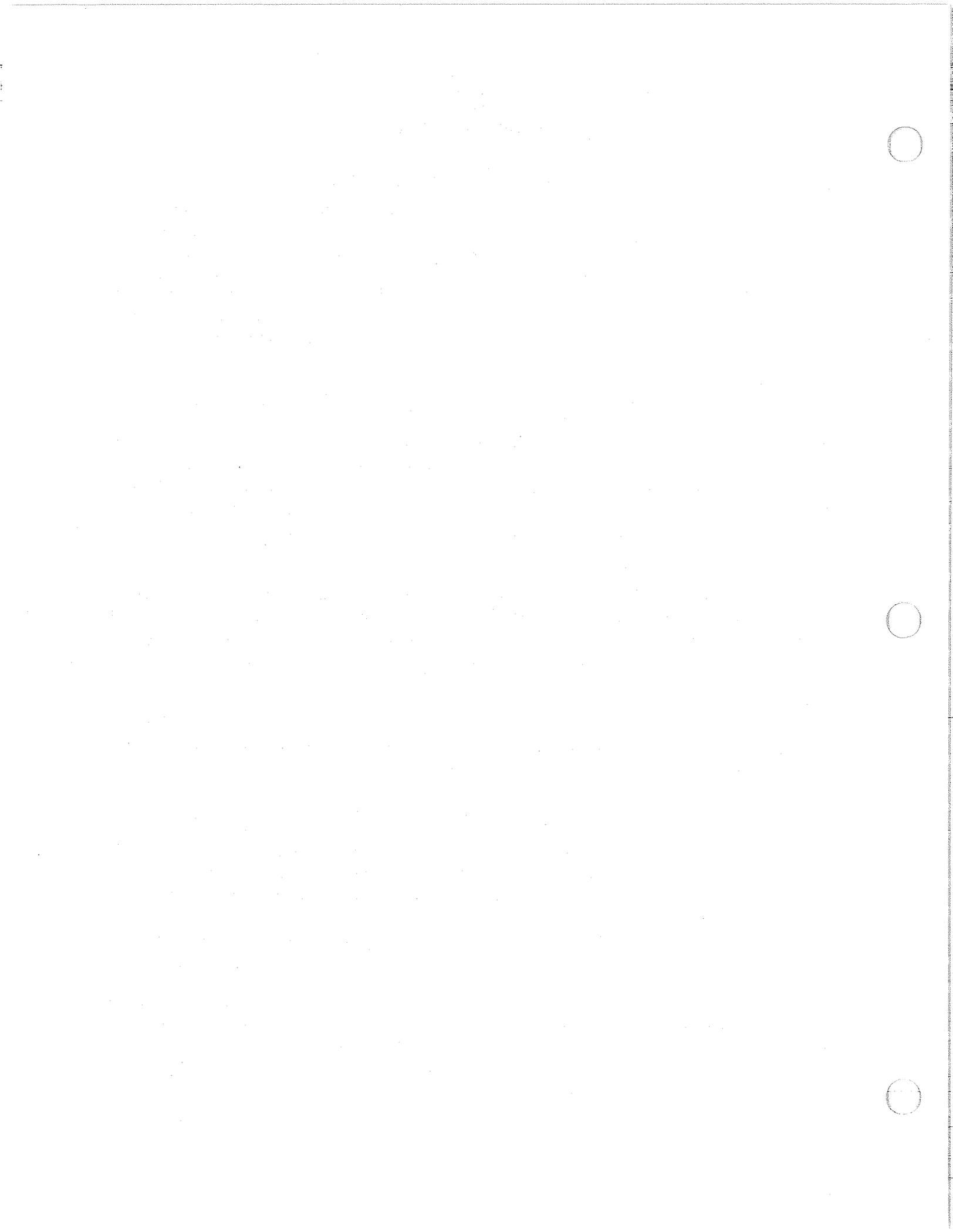
The foundation of the Konica Minolta's service program is built around a training model designed to provide expert level knowledge to each Konica Minolta authorized technician. Whether employed directly by a Konica Minolta branch office or by an Authorized Dealer, each technician must complete product specific training courses and obtain product certification on each unit they will maintain, prior to being authorized to provide service on that unit. Product training begins with instructor-led classroom training where each technician receives hand-on instruction on the operation and repair of each Konica Minolta unit they will service:

- **Formal Classroom Training** – Konica Minolta provides hands-on, instructor led training in each of our Regional Training Centers for all new products to ensure each technician is properly trained to service that unit. These courses include an intensive, approach to all phases of operation, such as installation, troubleshooting, repair and network support. Real world exercises are utilized to ensure each technician gains an expert knowledge of the functionality and repair process for each unit.

Upon completion of classroom training, and achievement of product certification, follow-up training is provided, via both classroom style and web-based programs, to ensure each technician is fully up to date on the service procedures of each unit:

- **Computer Based Training (CBT)** – Konica Minolta utilizes advanced, interactive computer based training exercises to reinforce our formal classroom training, and act as an effective way to gain certification for model upgrades. Each technician can utilize this self-paced program to remain up to date on all maintenance process improvements, review differences in upgraded model releases and learn best-in-class procedures for maintaining each unit.
- **Video Training** – Similar to Computer Based Training, Konica Minolta utilizes instructional videos to support the ongoing training of all Authorized Technicians.

In addition to standard product training, many Konica Minolta authorized technicians also attend training and receive certifications in a variety of network and software applications, resulting in well-rounded experts capable of supporting Konica Minolta hardware as well as the applications and network the units are integrated into. Konica Minolta maintains comprehensive databases,



which include all technician certifications, to ensure that properly trained experts are available in every location to manage the ongoing product support needs of our customers.

Advantages of Konica Minolta Technician Training Modules

Konica Minolta Business Solutions is dedicated to ensuring technical staff members are fully qualified to maintain all products they are designated to support. The Konica Minolta instructor-led training programs produce competent and confident technicians, resulting in improved product performance, increased uptime and a higher degree of customer confidence and satisfaction. Additional benefits of our training program include:

Effective Instructional Methods

Konica Minolta's instructors are trained to use a variety of instructional methods that provide proven and effective results. "Comprehensive Student Understanding" is our main program goal--we understand that learning is more efficient and effective when each student has full opportunity to learn in the way most efficient and effective for them.

Expert Level Product Knowledge

Konica Minolta's Technical Training Specialists have the in-depth knowledge and resources to answer all student questions and provide background information, giving students a solid foundation on which to build their own technical skills and achieve full product understanding.

Specialized Course Content

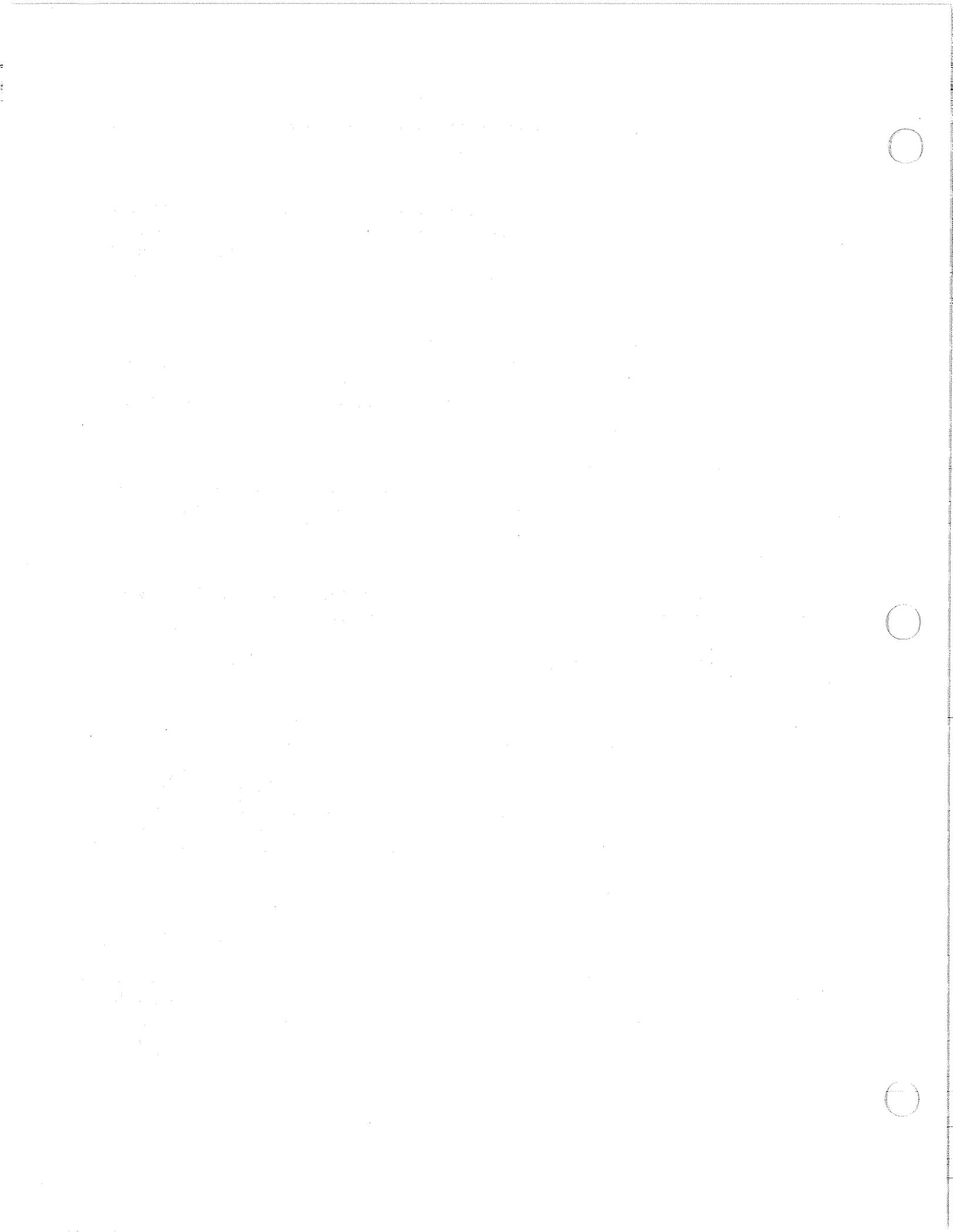
Konica Minolta's instructors use a comprehensive set of approved course materials, including specially designed prerequisite programs. Course materials include:

- Course outlines to ensure a logical "building block" path to understanding
- Supplemental material to add depth to, and reinforce important information
- Student workbooks designed to reinforce daily lessons
- Quizzes which assist students and instructors in identifying "learning gaps"
- Supporting documentation (service manuals, bulletins, parts catalogs, etc.)

Our investment in this critical stage of service management results in a Technical Staff that is committed, and fully qualified, to support our equipment to the high standards that Konica Minolta insists on. The County of Cook will realize the benefits of this program through the increased uptime and optimal reliability of your entire fleet of Konica Minolta equipment.

Full Corporate Technical Support

While in the field, each authorized technician has direct access to the Konica Minolta National Systems Solutions Group (NSSG), a team of engineers and product experts that are dedicated to supporting the technical needs of Konica Minolta's authorized field technicians. The primary objective of the NSSG is to provide technical and integration-support services to Konica Minolta branches, Authorized Dealers and Authorized Value Added Resellers, ensuring that our customers reap the benefits of our Service Support Program. Located in Windsor, Connecticut, the NSSG employs a staff of highly skilled and trained technical professionals, whose



competencies include all Konica Minolta products, customer relations and various network systems and interfaces.

When a technical problem arises in the field that the Authorized Technician cannot readily resolve, they have access to three primary avenues of support:

- Toll-Free Hotline Support – Available from 8 AM to 8 PM EST, the Konica Minolta NSSG Hotline is available to provide immediate support to our technicians. An interactive voice system directs the hotline call to the proper NSSG team, who then utilizes their expertise to provide assistance to the technician to resolve the issue.
- Internet Support – All Authorized Technicians have access to an expert knowledge database, a system that logs all technical questions and responses to form a comprehensive library of technical solutions. The remedy for almost any conceivable technical problem can be found in this database, ensuring prompt resolution.
- Voice Mail Support – Less urgent issues are managed via a voice mail system, where the technician request is responded to on the following business day.

In addition to providing problem resolution for in-field issues, the NSSG also evaluates the data it receives to determine trends regarding service-ability, reliability, operational, and safety areas. The data used for evaluation comes from problems reported via the hotline, voice mail, Internet, and written communications from field personnel, field surveys, spare parts usage, and reports of on-site visits by Konica Minolta's personnel. If a trend is observed, the matter is referred to the appropriate departments for manufacturing changes, field modification programs, and technical bulletins. By proactively managing this data, Konica Minolta is able to institute programs that reduce the number of service issues and increases the overall reliability of our equipment.

Please Note: Konica Minolta's bizhub 421 and 501 are our newer models of the bizhub 420 and bizhub 500. Therefore, Technician Certifications will indicate certification for bizhub 420 and bizhub 500.





KONICA MINOLTA

Cook County – Konica Minolta Technicians and Certifications

Konica Minolta Certified Technician

Certification

Lawrence Garner

Di1610 5. Fax Module Five (Meets the Requirement for bizhub 161f)

Andres Ruiz

bizhub 200/250/350

Jesus Esqueda

bizhub 500/420
(Meets the Requirement for bizhub 421 and 501.)

Matthew Hamater

bizhub 750/600

John Brusko

bizhub PRO 920/7075/Di750/7085/
Di850

Percy Moy

bizhub C353/C352

Attached are the Certificates of Achievement for each Konica Minolta technician listed above.



Certificate of Completion

The Learning Group
Web Classroom Blended Learning

Awarded to

In Recognition of Successful Completion of:

Lawrence Garner

DI1610 5. Fax Module Five

S4943-4201

April 15, 2005 12:09:22 PM


Director, Technical Training and Development

Blended Learning



KONICA MINOLTA



Class Report

Technician's Name	<u>Andres Ruiz</u>	Model(s)	<u>bizhub350/250/200</u>
Branch/Dealer Loc.	<u>Konica Minolta</u>		<u>Chicago, IL</u>
Instructor/Location	<u>Jack C. Pericolosi</u>	<u>Wood Dale, IL.</u>	Class Ending Date <u>3/10/06</u>

Certification Pass Fail Incomplete: Retest By: _____

Operations

- Basic and Advanced Operations
- Key Operator Mode

Overall Evaluation

Mechanical

- Assembly/Adjustment
- Speed & Accuracy

Overall Evaluation

Programming and Adjustment Modes

- Service Mode Adjustments
- Installation Adjustments
- Network Copier Settings
- Firmware Updates (Utilities/EPROM)

Overall Evaluation

Proper Use of Technical Publications Materials and Class Notes

- Product Documentation
- Worksheets/Workbook
- Classroom Exercises

Overall Evaluation

Basic Printer Related Concepts (If Applicable)

- Understanding Of Basic Theory
- Installation of Printer Options

Overall Evaluation

Facsimile (If Applicable)

- Understanding Of Basic Theory
- Hardware Configuration

Overall Evaluation

Professionalism

- Positive Attitude
- Cooperation with Class & Instructor
- Initiative

Overall Evaluation

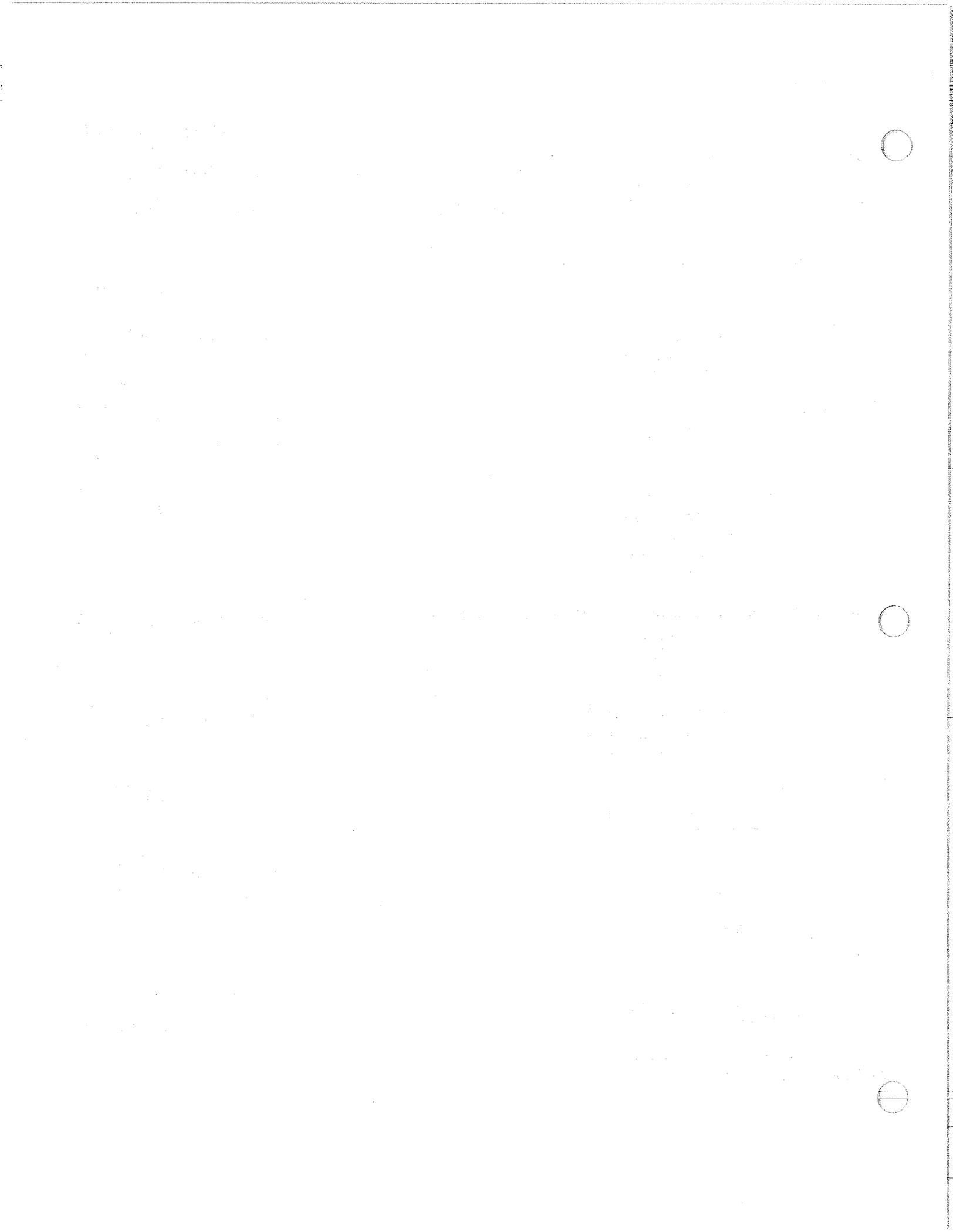
Test Scores

Entrance Test Score (If Applicable)
 Quiz Average (If Applicable)
 Final Written Test Score

100

Instructor's Comments: (If Necessary)

Good job on the test



Certificate of Completion

The Learning Group
Web Classroom Blended Learning

Awarded to

In Recognition of Successful Completion of:

Jesus Esqueda

S4943-4201

bizhub 500/420 Introduction WBT

July 30, 2008 10:37:09 AM

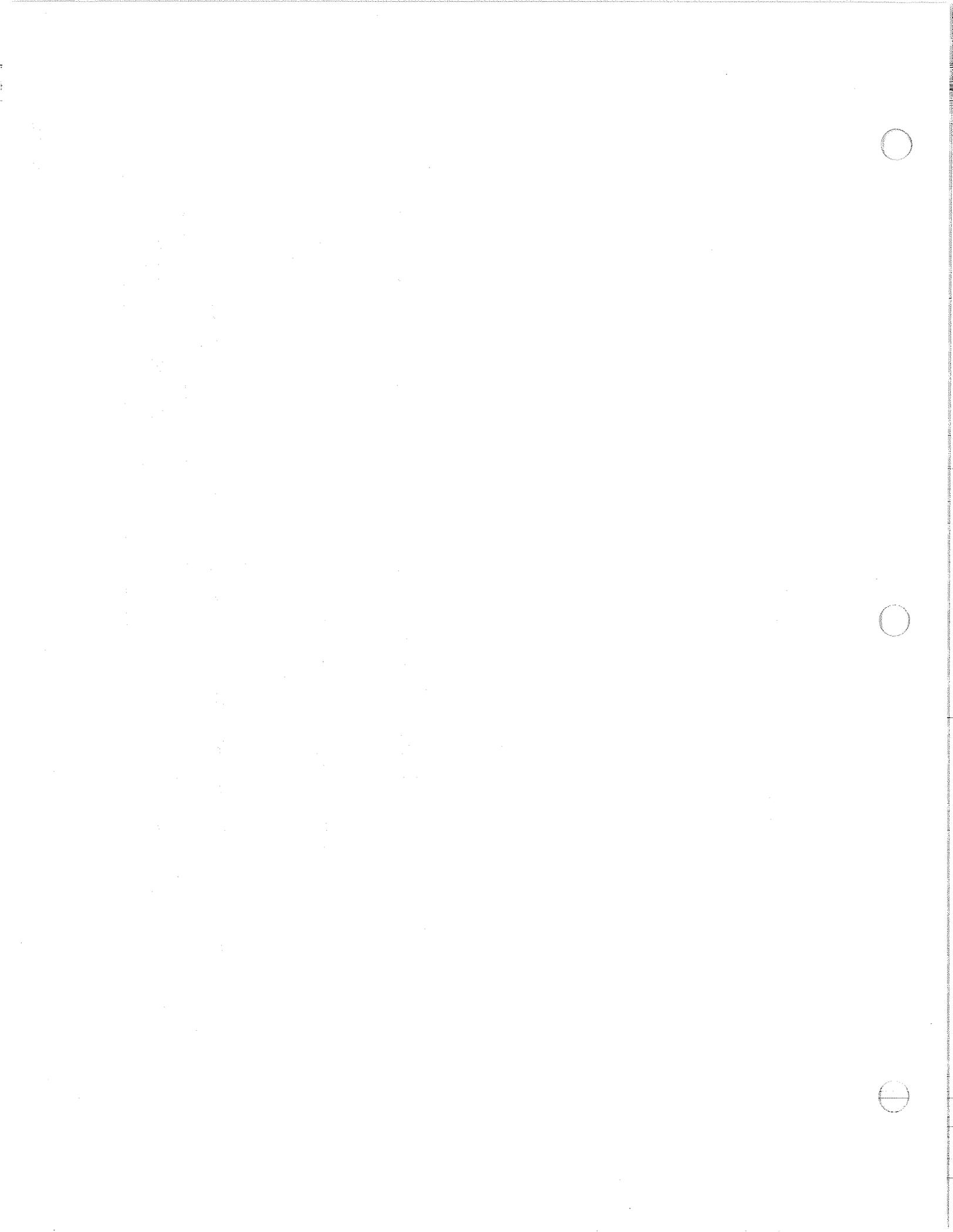
Director, Technical Training and Development



Blended Learning



KONICA MINOLTA



Certificate of Achievement

The Learning Group
Web Classroom Blended Learning

Awarded to

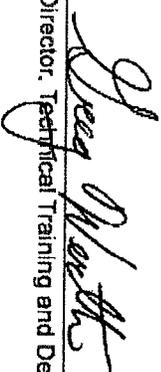
In Recognition of Professional Achievement
by Successful Certification of:

Matthew Hamater

Chicago

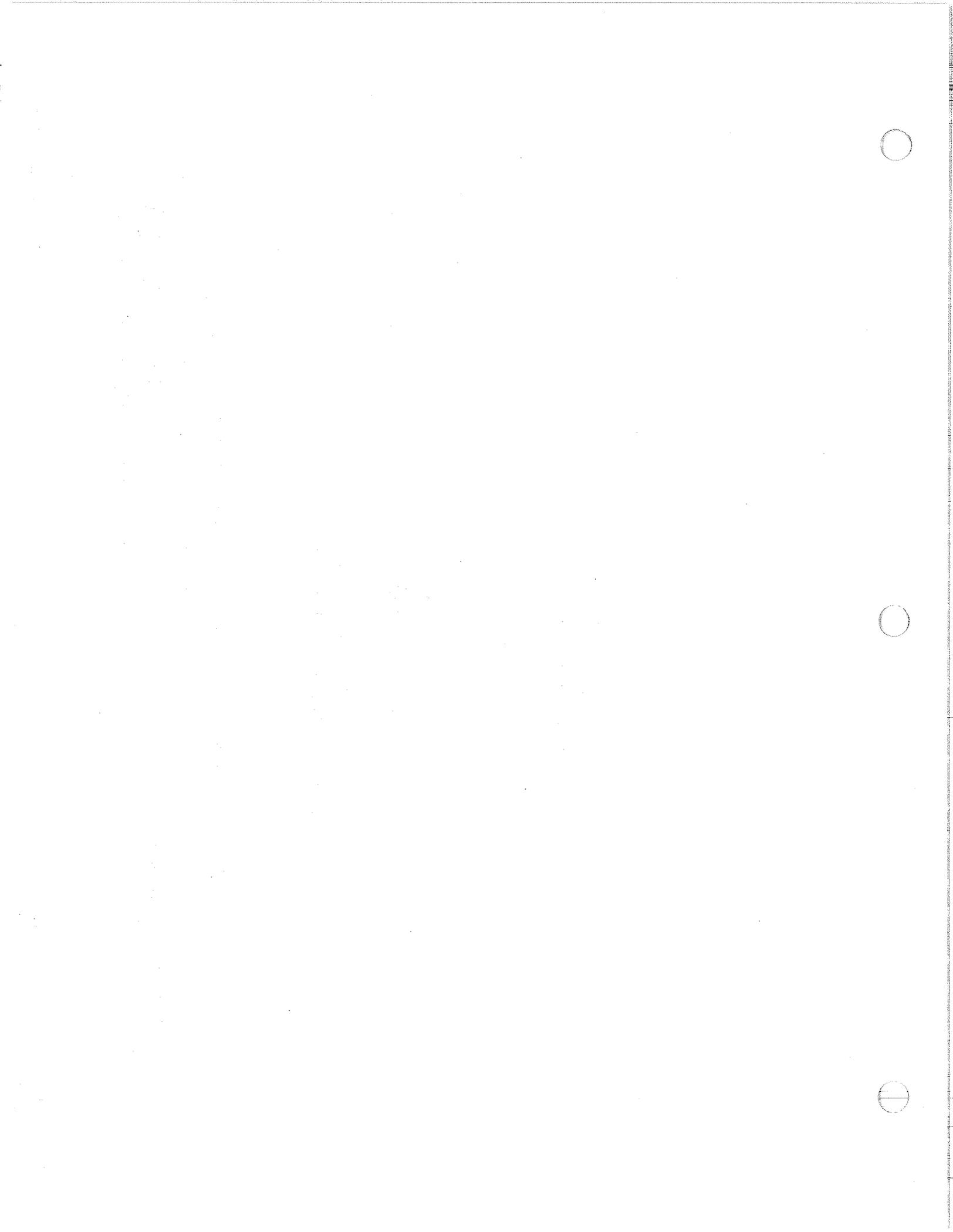
bizhub 750/600 Classroom

September 14, 2007


Director, Technical Training and Development

Sidney Strong
Instructor





Certificate of Achievement

The Learning Group
Web Classroom Blended Learning

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In Recognition of Professional Achievement
by Successful Certification of:

bizhub PRO
920/7075/DI750/7085/DI850 Classroom
December 2, 2005

Lester Van Allman
Director, Technical Training and Development

Lester Van Allman
Instructor



KONICA MINOLTA



 **Certificate of Achievement**

The Learning Group
Web Classroom Blended Learning

Awarded to

Percy Moy
Chicago

In Recognition of Professional Achievement
by Successful Certification of:

**bizhub C353/C352 Series and
magicolor 8650 Classroom (ver2)**
May 23, 2008


Director, Technical Training and Development

Charles Snell
Instructor







KONICA MINOLTA

Preventative Maintenance – Preventative Maintenance Schedules

In order to ensure the ongoing reliability of our equipment, Konica Minolta includes all prescribed preventative maintenance as a standard within our Service Maintenance Program. Each time a service call is placed; the arriving technician will evaluate the current volume of the unit and determine if preventative maintenance is required. All preventative maintenance will be completed while on-site, eliminating the need for multiple service calls. In addition, Konica Minolta continually monitors the output of all devices, as captured from monthly meter reads submitted, and automatically flags units that require preventative maintenance. An Authorized Service Technician is then dispatched to perform the maintenance as necessary. Finally, many Konica Minolta models will also display an alert on the LCD screen when preventative maintenance is required. The Cook County representative can then place a call, utilizing the service call code number, for service dispatch to perform the maintenance. Konica Minolta maintains stringent guidelines in the field for preventative maintenance and continually monitors the activities of our Field Service personnel to ensure these standards are achieved. The result is a fleet of Konica Minolta equipment that is maintained to outperform the competition by providing increased levels of reliability for its entire usable life cycle.

Preventative Maintenance Schedules

Segment 1 (20 cpm or less):	16,000
Segment 2 (21-34 cpm):	80,000
Segment 3 (36-50 cpm):	225,000
Segment 4 (51-65 cpm):	250,000
Segment 5 (66-80 cpm):	250,000
Segment 6 (81+ cpm):	750,000



Comprehensive Service Program

Konica Minolta Business Solutions serves customers in North America through more than 80 direct branch offices and over 750 authorized dealers. We have the industry's most complete on-line training and customer service capabilities and high customer satisfaction ratings attest to the way we handle inquiries, address your needs and solve any problem.



Konica Minolta Business Solutions is committed to providing our customers with a world-class service program that compliments our advanced product line. Konica Minolta has gone to great lengths to establish a nationwide service program that is effective, simple to manage and efficient in delivering comprehensive service, while also achieving our overall goals of increased reliability and customer satisfaction. To meet these goals, Konica Minolta has invested vast resources into the development of a Service Maintenance and Support program that is recognized by many experts as the best in the industry. With over 80 direct branches and 750 Authorized Dealers nationwide, fully supported by Konica Minolta Service and Technical experts, the Konica Minolta service model ensures that our customers receive the same high level of service, compliant with Konica Minolta's prescribed standards, consistently across all locations.



Comprehensive Training Program

The foundation of the Konica Minolta's service program is built around a training model designed to provide expert level knowledge to each Konica Minolta's authorized technician. All technicians, in both branch offices and Authorized Dealerships, must complete technical training and obtain product certification on each unit they will maintain prior to being authorized to provide service for that model. Product training begins with instructor-led classroom training, where each technician receives hands-on instruction in the operation and repair of each Konica Minolta unit they will service. Upon completion of classroom training, and achievement of product certification, follow-up training is provided, via both classroom style and web-based programs, to ensure each technician is fully up to date on the service procedures for all models they will support. In addition, many Konica Minolta authorized technicians also attend training and receive certifications in a variety of network and software applications, resulting in well-rounded experts capable of supporting Konica Minolta hardware, as well as the applications and network the units are integrated into.

Advanced Technical Support

Konica Minolta supports the in-field technical needs of our Authorized Technicians through our Systems Solutions and Development, a dedicated team of technical engineers. While first line technical support is provided by our factory-trained and certified technicians, the SSD Technical Support remains available, through a toll-free hotline and interactive website, to support any escalated technical issues. When a technician requires additional technical support in order to correct an equipment or network problem, they can contact

Technical Support, who will walk the technician through various procedures to correct the issue.

If the issue cannot be resolved over the phone, Technical Support will promptly initiate an on-site visit by a technical engineer, who will evaluate and correct the problem. This process ensures that no technician, and no Konica Minolta product, will be left unsupported in the field, further increasing the reliability of your Konica Minolta fleet.

End User Training

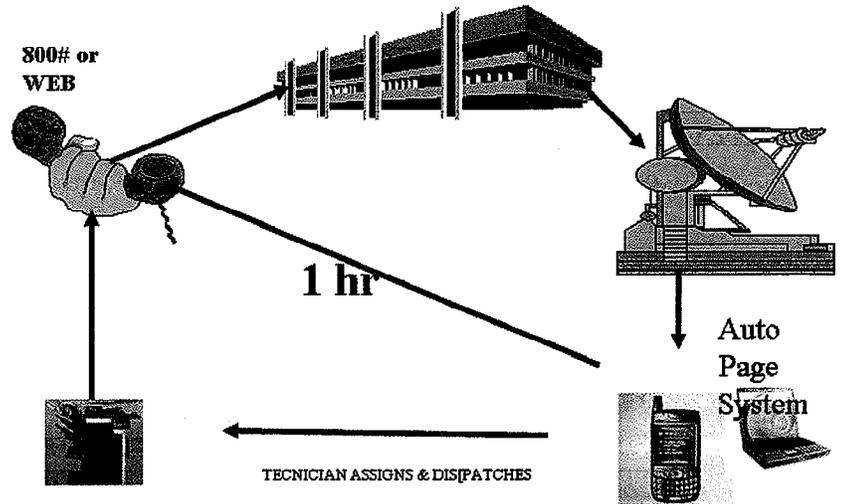
Konica Minolta firmly believes that proper user training is the cornerstone of any successful program. By ensuring that users are properly trained to operate our equipment, as well as utilize the advanced features to simplify document workflow procedures and increase efficiency, Konica Minolta increases the satisfaction of our users. To meet this goal, Konica Minolta offers in-depth customer user training upon installation of all new equipment. These training courses consist of a general overview of the features of the machine, a review of available document processes, such as finishing, scanning and other options, instruction on how to maintain the unit, such as clearing simple paper jams and adding toner, and training on how to place service calls and collect meter reads. Konica Minolta views user training as an on going process and is committed to providing follow-up training throughout the course of our relationship, at no additional charge to ensure all users are comfortable with the installed fleet of Konica Minolta equipment.

Reliable, Centralized Service Dispatch Systems

Konica Minolta's proposal to you includes a centralized service call request process that will ensure timely response to all service requests. While Konica Minolta utilizes a vast network of Service providers, the service call process has been standardized, through the Konica Minolta's National Customer Support Center (NCSC), located in our bizhub customer care center in Windsor, CT. This helps to ensure each customer receives consistently high levels of service in a simple to manage manner. All your locations will be provided toll-free and web-based access to the NCSC, in order to simplify the process of requesting service for your fleet. Users can initiate a service call either through the dedicated toll-free hotline or www.MyKMBS.com, our interactive fleet management site, from anywhere at any time. Upon receipt of a service request, a Customer Support Representative enters all machine and call related information into the Konica Minolta SAP-based Service Management system, which automatically creates a unique service ticket and immediately notifies the assigned Konica Minolta branch technician or Authorized Dealer dispatcher of a new service call. Within 1 hour of receipt of call, the technician or dispatcher will contact the requestor to confirm call receipt and provide an estimated time of arrival. Upon completion of all service calls, the technician "closes" the call in SAP, which gathers details regarding the call, including response time, machine volume and service issue for future reporting.

Advanced Communication in Konica Minolta's Direct Branches

To facilitate the flow of information between Branch Field Service Technicians and the System Solutions Development Group (SSD), Konica Minolta has made a substantial investment in technology solutions for these key representatives. Each Konica Minolta Branch Service Technician utilizes a wireless connected laptop and direct-connect cellular phone to manage the service dispatch process and instantly access information required to maintain our equipment.



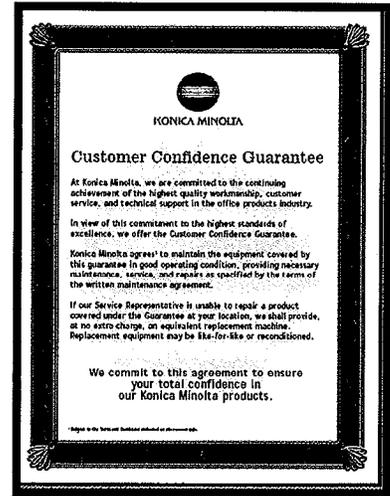
Through this system, each Branch Service Technician automatically receives new call notification from the NCSC through an auto-page system, which is linked directly to their laptop and cellular phone. The technician is then able to prioritize and self-dispatch all service calls, creating a full line of accountability for the equipment in their assigned fleet. Time spent waiting for dispatch is virtually eliminated, increasing our response time and, in turn, the overall performance of your Konica Minolta Fleet. The technicians can also utilize these tools to easily access Konica Minolta's Technical Knowledge database or the engineers of the SSD to immediately obtain additional technical support in order to promptly resolve all service issues. In addition, by entering call related information through their laptops, replacement parts, for either emergency shipment or to replenish the technician's "trunk stock" inventory, are automatically ordered through an advanced inventory management tool linked to our SAP system. This investment also ensures that our field technicians have the resources necessary while in the field to properly maintain their assigned fleets and meet the high standards set forth by Konica Minolta.

Guaranteed Service Standards

The Konica Minolta service program includes a variety of provisions designed to optimize the availability of your Konica Minolta equipment. These service guarantees are based around the corporate service standard of a minimum 95% average fleet uptime. To achieve this standard, Konica Minolta is committed to a 4-hour average on-site response time for all customer locations serviced by a branch or within 50 miles of an authorized dealer. Remote locations outside this radius will be responded to, on-site, within an average of 6 hours from call placement. Upon arrival, the Authorized Technician will utilize their own "trunk stock" of inventory, which consists of most common replacement parts, to ensure first call repair.

Customer Confidence Guarantee

Konica Minolta's service program includes a variety of provisions designed to optimize the availability of your Konica Minolta equipment. Konica Minolta commits to maintaining each Konica Minolta unit in your entire fleet for the full duration of any service maintenance agreement and, in view of this commitment to deliver the highest standards of excellence, we offer the Customer Confidence Guarantee. Konica Minolta agrees to maintain the equipment covered by this guarantee in good operating condition, providing necessary maintenance, service and repairs as specified by the terms of the written maintenance agreement. Should a unit be out of service, due to maintenance needs, for more than 16 consecutive business hours, Konica Minolta shall provide a loaner unit of similar capabilities upon your request. Any unit that Konica Minolta determines cannot be properly repaired to manufacturer's specifications will be eligible for a replacement unit of substantially similar or greater capabilities, at no additional charge; provided, however, that the replacement unit may be other than new. We commit to this agreement to ensure your total confidence in our products.



Proactive Preventative Maintenance

As a standard feature of all Konica Minolta Service Maintenance programs, Konica Minolta will proactively provide all preventative maintenance for your installed base of Konica Minolta machines at no additional charge. During each service call, the technician will evaluate the usage of the unit against prescribed preventative maintenance requirements and perform any scheduled maintenance. Konica Minolta also continually monitors the usage history of each unit in your fleet to identify upcoming preventative maintenance schedules. In addition, Konica Minolta products include a self-diagnostic feature that will display a service call on the unit's LCD screen to notify users of the need for preventative maintenance. The users can then utilize this code to place a service call, which will be dispatched to perform all required maintenance, ensuring the increased reliability of your Konica Minolta fleet throughout its lifecycle.

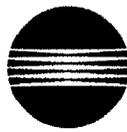
Continuous Service Performance Audits

Konica Minolta, in order to ensure our service standards are met throughout our organization, performs routine audits on each Direct Branch and Authorized Dealer. In direct branch markets, Konica Minolta's Service Management personnel audit 20% of all service calls completed by each technician, measuring metrics such as response time, repair time, adherence to preventative maintenance schedules and delivery of complete Customer Satisfaction. These audits form the basis of employee reviews that measure the performance of each Authorized Branch Technician.

Throughout our dealer community, Konica Minolta personnel assigned to each region throughout the country, who are dedicated to monitoring the satisfaction of our customers, review the performance of our Authorized Dealers' technicians to ensure compliance with Konica Minolta's standards. The retention of Authorized Dealer status

depends, in part, on the outcome of these reviews. By centrally managing and auditing our service and support program, Konica Minolta can identify areas that require improvement and maintain accountability for all Konica Minolta's branches and authorized dealers.



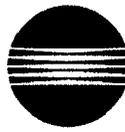


KONICA MINOLTA

Right Sizing and Consolidation

“Am I Getting the Most for My Money?”

Konica Minolta understands the challenges facing many organizations today. The ability to increase productivity while reducing total expenditures is a priority within almost every one of our customers. As technological breakthroughs continue to revolutionize the imaging industry, new improvements allow for the maximization of budgetary funds in a plethora of ways. The ability to effectively consolidate and right size the total number of copy, print, scan, and fax devices within your office, is an area that Konica Minolta has successfully excelled in over the past decade. Through extensive research, primarily through on-site visitations and surveys, it has become apparent that most organizations are not utilizing their own equipment to its fullest capacity. Also, while most companies have a very good understanding of their copier equipment costs and contracts, they are completely unaware of their costs associated with printing, faxing, and scanning. Migrating these everyday tasks to one or more multifunctional digital copiers will greatly reduce the number of devices your organization deploys, without sacrificing functionality. In doing so, you are reducing your total cost per impression by maximizing the output of a device that is already part of your budget. From a managerial point of view, you will gain complete control and understanding of your specific imaging needs, which will lead to greater savings throughout the length of the contract and beyond. From an environmental aspect, by utilizing fewer units to perform the same jobs, you are conserving resources. In short, right sizing through consolidation is good on many levels. Konica Minolta has the professionals to perform the site surveys and needs analysis to help you implement the best solution to meet your requirements, while maximizing your financial resources. Konica Minolta is committed to providing our business partners every opportunity to improve their imaging workflow and increase productivity while positively affecting a significant overall cost savings. Konica Minolta will assign a dedicated Account Management Team, who will be led by an experienced, knowledgeable Account Manager. Your Account Manager will oversee the full realm of responsibility for communication between Cook County and Konica Minolta. The primary responsibilities of this management team will be to ensure the timely implementation of our solution, coordinate national implementation for consistency in all locations and deliver value added services resulting in the overall success of our program. They will also assist Cook County in reviewing the projected savings of the new Konica Minolta solution and recommend new installations when those savings outweigh the cost of early lease return of your existing equipment and provide support in managing any contract changes or additions, implementing process improvements and resolving all general issues in a timely manner. Your Account Management Team will also coordinate additional support, including site analysis, order receipt and fulfillment, service maintenance, billing and Management Fleet Reporting between Konica Minolta



KONICA MINOLTA

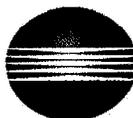
Right Sizing and Consolidation

corporate, the individual Konica Minolta and any Authorized Dealers assigned to your account and Cook County's representatives.

At regular intervals during our relationship, Konica Minolta will coordinate Account Review meetings, which will act as a forum to discuss our relationship, resolve any pending issues and develop a future strategy. These meetings will be held with Cook County as needed throughout the resulting contract. During these reviews, Konica Minolta will present fleet reports for evaluation, based on data available through our service and billing systems and the needs of Cook County, to monitor the nationwide performance of our fleet in a simple and concise manner. The format of these reports, and the data to be included, will be discussed upon award to ensure all relevant data can be captured and accurately defined. This structure will ensure that Cook County can accurately evaluate the performance of Konica Minolta and Konica Minolta equipment throughout your fleet

Another function of the Account Management Team will be to consult with Allied to establish short and long term strategies to take full advantage of new technology while also reducing your total cost of ownership. Through continuous communication, further supported by Quarterly Account Reviews, Konica Minolta and the Konica Minolta Account Management Team will jointly develop a Total Document Strategy for your company. In addition, the Account Management Team will continually monitor all aspects of your program and recommend a variety of cost savings features and programs. We will right-size your fleet of Konica Minolta equipment, to ensure added savings in Total Cost of Ownership, by properly utilizing the optimal machine for each department's specific workflow and Document Management needs.

Konica Minolta will perform a complete Digital Needs analysis for each location of the currently installed Allied fleet to determine the proper mix and makeup of the equipment fleet to satisfy current and future document production needs. This analysis may take place through either phone interviews, on-site visits and discussions with staff or through a variety of other information gathering tools utilized by Konica Minolta. We will review the volumes and functionality of each machine as well as the total monthly volume of each Cook County location. We will assess the types of documents typically produced, the processes used to create and distribute documents, the number of employees assigned to a particular device and the average expected volume of each unit. Konica Minolta will review average volumes as well as spikes in usage to ensure the recommended unit will easily handle the current and anticipated future document needs. From this research, Konica Minolta will identify a right-sized solution for each location.



KONICA MINOLTA

bizhub vCare Customer Information

Introduction: bizhub vCare is Konica Minolta's Device Relationship Management (DRM) system, which connects your Konica Minolta MFP to Konica Minolta's Central vCare Server. Through brief email messages, the bizhub vCare system keeps in contact with your MFP to read its meter, check on technical performance, monitor supply levels, and more.

- Konica Minolta provides and manages Two-Way POP3 email addresses and email service for MFPs communicating with the bizhub vCare server.
- Konica Minolta provides the email user account for models supporting One-Way SMTP email communication.

bizhub vCare Two-Way (POP3) eMail Communication Information:

Parameter	Setting
Communication Method to the MFP:	POP3
Communication Method from the MFP:	Authenticated SMTP
eMail Domain:	kmbsvcare.com
POP3 Port:	110
SMTP Port:	25
MFP POP3 Recommended Mail Check Interval:	60 Minutes
Scheduled Daily Messages to the MFP:	0~1
Explanation:	The bizhub vCare Server may be set to request all counters once a day for the purpose of proactive service and billing.
Scheduled Daily Messages from the MFP:	0~1
Explanation:	The MFP will respond to a "send counters" request from the bizhub vCare Server.
Scheduled Monthly Messages to the MFP:	0~1
Explanation:	The bizhub vCare Server may be set to request total counters once a month for the purpose of billing.
Scheduled Monthly Messages from the MFP:	0~1
Explanation:	The MFP will respond to a "send counters" request from the bizhub vCare Server.
Unscheduled Monthly Messages from the MFP:	Typically <10
Explanation:	Unscheduled messages are initiated from the MFP to the vCare Server, when the MFP detects low supply levels, impending preventative maintenance, or a technical malfunction.
Message Length:	<20KB

bizhub vCare One-Way (SMTP) eMail Communication Information:

Parameter	Setting
Communication Method from the MFP:	Authenticated SMTP
eMail Domain:	kmbsvcare.com
SMTP Port:	25 (default)
Scheduled Daily Messages from the MFP:	0~1 per day, up to 31 per month
Explanation:	The MFP will send its counters on a pre-programmed daily schedule based on the type of meter reads required by the contract.
Scheduled Weekly Messages from the MFP:	0~1, up to 4 per month
Explanation:	The MFP will send its counters on a pre-programmed weekly schedule based on the type of meter reads required by the contract.
Scheduled Monthly Messages from the MFP:	0~1
Explanation:	The MFP will send its counters on a pre-programmed monthly schedule based on the type of meter reads required by the contract.
Unscheduled Monthly Messages from the MFP:	Typically <10
Explanation:	Unscheduled messages are initiated from the MFP to the vCare Server, when the MFP detects low supply levels, impending preventative maintenance, or a technical malfunction.
Message Length:	<20KB

bizhub vCare Compatible Models

Model	eMail System	vCare Item Number	Comment
bizhub 200	Two-Way (POP3)	VCAREACT	
bizhub 250	Two-Way (POP3)	VCAREACT	
bizhub 350	Two-Way (POP3)	VCAREACT	
bizhub 360	Two-Way (POP3)	VCAREACT	
bizhub 420	Two-Way (POP3)	VCAREACT	
bizhub 500	Two-Way (POP3)	VCAREACT	
bizhub 600	Two-Way (POP3)	VCAREACT	
bizhub 750	Two-Way (POP3)	VCAREACT	
bizhub PRO 920	Two-Way (POP3)	VCAREACT	Requires 2nd Network Connection with MicroPress
bizhub PRO 1050/e	Two-Way (POP3)	VCAREACT	Requires 2nd Network Connection with MicroPress
bizhub C203	One-Way (SMTP)	VCAREACT-O	
bizhub C253	One-Way (SMTP)	VCAREACT-O	
bizhub C353	One-Way (SMTP)	VCAREACT-O	
bizhub C451	One-Way (SMTP)	VCAREACT-O	
bizhub C550	One-Way (SMTP)	VCAREACT-O	
bizhub C650	One-Way (SMTP)	VCAREACT-O	
bizhub C250	Two-Way (POP3)	VCAREACT	
bizhub C252	Two-Way (POP3)	VCAREACT	
bizhub C300	Two-Way (POP3)	VCAREACT	
bizhub C351	Two-Way (POP3)	VCAREACT	
bizhub C352	Two-Way (POP3)	VCAREACT	
bizhub C450	Two-Way (POP3)	VCAREACT	
bizhub PRO C5500	Two-Way (POP3)	VCAREACT	Requires 2nd Network Connection with <u>any</u> Print Controller or MicroPress
bizhub PRO C6500	Two-Way (POP3)	VCAREACT	Requires 2nd Network Connection with <u>any</u> Print Controller or MicroPress

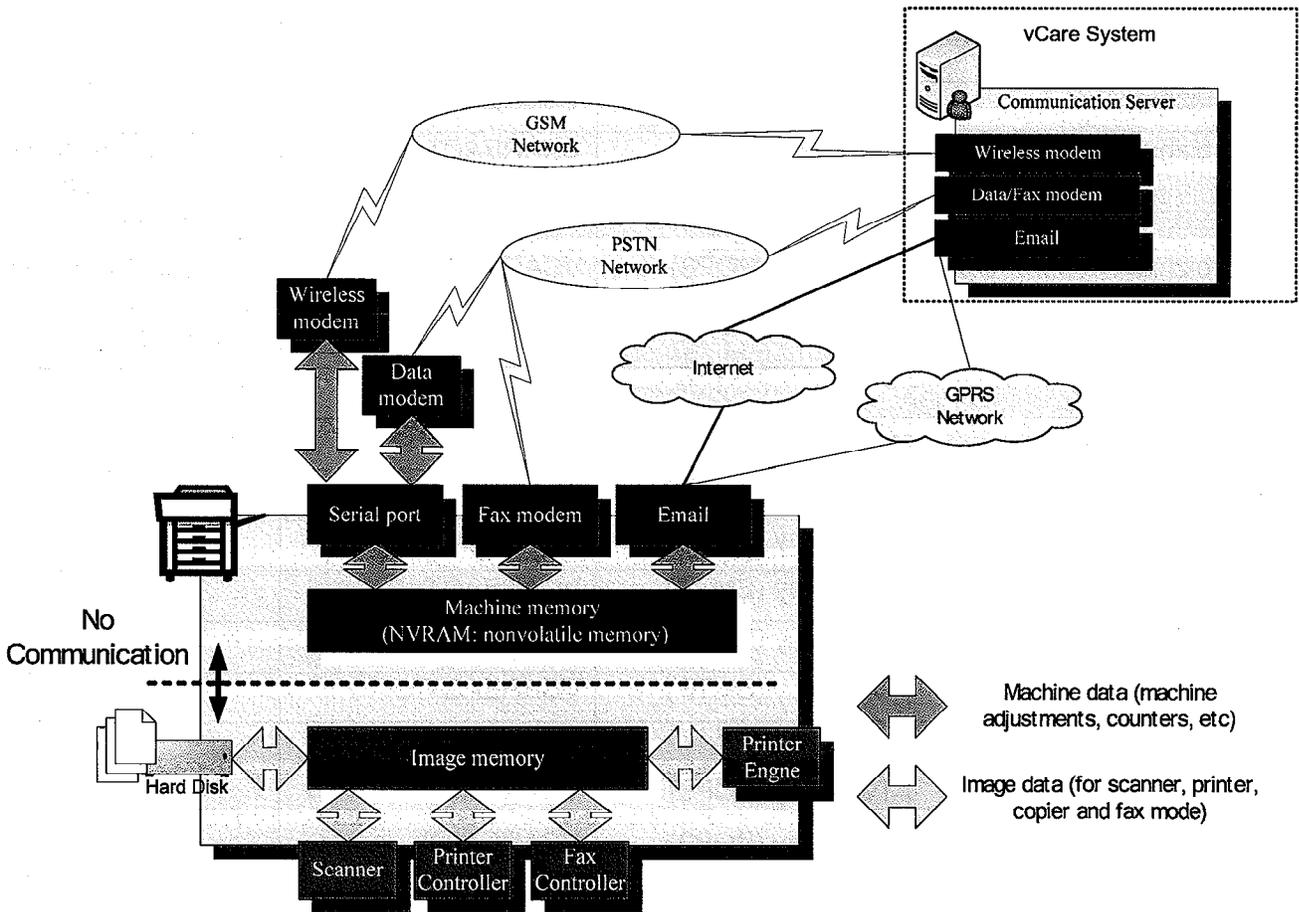
Konica Minolta bizhub vCare Security Policy Explanation

Konica Minolta Business Solutions U.S.A., Inc.

1 The Konica Minolta bizhub vCare security basic policy:

1.1 The Konica Minolta bizhub vCare configuration:

Note: Only email communication is currently supported in the U.S. market.



1.2 The Konica Minolta MFP information control:

1.2.1 The information stored on the Konica Minolta MFP:

All the Konica Minolta MFP products (the MFP) have two types of memory and a hard disk drive to store the data.

* The hard disk drive is optional for some products.

(1) Machine memory:

The machine memory (NVRAM) stores all of the MFP-related information (machine adjustment data, machine setting data, counter information and machine trouble information etc.) and retains them after turning off the power switch.

(2) Image memory:

The image memory (SDRAM) temporarily stores the document and image data related information for the image processing.

(3) Hard disk drive:

The hard disk stores the document and image data in a file format after applying the image processing.

1.2.2 Information retrieved by the bizhub vCare system:

The Konica Minolta bizhub vCare system only retrieves data from the above mentioned machine memory, and cannot access data in the image memory or the hard disk drive.

1.2.3. Type of information retrieved by the bizhub vCare system:

(1) The MFP information:

Firmware (ROM) version information, the MFP ID information, and configuration information.

(2) The information, which indicates the MFP usage status:

Various setting information.

(3) Various setting value of that relates to the MFP operations:

Various counter information.

Total counter, count by paper sizes, parts counters, JAM counter.

(4) Information which indicates the MFP status:

Various information related to the MFP such as alert (add toner, replace imaging unit), error code, periodic maintenance information, paper jam (JAM) history information etc

Important Note: It is not possible for bizhub vCare to retrieve the following personnel-related information from the MFP:

(a) User information and count data for each user if user authentication function is used.

(b) The address information that is registered to the one-touch function etc., of the MFP for FAX/Scan functions.

(c) Other registration information and stored documents and related information.

1.3. **Communication between the bizhub vCare system and the Konica Minolta MFP:**

1.3.1. Execution of the communication:

The bizhub vCare system only communicates with the MFP at either of the following occasions:

(1) The bizhub vCare system triggers the communication:

(a) When the system user initiates communication through a data request message.

(b) When the pre-assigned time arrives for the system to communicate with the MFPs.

(2) The MFP triggers the communication:

(a) When the MFP detects a trouble code or other alert. (The types of trouble codes and alerts that are reported to the bizhub vCare system are pre-defined by the model.)

1.3.2. Communication methods:

The bizhub vCare system communicates with the MFP by one of following methods, which is registered in advance.

(1) Data communication (Wireless Modem with mobile Network Or Data Modem with PSTN

(a) The bizhub vCare system is connected with the MFP via the modem (ITU-T V.34/V.32.bis/V.32 compliant), and then transfers data with the bizhub vCare proprietary protocol.

(b) Since a proprietary unique protocol is used, illegal access from the outside is not accepted.

(2) Fax communication (Use of fax modem and PSTN):

(a) The bizhub vCare system is connected with the MFP via fax modem (ITU-T T.30 compliant), and then transfers data with the bizhub vCare proprietary protocol.

(b) The proprietary protocol is used instead of the standard G3 FAX protocol, which protects data from spoofing.

(3) Email communication including GPRS network:

The following security measures are taken, which prevents data leakage, tampering, illegal access to the customer network, and virus invasion.

(a) The use of the bizhub vCare proprietary email format excludes spoofed messages.

(b) The data is sent as plain text in an attached file; the text can be encrypted if encryption setting is enabled. The encrypted data cannot be deciphered, even if the other person receives the data by spoofing.

(c) The MFP receives only the email in a specific format: The subject, password, and attachment files (number of attachment, file format and extension) format are specific to bizhub vCare. If the mail is not in the specific format, it is deleted.

(d) The MFP cannot run an executable-type file, and there is no possibility that a virus can enter the customer's network through the ".exe" (or script style language) file.

(e) Since the MFP's operating system is different from Windows or other OS used in PCs, there is no possibility of a virus spreading.

(f) The responding email from the MFP is not the reply to the received email, but a newly sent email, only to the single host address that was registered at the setup of the MFP. This reply method prevents the data leakage by the spoofing.

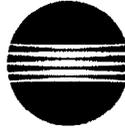
(g) The host address (of the bizhub vCare server) and password cannot be changed remotely. Therefore connection to another host system can only be accomplished by physically resetting the bizhub vCare communication parameters through the technician mode of the MFP's control panel.

1.3.3 Additional note on email security:

(1) If the customer's environment has mail filtering software:

(a) It is possible to set a rule to delete the mail to the MFP if the sender of the mail is not from the registered host address. (For example, spam or illegal access from the other device.)

(b) It is also possible to set a rule to delete the mail from the MFP if the receiver's address is not the registered host address.



KONICA MINOLTA

bizhub vCare:

bizhub vCare is a new software system developed by Konica Minolta Business Technologies, Tokyo, Japan, and is designed to enhance customer care through efficient management of Konica Minolta multifunctional devices (MFP - print, copy, scan, fax all in one system). Consisting of a bizhub vCare Server and bizhub vCare-enabled MFPs, the system allows for the quick and efficient interchange of data between the bizhub vCare enabled MFPs and the bizhub vCare Server via the Internet.

Features of bizhub vCare include:

- Automated meter readings
- Service alerts
- Supply warnings
- Parts life alerts
- MFP firmware reporting
-

Because bizhub vCare collects all MFP counter and status information, the system improves first-service-call effectiveness; delivers proactive service; and facilitates intelligent supply management.

Virtually any Konica Minolta device user can benefit from bizhub vCare, but it can provide greater returns for organizations that demand the maximum machine uptime for their Konica Minolta workgroup and/or production print MFPs.

bizhub vCare Benefits

Meter Reading:

bizhub vCare will free customers from the meter reading process, eliminating monthly calls or faxes to send or obtain meter readings. bizhub vCare generates automated meter readings on a daily, weekly or monthly basis, providing prompt and exact meter reads that ensure billing accuracy.

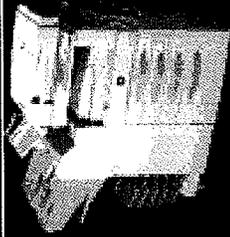
Supplies:

bizhub vCare can monitor toner and other supply levels in bizhub vCare enabled devices and signal the need for a supply order. This allows KMBS and its partners to send supplies to customers on a "just in time" basis, reducing or even eliminating the need to stockpile supplies.

Service:

bizhub vCare will inform participating service departments if an MFP is having trouble. Further, it will let the service department know if a device needs a preventive maintenance call to replace a part even before it wears out. Thanks to the wealth of technical information provided by bizhub vCare, the system makes proactive service possible and leads to better management of service calls, reduction in service costs and increased customer satisfaction.

"bizhub vCare is important in two significant ways," said Kevin P. Kern, Vice President, Product Planning and Development, Konica Minolta Business Solutions USA, Inc. "First, we want to do all we can to optimize customer satisfaction. bizhub vCare will help ensure that Konica Minolta MFPs are kept in peak operating condition and ready to perform mission-critical applications when required. And second, our highly competitive market environment combined with wider adoption of color MFP's, makes it critical that we manage consumables effectively, get timely and accurate meter readings and achieve a high level of service efficiency. The capabilities of bizhub vCare directly address these issues."



EQUIPMENT MGMT.

METER COLLECTION

LOG OFF

MyKMBS.com

Fleet Management

Watch List

Branch Contact Info

Change Profile

Home

Average Fleet Uptime: 98.91%

Average Fleet Response Time: 1 hrs 49 min

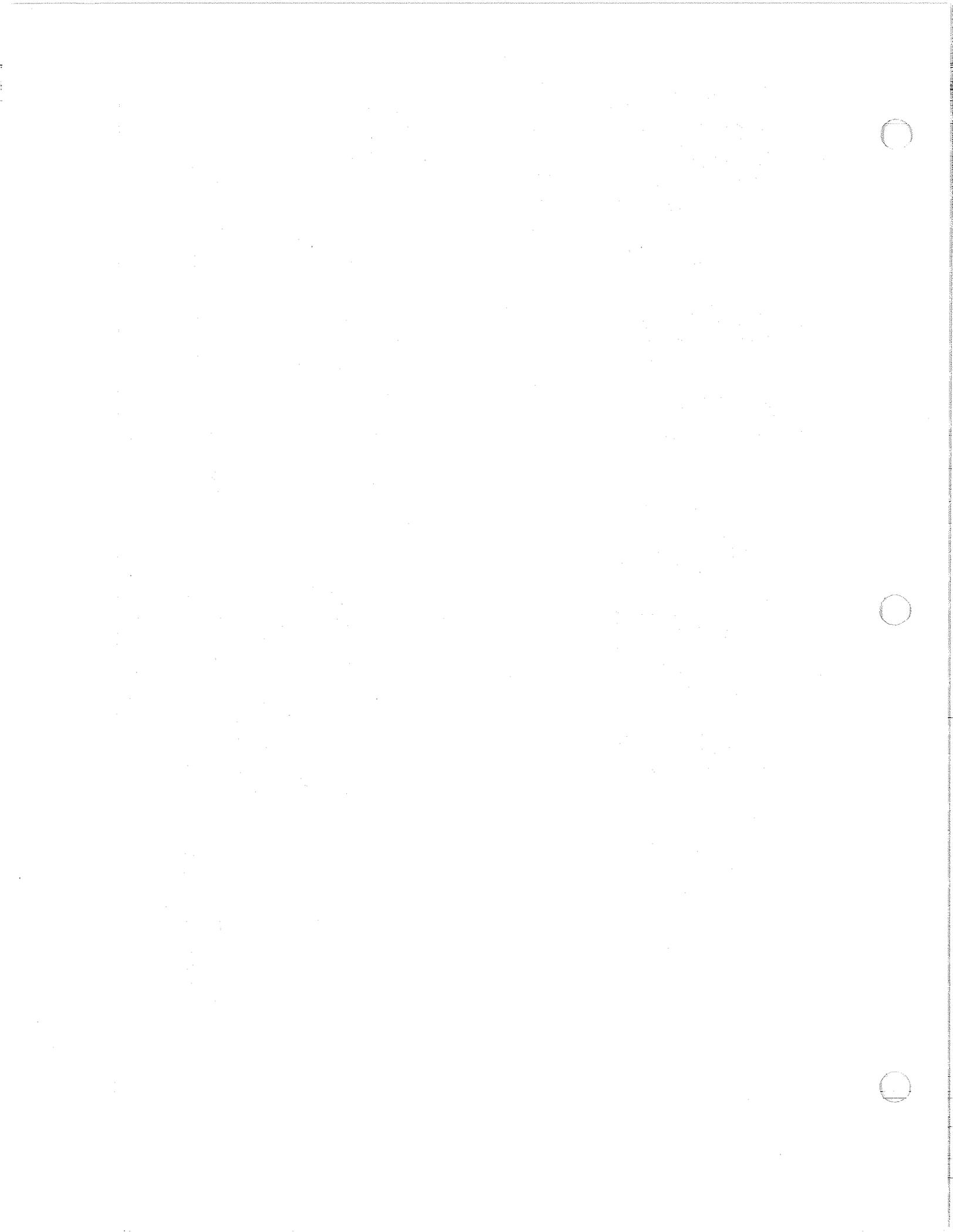
CUSTOMER

General Fleet Information Report

EXCEL FORMAT **RETURN**

Serial	Description	Location	Install Date	Type	Coverage Dates
#####	PI3502 (FOR DI	CUSTOMER LOCATION	06/28/2002	ZZLM	07/30/2002 - 07/29/2005
#####	DI200F DNU USE	CUSTOMER LOCATION	06/28/2002	ZZLM	07/30/2002 - 07/29/2005
#####	DI450 COPIER	CUSTOMER LOCATION	06/28/2002	ZZLM	07/30/2002 - 07/29/2005
#####	DI550 COPIER (CUSTOMER LOCATION	06/28/2002	ZZLM	07/30/2002 - 07/29/2005
#####	DI550 COPIER (CUSTOMER LOCATION	06/28/2002	ZZLM	07/30/2002 - 07/29/2005
#####	MINOLTAFAX 160	CUSTOMER LOCATION	09/26/2002	-	-
#####	EP5000 COPIER	CUSTOMER LOCATION	09/30/2002	ZZSS	09/30/2003 - 09/29/2004
#####	MF 3600 DNU-US	CUSTOMER LOCATION	-	-	-
#####	FAX 5500E	CUSTOMER LOCATION	09/30/2002	-	-
#####	FAX 5500E	CUSTOMER LOCATION	09/30/2002	ZZMA	05/17/2002 - 09/29/2002
#####	EP5000 COPIER	CUSTOMER LOCATION	09/30/2002	ZZSS	09/30/2003 - 09/29/2004

Machines on Report: 11





KONICA MINOLTA

KONICA MINOLTA BUSINESS SOLUTIONS U.S.A., INC. | [Global site](#)



MyKMBS.com
Fleet Management

[LOG OFF](#)

EQUIPMENT MGMT.

METER COLLECTION

FLEET MGMT.

[Watch List](#)

[Branch Contact Info](#)

[Change Profile](#)

[Home](#)

Average Fleet Uptime: 98.91%

Average Fleet Response Time: 1 hrs 49 min

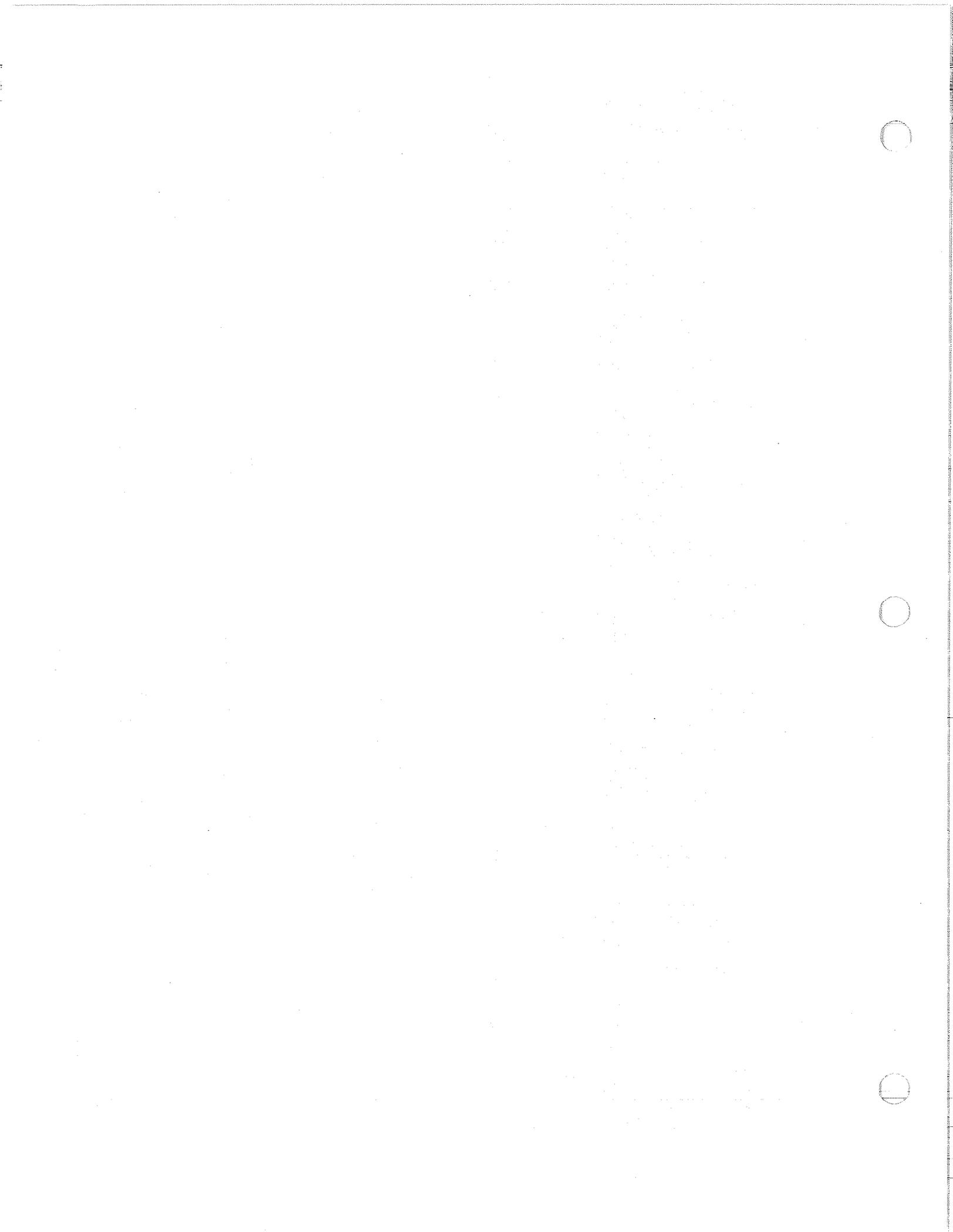
CUSTOMER

Calculations are based on a rolling 90 days of service history

Fleet Uptime Performance Report

[EXCEL FORMAT](#) | [RETURN](#)

Serial	Description	Location	Calls	Avg Response Time	Avg Copies B/T	Avg Copy Volume Per Month	Uptime %
#####	PI3502 (FOR DI	CUSTOMER LOCATION	0	0	0	0	100
Summary for model: PI3502 (FOR DI							
#####	DI200F DNU USE	CUSTOMER LOCATION	0	0	0	0	100
Summary for model: DI200F DNU USE							
#####	DI450 COPIER	CUSTOMER LOCATION	1	003:32	10694	3565	98
Summary for model: DI450 COPIER							
#####	DI550 COPIER (CUSTOMER LOCATION	0	0	0	0	100
#####	DI550 COPIER (CUSTOMER LOCATION	8	002:38	12508	12508	92
Summary for model: DI550 COPIER (





EQUIPMENT MGMT.

METER COLLECTION

FLEET MGMT.

LOG OFF

MyKMBS.com
Fleet Management

Watch List Branch Contact Info Change Profile Home

Average Fleet Uptime: 98.91%

Average Fleet Response Time: 1 hrs 49 min

CUSTOMER

Equipment By Location Report

RETURN

267600 - CUSTOMER LOCATION

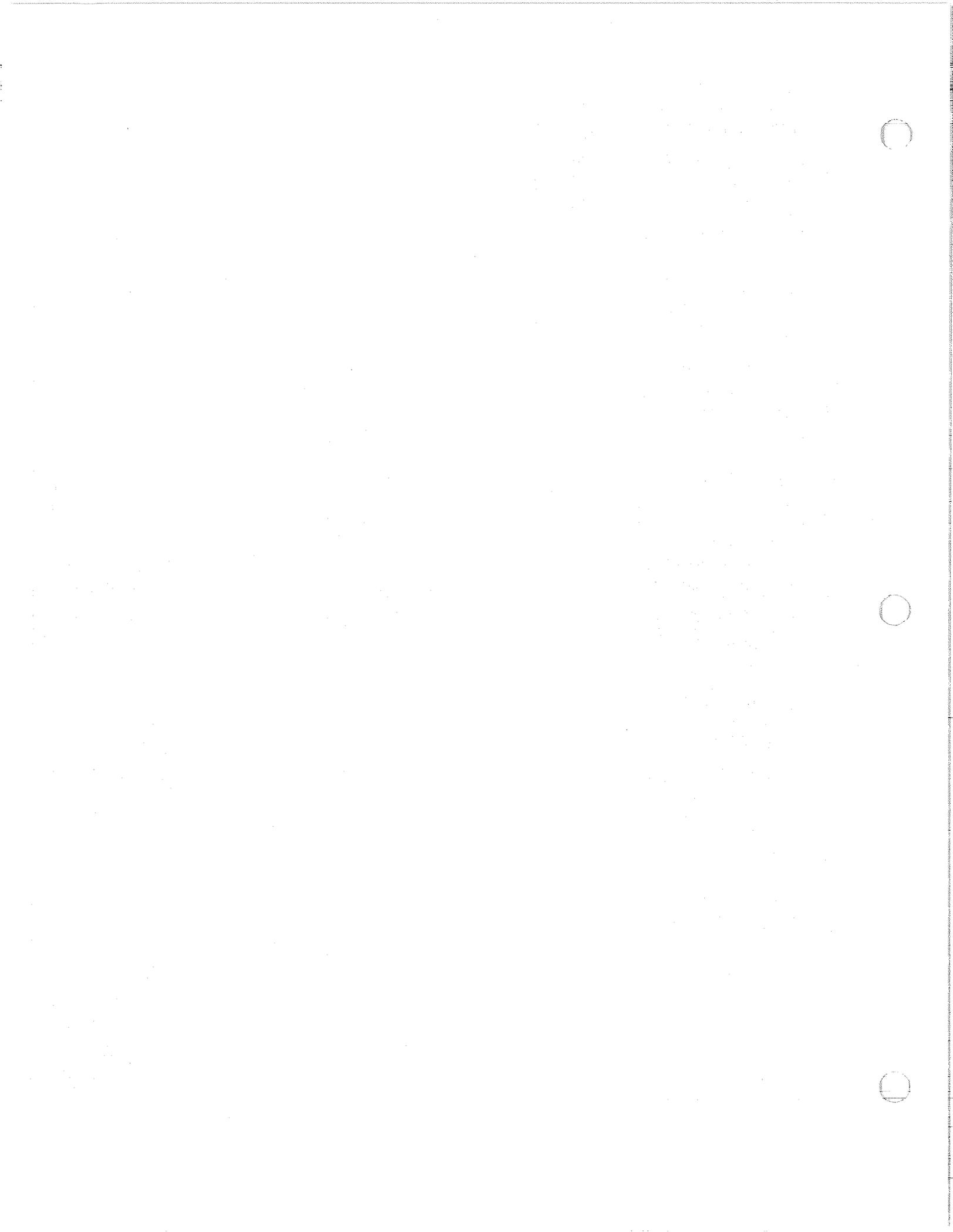
ADDRESS
CITY, STATE ZIP

Description	Serial #	Location	Uptime %
EP5000 COPIER	#####	C/O OD & P CONTRACTORS	99
MINOLTA FAX 36	#####	C/O OD & P CONTRACTORS	100
FAX 5500E	#####	C/OOD & P CONTRACTORS	100
FAX 5500E	#####	C/O OD & P CONTRACTORS	100
EP5000 COPIER	#####	C/O OD & P CONTRACTORS	99

96559 - CUSTOMER LOCATION

ADDRESS
CITY, STATE ZIP

Description	Serial #	Location	Uptime %
MC 2200GN	#####	15TH FLOOR	100
PI3502(FOR DI2	#####	15TH FLOOR	100
DI200F	#####	15TH FLOOR	98
DI450 COPIER	#####	15TH FLOOR	100
DI550 COPIER	#####	15TH FLOOR	92
DI550 COPIER	#####	15TH FLOOR	100
MINOLTAFAX 160	#####	HUMAN RESOURCES	100





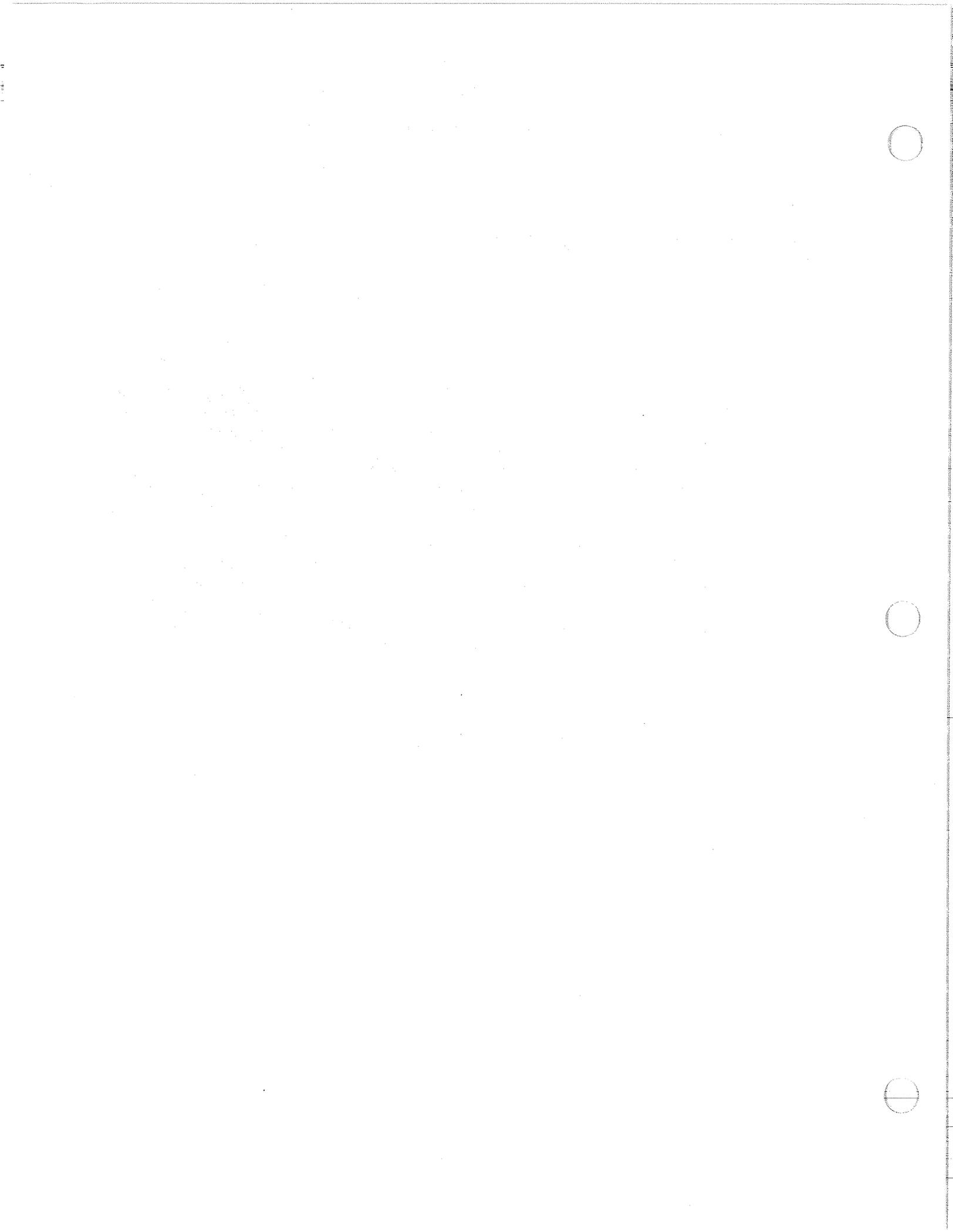
KONICA MINOLTA

Konica Minolta 3 in 30 Report

Konica Minolta provides a 3 in 30 report, which creates a hot list of problematic machines should a particular unit require more than 3 legitimate service calls in a 30 day period. In such cases, the assigned Technical Manager is automatically alerted to escalate the service issue. Additionally all critical information of the account is turned RED on all display screens throughout the system until the issues have been resolved. In addition to our standardized reports, your dedicated Account Management team may also provide customized ad-hoc reports, suited specifically to meet the needs of Cook County.

By utilizing the data captured in our SAP based operating system, a variety of reporting capabilities is available to Cook County. The content and format of these reports can be discussed during your account reviews and, together, Cook County and Konica Minolta will determine the information that Cook County requires and develop a formalized action plan to provide the reports to Cook County.

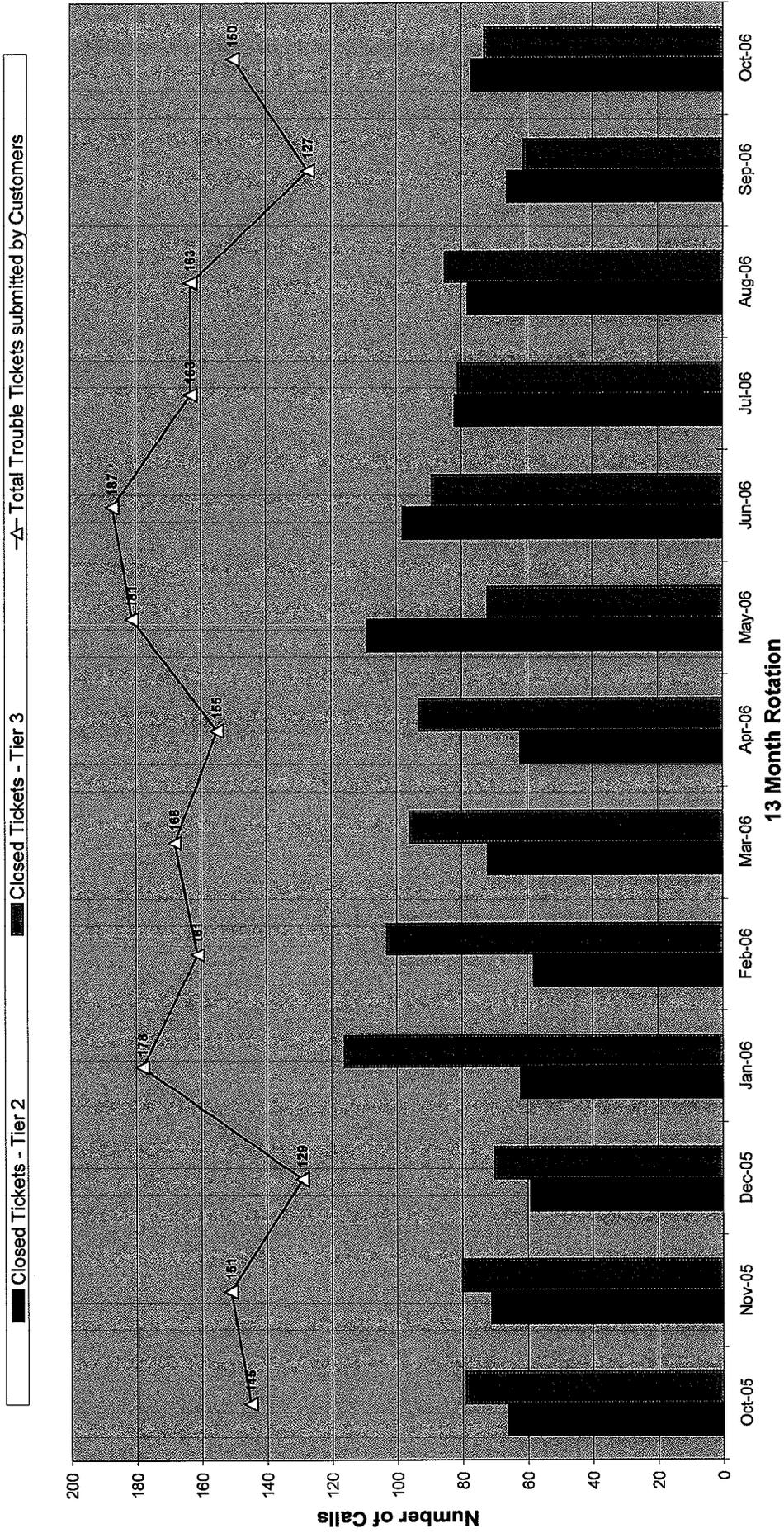


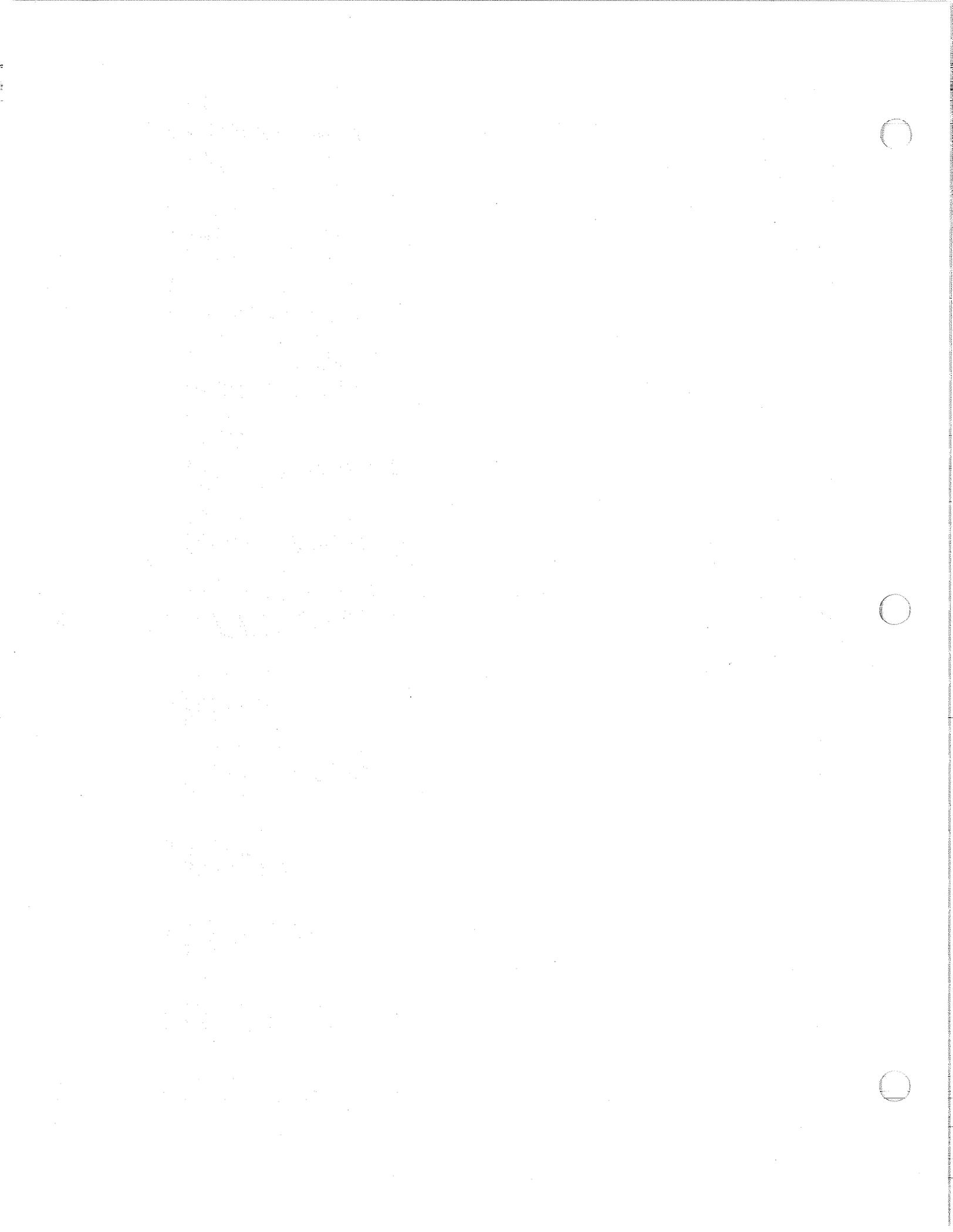


KONICA MINOLTA METRICS

Remedy - Trouble Tickets		Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06	YTD
Closed Tickets - Tier 2		66	71	59	62	58	72	62	109	98	82	78	66	77	764
Closed Tickets - Tier 3		79	80	70	116	103	96	93	72	89	81	85	61	73	869
Total Trouble Tickets submitted by Customers		145	151	129	178	161	168	155	181	187	163	163	127	150	1,633

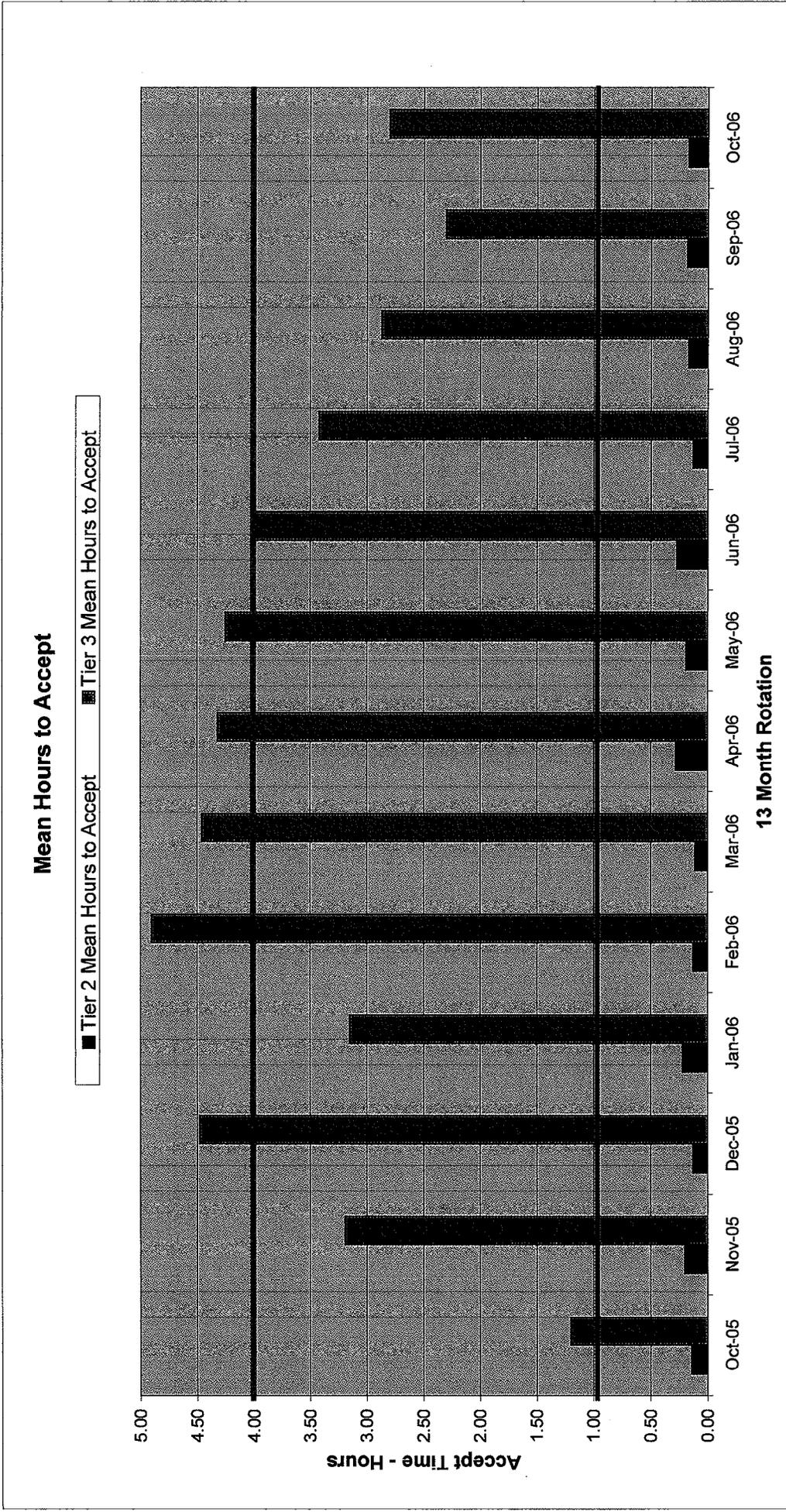
Remedy - Trouble Tickets

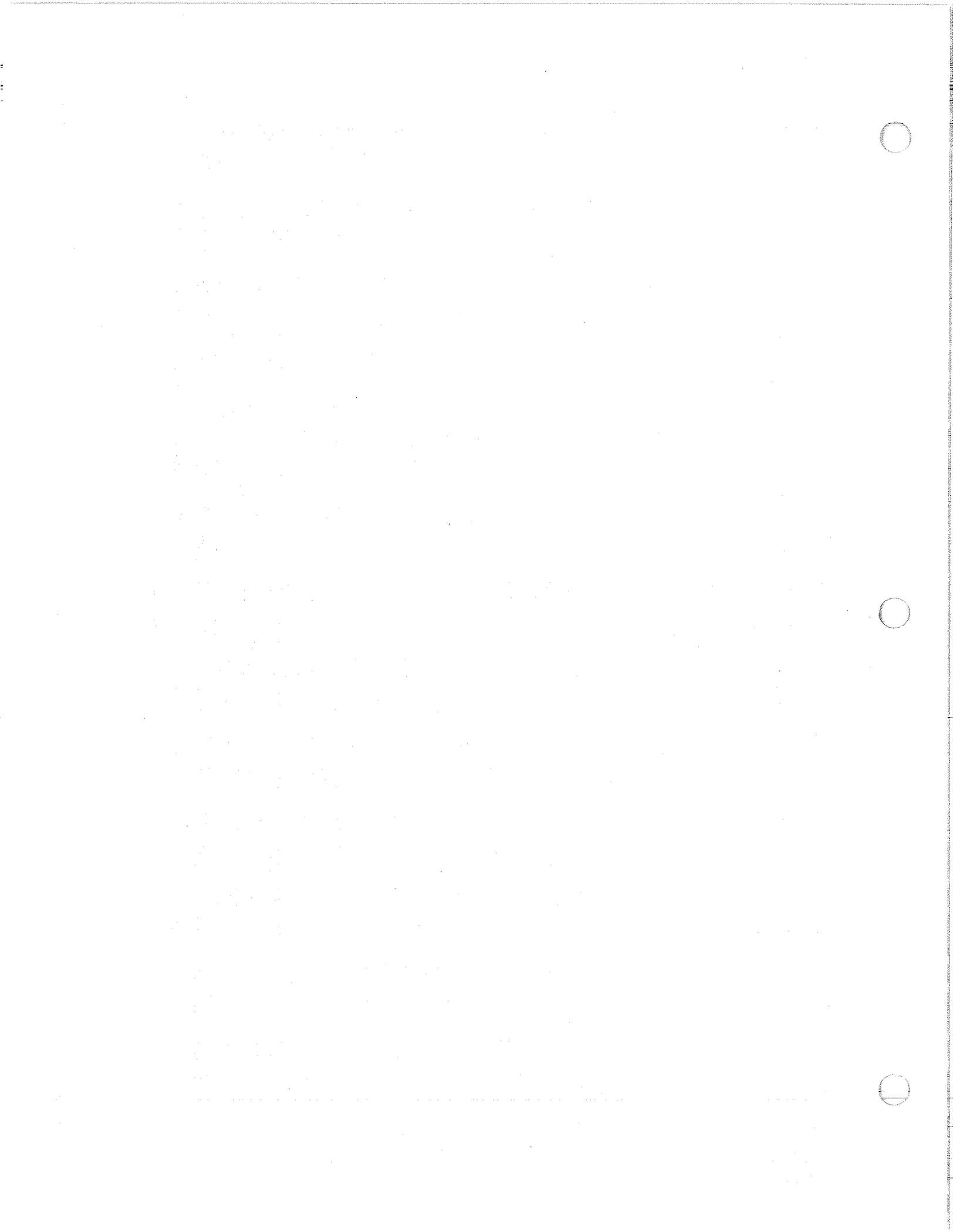




KONICA MINOLTA METRICS

Mean Hours to Accept	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06
Tier 2 Mean Hours to Accept	0.14	0.20	0.13	0.22	0.13	0.11	0.28	0.19	0.27	0.13	0.17	0.18	0.17
Tier 3 Mean Hours to Accept	1.20	3.19	4.48	3.15	4.90	4.46	4.32	4.25	4.00	3.42	2.87	2.30	2.80



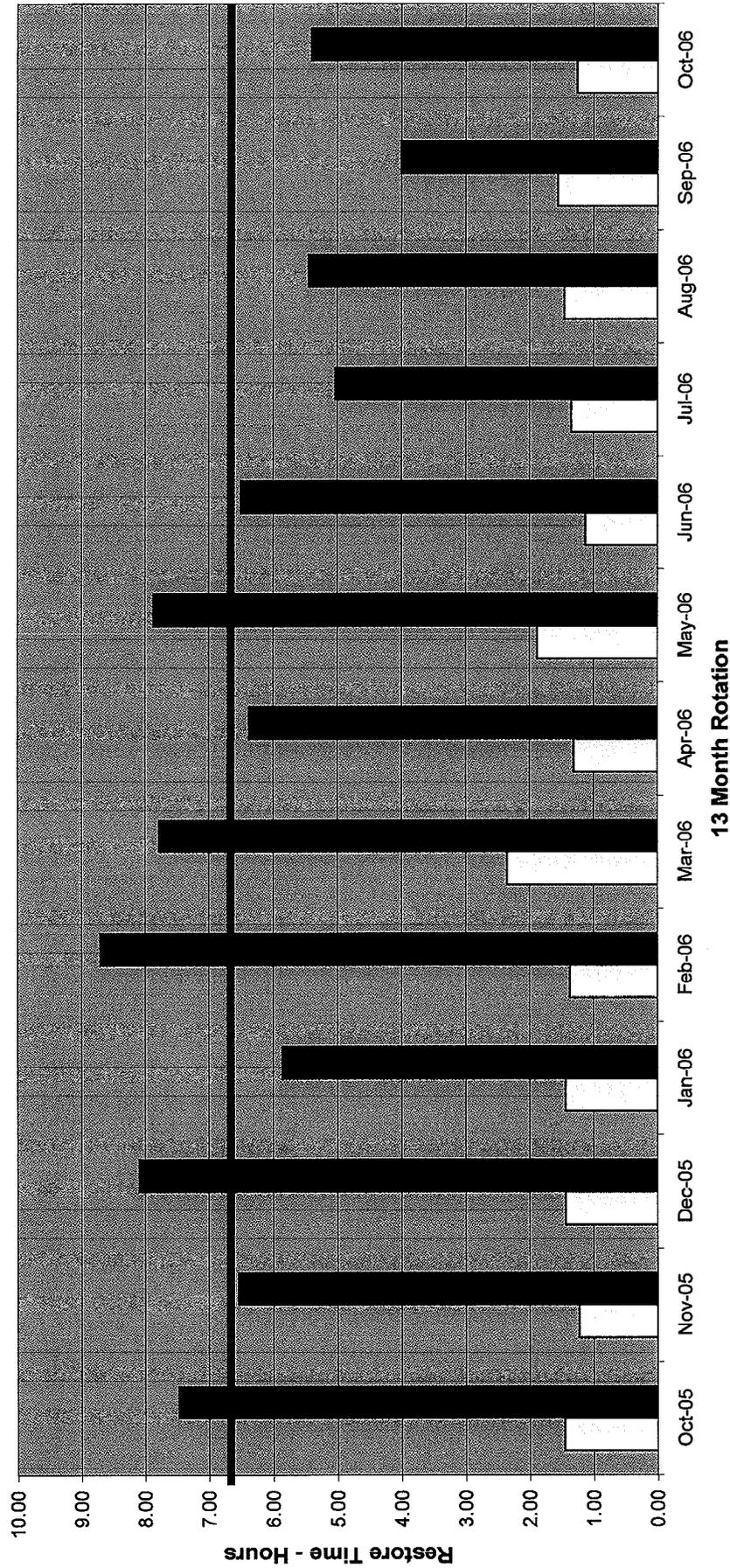


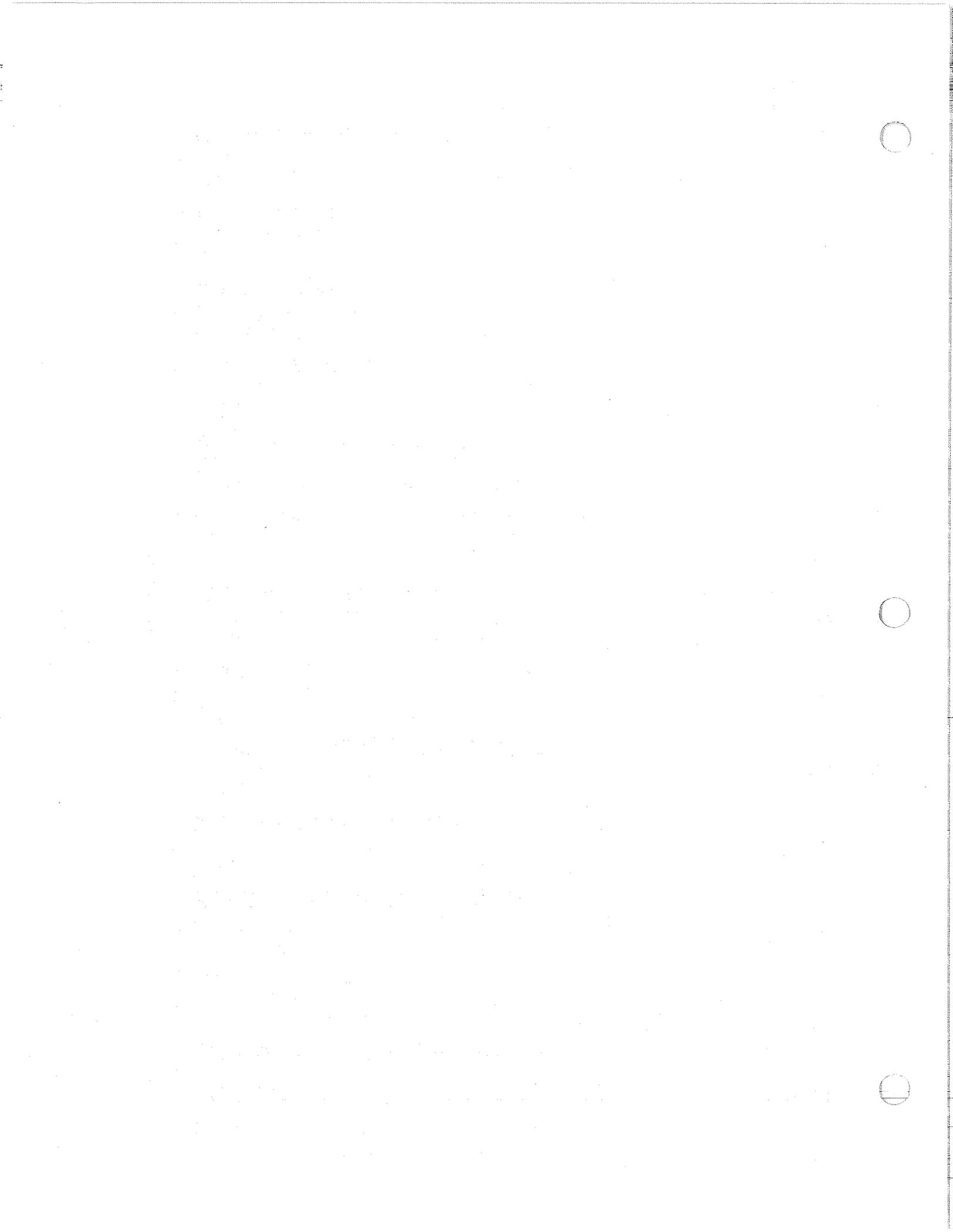
KONICA MINOLTA METRICS

Mean Hours to Restore	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06
Tier 2 Hours to Restore	1.46	1.23	1.44	1.44	1.37	2.35	1.31	1.88	1.13	1.35	1.46	1.56	1.26
Tier 3 Hours to Restore	7.47	6.54	8.09	5.86	8.70	7.78	6.37	7.87	6.50	5.03	5.45	4.00	5.40

Mean Hours to Restore

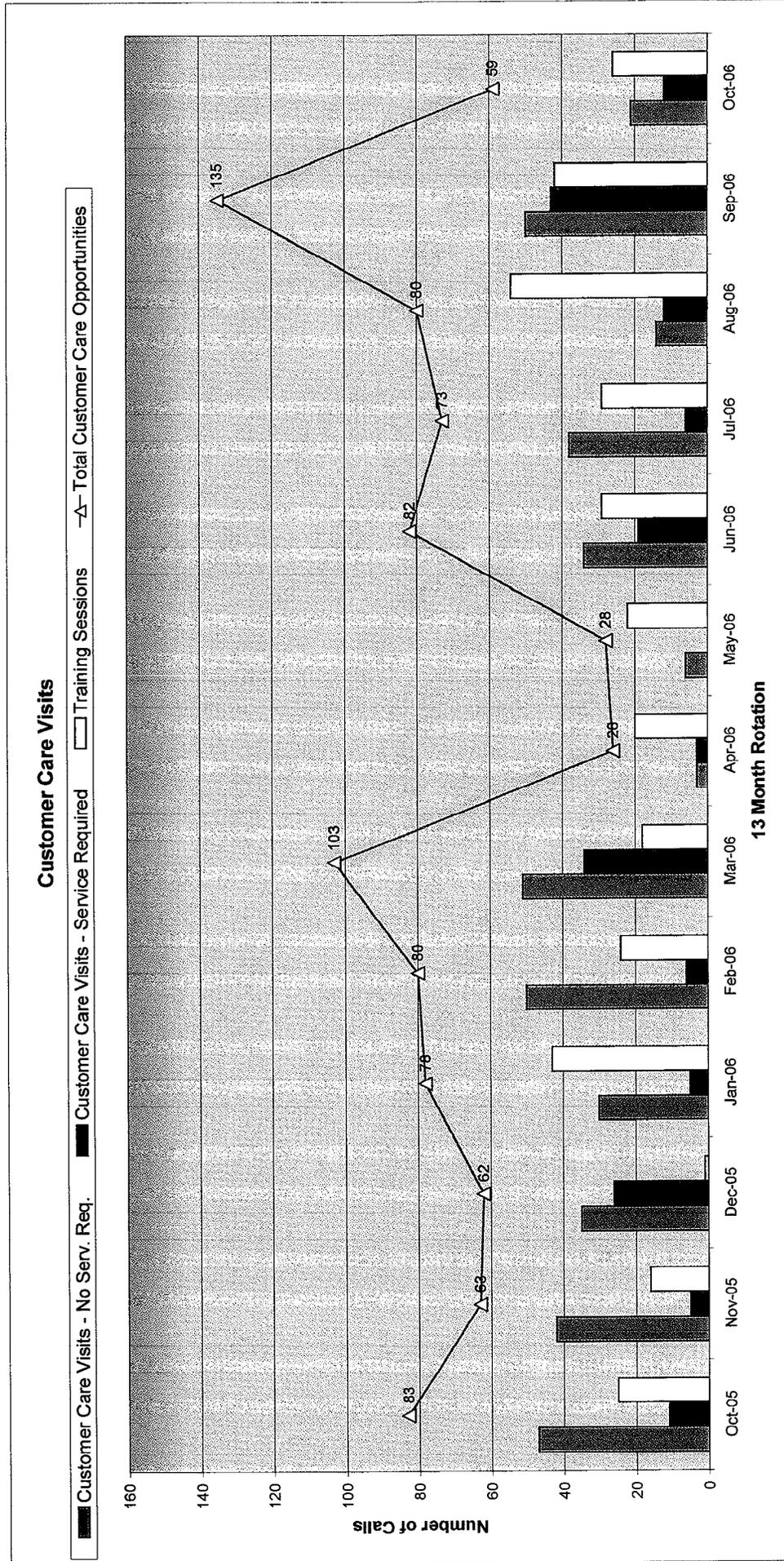
Tier 2 Hours to Restore
 Tier 3 Hours to Restore



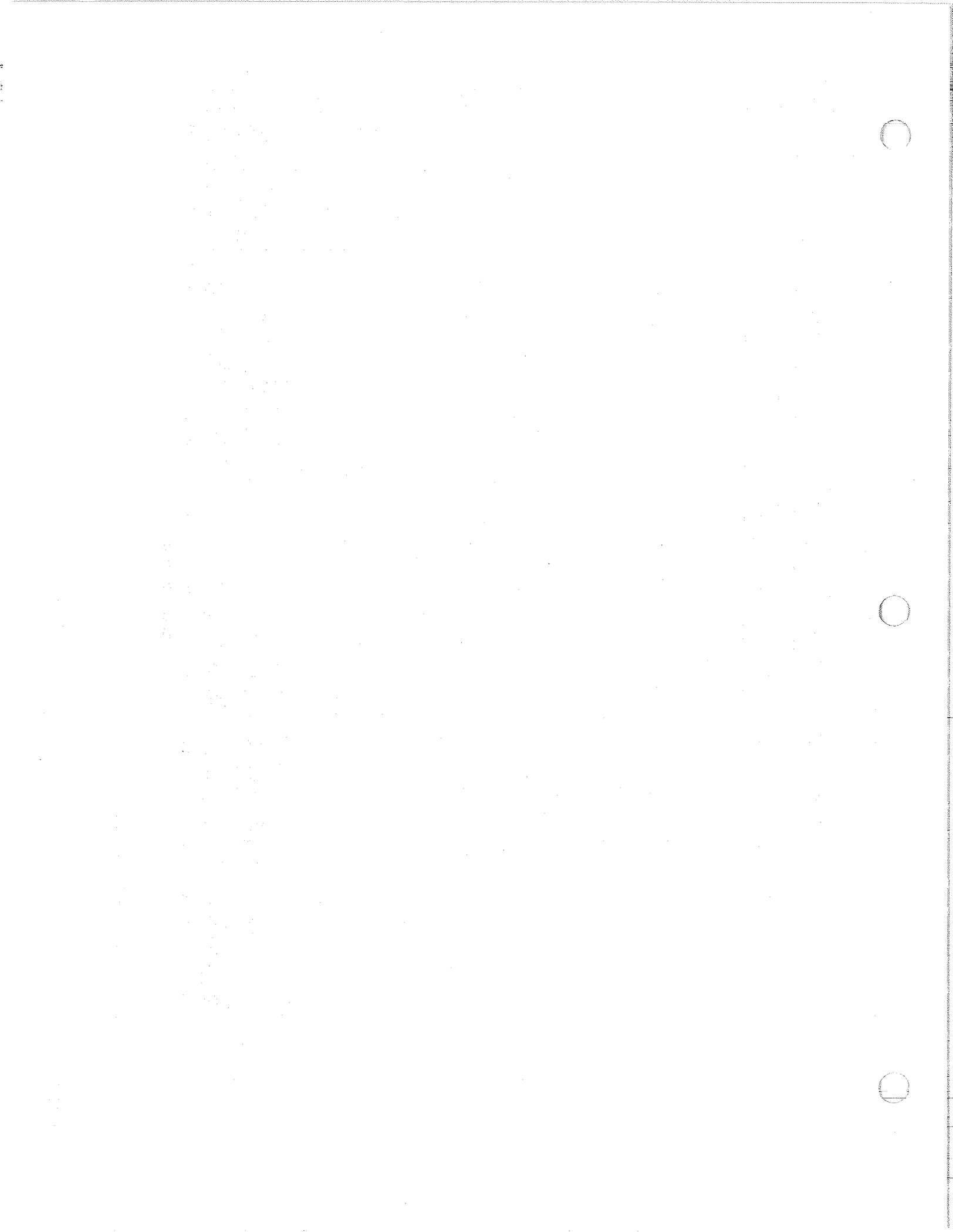


KONICA MINOLTA METRICS

	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06	YTD
Customer Care - Tier 2 Initiated														
Customer Care Visits - No Serv. Req.	47	42	35	30	50	51	3	6	34	38	14	50	21	297
Customer Care Visits - Service Required	11	5	26	5	6	34	3	0	19	6	12	43	12	140
Training Sessions	25	16	1	43	24	18	20	22	29	29	54	42	26	307
Total Customer Care Opportunities	83	63	62	78	80	103	26	28	82	73	80	135	59	744

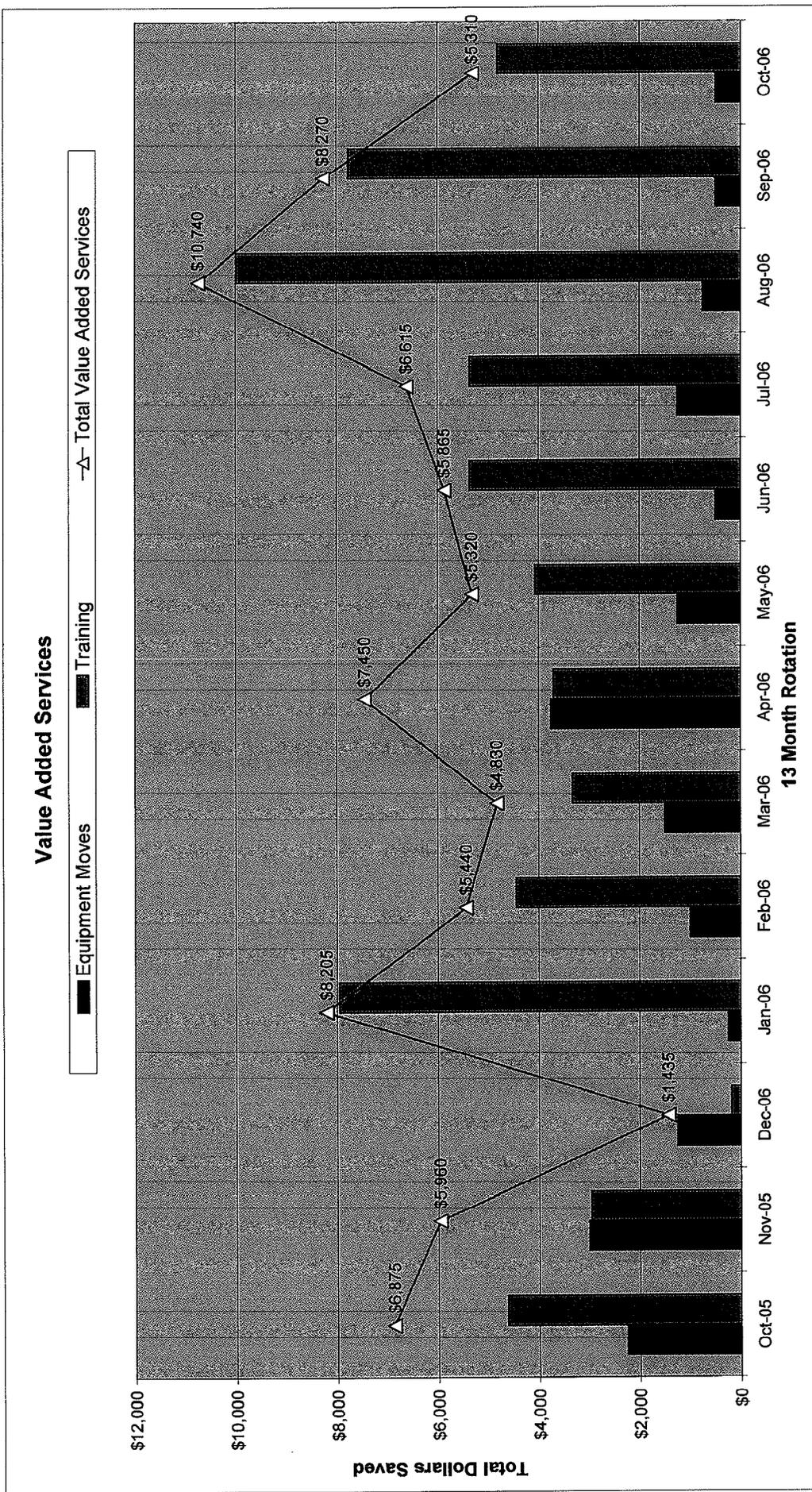


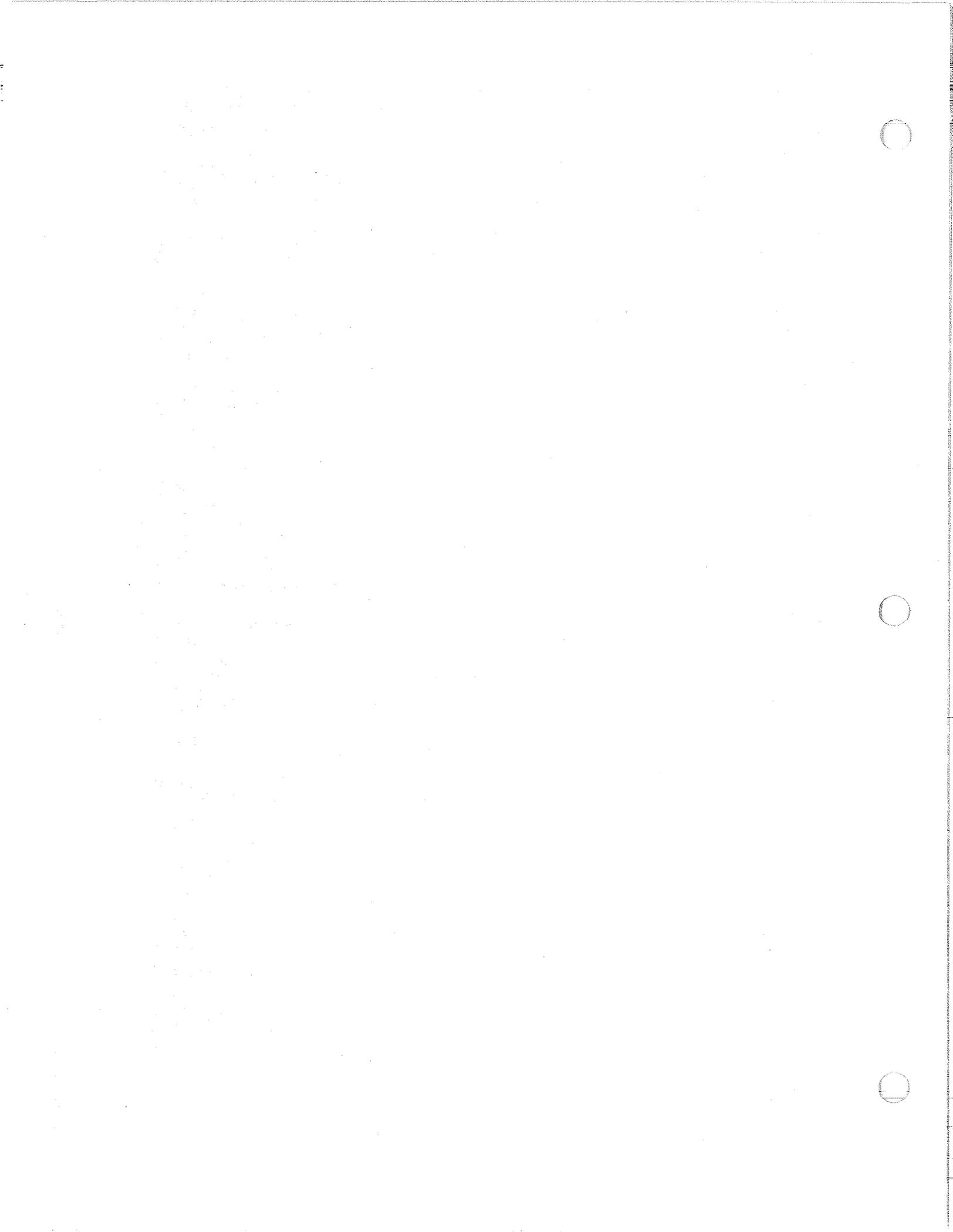
Note - Trainings: 11 new key op trainings. 43 scan trainings.



KONICA MINOLTA METRICS

	Oct-05	Nov-05	Dec-06	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06	YTD
Value Added Services	\$2,250	\$3,000	\$1,250	\$250	\$1,000	\$1,500	\$3,750	\$1,250	\$500	\$1,250	\$750	\$500	\$500	\$11,250
Equipment Moves	\$4,625	\$2,960	\$185	\$7,955	\$4,440	\$3,330	\$3,700	\$4,070	\$5,365	\$5,365	\$9,990	\$7,770	\$4,810	\$56,795
Training	\$6,875	\$5,960	\$1,435	\$8,205	\$5,440	\$4,830	\$7,450	\$5,320	\$5,865	\$6,615	\$10,740	\$8,270	\$5,310	\$68,045
Total Value Added Services														



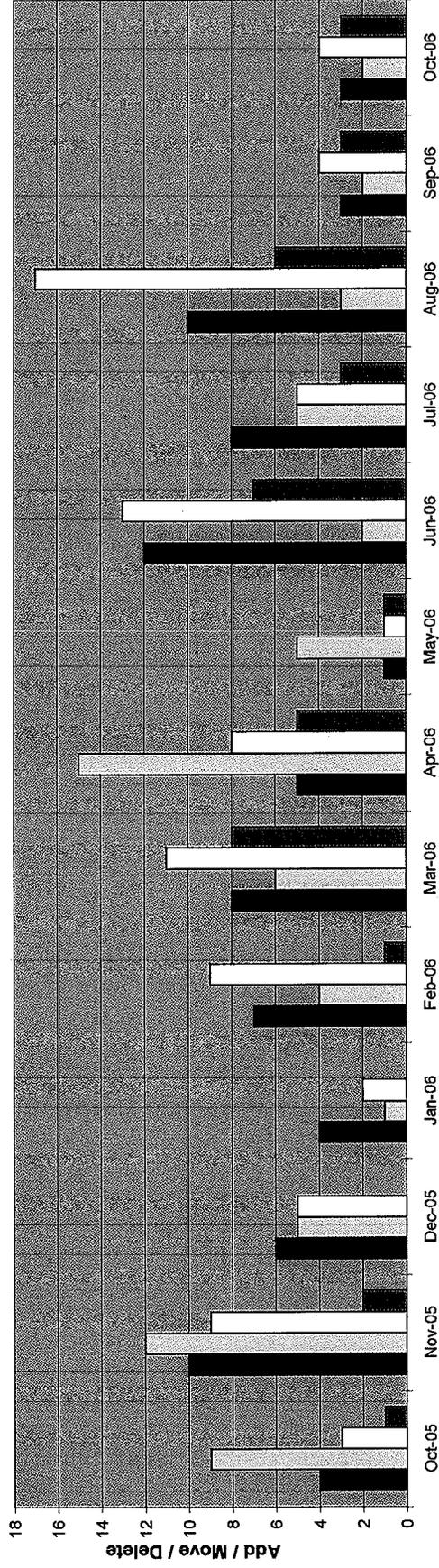


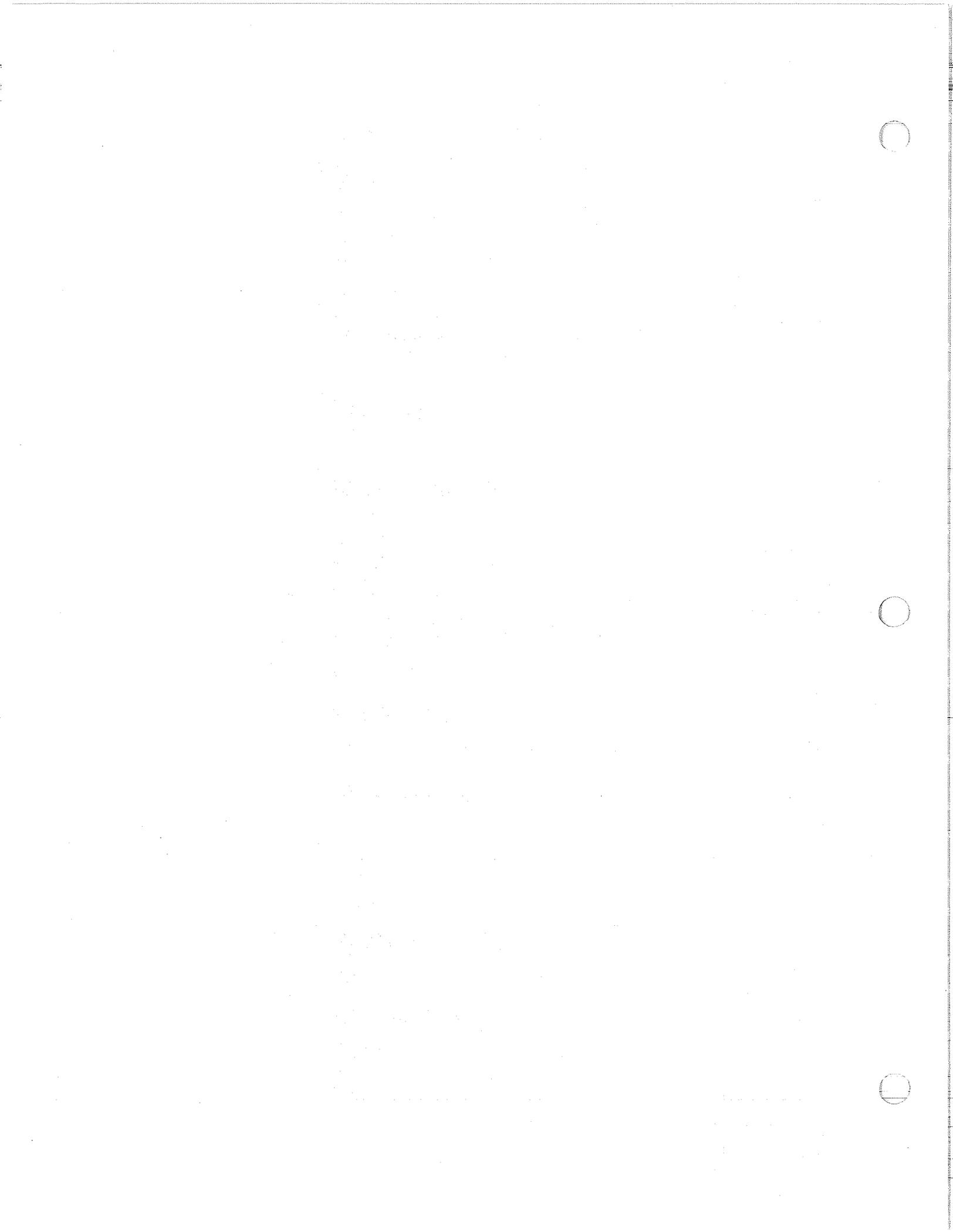
KONICA MINOLTA METRICS

Add/Move/Delete	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06	YTD
Number of Requests received from LDS									7	3	8	5	3	26
Number of Installs (physically installed during month)	4	10	6	4	7	8	5	1	12	8	10	3	3	61
Number of Moves	9	12	5	1	4	6	15	5	2	5	3	2	2	45
Number of Removals	3	9	5	2	9	11	8	1	13	5	17	4	4	74
Number of Installs Meeting SLA (2 weeks)	1	2	0	0	1	8	5	1	7	3	6	3	3	37
Percentage of Installs Meeting SLA	25.00%	20.00%	0.00%	0.00%	14.29%	100.00%	100.00%	100.00%	100.00%	100.00%	75.00%	60.00%	100.00%	73.66%

Order Fulfillment

■ Number of Installs (physically installed during month) □ Number of Moves ■ Number of Removals ■ Number of Installs Meeting SLA (2 weeks)

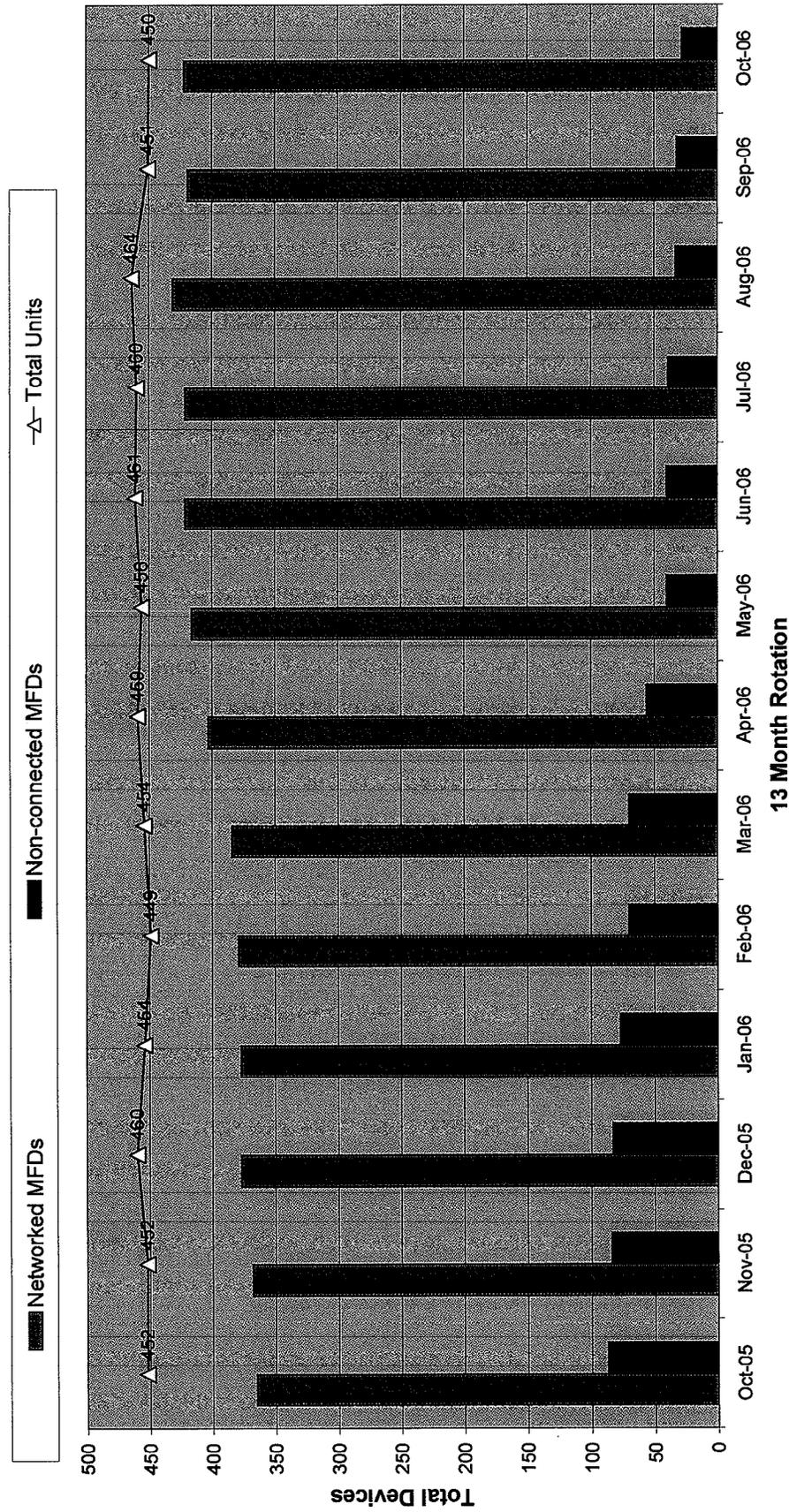


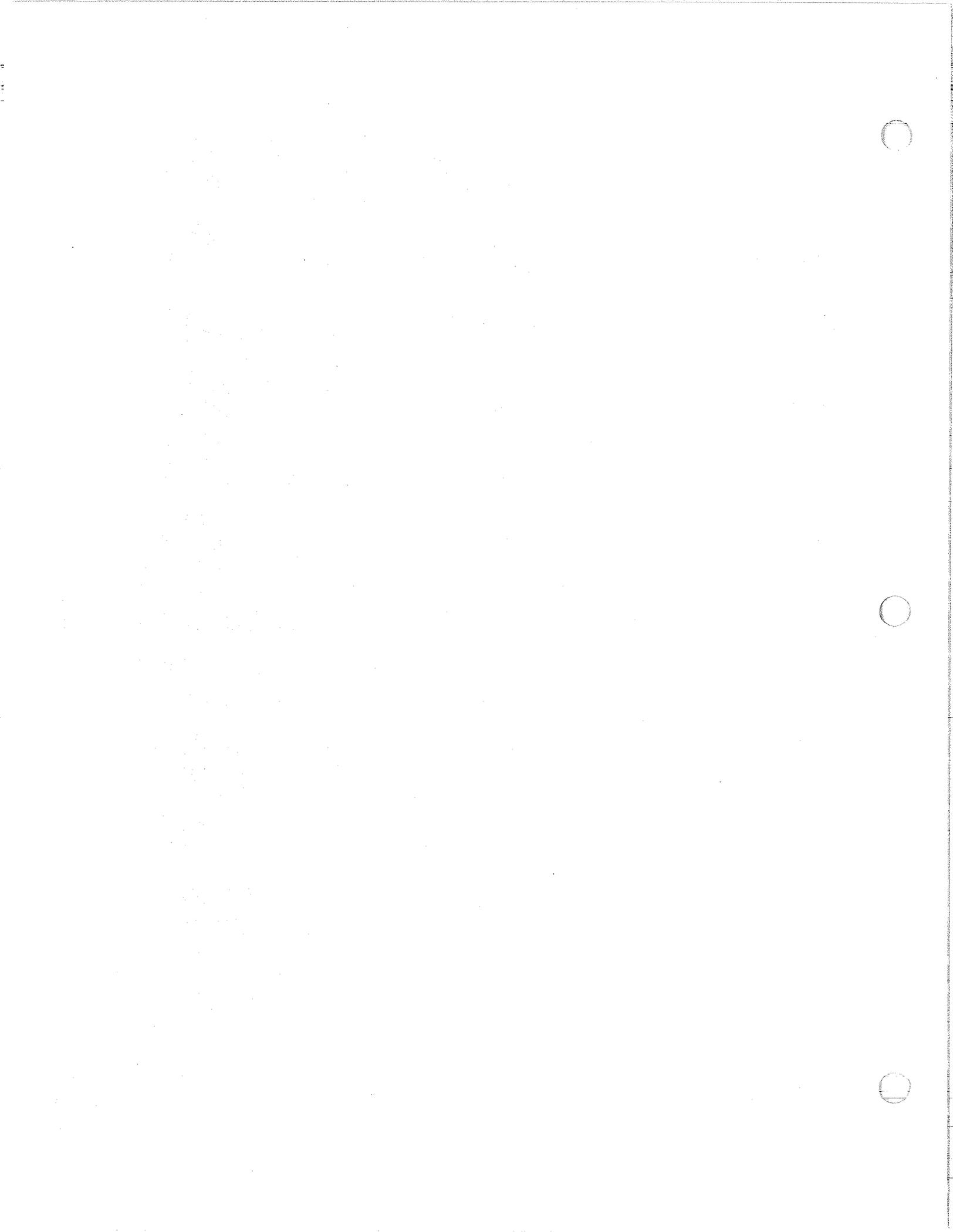


KONICA MINOLTA METRICS

Fleet Population	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06
Networked MFDs	365	368	377	377	379	384	403	416	421	421	431	419	422
Non-connected MFDs	87	84	83	77	70	70	56	40	40	39	33	32	28
Total Units	452	452	460	454	449	454	459	456	461	460	464	451	450

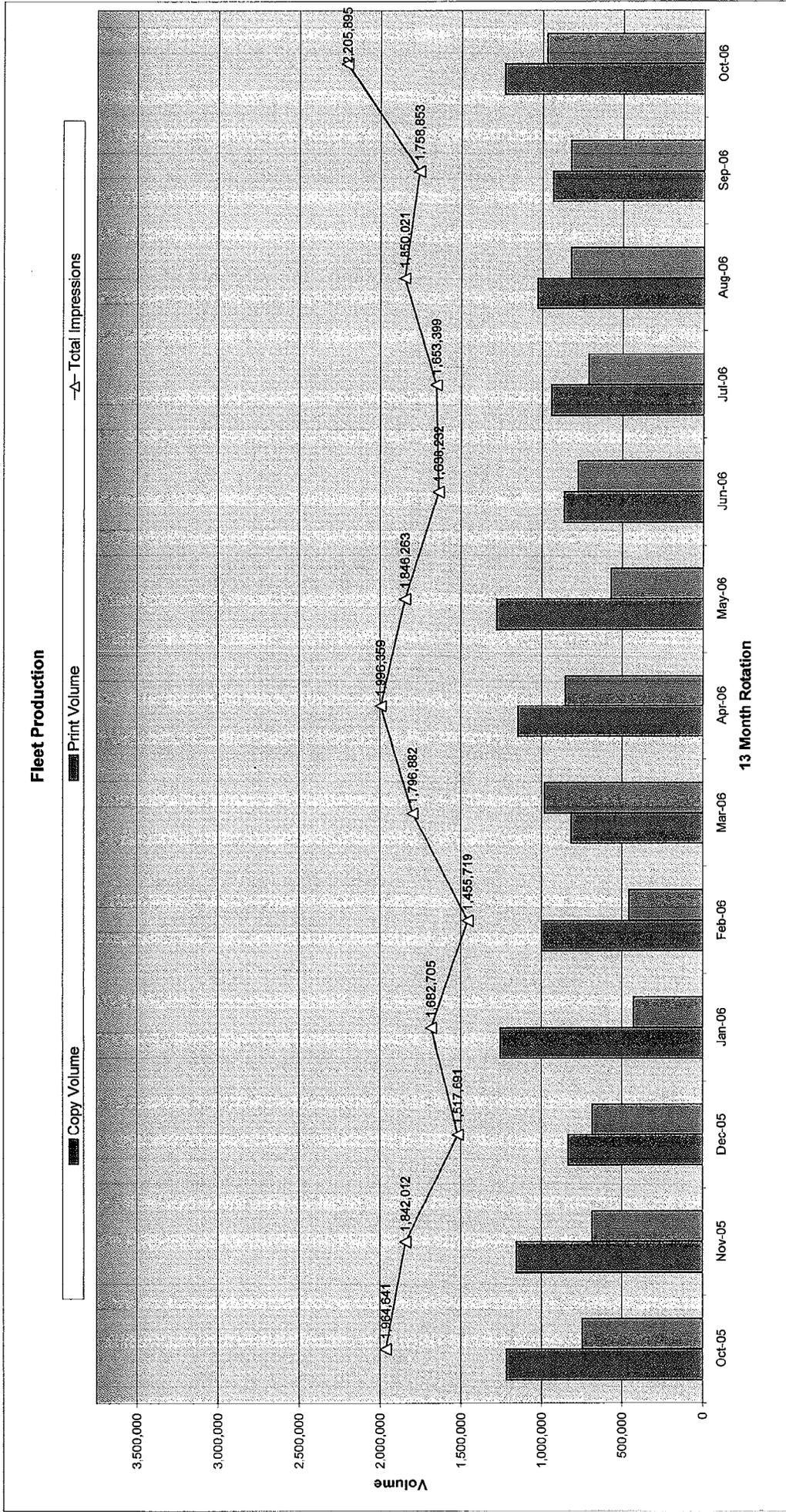
Total Number of Units

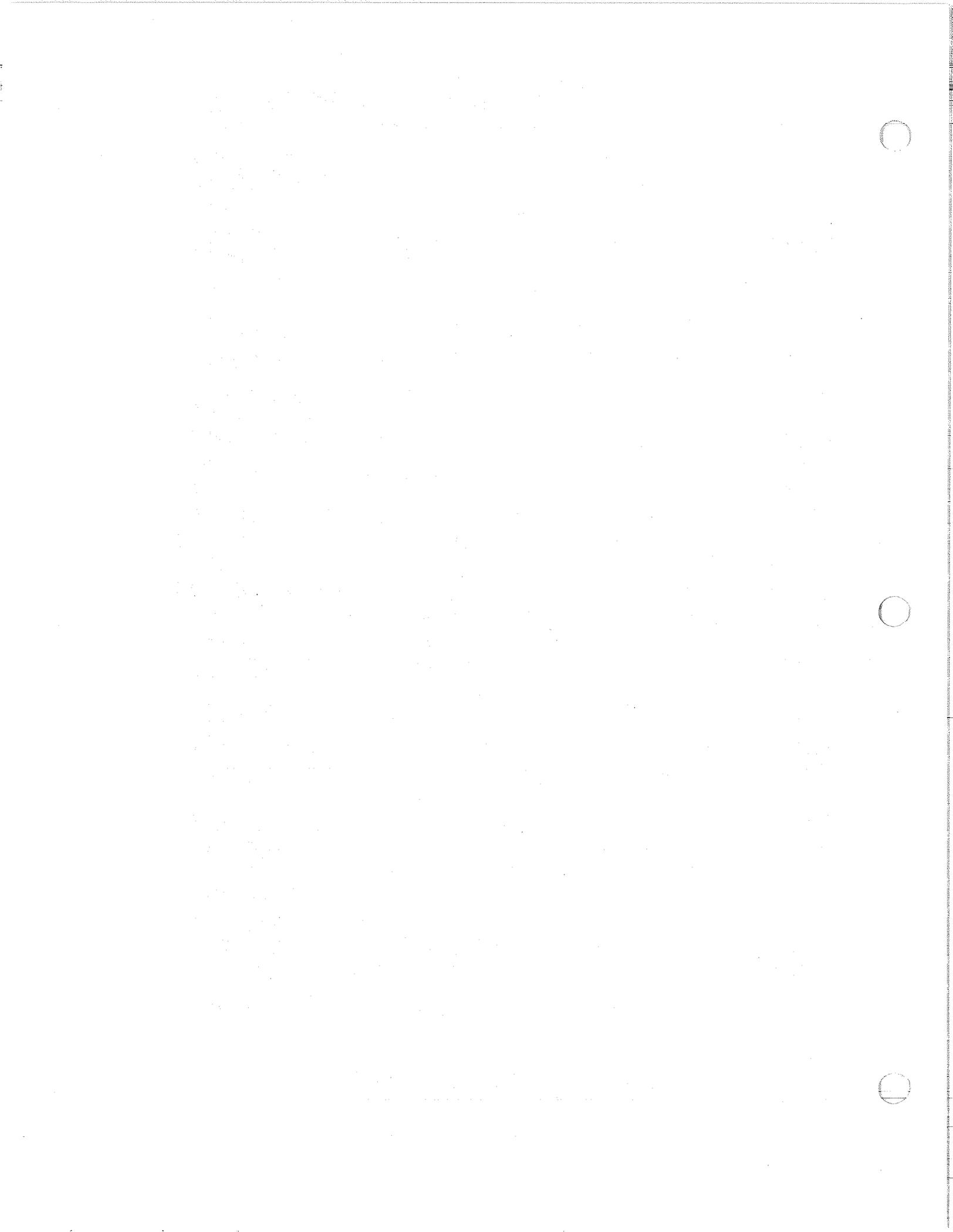




KONICA MINOLTA METRICS

Fleet Copy / Print Production	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06	YTD Avg
Copy Volume	1,218,139	1,156,340	833,784	1,254,370	999,463	815,416	1,144,804	1,277,145	861,641	943,066	1,027,438	935,589	1,232,833	1,049,177
Print Volume	746,502	685,672	683,907	428,335	456,256	981,466	851,555	569,118	776,591	710,333	822,583	823,264	973,062	739,266
Total Impressions	1,964,641	1,842,012	1,517,691	1,682,705	1,455,719	1,796,882	1,996,359	1,846,263	1,638,232	1,653,399	1,850,021	1,758,853	2,205,895	1,788,433

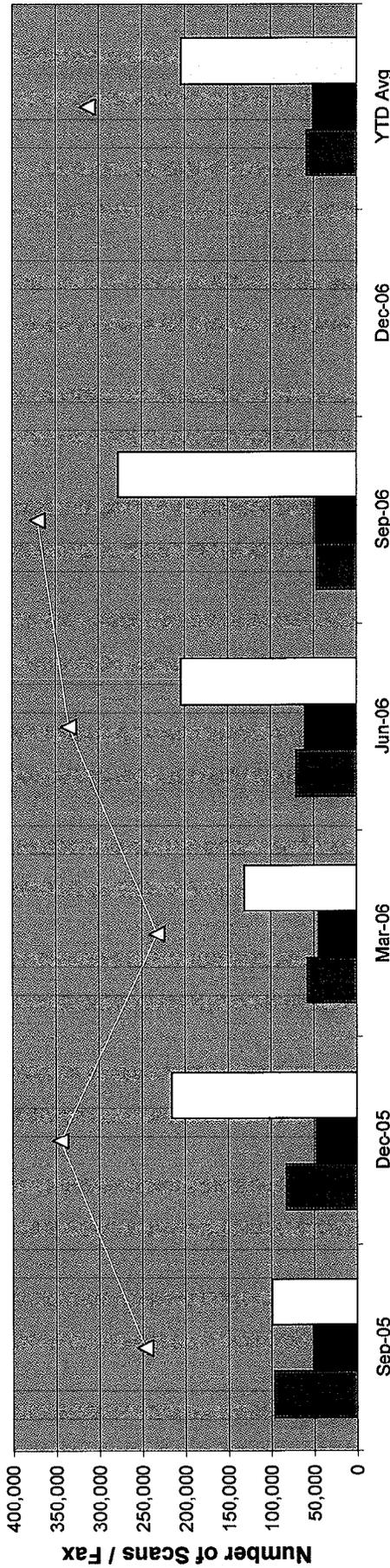
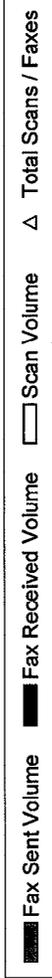




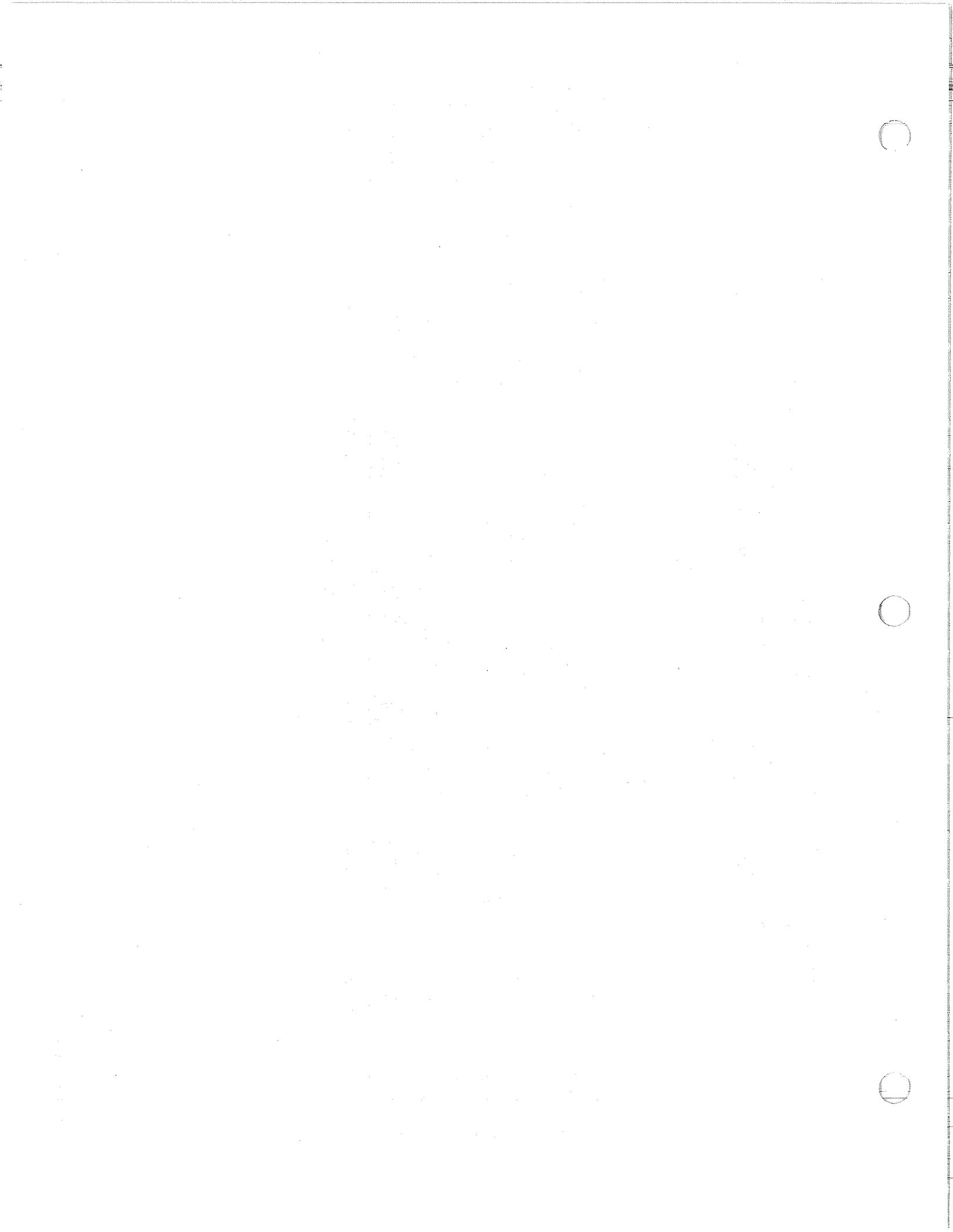
KONICA MINOLTA METRICS

Fleet Fax / Scan Production		Sep-05	Dec-05	Mar-06	Jun-06	Sep-06	Dec-06	YTD Avg
Fax Sent Volume		96,535	82,077	57,596	70,093	46,400		58,030
Fax Received Volume		51,155	47,157	44,031	60,059	47,280		50,457
Scan Volume		99,428	215,415	130,909	204,398	277,065		204,124
Total Scans / Faxes		247,118	344,649	232,536	334,550	370,745		312,610

Fax / Scan Production



4 Quarter Rotation

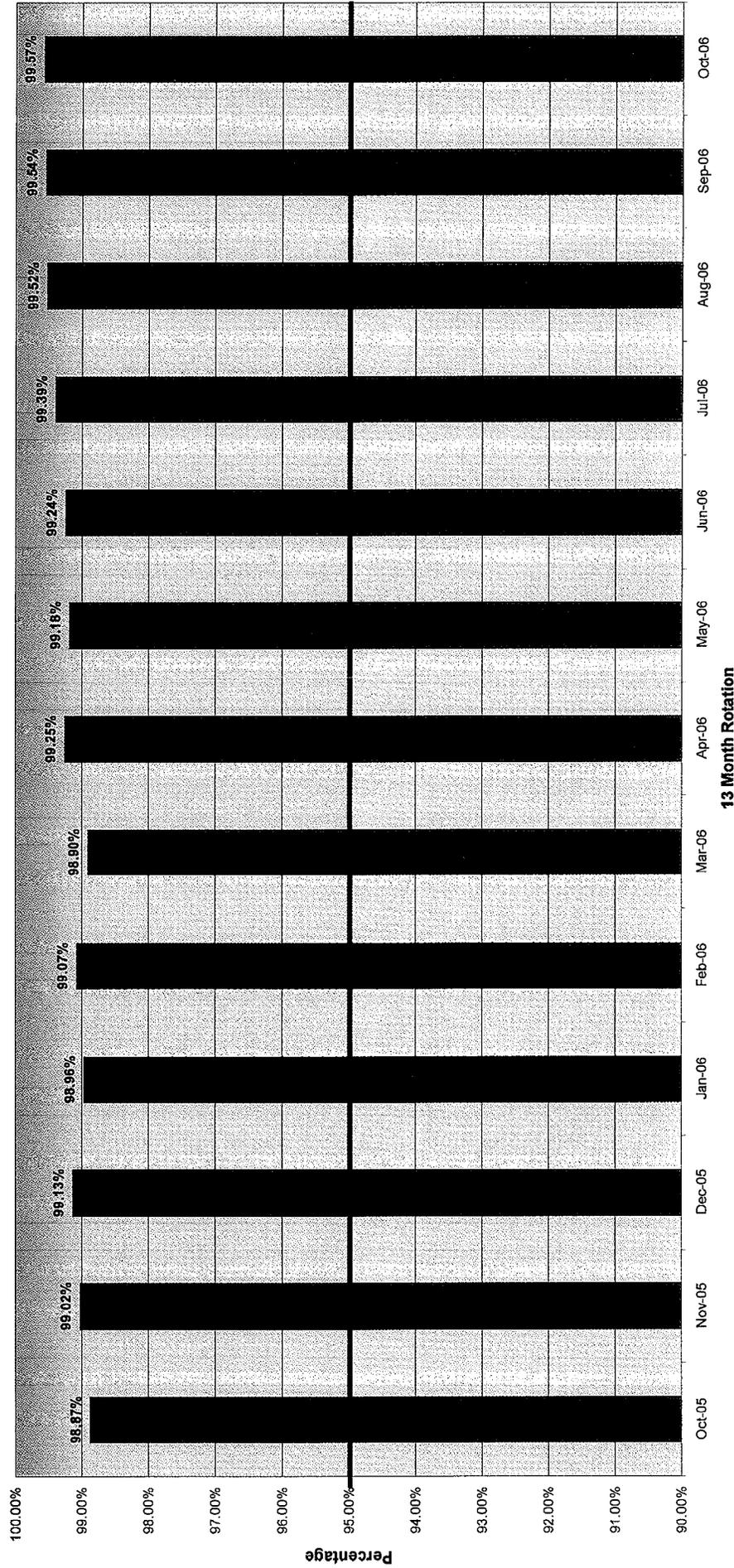


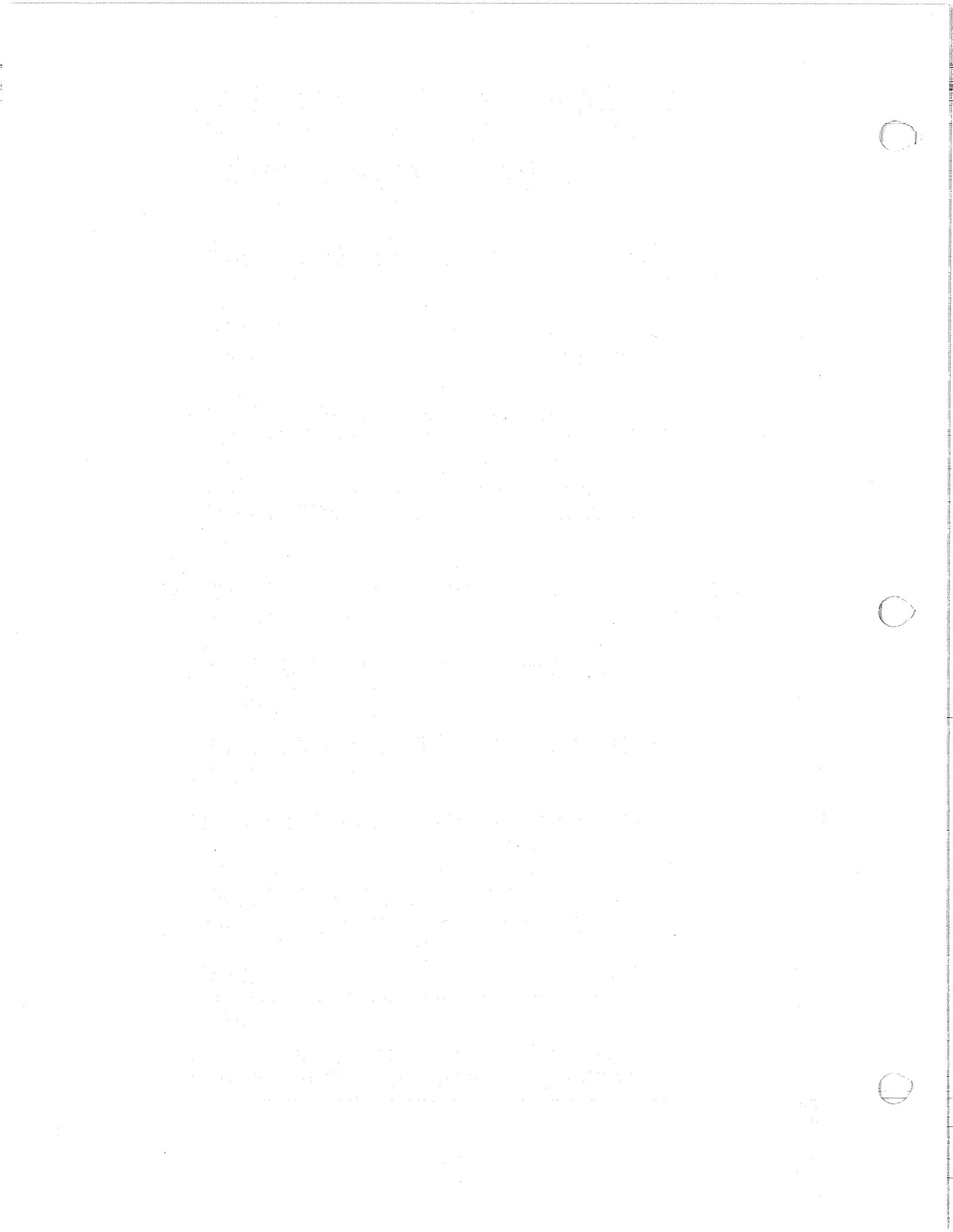
KONICA MINOLTA METRICS

Konica Fleet Uptime	Oct-05	Nov-05	Dec-05	Jan-06	Feb-06	Mar-06	Apr-06	May-06	Jun-06	Jul-06	Aug-06	Sep-06	Oct-06	YTD Avg.
Uptime Percentage	98.87%	99.02%	99.13%	98.96%	99.07%	98.90%	99.25%	99.18%	99.24%	99.39%	99.52%	99.54%	99.57%	99.19%

Fleet Uptime

■ Uptime Percentage





PROPOSAL

The undersigned declares that they have carefully examined the Advertisement for Bids, the Proposal Form, General and Special Conditions and Specifications identified as Contract Document Number 08-84-252 for PHOTOCOPIER LEASING ON A COST PER COPY BASIS for COOK COUNTY BUREAU OF ADMINISTRATION, as prepared by Cook County, and that they have familiarized themselves with all of the conditions under which it must be carried out and understand that in making this Proposal they waive all right to plead any misunderstanding regarding the same. Based upon estimated monthly usage of 4,200,000 total copies, complete the following worksheet for the five year (60 month) total contract amount.

Monthly Billing, Determination of base, and Addition/Deletion of Equipment:

Base monthly usage will be determined by multiplying the number of base copies per item by the number of installed machines. The County reserves the right to increase or decrease installed machines as necessary. The monthly charge will be determined by multiplying the grand total number of base copies times the base cost per copy rate. Meter readings will be taken on a monthly basis to determine actual usage. If the total actual monthly usage for all machines is higher than the monthly base, the County will be billed for those copies at the overage rate.

Equipment added to the contract shall be done so by adding corresponding monthly base volume to the monthly grand total.

Equipment deleted and removed from the contract shall be done so by subtracting the corresponding monthly base volume from the monthly grand total.

Complete the following table identifying the Make and Model proposed for each of the seven categories. Enter the required monthly base number of copies for each item and multiply it by the number of proposed machines. Add all item base copy totals to determine the grand total monthly base.

BLACK AND WHITE ITEM NO.	MAKE	MODEL	NUMBER OF BASE COPIES PER MONTH*	X	#OF MACHINES	=	TOTAL BASE COPIES PER MONTH
1	Konica Minolta	bizhub 161f	3,250	X	2	=	6,500
2	Konica Minolta	bizhub 200	3,500	X	194	=	679,000
3	Konica Minolta	bizhub 350	5,000	X	200	=	1,000,000
4	Konica Minolta	bizhub 421	7,500	X	108	=	810,000
5	Konica Minolta	bizhub 501	9,500	X	55	=	522,500
6	Konica Minolta	bizhub 600	16,500	X	19	=	313,500
7	Konica Minolta	bizhub 920	96,500	X	9	=	868,500
				GRAND TOTAL	587	=	4,200,000

Not to exceed 4,200,000)

*Base number of copies that are billable for each type of copier installed.



Handwritten initials

CONTRACT NO. 08-84-252

PROPOSAL

Konica Minolta
Business Solutions

BIDDER U.S.A., Inc.

Base Cost Per Copy Rate: \$.0186 X 4,200,000 Copies/Month = \$ 78,120.00
(Grand Total Base
Copies from page P-1)

Overage Cost Per Copy Rate: \$.0085 X 0 Copies/Month = \$ 0
(4,200,000 minus Grand
Total Base Copies
from page P-1)

Monthly Total Cost (Based Upon 4,200,000 copies per month): = \$ 78,120.00

Multiplied by 60 months: = \$ 4,687,200.00

Total 5 Year Black/White Cost: = \$ 4,687,200.00

COLOR ITEM NO.	MAKE	MODEL	NUMBER OF BASE COPIES PER MONTH	X	#OF MACHINES	=	TOTAL BASE COPIES PER MONTH
8 (color)	Konica Minolta	bizhub C353	7,500	X	3	=	22,500
8 (black/white)	Konica Minolta	C353	7,500	X	3	=	22,500

Color Cost Per Copy Rate: \$.0910 X 7,500 Copies/Month = \$ 682.71

Black/White Cost Per Copy Rate: \$.0054 X 7,500 Copies/Month = \$ 40.50

Monthly Total Color Cost: 723.00 = \$ 723.21

Multiplied by 60 months: 43,380.00 = \$ 43,392.60

Total 5 Year Color Cost: = \$ 43,392.60

Grand Total Black/White and Color Cost: = \$ 4,730,592.60

SERVICE START DATE: 21 calendar days

(NUMBER OF CALENDAR DAYS AFTER AWARD OF CONTRACT)

4,817,340.00 [Redacted]

18

18

18

18

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18

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18



MBE/WBE UTILIZATION PLAN
Section 1

BIDDER/PROPOSER HEREBY STATES that all MBE/WBE firms included in this Plan are certified MBEs/WBEs by at least one of the entities listed in the General Conditions.

I. **BIDDER'S/PROPOSER'S MBE/WBE STATUS:** (check the appropriate line)

___ Bidder/Proposer is a certified MBE or WBE firm. (If so, attach copy of appropriate Letter of Certification.)

___ Bidder/Proposer is a Joint Venture and one or more Joint Venture partners are certified MBEs or WBEs. (If so, attach copies of Letters of Certification, a copy of Joint Venture Agreement clearly describing the role of the MBE/WBE firm(s) and its in the Joint Venture and a completed Joint Venture Affidavit - available from the Office of Contract Compliance.)

X Bidder/Proposer is not a certified MBE or WBE firm, nor a Joint Venture with MBE/WBE partners, but will utilize MBE and WBE firms either directly or indirectly in the work of the Contract. (If so, complete Sections II and III).

II. **Direct Participation of MBE/WBE Firms**

MBEs/WBEs will perform as subcontractors/suppliers/consultants include the following:

1. Name of MBE/WBE: Minority Alliance Capital
Address: 6960 Orchard Lake Road, West Bloomfield, MI 48322
e-mail: crowley.k@mac-leasing.com
Contact Person: Kerry Crowley Phone: 586-286-5766
Dollar Amount Participation: \$ 2,539,543.50
Percent Amount of Participation: 53.68% %
*Letter of Intent attached? Yes _____ No X

**

2. Name of MBE/WBE: Arrow Messenger Service
Address: 1322 West Walton, Chicago ILL 60622
e-mail: phyllis@arrowmessenger.com
Contact Person: Phyllis Applebaum Phone: 773-489-6688
Dollar Amount Participation: \$ 473,058.00
Percent Amount of Participation: 10% %
*Letter of Intent attached? Yes _____ No X

Attach additional sheets as needed.

* **All Letters of Intent and Letters of Certification not submitted with bid/proposal must be submitted so as to assure receipt by the Contract Compliance Administrator within three (3) business days after bid opening or proposal due date.**

**ARROW MESSENGER SERVICE SUBJECT TO LETTER OF INTENT, LETTER OF CERTIFICATION BEING SUBMITTED TO THE CONTRACT COMPLIANCE ADMINISTRATOR WITHIN THREE (3) DAYS AFTER BID OPENING OR PROPOSAL DUE DATE AND FINAL SERVICE CONTRACT BETWEEN KONICA MINOLTA AND

Revised: 3/4/08 ARROW MESSENGER SERVICE.

EDS-1



INDEX

ECONOMIC DISCLOSURE STATEMENT

<u>SECTION</u>	<u>DESCRIPTION</u>	<u>PAGE</u>
1	WBE/MBE UTILIZATION PLAN	EDS-1/2
2	LETTER OF INTENT (FROM MBE/WBE TO PERFORM AS SUBCONTRACTOR, SUPPLIER AND/OR CONSULTANT) <i>FORMAT SAMPLE</i>	EDS-3/4
3	PETITION FOR REDUCTION/WAIVER OF MBE/WBE PARTICIPATION GOALS	EDS-5/6
4	CONTRACTOR CERTIFICATIONS	EDS-7-13
5	ACKNOWLEDGEMENTS, CONTRACT INCORPORATION, COMPLIANCE, PENALTIES, DISCLOSURE	EDS-14/15
6	SOLE PROPRIETOR, SIGNATURE PAGE	EDS-16/17/18
7	PARTNERSHIP, SIGNATURE PAGE	EDS-19/20/21
8	CORPORATION, SIGNATURE PAGE	EDS-22/23/24
9	PROPOSAL ACCEPTANCE, COOK COUNTY	EDS-25



COOK COUNTY LETTER OF INTENT

Upon Penalty of perjury, William A. Peller (print name)

the Branch General Manager (Title) and duly authorized representative of the Solutions U.S.A., Inc. (Bidder/Proposer firm)

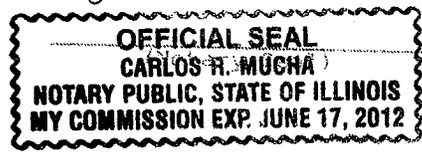
affirms that the foregoing information is true and correct and the services, supplies, and/or project indicated above will be supplies/performed for the above indicated total dollar amount \$473,058.00 which represents the above indicated total percentage 10 % for the contract amount \$4,730,580.00

[Signature]
(Signature of affiant)

8 / 12 / 08
(Date)

Subscribed and sworn to before me this 12 day of August, 2008

[Signature]
(Notary's Signature)





COOK COUNTY LETTER OF INTENT

Upon Penalty of perjury, William A. Peller (print name)

the Branch General MANAGER (title) and duly authorized
Kenica MINORIN Business
representative of the Solutions U.S.A., Inc. (Bidder/Proposer firm)

affirm that the foregoing information is true and correct, and the services,
supplies, and/or project indicated above will be supplies/performed for the
above indicated total dollar amount \$ 2,539,543.50 which represents the
above indicated total percentage 53.68 % for the contract amount
\$ 4,730,580.00

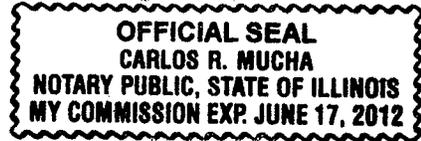
William A. Peller
(Signature of Affiant)

8, 12, 08
(Date)

Subscribed and sworn to before me this 12 day of August, 2008

[Signature]
(Notary's Signature)

(Notary Seal)





CONTRACTOR CERTIFICATIONS

(SECTION 4)

THE FOLLOWING CERTIFICATIONS ARE MADE PURSUANT TO STATE LAW AND COOK COUNTY ORDINANCES. CONTRACTOR IS CAUTIONED TO CAREFULLY READ THESE CERTIFICATIONS PRIOR TO EXECUTION OF THIS CONTRACT. EXECUTION OF THE CONTRACT SHALL CONSTITUTE EXECUTION OF THESE CERTIFICATIONS AND SHALL ALSO CONSTITUTE A WARRANTY BY CONTRACTOR THAT ALL THE STATEMENTS SET FORTH WITHIN THESE CERTIFICATIONS ARE TRUE AND CORRECT STATEMENTS. CONTRACTOR IS HEREBY NOTIFIED THAT FAILURE TO EXECUTE THESE CERTIFICATIONS SHALL RESULT IN DISQUALIFICATION FROM ELIGIBILITY FOR THE AWARD OF THIS CONTRACT. CONTRACTOR IS FURTHER NOTIFIED THAT IF THE COUNTY LEARNS THAT ANY OF THE FOLLOWING CERTIFICATIONS WERE FALSELY MADE, THE CONTRACT SHALL BE SUBJECT TO TERMINATION.

PERSONS AND ENTITIES SUBJECT TO DISQUALIFICATION. No person or business entity shall be awarded a contract or sub-contract, for a period of two (2) years from the date of conviction or entry of a plea or admission of guilt, civil or criminal if that person or business entity,

- (a) Has been convicted of an act committed, within the State of Illinois, of bribery or attempting to bribe an officer or employee of a unit of state, federal or local government or school district in the State of Illinois in that officer's or employee's official capacity.
- (b) Has been convicted by federal, state or local government of an act committed, of bid-rigging or attempting to rig bids as defined in the Sherman Anti -Trust Act and Clayton Act. Act. 15 U.S.C. Section 1 et seq.
- (c) Has been convicted of bid-rigging or attempting to rig bids under the laws of federal, state or local government.
- (d) Has been convicted of an act committed, by federal, state or local government of price-fixing or attempting to fix prices as defined by the Sherman Anti-Trust Act and the Clayton Act. 15 U.S.C. Section 1 et seq.
- (e) Has been convicted of price-fixing or attempting to fix prices under the laws of federal, state or local government.
- (f) Has been convicted of defrauding or attempting to defraud any state, federal, local government or school district in the State of Illinois,
- (g) Has made an admission of guilt of such conduct as set forth in subsections (a) through (f) above which admission is a matter of record, whether or not such person or business entity was subject to prosecution for the offense or offenses admitted to,
- (h) Is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from any transactions by any federal, state or local unit of government;
- (i) Has, within a five-year period preceding the date of this EDS, been convicted of a criminal offense, adjudged guilty, or had a civil judgment rendered against them in connection with: obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; a violation of federal or state antitrust statutes; fraud; embezzlement; theft; forgery; bribery; falsification or destruction of records; making false statements; or receiving stolen property;
- (j) Is presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses.
- (k) Has, within a two-year period preceding the date of this EDS, had one or more public transactions (federal, state or local) terminated for cause or default;
- (l) Has, within a five-year period preceding the date of this EDS, been convicted, adjudged guilty, or found liable in a civil proceeding, or in any criminal or civil action, including actions concerning environmental violations, instituted by the County or by the federal government, any state, or any other unit of local government.



- (m) Has entered a plea of nolo contendere to charge of bribery, price-fixing, bid-rigging, or fraud, as set forth in sub-paragraphs (a) through (l) above.

THE UNDERSIGNED HEREBY CERTIFIES THAT:

(1) the entity on whose behalf this certification is submitted has not been convicted, or entered a plea of nolo contendere, or made an admission of guilt to any act described in Chapter 10, Section 10-7.1. (a) through (m) of the Ordinances and Resolutions of the County of Cook;

(2) the owner, partner or shareholder who controls, directly or indirectly, twenty percent (20%) or more of the business entity has not been convicted or entered a plea of nolo contendere or made an admission of guilt to any act described in Chapter 10, Section 10-7.1. (a) through (m);

(3) it does not employ as an officer, any individual who was an officer of another business entity at the time the latter business entity committed a disqualifying act described in Chapter 10, Section 10-7.1. (a) through (m);

(4) it does not have an owner who controls, directly or indirectly, twenty percent (20%) or more of the business who was an owner who, directly or indirectly, controlled twenty percent (20%) or more of a business entity at the time the latter committed a disqualifying act described in Chapter 10, Section 10-7.1. (a) through (m).

B. BID-RIGGING OR BID ROTATING.

In accordance with Public Act 85-1295 (as amended by Public Act 86-150) Section 33E-11 (Illinois Compiled Statutes, 720ILCS 5/33 E-11).

- B.1** Neither the Contracting Party nor any Affiliated Entity is listed on any of the following lists maintained by the Office of Foreign Assets Control of the U.S. Department of the Treasury or the Bureau of Industry and Security of the U.S. Department of Commerce or their successors: the Specially Designated Nationals List, the Denied Persons List, the Unverified List, the Entity List and the Debarred List.

B.2 BUSINESS RELATIONSHIPS WITH COOK COUNTY ELECTED OFFICIALS

Has the Contracting Party had a "business relationship" with any County elected official in the 12 months before the date these Execution Forms were signed?

Yes No

If yes, please identify below the name(s) of such County elected officials and describe such relationship(s):

Name: _____ Relationship: _____

Name: _____ Relationship: _____

Name: _____ Relationship: _____

THE UNDERSIGNED HEREBY CERTIFIES THAT: it is not barred from award of this Contract as a result of a conviction for the violation of State laws prohibiting bid-rigging or bid rotating.

C. DRUG FREE WORKPLACE ACT

In accordance with Public Act 86-1459 (Illinois Compiled Statutes, 30 ILCS 580/2-11).

THE UNDERSIGNED HEREBY CERTIFIES THAT: it will provide a drug free workplace as per the requirements of Public Act 86-1459.



D. COOK COUNTY ORDINANCE CHAPTER 10, SECTION 10-6.1.

Cook County Ordinance Chapter 10, Section 10-6.1 provides that no person or business entity shall be awarded a contract or subcontract for goods or services with the County of Cook that is delinquent in the payment of any tax (including real estate tax) or fee administered by the County of Cook.

THE UNDERSIGNED HEREBY CERTIFIES THAT: it is not delinquent in the payment of any tax or fee administered by the County of Cook (including real estate tax) unless such tax is being contested in accordance with the procedures established by County Ordinance.

E. COOK COUNTY HUMAN RIGHTS ORDINANCE (adopted March 16, 1993)

No person who is a party to a contract with Cook County ("County") shall engage in unlawful discrimination or sexual harassment against any individual in the terms or conditions of employment, credit, public accommodations, housing, or provision of County facilities, services or programs.

THE UNDERSIGNED HEREBY CERTIFIES THAT: it is in compliance with these policies and it is in agreement to abide by such policies as a part of its contractual obligations.

F. ILLINOIS HUMAN RIGHTS ACT

In accordance with Public Act 81-1216 (Amended by P.A. 87-1257) (Illinois Compiled Statute, 775 ILCS 5/2-105).

THE UNDERSIGNED HEREBY CERTIFIES THAT: it is in compliance with the Act and is in agreement to abide by the requirements of the Act as part of its contractual obligations.

G. COOK COUNTY MACBRIDE ORDINANCE (adopted May 16, 1995)

Cook County MacBride Ordinance provides that if the primary contractor currently conducts business operations in Northern Ireland, or will conduct business during the projected duration of a County contract, it is hereby required that the contractor shall make all reasonable and good faith efforts to conduct any such business operations in Northern Ireland in accordance with the MacBride Principles for Northern Ireland as defined in Illinois Public Act 85-1390.

THE UNDERSIGNED HEREBY CERTIFIES THAT: it is in full compliance with the provisions of this Ordinance and is in agreement to abide by the requirements of the MacBride Principles for Northern Ireland as part of its contractual obligations.



H. LOCAL BUSINESS PREFERENCE (adopted March 6, 1997)

The Purchasing Agent shall, in the purchase of all supplies, services and construction by competitive sealed bidding, accept the lowest bid price or lowest evaluated bid price from a responsive or responsible local business, provided that the bid does not exceed the lowest bid price or lowest evaluated bid price from a responsive and responsible non-local business by more than two percent (2%).

"Local Business" shall mean a person authorized to transact business in this State and having a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County, including a foreign corporation duly authorized to transact business in this State and which has a bona fide establishment for transacting business located within Cook County at which it was actually transacting business on the date when any competitive solicitation for a public contract is first advertised or announced and further which employs the majority of its regular, full time work force within Cook County.

1.) Is bidder/proposer a "Local Business" as defined above?

Yes: X No: _____

2.) How many persons are currently employed on a full-time basis by bidder/proposer? _____

3.) Did the bidder/proposer have a bona fide establishment at transacting business within Cook County on the date this bid was advertised?

Yes: X No: _____

If yes, list such bidder/proposer business addresses:

Konica Minolta Business Solutions U.S.A., Inc.
150 South Wacker Dr., Suite 2300, Chicago, IL 60606*
1701 W. Golf Rd., Tower III, Suite 800, Rolling Meadows,
IL 60008 and 7840 Graphic Drive, Suite 200, Tinley Park,

4.) Does bidder/proposer have locations at which it transacts business outside the County of Cook? Yes: X No: _____

If yes, list such bidder/proposer business addresses:

Konica Minolta has 85+ branches nationwide.

(Attach Additional Sheets if Necessary)

5.) How many of bidder/proposer's current full-time employees work at locations within the County of Cook? 179 total for three Cook County
Branches.

THE UNDERSIGNED HEREBY CERTIFIES THAT: he/she has personal knowledge of the information provided above and that the information provided is correct.

I. LIVING WAGE ORDINANCE (adopted September 15, 1998 effective December 1, 1998)

The Cook County Living Wage Ordinance mandates that a base wage of \$9.43 per hour be paid to individuals employed under contracts between Cook County and any person or entity awarded a Contract by Cook County or the subcontractor of any such person or entity.



"Contract" means any written agreement whereby the County is committed to or does expend funds in connection with the agreement or subcontract thereof. The term "contract" as used in this ordinance specifically excludes contracts with the following:

- 1.) Not-For Profit Organizations (defined as a corporation having tax exempt status under Section 501(C)(3) of the United State Internal Revenue Code and recognized under the Illinois State not-for-profit law);
- 2.) Community Development Block Grants;
- 3.) President's Office of Employment Training;
- 4.) Sheriff's Work Alternative Program; and
- 5.) Department of Correction inmates.

THE UNDERSIGNED HEREBY CERTIFIES THAT: it is in compliance with this Ordinance and agrees to abide by the requirements of this Ordinance as part of its contractual obligations.

J. THE CHILD SUPPORT ENFORCEMENT ORDINANCE (adopted November 18, 1997)

Effective July 1, 1998 every Applicant for a County Privilege shall be in full compliance with any Child Support Order before such Applicant is entitled to receive or renew a County Privilege. When Delinquent Child Support exists, the County shall not issue or renew any County Privilege, and may revoke any County Privilege.

"Applicant" means any person or business entity, including all Substantial Owners, seeking issuance of a County Privilege or renewal of an existing County Privilege from the County. This term shall not include any political subdivision of the federal or state government, including units of local government, and not-for-profit organizations.

"County Privilege" means any business license, including but not limited to liquor dealers' licenses, packaged goods licenses, tavern licenses, restaurant licenses, and gun licenses; real property license or lease; permit, including but not limited to building permits, zoning permits or approvals; environmental certificate; County HOME Loan, and contracts exceeding the value of \$25,000.00.

"Substantial Owner" means any person or persons who own or hold a twenty-five percent (25%) or more percentage of interest in any business entity seeking a County Privilege, including those shareholders, general or limited partners, beneficiaries and principals; except where a business entity is an individual or sole proprietorship, Substantial Owner means that individual or sole proprietor.

In this regard, please provide the name and social security number of each Substantial Owner of the business entity, the name of which appears on the execution page.

If the Contracting Party is unable to certify to any of the above statements in this part, Vendor Certifications, the Contracting Party must explain below:

If the letters, "NA", the word "None" or no response appears above, it will conclusively presumed that the Contracting Party certified to the above statements.



SUBCONTRACTING OR ASSIGNMENT OF CONTRACT OR CONTRACT FUNDS

Name: _____

Business: _____

Relationship to Contractor: _____

(Subcontractor, Attorney or Lobbyist, etc., please indicate fees to be paid or to be retained or anticipated).

Fees: _____



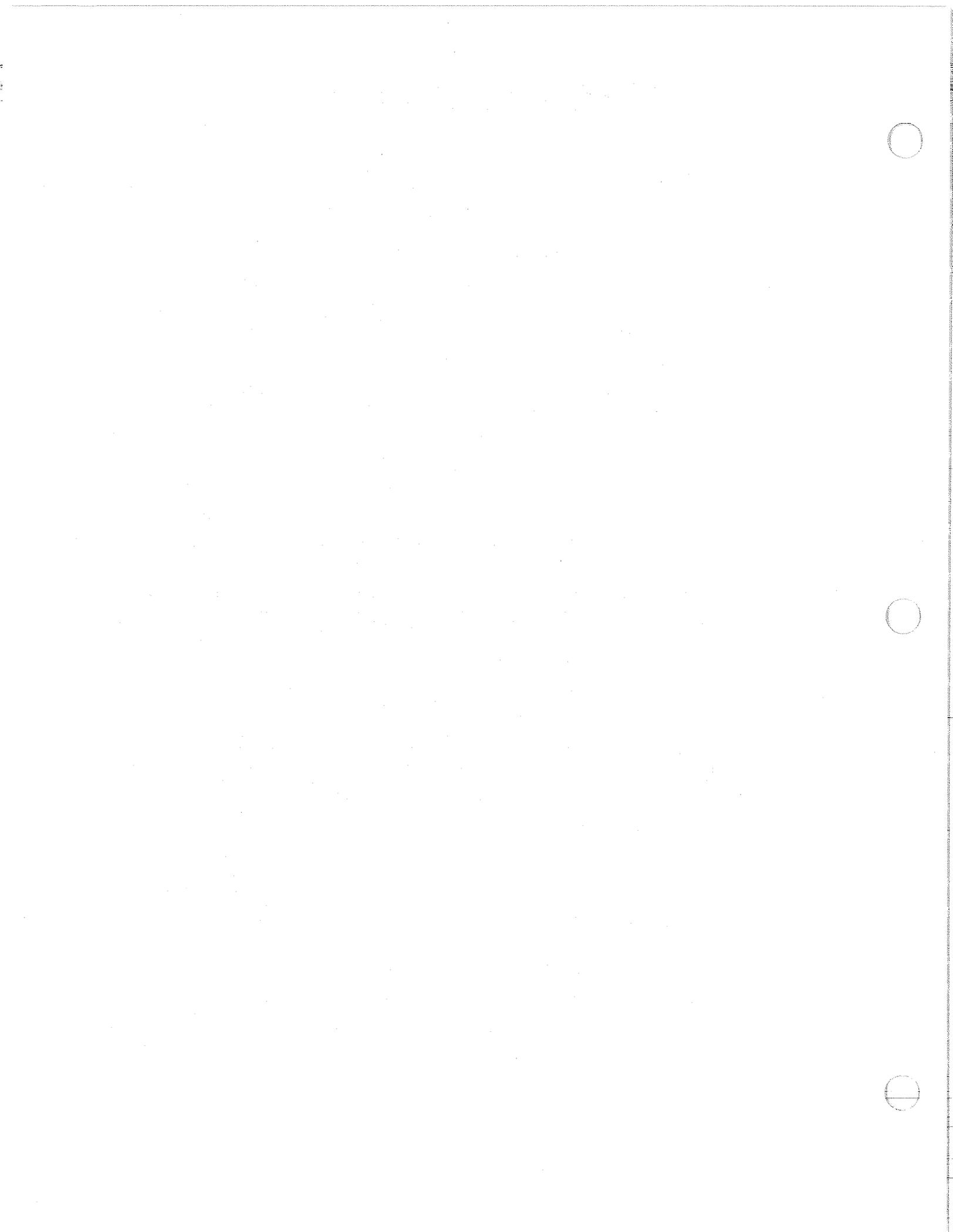
ACKNOWLEDGMENTS, CONTRACT INCORPORATION,
COMPLIANCE, PENALTIES, DISCLOSURE
(SECTION 5)

The Contracting Party understands and agrees that:

- A. By completing and filing this, the Contracting Party acknowledges and agrees, on behalf of itself and the persons or entities named in this EDS, that the County may investigate the creditworthiness of some or all of the persons or entities named in this EDS.
- B. The certifications, disclosures, and acknowledgments contained in this EDS will become part of any contract or other agreement between the Applicant and the County in connection with the Matter, whether procurement, County assistance, or other County action, and are material inducements to the County's execution of any contractor taking other action with respect to the Matter. The Contracting Party understands that it must comply with all statutes, ordinances, and regulations on which this EDS is based.
- C. The County's Governmental Ethics and Campaign Financing Ordinances, impose certain duties and obligations on persons or entities seeking County contracts, work, business, or transactions. For further information please contact the Director of Ethics at (312)603-4304 (69 W. Washington St. Suite 3040, Chicago, IL 60602) or visit our web-site at www.cookcountygov.com and go to the Ethics Department link. The Contracting Party must comply fully with the applicable ordinances.
- D. If the County determines that any information provided in this EDS is false, incomplete or inaccurate, any contract or other agreement in connection with which it is submitted may be rescinded or be void or voidable, and the County may pursue any remedies under the contract or agreement (if not rescinded, void or voidable), at law, or in equity, including terminating the Contracting Party's participation in the Matter and/or declining to allow the Contracting Party to participate in other transactions with the County. Remedies at law for a false statement of material fact may include incarceration and an award to the County of treble damages.
- E. It is the County's policy to make this document available to the public on its Internet site and/or upon request. Some or all of the information provided on this EDS and any attachments to this EDS may be made available to the public on the Internet, in response to a Freedom of Information Act request, or otherwise. By completing and signing this EDS, the Contracting Party waives and releases any possible rights or claims which it may have against the County in connection with the public release of information contained in this EDS and also authorizes the County to verify the accuracy of any information submitted in this EDS.
- F. The information provided in this EDS must be kept current. In the event of changes, the Contracting Party must supplement this EDS up to the time the County takes action on the Matter. If the Matter is a contract being handled by the Office of the Purchasing Agent, the contracting Party must update this EDS as the contract requires.

The Contracting Party represents and warrants that:

- G. The Contracting Party has not withheld or reserved any disclosures as to economic interests in the Contracting Party, or as to the Matter, or any information, data or plan as to the intended use or purpose for which the Applicant seeks County Board or other County agency action.



CERTIFICATION

Under penalty of perjury, the person signing below warrants that he/she is authorized to execute this EDS on behalf of the Contracting Party and warrants that all certifications and statements contained in this EDS are true, accurate and complete as of the date furnished to the County.

Konica Minolta Business Solutions U.S.A., Inc.

Print or type name of Contracting Party

By: _____

Sharon Umhoefer

Print or type name of person signing
Vice President - General Counsel & Secretary

Print or type title of person signing
August 8, 2008

Date

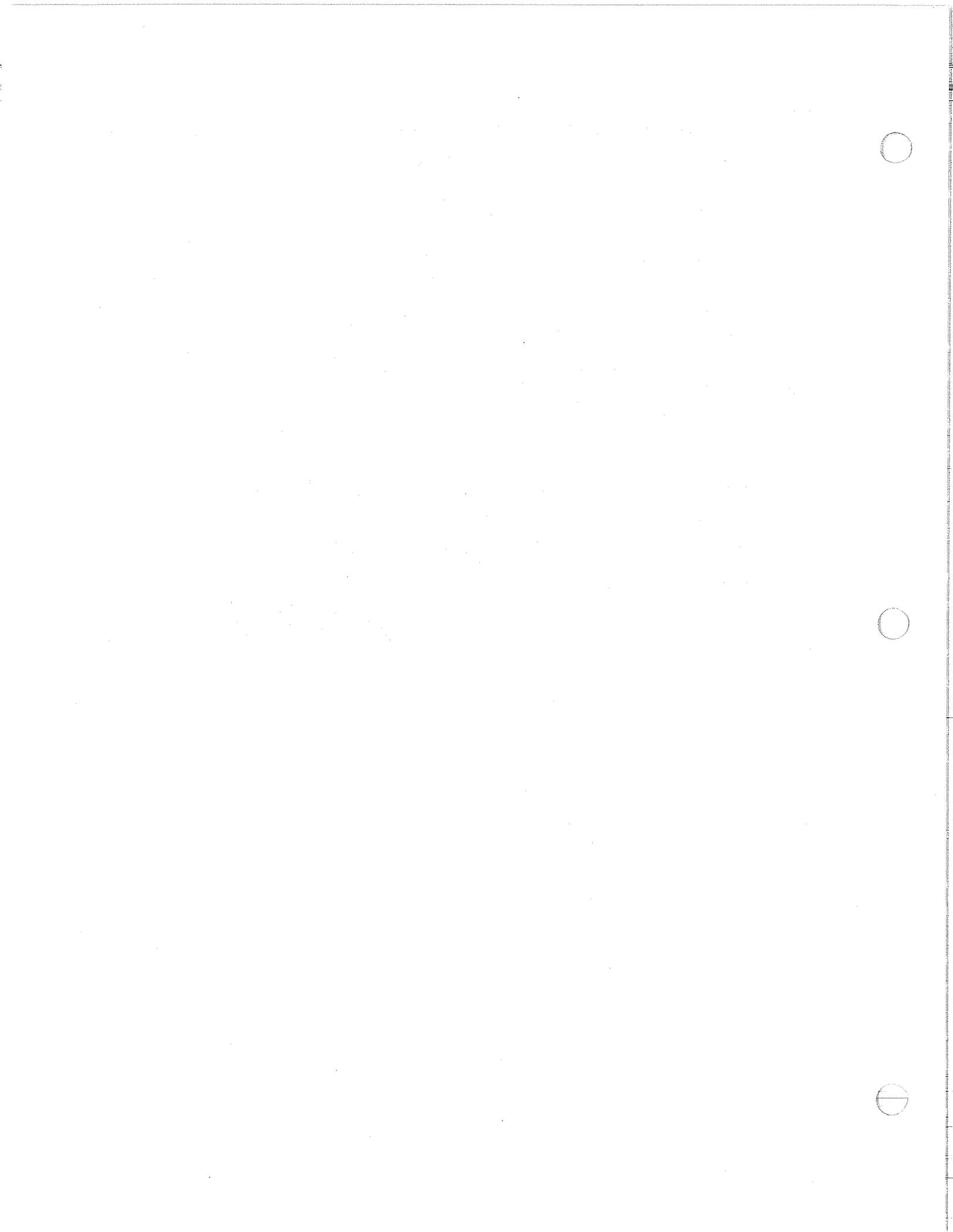
Signed and sworn to before me this 8th day of August, 2008

Marge F. Reilly
Notary Public Signature

Notary Seal

Commission Expires: July 8, 2009.

MARGE F. REILLY
Notary Public; Bergen County, New Jersey
My Commission Expires July 8, 2009



EXECUTION BY A CORPORATION

(Section 8)

The undersigned acknowledges receipt of a full set of Contract Documents for Contract Number 08-84-252 and Addenda Number(s) 1&2 (None unless indicated here). The undersigned makes the foregoing Bid Proposal subject to all of the terms and conditions of the Contract Documents. The undersigned warrants that all of the facts and information submitted by the undersigned in connection with this Bid Proposal are true and correct. Upon award and execution of the Contract, the undersigned agrees that execution of this Proposal shall stand as the undersigned's execution of the Contract.

BUSINESS NAME: Konica Minolta Business Solutions U.S.A., Inc.
BUSINESS ADDRESS: 150 South Wacker Dr., Suite 2300, Chicago, IL 60606

BUSINESS TELEPHONE: (312) 726-1900 FAX NUMBER: (312) 726-3312

CONTACT PERSON: Bill Peller, Branch General Manager

FEIN: 13-1921089 *IL CORPORATE FILE NUMBER: 19639223

** COMPLETE LIST OF REAL ESTATE OWNED IN COOK COUNTY.

PERMANENT INDEX NUMBER(S):
Not Applicable

IF NOT APPLICABLE, YOU MUST INDICATE THAT IT IS NOT APPLICABLE. ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS).

Please see attached list of Konica Minolta Corporate Officers authorized to sign Legal and Binding

LIST ALL CORPORATE OFFICERS:

PRESIDENT: Jun Haraguchi

VICE PRESIDENT: Bid Documents.

SECRETARY: Sharon Umhoefer

TREASURER: N.A.

***SIGNATURE OF PRESIDENT: X

Jeffrey Fernandez, Executive Vice President, Direct Sales

ATTEST: X Sharon Umhoefer (CORPORATE SECRETARY)

Sharon Umhoefer, Vice President - General Counsel & Secretary

Subscribed and Sworn to before me this 11th day

of August, 2008.

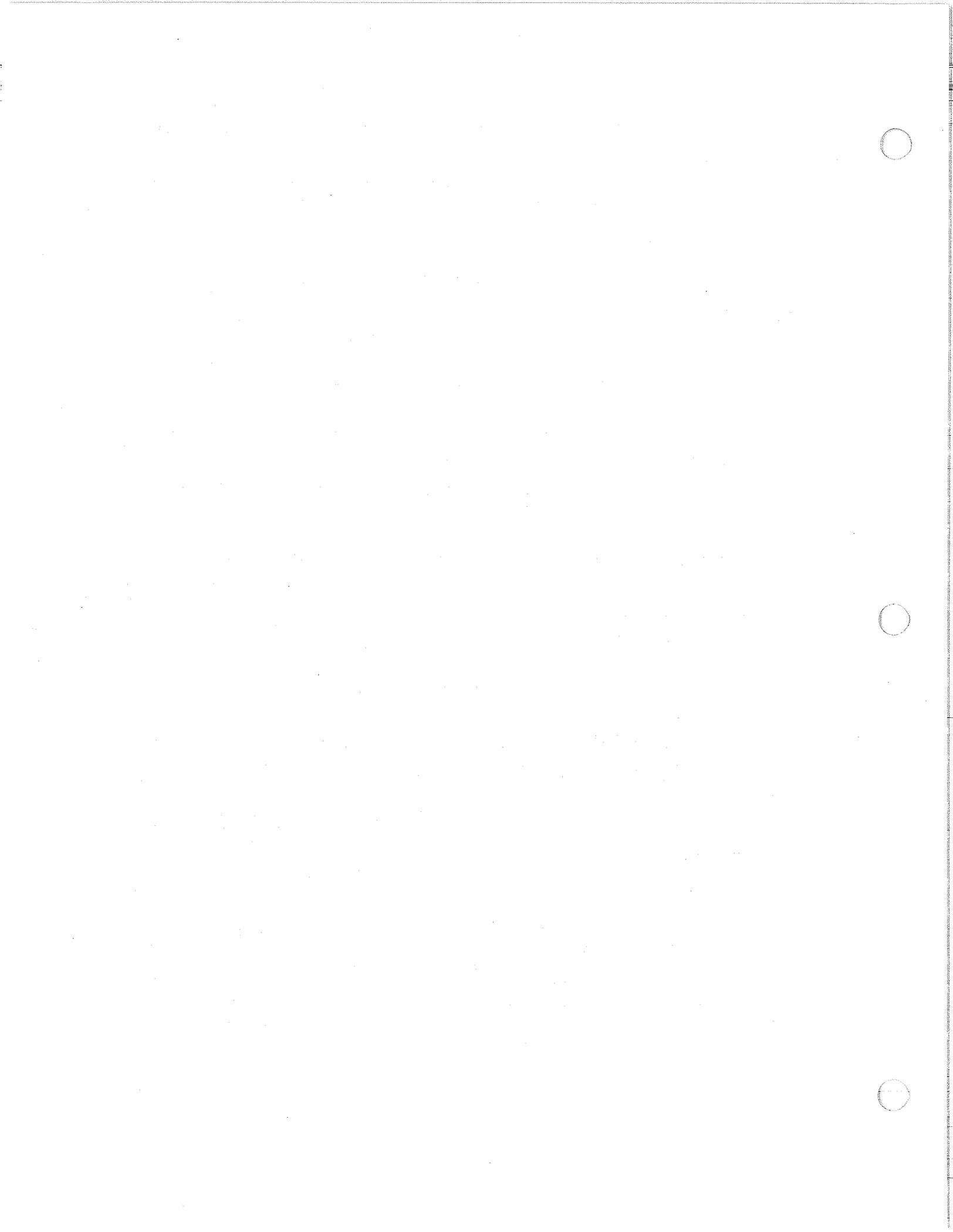
My commission expires:

MARGE F. REILLY
Notary Public, Bergen County, New Jersey
My Commission Expires July 8, 2009

X Marge F. Reilly
Notary Public Signature

Notary Seal

- * If the corporation is not registered in the State of Illinois, a copy of your certificate of good standing from the State in which you are incorporated, is to be submitted with your Bid Proposal.
- ** Required per COOK COUNTY ORDINANCE CHAPTER 10, SECTION 10-6.1.
- *** In the event that this Bid Proposal is executed by someone other than the President and Secretary, attach hereto a certified copy of the corporate by-laws or other authorization by the corporation which authorizes such persons to execute this Bid Proposal on behalf of the corporation.



EXECUTION BY A CORPORATION

(Section 8)

The undersigned acknowledges receipt of a full set of Contract Documents for Contract Number 08-84-252 and Addenda Number(s) 1&2 (None unless indicated here). The undersigned makes the foregoing Bid Proposal subject to all of the terms and conditions of the Contract Documents. The undersigned warrants that all of the facts and information submitted by the undersigned in connection with this Bid Proposal are true and correct. Upon award and execution of the Contract, the undersigned agrees that execution of this Proposal shall stand as the undersigned's execution of the Contract.

BUSINESS NAME: Konica Minolta Business Solutions U.S.A., Inc.

BUSINESS ADDRESS: 150 South Wacker Dr., Suite 2300, Chicago, IL 60606

BUSINESS TELEPHONE: (312) 726-9100 FAX NUMBER: (312) 726-3312

CONTACT PERSON: Bill Peller, Branch General Manager

FEIN: 13-1921089 *IL CORPORATE FILE NUMBER: 19639223

** COMPLETE LIST OF REAL ESTATE OWNED IN COOK COUNTY.

PERMANENT INDEX NUMBER(S): _____
Not Applicable

IF NOT APPLICABLE, YOU MUST INDICATE THAT IT IS NOT APPLICABLE. ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS).

Please see attached list of Konica Minolta corporate officers authorized to sign legal and binding bid documents. N.A.

LIST ALL CORPORATE OFFICERS:

PRESIDENT: Jun Haraguchi

VICE PRESIDENT: _____

SECRETARY: Sharon Umhoefer

TREASURER: _____

***SIGNATURE OF PRESIDENT: X Jeffrey Fernandez, Executive Vice President, Direct
ATTEST: X Sharon Umhoefer, Vice President--General Counsel & Secretary Sales
(CORPORATE SECRETARY)

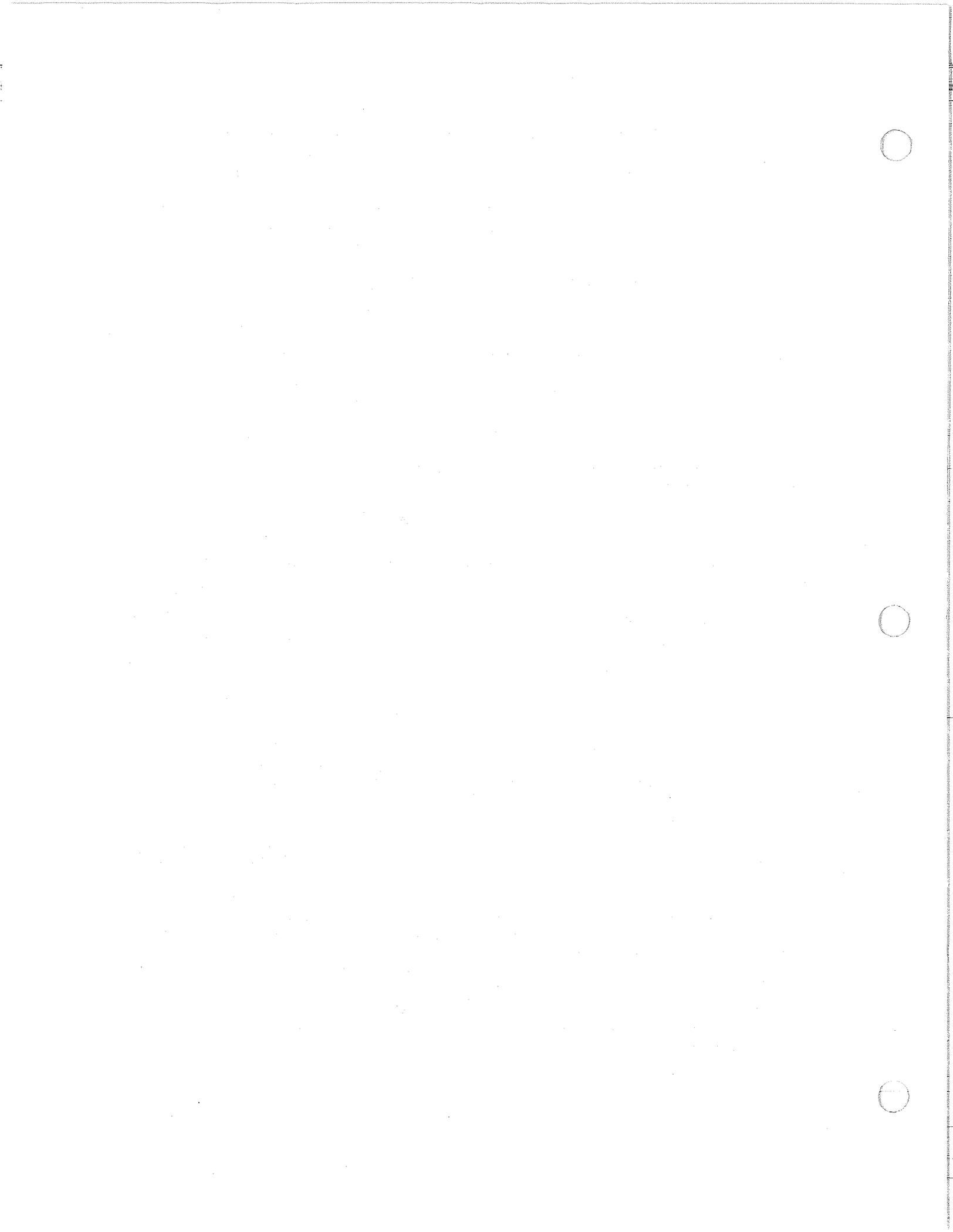
Subscribed and Sworn to before me this 1st day of August, 2008. My commission expires:

MARGE F. REILLY
Notary Public, Bergen County, New Jersey
My Commission Expires July 8, 2009

X Marge F. Reilly
Notary Public Signature

Notary Seal

- * If the corporation is not registered in the State of Illinois, a copy of your certificate of good standing from the State in which you are incorporated, is to be submitted with your Bid Proposal.
- ** Required per COOK COUNTY ORDINANCE CHAPTER 10, SECTION 10-6.1.
- *** In the event that this Bid Proposal is executed by someone other than the President and Secretary, attach hereto a certified copy of the corporate by-laws or other authorization by the corporation which authorizes such persons to execute this Bid Proposal on behalf of the corporation.



EXECUTION BY A CORPORATION
(Section 8)

The undersigned acknowledges receipt of a full set of Contract Documents for Contract Number 08-84-252 and Addenda Number(s) 1 & 2 (None unless indicated here). The undersigned makes the foregoing Bid Proposal subject to all of the terms and conditions of the Contract Documents. The undersigned warrants that all of the facts and information submitted by the undersigned in connection with this Bid Proposal are true and correct. Upon award and execution of the Contract, the undersigned agrees that execution of this Proposal shall stand as the undersigned's execution of the Contract.

BUSINESS NAME: Konica Minolta Business Solutions U.S.A., Inc.

BUSINESS ADDRESS: 150 South Wacker Dr., Suite 2300, Chicago, IL 60606

BUSINESS TELEPHONE: 201-825-4000 FAX NUMBER: 201-236-4353

CONTACT PERSON: Bill Peller, Branch General Manager

FEIN: 13-1921089 *IL CORPORATE FILE NUMBER: 19639223

** COMPLETE LIST OF REAL ESTATE OWNED IN COOK COUNTY.

PERMANENT INDEX NUMBER(S): _____
Not applicable

IF NOT APPLICABLE, YOU MUST INDICATE THAT IT IS NOT APPLICABLE. ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS). Please see attached list of Konica Minolta Corporate Officers authorized to sign legal and binding bid documents.

LIST ALL CORPORATE OFFICERS:

PRESIDENT: Jun Haraguchi VICE PRESIDENT: binding bid documents.

SECRETARY: Sharon Umhoefer TREASURER: Not Applicable

***SIGNATURE OF PRESIDENT: X Jeffrey Fernandez, Executive Vice President, Direct Sales

ATTEST: X Sharon Umhoefer, Vice President - General Counsel & Secretary (CORPORATE SECRETARY)

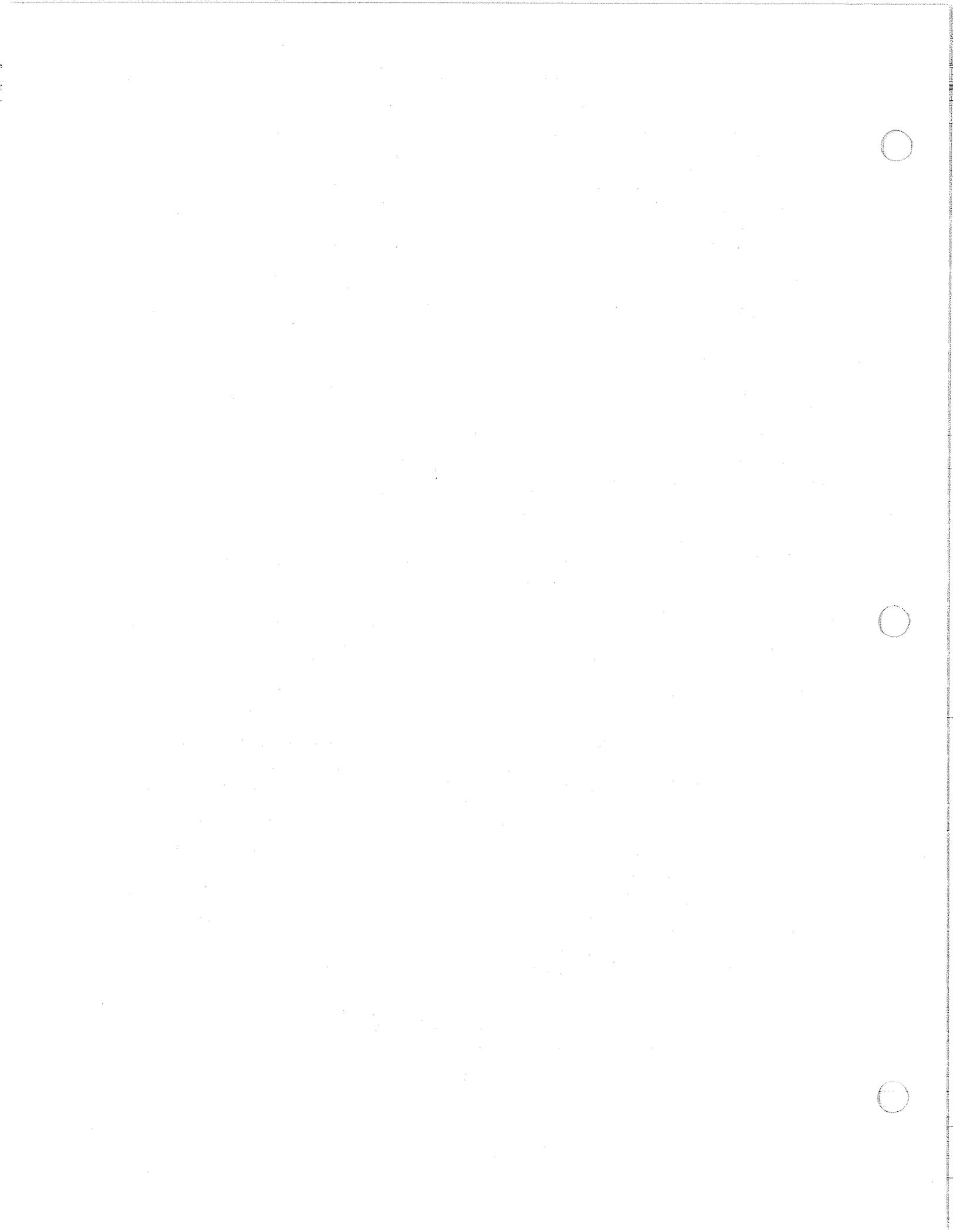
Subscribed and Sworn to before me this 11th day of August, 2008.

My commission expires: MARGE F. REILLY
Notary Public, Bergen County, New Jersey
My Commission Expires July 8, 2009

X Marge F. Reilly
Notary Public Signature

Notary Seal

- * If the corporation is not registered in the State of Illinois, a copy of your certificate of good standing from the State in which you are incorporated, is to be submitted with your Bid Proposal.
- ** Required per COOK COUNTY ORDINANCE CHAPTER 10, SECTION 10-6.1.
- *** In the event that this Bid Proposal is executed by someone other than the President and Secretary, attach hereto a certified copy of the corporate by-laws or other authorization by the corporation which authorizes such persons to execute this Bid Proposal on behalf of the corporation.





KONICA MINOLTA

Konica Minolta Business Solutions USA, Inc.
Corporate Officers

All Officers listed have the authorization to sign Legal & Binding Bid Documents

Jun Haraguchi	President and Chairman
Richard K. Taylor	Senior Executive Vice President – C.O.O.
Jeffrey Fernandez	Executive Vice President, Direct Sales
Alan Nielsen	Executive Vice President, Dealer Sales
Michael Leonczyk	Executive Vice President, Finance & Chief Financial Officer
Thomas Dillon	Senior Vice President – Operations & Support
Todd Foote	Vice President, Market & Program Development
Nelson Lin	Vice President - Information Technology
Naoya Tanigami	Senior Vice President – Printer Sales
Ikuo Nakagawa	Executive Vice President, Strategic Planning
Sharon Umhoefer	Vice President – General Counsel & Secretary
Donald J. Warwick	Vice President – Human Resources



PROPOSAL ACCEPTANCE
(SECTION 9)

The undersigned on behalf of the County of Cook, a body politic and corporate of the State of Illinois, hereby accept the foregoing Bid Proposal as identified in the Contract Documents for Contract Number 08-84-252.

ITEM(S), SECTION(S), PART(S): _____

TOTAL AMOUNT OF CONTRACT: \$ 4,817,340.00
(DOLLARS AND CENTS)

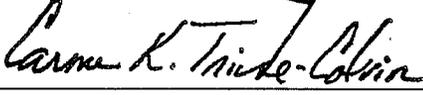
FUND CHARGEABLE: _____

DATED AT CHICAGO, ILLINOIS THIS _____ DAY

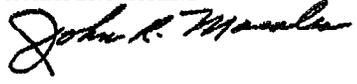
OF _____, 200 _____.



PRESIDENT, COOK COUNTY BOARD OF COMMISSIONERS



COOK COUNTY PURCHASING AGENT



COOK COUNTY COMPTROLLER

APPROVED BY BOARD OF
COOK COUNTY COMMISSIONERS

OCT 15 2008

APPROVED AS TO FORM:

COM _____

ASSISTANT STATE'S ATTORNEY

 9-9-08

EDS-25

~~LTJ H. Jones~~

PERFORMANCE AND PAYMENT BOND TO THE COUNTY OF COOK

Know All Men By These Presents, That we, Konica Minolta Business Solutions U.S.A., Inc.
as principal, and Westchester Fire Insurance Company

1166 Ave of the Americas, New York, NY 10036, as surety, are

held and firmly bound unto The County of Cook in the penal sum of Nine Hundred Sixty Three
Thousand Four Hundred Sixty Eight and 00/100 Dollars (\$ 963,468.00), lawful money of the
United States of America, for the payment of which sum of money well and truly to be made, we bind
ourselves, our respective heirs, executors, administrators, successors and assigns, firmly, by these presents.

Signed, sealed, and delivered this 22nd day of September, A.D. ~~19~~ 2008

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the above bounden principal entered
into a certain contract with The County of Cook, Bearing date the 1st day of October, A.D. ~~19~~ 2008, for

Various model copier and multi function machines

RECEIVED
OFFICE OF THE
PURCHASING AGENT
08 SEP 25 PM 12:58

The terms and conditions of the Illinois Public Construction Bond Act, 30 ILCS 550 *et seq.* are hereby incorporated by reference.

It is hereby expressly understood and agreed, and made a condition hereof, that any judgement rendered in favor of any person not a party to said contract against The County of Cook in any suit arising out of said contract or its performance, when reasonable notice of the pendency of such suit shall have been given to said principal and to said surety, shall be conclusive against said principal and said surety as to both liability and amount.

In Witness Whereof, said parties hereto have caused this bond to be executed and delivered at Chicago, Illinois, all on the day and year first above written.

Konica Minolta Business Solutions U.S.A., Inc.

PRINCIPAL/CONTRACTOR

SEAL

By: Michael M. Long
EXEC. VICE PRESIDENT - CFO

[Signature]
SECRETARY

Westchester Fire Insurance Company

SURETY

SEAL

By: [Signature]
SURETY/ATTORNEY-IN-FACT
(ATTACH POWER OF ATTORNEY)
Theresa Giraldo

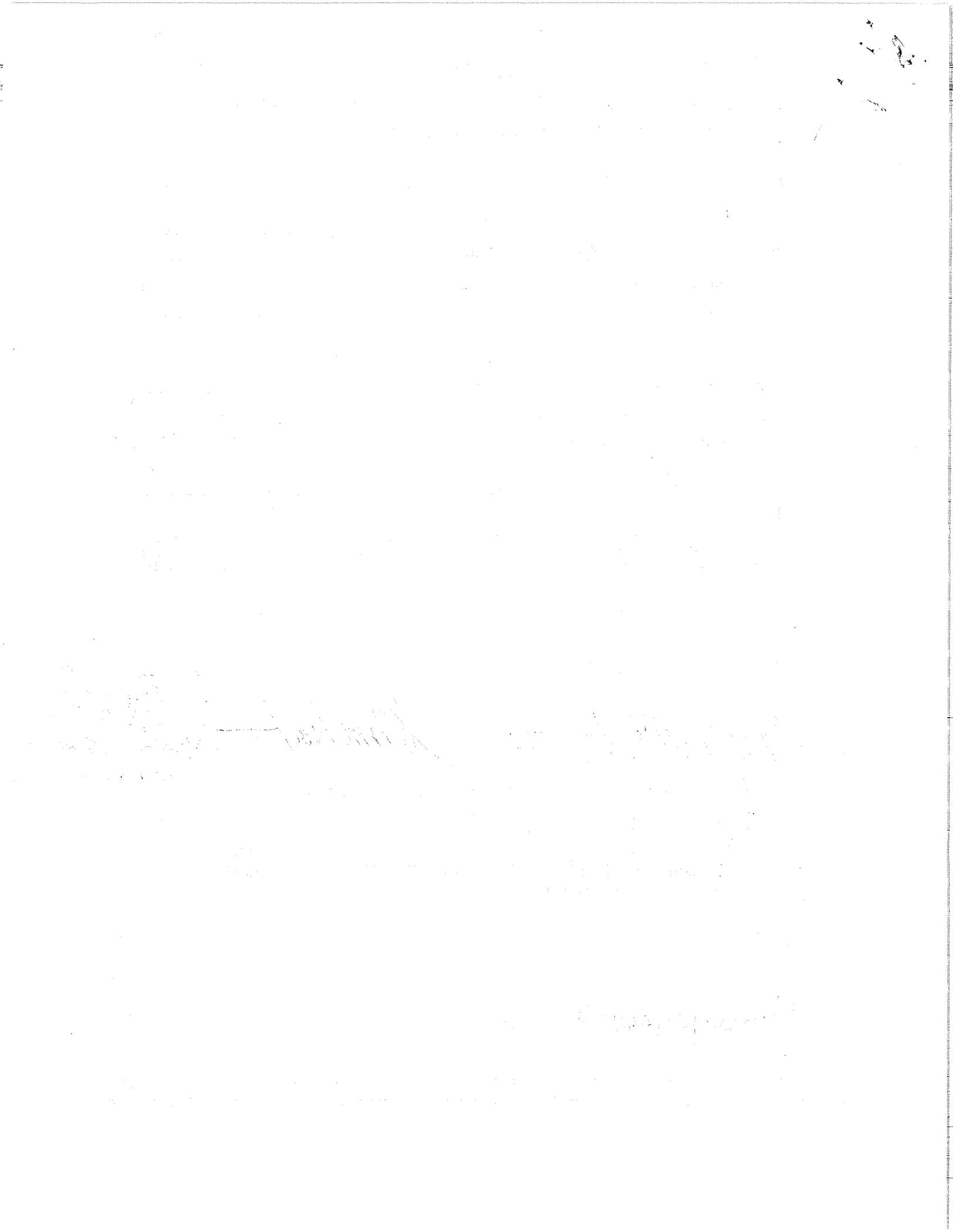
02137
AMB#

21121
NAIC#

Approved as to form:

By: C. Kelly 9/26/08
ASSISTANT STATES ATTORNEY

This bond is for the term beginning September 22, 2008 and ending September 22, 2009 but may be extended by a new bond executed by the Surety, at the option of the Surety



Power of Attorney

WESTCHESTER FIRE INSURANCE COMPANY



1264139

380094

Know all men by these presents: That WESTCHESTER FIRE INSURANCE COMPANY, a corporation of the State of New York, having its principal office in the City of Atlanta, Georgia, pursuant to the following Resolution, adopted by the Board of Directors of the said Company on December 11, 2006, to wit:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into the ordinary course of business (each a "Written Commitment"):

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
- (2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such persons written appointment as such attorney-in-fact.
- (3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (4) Each of the Chairman, the President and Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested.

FURTHER RESOLVED, that the Resolution of the Board of Directors of the Company adopted at the meeting held on November 8, 1999 relating to the authorization of certain persons to execute, for and on behalf of the Company, Written Commitments and appointments and delegations, is hereby rescinded.

Does hereby nominate, constitute and appoint TRACEY D. WATSON, THERESA GIRALDO, MIGDALIA OTERO, TERRY ANN GONZALES-SELMAN, FRANCESCA PAPA, TATYANA OFENBAKH, CHRISTOPHER MCCARTY, JAMES HOLLAND and PETER HEALY all of the City of New York, State of New York, each individually if there be more than one named, its true and lawful attorney-in-fact, to make, execute, seal and deliver on its behalf, and as its act and deed any and all bonds, undertakings, recognizances, contracts and other writings in the nature thereof in penalties not exceeding Twenty Million Dollars (\$20,000,000) and the execution of such writings in pursuance of these presents shall be as binding upon said Company, as fully and amply as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office.

IN WITNESS WHEREOF, the said Stephen M. Haney, Vice-President, has hereunto subscribed his name and affixed the corporate seal of the said WESTCHESTER FIRE INSURANCE COMPANY this 17th day of June 2008.

WESTCHESTER FIRE INSURANCE COMPANY



Stephen M. Haney

Stephen M. Haney, Vice President

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF PHILADELPHIA ss.

On this 17th day of June, A.D. 2008, before me, a Notary Public of the Commonwealth of Pennsylvania in and for the County of Philadelphia came Stephen M. Haney, Vice-President of the WESTCHESTER FIRE INSURANCE COMPANY to me personally known to be the individual and officer who executed the preceding instrument, and he acknowledged that he executed the same, and that the seal affixed to the preceding instrument is the corporate seal of said Company, that the said corporate seal and his signature were duly affixed by the authority and direction of the said corporation, and that Resolution, adopted by the Board of Directors of said Company, referred to in the preceding instrument, is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Philadelphia the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
KAREN E. BRANDT, Notary Public
City of Philadelphia, Phila. County
My Commission Expires September 26, 2010

Karen E. Brandt

Notary Public

I, the undersigned Assistant Secretary of WESTCHESTER FIRE INSURANCE COMPANY, do hereby certify that the original POWER OF ATTORNEY, of which the foregoing is a substantially true and correct copy, is in full force and effect.

In witness whereof, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of the Corporation, this 22nd day of September 2008.



William L. Kelly

William L. Kelly, Assistant Secretary

THIS POWER OF ATTORNEY MAY NOT BE USED TO EXECUTE ANY BOND WITH AN INCEPTION DATE AFTER June 17, 2010.

002788585

Please look for the following additional security features before accepting this document. IF NOT PRESENT, DO NOT NEGOTIATE THE DOCUMENT.

- Laid lines on the back of document should be in alignment or the document is not authentic - watch for cut and paste.
- Microprinting - under magnification, the inside border on the front of this document should read: "Standard Register Standard Register Security".
- Thermochromic Ink - Standard Register mark on back of document will turn black when heat is applied.
- An Artificial Watermark is present and is viewable at an angle.
- Security void pattern on front if copied.

ACKNOWLEDGMENT OF ANNEXED INSTRUMENT

STATE OF NEW YORK

COUNTY OF NEW YORK

On 9/22/2008 before me, the undersigned, a Notary Public in and for said state, personally appeared Theresa Giraldo personally known to me or proved to me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she/he executed the same in his/her capacity as Attorney-in-fact of Westchester Fire Insurance Company and that by his/her signature on the instrument, the individual or the person upon behalf of which the individual acted, executed the instrument.

ROBYN M. WALSH
NOTARY PUBLIC, STATE OF NEW YORK
NO.01WA5043427
QUALIFIED IN NEW YORK COUNTY
COMMISSION EXPIRES OCTOBER 24, 2009

Robyn M. Walsh

Handwritten marks and scribbles in the top right corner.

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WESTCHESTER FIRE INSURANCE COMPANY

FINANCIAL STATEMENT

DECEMBER 31, 2007

ADMITTED ASSETS

BONDS	\$1,894,333,225
SHORT - TERM INVESTMENTS	44,452,312
STOCKS	162,679,156
REAL ESTATE	0
CASH ON HAND AND IN BANK	120,728,404
PREMIUM IN COURSE OF COLLECTION*	98,464,181
INTEREST ACCRUED	17,354,565
OTHER ASSETS	204,878,044
TOTAL ASSETS	<u>\$2,542,889,887</u>

LIABILITIES

RESERVE FOR UNEARNED PREMIUMS	\$332,333,628
RESERVE FOR LOSSES	1,288,606,050
RESERVE FOR TAXES	7,568,545
FUNDS HELD UNDER REINSURANCE TREATIES	0
OTHER LIABILITIES	111,449,144
TOTAL LIABILITIES	<u>1,739,957,367</u>

CAPITAL: SPECIAL SURPLUS	178,774,500
CAPITAL: 928,592 SHARES, \$4.85 PAR VALUE	4,503,671
CAPITAL: PAID IN	182,133,304
SURPLUS (UNASSIGNED)	437,521,045
SURPLUS TO POLICYHOLDERS	802,932,520
TOTAL	<u>\$2,542,889,887</u>

(*EXCLUDES PREMIUM MORE THAN 90 DAYS DUE.)

STATE OF PENNSYLVANIA

COUNTY OF PHILADELPHIA

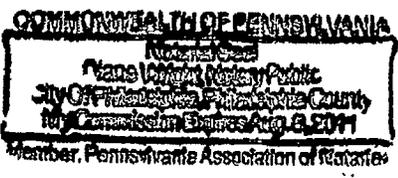
John P. Taylor, being duly sworn, says that he is Vice President of Insurance Company of North America and that to the best of his knowledge and belief the foregoing is a true and correct statement of the said Company's financial condition as of the 31 st day of December, 2007

Sworn before me this 15th April 2008

[Signature]
Vice President

[Signature]
Notary Public

August 8, 2011
My commission expires



RECEIVED
OFFICE OF THE
PURCHASING AGENT

08 SEP 25 PM 12:59



TODD H. STROGER, PRESIDENT
BOARD OF COUNTY COMMISSIONERS

CARMEN K. TRICHE-COLVIN
PURCHASING AGENT

COUNTY OF COOK
OFFICE OF THE PURCHASING AGENT

118 NORTH CLARK STREET
CHICAGO, ILLINOIS 60602
(312) 603-5370

September 17, 2008

Regular and Certified Mail
7007 0220 0000 4310 9405

Jun Haraguchi
Konica Minolta Business Solutions
U.S.A., Inc.
150 S. Wacker Dr. Suite 2300
Chicago, IL 60606

RECEIVED
OFFICE OF THE
PURCHASING AGENT

Ref: Notice Of Award SEP 25 PM 12:59
Contract No. 08-84-252
Amount of Contract
\$4,817,340.00

Dear Mr. Haraguchi:

Please be advised that the Board of Commissioners of Cook County awarded the above referenced Contract to your firm on September 17, 2008 contingent that you have first provided my office with all contractually required documents such as, but not necessarily limited to, a Certificate of Insurance and a Performance and Payment Bond.

Please find included with this letter a blank copy of a Performance and Payment Bond to the County of Cook. This form must be executed and returned to our office within fourteen (14) calendar days, as called for in paragraph IB-14 of the Instructions to Bidders in the above referenced document.

As per paragraph IB-12, Acceptance of Proposals of the Instructions to Bidders, please accept this communication as your NOTICE OF AWARD.

Any inquiries regarding this correspondence should be directed to Cheryl McCrary at the above address at your earliest convenience. Ms. McCrary's direct phone number is (312) 603-2391.

Regards,
Carmen K. Triche-Colvin
Carmen K. Triche-Colvin
Purchasing Agent

CKTC/cm

cc: Cook County Bureau of Administration
Jim DePino
Barb Flock



SURETY'S STATEMENT
of
QUALIFICATION FOR BONDING

This document must be accurately executed (by the Surety Company) and yielded as part of this Bid.

IF THIS DOCUMENT IS NOT ACCURATELY EXECUTED AND SUBMITTED WITH THE BID PACKAGE, THIS CONSTITUTES CAUSE FOR DISQUALIFICATION OF THE VENDOR FROM BIDDING ON THIS CONTRACT.

The undersigned confirms that Westchester Fire Insurance Company
(SURETY COMPANY)

would execute a Performance/Payment Bond in favor of the County of Cook for the full amount of the bid/contract 08-84-252
(NUMBER)

Konica Minolta Business
to Solutions U.S.A., Inc.
(BIDDER)

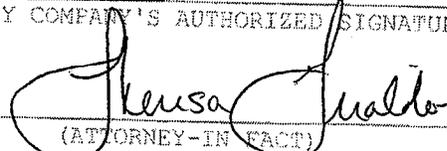
The penalty of this bond is to be \$ Four Million and 00/100 ----Dollars
(TOTAL DOLLAR AMOUNT OF CONTRACT)

SURETY

CORPORATE

SEAL

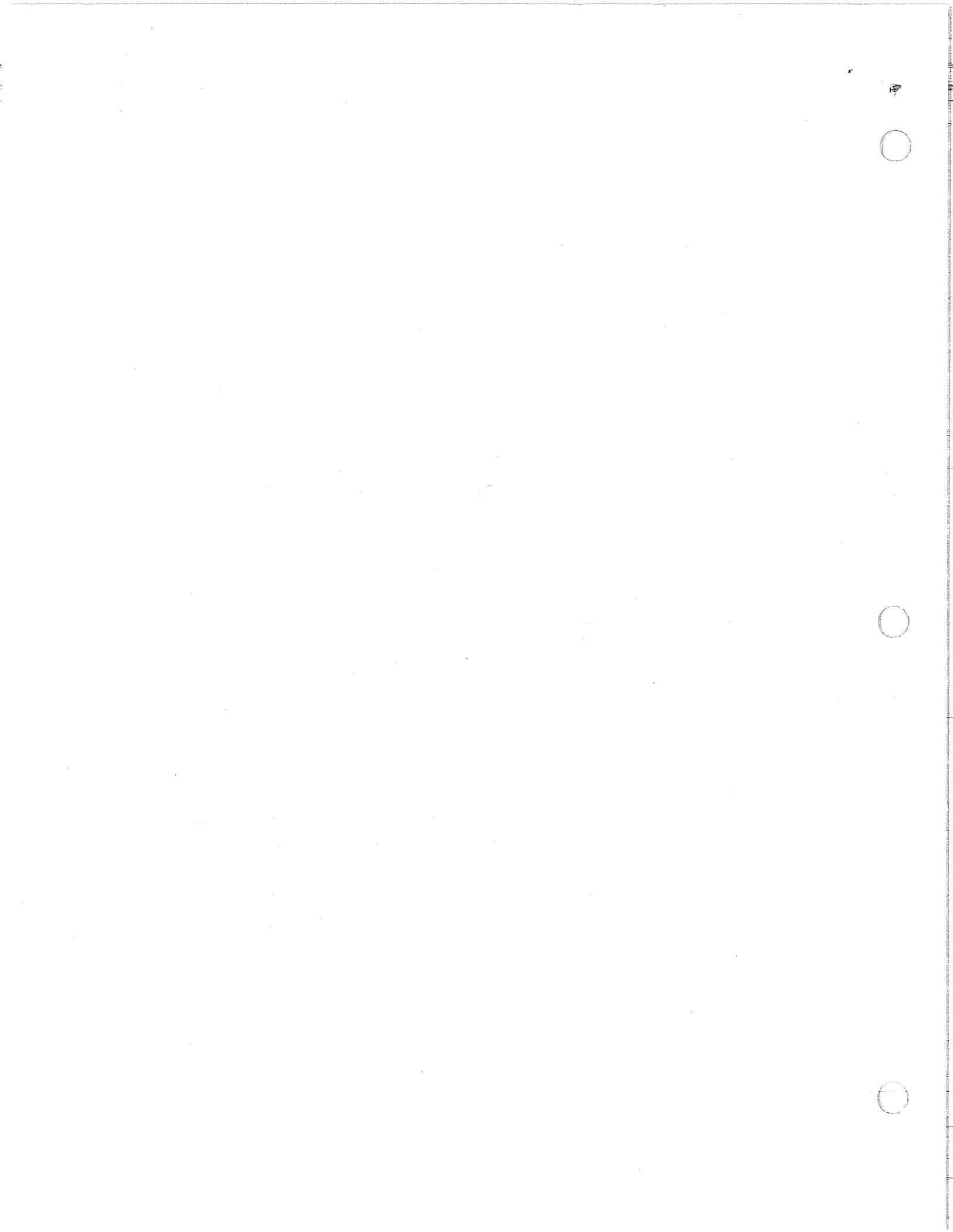
Westchester Fire Insurance Company
(SURETY COMPANY'S AUTHORIZED SIGNATURE)


(ATTORNEY-IN-FACT)

Theresa Giraldo

AMB #

NAIC #



Power of Attorney

WESTCHESTER FIRE INSURANCE COMPANY



1264133

380094

Know all men by these presents: That WESTCHESTER FIRE INSURANCE COMPANY, a corporation of the State of New York, having its principal office in the City of Atlanta, Georgia, pursuant to the following Resolution, adopted by the Board of Directors of the said Company on December 11, 2006, to wit:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into the ordinary course of business (each a "Written Commitment")."

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
- (2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such persons written appointment as such attorney-in-fact.
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- (4) Each of the Chairman, the President and Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
- (5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on such Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise affect the exercise of any such power or authority otherwise validly granted or vested.

FURTHER RESOLVED, that the Resolution of the Board of Directors of the Company adopted at the meeting held on November 8, 1999 relating to the authorization of certain persons to execute, for and on behalf of the Company, Written Commitments and appointments and delegations, is hereby rescinded.

Does hereby nominate, constitute and appoint TRACEY D. WATSON, THERESA GIRALDO, MIGDALIA OTERO, TERRY ANN GONZALES-SELMAN, FRANCESCA PAPA, TATYANA OFENBAKH, CHRISTOPHER MCCARTY, JAMES HOLLAND and PETER HEALY all of the City of New York, State of New York, each individually if there be more than one named, its true and lawful attorney-in-fact, to make, execute, seal and deliver on its behalf, and as its act and deed any and all bonds, undertakings, recognizances, contracts and other writings in the nature thereof in penalties not exceeding Twenty Million Dollars (\$20,000,000) and the execution of such writings in pursuance of these presents shall be as binding upon said Company, as fully and amply as if they had been duly executed and acknowledged by the regularly elected officers of the Company at its principal office.

IN WITNESS WHEREOF, the said Stephen M. Haney, Vice-President, has hereunto subscribed his name and affixed the corporate seal of the said WESTCHESTER FIRE INSURANCE COMPANY this 17th day of June 2008



WESTCHESTER FIRE INSURANCE COMPANY

Stephen M. Haney

Stephen M. Haney, Vice President

COMMONWEALTH OF PENNSYLVANIA
COUNTY OF PHILADELPHIA

On this 17th day of June, A.D. 2008, before me, a Notary Public of the Commonwealth of Pennsylvania in and for the County of Philadelphia came Stephen M. Haney, Vice-President of the WESTCHESTER FIRE INSURANCE COMPANY to me personally known to be the individual and officer who executed the preceding instrument, and he acknowledged that he executed the same, and that the seal affixed to the preceding instrument is the corporate seal of said Company, that the said corporate seal and his signature were duly affixed by the authority and direction of the said corporation, and that Resolution, adopted by the Board of Directors of said Company, referred to in the preceding instrument, is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my official seal at the City of Philadelphia the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
NOTARIAL SEAL
KAREN E. BRANDT, Notary Public
City of Philadelphia, Phila. County
My Commission Expires September 26, 2010

Karen E. Brandt

Notary Public

I, the undersigned Assistant Secretary of WESTCHESTER FIRE INSURANCE COMPANY, do hereby certify that the original POWER OF ATTORNEY, of which the foregoing is a substantially true and correct copy, is in full force and effect.

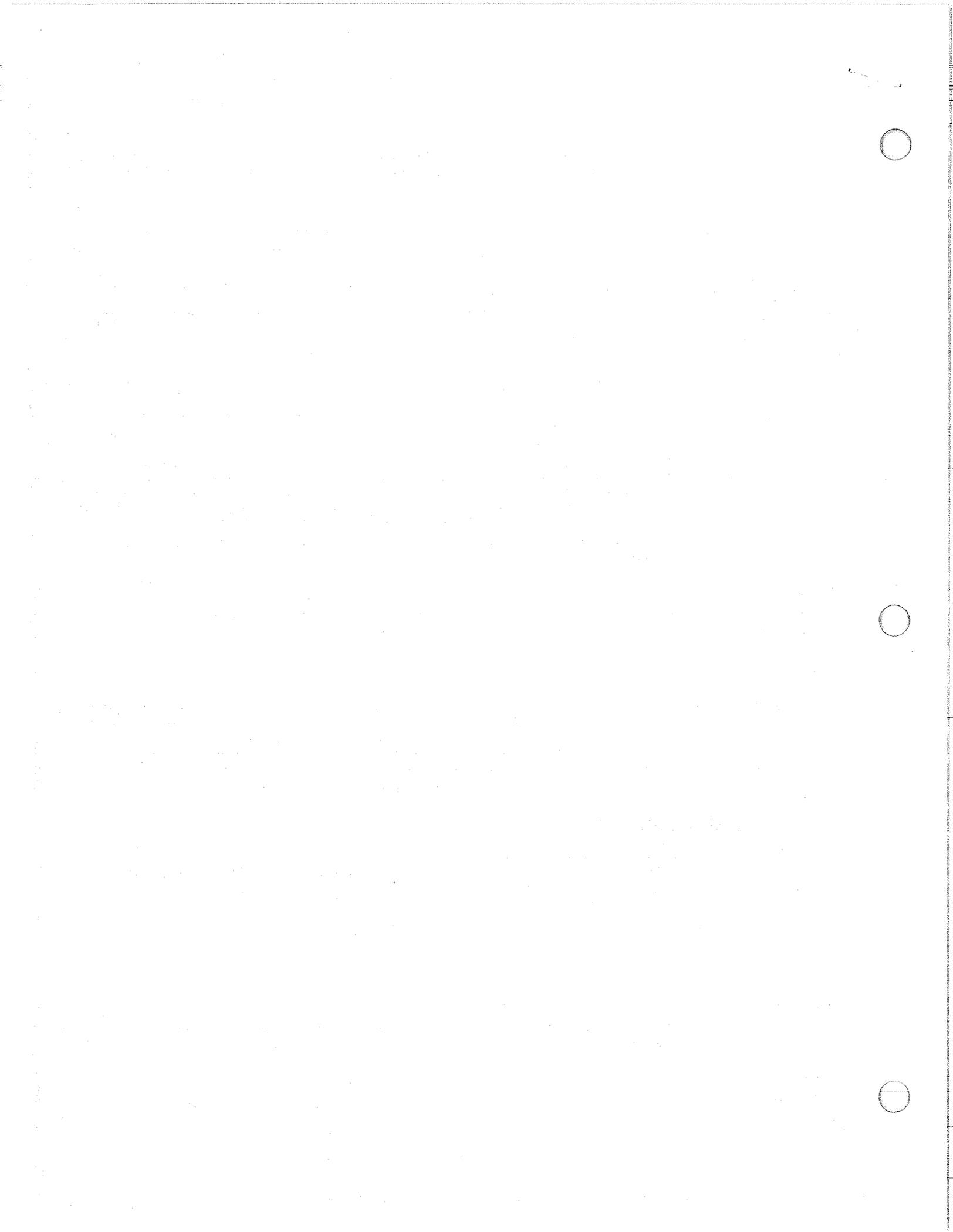
In witness whereof, I have hereunto subscribed my name as Assistant Secretary, and affixed the corporate seal of the Corporation, this 17th day of August 2008



William L. Kelly

William L. Kelly, Assistant Secretary

THIS POWER OF ATTORNEY MAY NOT BE USED TO EXECUTE ANY BOND WITH AN INCEPTION DATE AFTER June 17, 2010



ACKNOWLEDGMENT OF ANNEXED INSTRUMENT

STATE OF NEW YORK

COUNTY OF NEW YORK

On 8/7/08 before me, the undersigned, a Notary Public in and for
said state, personally appeared Theresa Giraldo

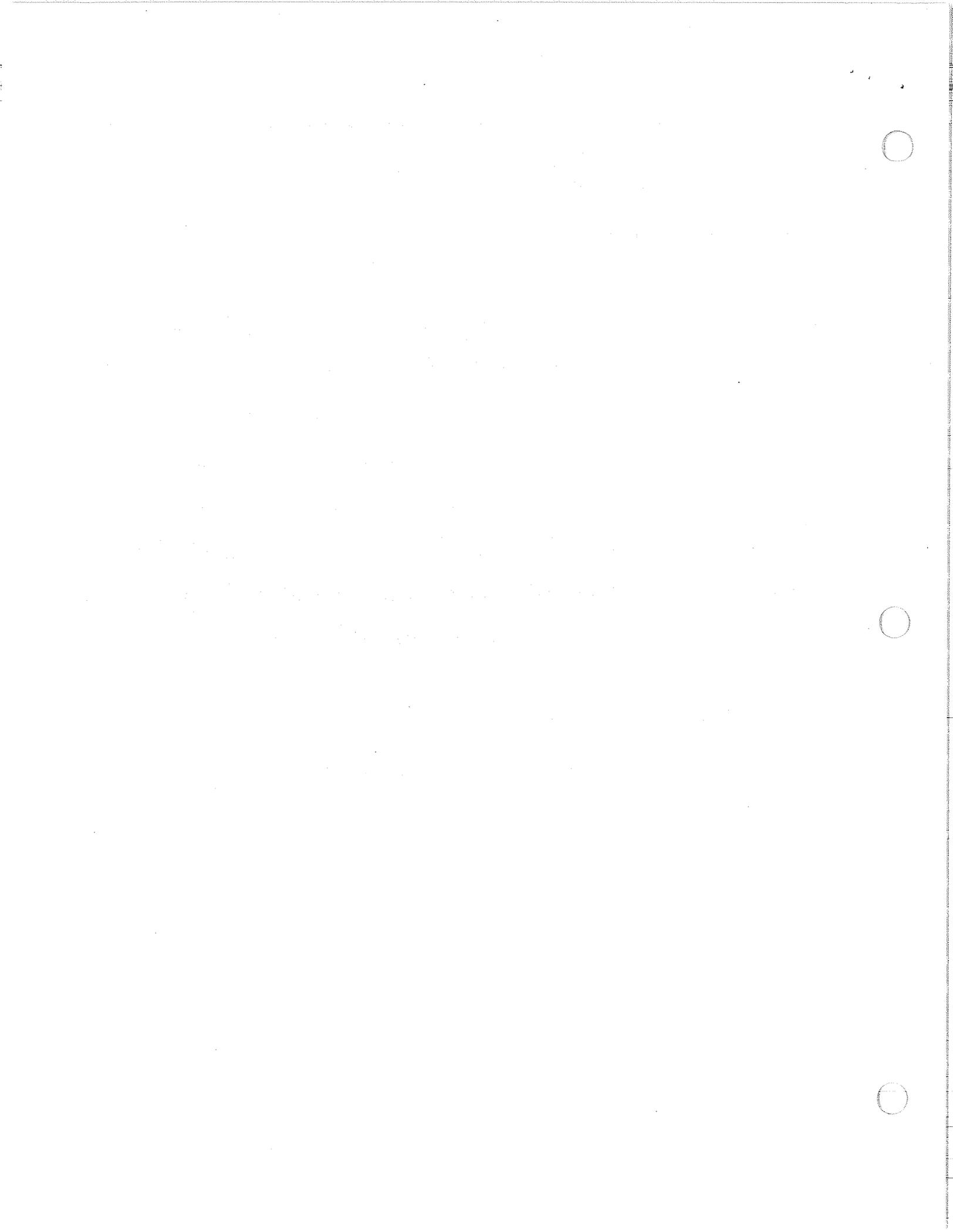
personally known to me or proved to me on the basis of satisfactory evidence
to be the individual whose name is subscribed to the within instrument and
acknowledged to me that she/he executed the same in his/her capacity as

Attorney-in-fact of Westchester fire Insurance Company

and that by his/her signature on the instrument, the individual or the person
upon behalf of which the individual acted, executed the instrument.

ROBYN M. WALSH
NOTARY PUBLIC, STATE OF NEW YORK
NO. 01WA5043427
QUALIFIED IN NEW YORK COUNTY
COMMISSION EXPIRES OCTOBER 24, 2009

Robyn M. Walsh



WESTCHESTER FIRE INSURANCE COMPANY

FINANCIAL STATEMENT

DECEMBER 31, 2007

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BONDS	\$1,894,333,225
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(*EXCLUDES PREMIUM MORE THAN 90 DAYS DUE.)

STATE OF PENNSYLVANIA

COUNTY OF PHILADELPHIA

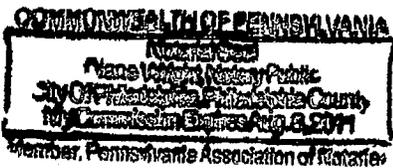
John P. Taylor, being duly sworn, says that he is Vice President of Insurance Company of North America and that to the best of his knowledge and belief the foregoing is a true and correct statement of the said Company's financial condition as of the 31 st day of December, 2007

Sworn before me this 15th April 2008

John P. Taylor
Vice President

Deise Wright
Notary Public

August 8, 2011
My commission expires



2. 6



ACORD™ CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
09/24/2008

PRODUCER
Aon Risk Services Northeast, Inc.
fka Aon Risk Services, Inc. of New York
199 Water Street
New York NY 10038-3551 USA

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

PHONE (866) 283-7122 FAX (847) 953-5390

INSURERS AFFORDING COVERAGE

NAIC #

INSURED
Konica Minolta Business Solutions USA
Attn: Lynne Ransom
500 Day Hill Road
Windsor CT 06095 USA

INSURER A:	Sompo Japan Insurance Company of America	11126
INSURER B:	Mitsui Sumitomo Insurance Co of America	20362
INSURER C:		
INSURER D:		
INSURER E:		

COVERAGES SIR May Apply

THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE AS REQUESTED

INSR LTR	ADD'L INSRD	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YYYY)	POLICY EXPIRATION DATE (MM/DD/YYYY)	LIMITS	
B		GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-SUBJECT <input type="checkbox"/> LOC	GL2121579	10/01/07	10/01/08	EACH OCCURRENCE	\$1,000,000
						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$100,000
						MED EXP (Any one person)	\$10,000
						PERSONAL & ADV INJURY	\$1,000,000
						GENERAL AGGREGATE	\$2,000,000
						PRODUCTS-COMP/OP AGG	\$2,000,000
A		AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON OWNED AUTOS <input checked="" type="checkbox"/> COLL DED \$1,000 <input checked="" type="checkbox"/> COMP DED \$ 500	ACV400009J0 AOS ACV40011L0 (MA)	10/01/07	10/01/08	COMBINED SINGLE LIMIT (Ea accident)	\$1,000,000
						BODILY INJURY (Per person)	
						BODILY INJURY (Per accident)	
						PROPERTY DAMAGE (Per accident)	
		GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT	
						OTHER THAN AUTO ONLY: EA ACC	
						AGG	
B		EXCESS/UMBRELLA LIABILITY <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE <input type="checkbox"/> DEDUCTIBLE <input checked="" type="checkbox"/> RETENTION \$10,000	UMB5400622 Umbrella	10/01/07	10/01/08	EACH OCCURRENCE	\$10,000,000
						AGGREGATE	\$10,000,000
A		WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR / PARTNER / EXECUTIVE OFFICER/MEMBER EXCLUDED? If yes, describe under SPECIAL PROVISIONS below	WCD410000A0 (AOS) Deductible WCN40006G0 (OR, UT, WI) Guaranteed Cost	10/01/07	10/01/08	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER	
						E.L. EACH ACCIDENT	\$1,000,000
						E.L. DISEASE-EA EMPLOYEE	\$1,000,000
						E.L. DISEASE-POLICY LIMIT	\$1,000,000
		OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS
 The County of Cook is included as an Additional Insured with respect to the General Liability policy, as their interest may appear with respect to Konica Minolta's work and/or operations as agreed to in a written contract, agreement or permit entered into between the Certificate Holder and the Insured as shown on the certificate.

CERTIFICATE HOLDER **CANCELLATION**

The County of Cook
 Attn: Office of the Purchasing Agent
 118 North Clark Street
 Chicago IL 60602 USA

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING INSURER WILL ENDEAVOR TO MAIL 30 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO DO SO SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE INSURER, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE *Aon Risk Services Northeast, Inc.*

Holder Identifier:

Certificate No: 570030501932



RECEIVED
OFFICE OF THE
PURCHASING AGENT

08 SEP 25 PM 12:58