

**Requisition  
PUBLIC DEFENDER**

Req # 00297380

PO #

Date: 04/25/16

Bill To: x  
x

Vendor: 211567  
GE CAPITAL INFORMATION TECHNOLOGY SOI  
RICOH USA, INC.  
P.O. BOX 650073  
DALLAS TX 75265

Ship To: PUBLIC DEFENDER  
100 N. CLOSNER, 5TH FLOOR  
EDINBURG TX 78539

Contact: Patricia  
956-292-7040

Contract No: DIR-TSO-3041

Special Instructions:

QUANTITY	UOM	DESCRIPTION	UNIT PRICE	AMOUNT
		DIR-SDD-3041 *** PLEASE HAVE BILLING & DELIVERY ADDRESS AS: PUBLIC DEFENDER'S OFFICE - 100 N. CLOSNER, 5TH FLOOR - EDINBURG, TX 78539 DO NOT DUPLICATE ORDER		
6.00	MONTH	CO NEW 48 MONTH (CAPITAL LEASE FOR A RICOH MPC4503 #416518 WITH SERVICE)	103.35	620.10
6.00	MONTH	CO ESP XG-PCS-15D	3.79	22.74
6.00	MONTH	CO NETWORK PRINT/SCAN CONNECTION (SEG. BC-4)PS-NWSCBC4	6.26	37.56
6.00	MONTH	CO BRIDGE UNIT BU3070	2.07	12.42
6.00	MONTH	CO FINISHER SR3140 (1000 SHEETS EXTERNAL)	18.05	108.30
6.00	MONTH	CO CABINET TYPE F	2.57	15.42
6.00	MONTH	CO FAX OPTION TYPE M4	8.78	52.68
6.00	MONTH	CO SERVICE (5000 B/W IMPRESSIONS MONTHLY @ \$0.0069)	34.50	207.00
6.00	MONTH	CO SERVICE (1850 B/W IMPRESSIONS MONTHLY @ \$0.0428)	79.18	475.08
		Account No _____	Encumbrance	
		6-1100-412-30-085-003-0-430	682.08	
		6-1100-412-30-085-003-0-780	869.22	
			Freight	.00
			Total	1,551.30
		GOLD SERVICE INCLUDES: PARTS, LABOR, TONER & STAPLE		
		*TO THE EXTENT PERMITTED BY THE LAWS AND CONSTITUTION OF THE STATE OF TEXAS, EQUIPMENT IS TO BE LEASED IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF STATE OF TEXAS DEPARTMENT OF INFORMATION RESOURCES CONTRACT NO. DIR TSO-3041 APPENDEIX D MASTER LEASE AGREEMENT. IT IS ACKNOWLEDGES AND AGREED THAT THIS PURCHASE ORDER CONSTITUTES A "SCHEDULE" AS DEFINED IN THE MASTER LEASE AGREEMENT.		
		REPORT ROAD HAZARDS 1-866-HCR-SAFE OR 1-866-427-7233		

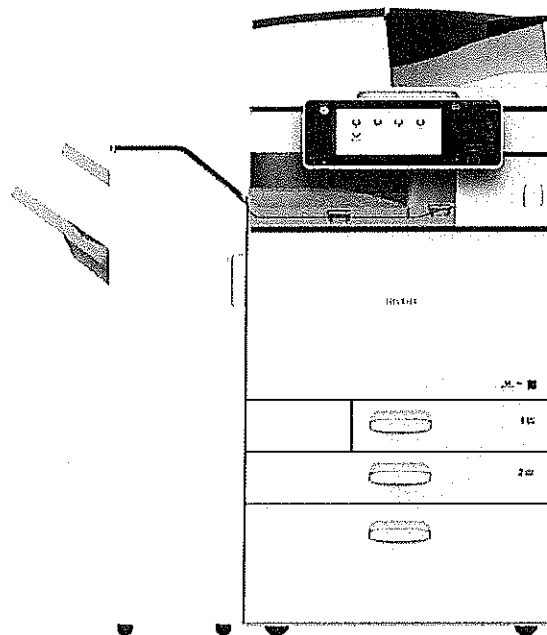
Authorized By: \_\_\_\_\_

# Ricoh MPC4503

Color & Black/White Multifunctional Device

## Key Features

- 45-PPM monochrome and color
- 1,200-sheet paper capacity  
Trays 1 & 2 – 550 Sheet Paper Trays  
Cabinet Stand And 1 – 100 Sheet Bypass
- Fax Enabled
- DOSS (Data Overwrite Security System) standard - For ISO 15408 Compliance
- 1,000 Sheet External Finisher / Stapler
- Print & scan enabled; providing both black & white and color scanning  
Also with OCR Scanning
- Scan to/Print from USB/SD Card
- 5.7-second color/ 4-second monochrome first-print speed
- Energy Star® compliant



## DIR Contract - Investment Details for Either Purchase or 48 Month Lease

TAB	Line	Equipment Breakdown	DIR Purchase Pricing	DIR 48 Month Pricing
<u>COLOR</u>	20	Ricoh MPC4503 #416518	\$3,875.85	\$103.35 - 98526
<u>SEGMENT 4</u>	23	ESP XG-PCS-15D	\$151.13	\$3.79 - 98526
	24	Network & Scan Connect – Seg BC4 / PS-NWSCBC4	\$250.00	\$6.26 - 98526
	31	Bridge Unit BU3070	\$82.62	\$2.07 - 98526
	32	Finisher SR3140 (1000 Sheet External)	\$720.36	\$18.05 - 98526
	42	Cabinet Type F	\$102.77	\$2.57 - 98526
	45	Fax Option Type M4	\$350.61	\$8.78 - 98526
<b>Equipment Totals</b>			<b>\$5,533.34</b>	<b>\$144.87</b>
Service (5,000 B/W impressions monthly @ \$0.0069) (Overages billed quarterly @ \$0.0069)				\$34.50
Service (1,850 Color impressions monthly @ \$0.0428) (Overages billed quarterly @ \$0.0428)				\$79.18

**GRAND TOTAL PER MONTH \$258.55**

**Pricing Components Include:** Equipment, Delivery, Installation, Operator Training, Maintenance, Toner, Staples and Service performed by Ricoh Customer Service Technicians (You will incur no additional charges for parts or labor).

8 MONTHS REMAINING IN FISCAL YEAR: 5/1/16-12/31/16

State of Texas DIR Contract Number: DIR-TSO-3041

48 Month LEASE AND SERVICE TERM

GOLD SERVICE INCLUDES: PARTS, LABOR, TONER & STAPLES *for*

\*To the extent permitted by the laws and Constitution of The State of Texas, equipment is to be leased in accordance with the terms and conditions of State of Texas Department of Information Resources Contract No. DIR-TSO-3041 Appendix D Master Lease Agreement. It is acknowledged and agreed that this Purchase Order constitutes a "Schedule" as defined in the Master Lease Agreement.

\*Bill To/Ship To:

Hidalgo County – Public Defender

100 N. Clossner, 5th Floor

Edinburg, TX 78539

Contact: Patricia Loya / Phone: 956-292-7040

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## Ricoh USA, Inc.

**Vendor ID**  
12227835217

**URL**

Vendor Website

(<https://www.ricoh-usa.com/majoraccount/txdir/>)

**HUB Type**

Non HUB

E-Rate Qualified

**DIR Contract Number**

DIR-TSO-3041

**Contract Term End Date**

6/25/2016

**Contract Exp Date**

6/25/2019

**Contact Ricoh USA, Inc.**

**Contact**

Ben Rotz

(mailto:[ben.rotz@ricoh-usa.com](mailto:ben.rotz@ricoh-usa.com))

**Phone**

(512) 381-7842

**Fax**

(913) 273-1567

**Contact DIR**

**Contact**

Airy Luangaphay

(mailto:[airy.luangaphay@dir.texas.gov](mailto:airy.luangaphay@dir.texas.gov))

**Phone**

(512) 463-3018

**Fax**

(512) 475-4759

## Contract Overview

Ricoh offers Ricoh branded hardware and related services for copiers, printers, scanners, and document management. Additional products and services include: lease and rental agreements. Customers can purchase directly through this DIR contract. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. One reseller is available for Riso products under this contract.

## Contract Documents

- DIR-TSO-3041 Contract PDF (190.39KB)  
(<http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3041 Contract.pdf>)
- DIR-TSO-3041 Appendix A Standard Terms and Conditions PDF (482.18KB)  
(<http://publishingext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3041 Appendix A Standard Terms and Conditions.pdf>)





4 Tweet

**Financial Calculators**

- Mortgage Calculator
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- Payment Calculator
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- Amortization Calculator
- Investment Calculator
- Currency Calculator
- Personal Loan Calculator
- Inflation Calculator
- Lease Calculator**
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- Refinance Calculator
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- Income Tax Calculator

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**Math Calculators**


**Pregnancy Calculators**

**Other Calculators**




Calculators for Your Site

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## Lease Calculator

<input type="radio"/> Fix Rate <input checked="" type="radio"/> Fix Payment		<b>Result</b>	
Product/Property Value	\$ 5533.34	Interest/Return Rate	11.688%
Residual Value	\$ 0	Total of 48 Monthly Payments	\$6,953.76
Lease Term	4 years 0 months	Total Interest	\$1,420.42
Monthly Payment	\$ 144.87		
<b>Calculate</b>			

Mortgage Rate: 30 year fixed, all points, Credit score

	<b>\$1,140/month</b> Points: 0 Fees: \$0 NMLS # 790396	<b>APR: 3.625%</b> Rate: 3.625% Lock: 30 days Jun. 8	<b>Next &gt;</b> 877-588-7375
	<b>\$1,123/month</b> Points: 0 Fees: \$1,399 NMLS # 424182	<b>APR: 3.545%</b> Rate: 3.500% Lock: 30 days Jun. 8	<b>Next &gt;</b> 877-900-8028
	<b>\$1,105/month</b> Points: 1 Fees: \$0 NMLS # 790396	<b>APR: 3.455%</b> Rate: 3.375% Lock: 30 days Jun. 8	<b>Next &gt;</b> 877-588-7375

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### What is a Lease?

A lease is a contract made for the use of an asset. It is made between a lessor (the owner of the asset) and a lessee (the person who wants to use the asset).

You will hear the most about leasing houses and cars, but you can lease anything. Businesses routinely lease all sort of equipment, because the effect on the bottom line and on tax is favorable.

There is a considerable difference between leasing an asset and renting it. A lease contract is a strictly binding business agreement. The two parties make the agreement and neither one can deviate from its terms (without some very exceptional reason). Lease an apartment for three years, and you owe the rent on that apartment for the next three years month by month, and if you don't pay it, you will incur serious penalties.

This is very different from renting an apartment. Most rental contracts are covered by much more considerate terms for the tenant, who can move out early; arrange late payment in some cases, etc. That is why it is unusual for a landlord to lease an apartment to an individual – the laws covering rental contracts are better protection for both tenant and landlord. However, should a business seek an apartment to use, perhaps, for executives who visit the city from time to time, a leasing agreement might be favorable.

When agreeing to a lease, you will almost certainly be asked to make a deposit to cover risk of damages and non-payment. It should be clearly stated in the lease that the deposit is refundable.

### Leasing a Car

The most common form of leasing seen today is automobile leasing. This is not because leasing a car is cheaper than buying one – on the contrary, overall it's more expensive. But auto leasing has two principal benefits that make it very popular despite the expense: You can always drive a fairly new car, and it's always under warranty; and, for the same budget, you can often get a larger, more luxurious, better-equipped car.

When you lease, there are many factors to consider: The initial down payment, the amount of the monthly payment, the time of the lease (this is usually three years in the U.S., but it is possible to lease for six years), the mileage you can drive every year, etc.

Your monthly payment is based on the difference between the cost of the automobile ("transaction price" or its "capitalized cost") when it's new, and what the car is forecast to be worth at the end of the leasing period – this is called the "residual value." This difference is financed at a particular rate of interest which is sometimes called the "leasing rate. You may also have to put down a security deposit (this is usually one month's payment). There can be additional charges that the dealer may impose, so you should discuss all the financing carefully before agreeing to an automobile leasing contract.

**2016 NEW CAR LEASE DEALS AS LOW AS \*\$129/Mo!!\***

- > \$0 Deposit!
- > 100% Accepted!
- > Learn More!

**NEXT** CHOOSE A CAR 

[www.NewCar-Leases.com](http://www.NewCar-Leases.com)

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.	<b>OFFICE USE ONLY</b>
<b>1 Name of business entity filing form, and the city, state and country of the business entity's place of business.</b> Ricoh USA, Inc. McAllen, TX United States	<b>CERTIFICATION OF FILING</b>  Certificate Number: 2016-67432  Date Filed: 06/08/2016
<b>2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.</b> County of Hidalgo	Date Acknowledged: 06/08/2016

**3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.**  
 Req #297380  
 Lease and Service of Ricoh MPC4503

4 Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
		Controlling	Intermediary
Ricoh USA, Inc.	McAllen, TX United States	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**5 Check only if there is NO Interested Party.**

**6 AFFIDAVIT** I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

\_\_\_\_\_

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said \_\_\_\_\_, this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, to certify which, witness my hand and seal of office.

\_\_\_\_\_  
 Signature of officer administering oath      Printed name of officer administering oath      Title of officer administering oath

# CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.  
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

## OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.  
Ricoh USA, Inc.  
McAllen, TX United States

Certificate Number:  
2016-67432

Date Filed:  
06/08/2016

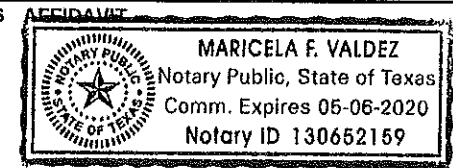
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.  
County of Hidalgo

Date Acknowledged:

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.  
Req #297380  
Lease and Service of Ricoh MPC4503

4	Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
			Controlling	Intermediary
	Ricoh USA, Inc.	McAllen, TX United States		X

5 Check only if there is NO Interested Party.



I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

*[Signature]*  
Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Andrew Whino, this the 8<sup>th</sup> day of June, 2016, to certify which, witness my hand and seal of office.

Maricela F. Valdez      Maricela F. Valdez      Notary  
Signature of officer administering oath      Printed name of officer administering oath      Title of officer administering oath

Reg. # 297380

# Proposal for Document Copying & Printing Solutions



Hidalgo  
County  
Public Defender



## PREPARED BY:

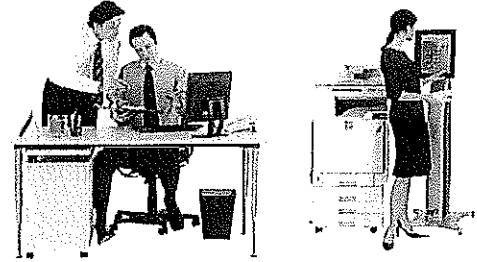
Aissa Acevedo—Major Account Executive  
Mobile: (956) 607-6465  
Fax: (956) 687-2012  
Email: [Aissa.Acevedo@ricoh-usa.com](mailto:Aissa.Acevedo@ricoh-usa.com)

*Proposal Submitted: April 7, 2016*

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April 7, 2016

Hidalgo County – Public Defender  
Attn: Ms. Patricia Loya  
100 N. Clossner, 5th Floor  
Edinburg, TX 78539



Dear Ms. Loya,

Thank you so much for taking the time to speak with me regarding your department's document and office equipment needs. I truly appreciated the time you took to discuss this situation. Based on our conversation, I have put together a proposed solution that we believe will meet your goals of:

- Highly efficient new technology and cost effective color and black & white output devices
- High quality copies, prints and productions with increased security & productivity
- An all-inclusive service package (service, toner & staples included to reduce supply costs)

At Ricoh, we have built a solid reputation for providing the best solution for each of our customer's unique requirements. We are able to meet your specific needs by leveraging innovative technology backed by Ricoh's world-class service and expertise.

Thank you for giving us the opportunity to present the following proposal. We look forward to serving all of your document needs and increasing your document efficiency.

Sincerely,

Aissa Acevedo  
Major Account Executive  
(956) 607-6465

*Reservation of Rights*—In response to your invitation, we are pleased to submit this proposal for your consideration. We recognize your right to negotiate and approve the terms and conditions of any contract following award and respectfully reserve the right to do the same. We acknowledge that all contract terms and conditions must be mutually agreed upon by both of us. Our proposal represents our commitment with respect to pricing, equipment specifications and service levels and contemplates that both parties reserve the right to review and negotiate appropriate and mutually acceptable terms and conditions in the exercise of good faith. As is customary for transactions of this type, our proposal is based upon the information provided by you and the assumptions set forth in our response, and any changes to such information or assumptions may, if material, require modification. Upon award, we will be pleased to work with you to promptly finalize mutually acceptable contract terms and, if applicable, provide copies of appropriate contract forms for that purpose.

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**Re: Ricoh MPC4503 Proposal / DIR Pricing Backup / PO Sample for Hidalgo County Public Defender Req#297**

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**From :** Rudy Salinas <rudy.salinas1@co.hidalgo.tx.us>

Fri, Jun 03, 2016 05:15 PM

**Subject :** Re: Ricoh MPC4503 Proposal / DIR Pricing Backup / PO Sample for Hidalgo County Public Defender Req#297

**To :** Patricia Loya <patricia.loya@co.hidalgo.tx.us>

**Cc :** Enriqueta Zambrano <enriqueta.zambrano@co.hidalgo.tx.us>

Patty,

Again I apologize for not responding to you earlier...I assure you it's nothing more than just being a little overwhelmed!

As far as proceeding with your copier request, please forward your quote from Ricoh to Keta so we can proceed with the price verification and with creating the agenda to get CC approval.

Just in case you were not aware of this...Keta Zambrano is the Procurement Specialist assigned to your department. She will continue with the process of procuring your copier.

Thank you for your patience!

**Rudy Salinas**

Procurement Specialist III  
Phone: 292-7000 Ext: 4875

---

**From:** "Patricia Loya" <patricia.loya@co.hidalgo.tx.us>

**To:** "Rudy Salinas" <rudy.salinas1@co.hidalgo.tx.us>

**Sent:** Friday, May 27, 2016 11:52:52 AM

**Subject:** Re: Ricoh MPC4503 Proposal / DIR Pricing Backup / PO Sample for Hidalgo County Public Defender

Mr. Salinas,

This is a friendly follow up on my request below.

Thank you,  
Patricia Loya

---

From: "Patricia Loya" <patricia.loya@co.hidalgo.tx.us>  
To: "Rudy Salinas" <rudy.salinas1@co.hidalgo.tx.us>  
Cc: "Aissa Acevedo" <aissa.acevedo@ricoh-usa.com>

Subject: Fwd: Ricoh MPC4503 Proposal / DIR Pricing Backup / PO Sample for Hidalgo County Public Defender

Mr. Salinas,

I have received approval from Mr. Renan Ramirez, IT CIO to proceed with the attached contract. The contract I have at this time with Xerox will expire on June 30, 2016 and would appreciate your assistance in directing me with the employee of contact with your office, so that I may begin the process for a new contract with Ricoh.

Should you have further questions regarding this request, please do not hesitate to contact me at (956)292-7040, Ext. 5433.

Sincerely,  
Patricia Loya, Executive Asst.  
Public Defender's Office

----- Forwarded Message -----

*IT Approval*

\*From: "Renan Ramirez" <renan.ramirez@co.hidalgo.tx.us>  
To: "Patricia Loya" <patricia.loya@co.hidalgo.tx.us>  
Sent: Monday, May 23, 2016 10:47:24 AM  
Subject: Re: Ricoh MPC4503 Proposal / DIR Pricing Backup / PO Sample for Hidalgo County Public Defender

Patty,

looks good! please proceed!!! ✓

Thanks!

-----  
Renán Ramirez  
Chief Information Officer  
County of Hidalgo, Texas  
956-289-7444

----- Original Message -----

From: "Patricia Loya" <patricia.loya@co.hidalgo.tx.us>  
To: "Renan Ramirez" <renan.ramirez@co.hidalgo.tx.us>  
Sent: Monday, May 23, 2016 10:45:56 AM  
Subject: Fwd: Ricoh MPC4503 Proposal / DIR Pricing Backup / PO Sample for Hidalgo County Public Defender

Mr. Ramirez,

I am respectfully requesting your review and approval of the attachment.

Should you have any questions or need further information, please do not hesitate to contact me.

Thank you,  
Patricia Loya

To: "Patricia Loya" <patricia.loya@co.hidalgo.tx.us>  
Sent: Monday, May 23, 2016 10:39:30 AM  
Subject: Re: Ricoh MPC4503 Proposal / DIR Pricing Backup / PO Sample for Hidalgo County Public Defender

Aissa Acevedo  
Major Account Executive

RICOH USA  
1400 N. McColl, Ste. 103  
McAllen, TX 78501  
Phone: 956.687.9156, ext. 209  
Cell: 956.607.6465  
Fax: 956.687.2012  
E-mail address: Aissa.Garcia@Ricoh-USA.com / Aissa.Acevedo@Ricoh-USA.com

From: Aissa Acevedo/TX/RCUS  
To: Patricia Loya <patricia.loya@co.hidalgo.tx.us>  
Date: 04/07/2016 11:10 AM  
Subject: Ricoh MPC4503 Proposal / DIR Pricing Backup / PO Sample for Hidalgo County Public Defender

Good morning Ms. Patricia!  
Thank you so much for taking the time to speak with me this morning!  
Attached to this email you will find everything we spoke about regarding the additional Ricoh for your office to replace the Xerox that is about to expire.  
I have attached a proposal (complete with DIR pricing information and back up info for Purchasing) as well as a PO Template for you to follow as you create your requisition. If you have any questions at all, please do not hesitate to contact me!

Aissa Acevedo  
Services Executive, Major Accounts

RICOH USA  
1400 N. McColl, Ste. 103  
McAllen, TX 78501  
Phone: 956.687.9156, ext. 209  
Cell: 956.607.6465  
Fax: 956.687.2012  
E-mail address: Aissa.Garcia@Ricoh-USA.com / Aissa.Acevedo@Ricoh-USA.com

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Public Defender's Office  
100 N. Closner - 5th Floor  
Edinburg, Texas 78539  
(956)292-7040, Ext. 5433  
(956)292-7049 (f)  
patricia.loya@co.hidalgo.tx.us

--

Patricia Loya  
Executive Assistant I  
Public Defender's Office  
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Edinburg, Texas 78539  
(956)292-7040, Ext. 5433  
(956)292-7049 (f)  
patricia.loya@co.hidalgo.tx.us

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Patricia Loya  
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(956)292-7049 (f)  
patricia.loya@co.hidalgo.tx.us

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