 UNIVERSITY OF SOUTH CAROLINA	REQUEST FOR PROPOSALS	Solicitation Number: USC-RFP-2961-KS
		Date Issued: April 25th, 2016
		Procurement Officer: Kevin Sanders
		Phone: 803-777-4115
		E-Mail Address: ksanders@mailbox.sc.edu
		Mailing Address: 1600 Hampton Street Ste 606 Columbia, SC 29208

DESCRIPTION: Provide Kiosk Print Management Turnkey System for the University of South Carolina

USING GOVERNMENTAL UNIT: UNIVERSITY OF SOUTH CAROLINA

The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Paper Offer or Modification" provision.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:	
MAILING ADDRESS: University of South Carolina – Purchasing Department 1600 Hampton Street, Suite 606 Columbia SC 29208	PHYSICAL ADDRESS: University of South Carolina – Purchasing Department 1600 Hampton Street, Suite 606 Columbia SC 29208

SUBMIT OFFER BY (Opening Date/Time): **5.26.16 at 2:30 PM** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: **5.17.16 at 12:00 Noon** (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **One Original and Seven (7) Hardcopies Marked "COPY" Plus One (1) Electronic Copy CD, Flash Drive NOT E_MAIL (Original Hardcopy Shall Prevail)**

CONFERENCE TYPE: Not Applicable DATE & TIME: (As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)	LOCATION: Not Applicable
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AWARD & AMENDMENTS	Award will be posted on June 10th, 2016 . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: http://www.procurement.sc.gov
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You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date. (See "Signing Your Offer" provision.)

NAME OF OFFEROR (full legal name of business submitting the offer)	Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.
AUTHORIZED SIGNATURE (Person must be authorized to submit binding offer to contract on behalf of Offeror.)	DATE SIGNED
TITLE (business title of person signing above)	STATE VENDOR NO. (Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)
PRINTED NAME (printed name of person signing above)	STATE OF INCORPORATION (If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)	(See "Signing Your Offer" provision.)
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership
<input type="checkbox"/> Corporate entity (not tax-exempt)	<input type="checkbox"/> Other _____
<input type="checkbox"/> Corporation (tax-exempt)	<input type="checkbox"/> Government entity (federal, state, or local)

PAGE TWO

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	Area Code - Number - Extension Facsimile
	_____ E-mail Address

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address	_____ Order Address same as Home Office Address
_____ Payment Address same as Notice Address (check only one)	_____ Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** [11-35-1524(E)(4)&(6)]

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

_____ In-State Office Address same as Home Office Address
 _____ In-State Office Address same as Notice Address (check only one)

Solicitation Outline

- I. Scope of Solicitation
- II. Instructions to Offerors
 - A. General Instructions
 - B. Special Instructions
- III. Scope of Work / Specifications
May be blank if Bidding Schedule / Cost Proposal attached
- IV. Information for Offerors to Submit
- V. Qualifications
- VI. Award Criteria
- VII. Terms and Conditions
 - A. General
 - B. Special
- VIII. Bidding Schedule / Cost Proposal
- IX. Attachments to Solicitation

I. Scope Of Solicitation

ACQUIRE SERVICES & SUPPLIES / EQUIPMENT (JAN 2006): The purpose of this solicitation is to acquire services and supplies or equipment complying with the enclosed description and/or specifications and conditions. [01-1005-1]

MAXIMUM CONTRACT PERIOD - ESTIMATED (January 2006)

Start date: 06.10.16 to 06.09.2021 Any resulting contract will begin on the date specified in the notice of award. See clause entitled "Term of Contract - Effective Date/Initial Contract Period". [01-1040-1]

It is the intention of the University of South Carolina to solicit proposals from qualified sources of supply to provide a Kiosk style print management turnkey solution for the University of South Carolina in accordance with all the requirements stated in this solicitation.

II. Instructions To Offerors - A. General Instructions

DEFINITIONS, CAPITALIZATION, AND HEADINGS (FEB 2015)

CLAUSE HEADINGS USED IN THIS SOLICITATION ARE FOR CONVENIENCE ONLY AND SHALL NOT BE USED TO CONSTRUE MEANING OR INTENT. EVEN IF NOT CAPITALIZED, THE FOLLOWING DEFINITIONS ARE APPLICABLE TO ALL PARTS OF THE SOLICITATION, UNLESS EXPRESSLY PROVIDED OTHERWISE. AMENDMENT means a document issued to supplement the original solicitation document.**BOARD** means the South Carolina Budget & Control Board or its successor in interest.

BUSINESS means any corporation, partnership, individual, sole proprietorship, joint stock company, joint venture, or any other legal entity. [11-35-310(3)]

CHANGE ORDER means any written alteration in specifications, delivery point, rate of delivery, period of performance, price, quantity, or other provisions of any contract accomplished by mutual agreement of the parties to the contract. [11-35-310(4)]

CONTRACT See clause entitled Contract Documents & Order of Precedence.**CONTRACT MODIFICATION** means a written order signed by the procurement officer, directing the contractor to make changes which the clause of the contract titled "Changes," if included herein, authorizes the Procurement Officer to order without the consent of the contractor. [11-35-310(9)]

CONTRACTOR means the Offeror receiving an award as a result of this solicitation.**COVER PAGE** means the top page of the original solicitation on which the solicitation is identified by number. Offerors are cautioned that Amendments may modify information provided on the Cover Page.**OFFER** means the bid or proposal submitted in response this solicitation. The terms Bid and Proposal are used interchangeably with the term Offer.**OFFEROR** means the single legal entity submitting the offer. The term Bidder is used interchangeably with the term Offeror. See bidding provisions entitled Signing Your Offer and Bid/Proposal As Offer To Contract.**PAGE TWO** means the second page of the original solicitation, which is labeled Page Two.

PROCUREMENT OFFICER means the person, or his successor, identified as such on either the Cover Page, an amendment, or an award notice.**YOU** and **YOUR** means Offeror.

SOLICITATION means this document, including all its parts, attachments, and any Amendments.

STATE means the Using Governmental Unit(s) identified on the Cover Page.

SUBCONTRACTOR means any person you contract with to perform or provide any part of the work.

US or WE means the using governmental unit.

USING GOVERNMENTAL UNIT means the unit(s) of government identified as such on the Cover Page. If the Cover Page identifies the Using Governmental Unit as “Statewide Term Contract,” the phrase “Using Governmental Unit” means any South Carolina Public Procurement Unit [11-35-4610(5)] that has submitted a Purchase Order to you pursuant to the contract resulting from this solicitation. Reference the clauses titled “Purchase Orders” and “Statewide Term Contract.”

WORK means all labor, materials, equipment, services, or property of any type, provided or to be provided by the Contractor to fulfill the Contractor's obligations under the Contract.[02-2A003-2]

AMENDMENTS TO SOLICITATION (JANUARY 2006) (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://purchasing.sc.edu>. (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

AUTHORIZED AGENT (FEB 2015)

All authority regarding this procurement is vested solely with the responsible Procurement Officer. Unless specifically delegated in writing, the Procurement Officer is the only government official authorized to bind the government with regard to this procurement or the resulting contract. [02-2A007-1]

AWARD NOTIFICATION (FEB 2015)

Notice regarding any award, cancellation of award, or extension of award will be posted at the location and on the date specified on the Cover Page or, if applicable, any notice of extension of award. Should the contract resulting from this Solicitation have a total or potential value of one hundred thousand dollars or more, such notice will be sent to all Offerors responding to the Solicitation and any award will not be effective until the eleventh day after such notice is given. [02-2A010-2]

BID / PROPOSAL AS OFFER TO CONTRACT (JANUARY 2006) By submitting Your Bid or Proposal, You are offering to enter into a contract with the Using Governmental Unit(s). Without further action by either party, a binding contract shall result upon final award. Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror on the Cover Page. An Offer may be submitted by only one legal entity; “joint bids” are not allowed.

BID ACCEPTANCE PERIOD (JANUARY 2006) In order to withdraw Your Offer after the minimum period specified on the Cover Page, You must notify the Procurement Officer in writing.

BID IN ENGLISH & DOLLARS (JANUARY 2006) Offers submitted in response to this solicitation shall be in the English language and in US dollars, unless otherwise permitted by the Solicitation.

CERTIFICATION REGARDING DEBARMENT AND OTHER RESPONSIBILITY MATTERS (JANUARY 2006)

(a)(1) By submitting an Offer, Offeror certifies, to the best of its knowledge and belief, that-

(i) Offeror and/or any of its Principals-

(A) Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any state or federal agency;

(B) Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and

(C) Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.

(ii) Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any public (Federal, state, or local) entity.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

(b) Offeror shall provide immediate written notice to the Procurement Officer if, at any time prior to contract award, Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) If Offeror is unable to certify the representations stated in paragraphs (a)(1), Offer must submit a written explanation regarding its inability to make the certification. The certification will be considered in connection with a review of the Offeror's responsibility. Failure of the Offeror to furnish additional information as requested by the Procurement Officer may render the Offeror nonresponsive.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly or in bad faith rendered an erroneous certification, in addition to other remedies available to the State, the Procurement Officer may terminate the contract resulting from this solicitation for default.

CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (MAY 2008)

GIVING FALSE, MISLEADING, OR INCOMPLETE INFORMATION ON THIS CERTIFICATION MAY RENDER YOU SUBJECT TO PROSECUTION UNDER SECTION 16-9-10 OF THE SOUTH CAROLINA CODE OF LAWS AND OTHER APPLICABLE LAWS.

(a) By submitting an offer, the offeror certifies that-

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory-

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; or

(2)(i) Has been authorized, in writing, to act as agent for the offeror's principals in certifying that those principals have not participated, and will not participate in any action contrary to paragraphs (a)(1) through (a)(3) of this certification [As used in this subdivision (b)(2)(i), the term "principals" means the person(s) in the offeror's organization responsible for determining the prices offered in this bid or proposal];

(ii) As an authorized agent, does certify that the principals referenced in subdivision (b)(2)(i) of this certification have not participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to paragraphs (a)(1) through (a)(3) of this certification.

CODE OF LAWS AVAILABLE (JAN 2006): The South Carolina Code of Laws, including the Consolidated Procurement Code, is available at <http://www.scstatehouse.net/code/statmast.htm>. The South Carolina Regulations are available at: <http://www.scstatehouse.net/coderegs/statmast.htm>.

DEADLINE FOR SUBMISSION OF OFFER (JANUARY 2006) Any offer received after the Procurement Officer of the governmental body or his designee has declared that the time set for opening has arrived, shall be rejected unless the offer has been delivered to the designated purchasing office or the governmental bodies' mail room which services that purchasing office prior to the bid opening. [R.19-445.2070(H)]

DISCLOSURE OF CONFLICTS OF INTEREST OR UNFAIR COMPETITIVE ADVANTAGE (FEB 2015)

You warrant and represent that your offer identifies and explains any unfair competitive advantage you may have in competing for the proposed contract and any actual or potential conflicts of interest that may arise from your participation in this competition or your receipt of an award. The two underlying principles are (a) preventing the existence of conflicting roles that might bias a contractor's judgment, and (b) preventing an unfair competitive advantage. If you have an unfair competitive advantage or a conflict of interest, the state may withhold award. Before withholding award on these grounds, an offeror will be notified of the concerns and provided a reasonable opportunity to respond. Efforts to avoid or mitigate such concerns, including restrictions on future activities, may be considered. Without limiting the foregoing, you represent that your offer identifies any services that relate to either this solicitation or the work and that has already been performed by you, a proposed subcontractor, or an affiliated business of either. [02-2A047-2]

DRUG FREE WORK PLACE CERTIFICATION (JANUARY 2006) By submitting an Offer, Contractor certifies that, if awarded a contract, Contractor will comply with all applicable provisions of The Drug-free Workplace Act, Title 44, Chapter 107 of the South Carolina Code of Laws, as amended.

DUTY TO INQUIRE (FEB 2015)

Offeror, by submitting an Offer, represents that it has read and understands the Solicitation and that its Offer is made in compliance with the Solicitation. Offerors are expected to examine the Solicitation thoroughly and should request an explanation of any ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation. Failure to do so will be at the Offeror's risk. All ambiguities, discrepancies, errors, omissions, or conflicting statements in the Solicitation shall be interpreted to require the better quality or greater quantity of work and/or materials, unless otherwise directed by amendment. Offeror assumes responsibility for any patent ambiguity in the Solicitation that Offeror does not bring to the State's attention. See clause entitled "Questions from Offerors." [02-2A070-2]

ETHICS CERTIFICATE (May 2008): By submitting an offer, the offeror certifies that the offeror has and will comply with, and has not, and will not, induce a person to violate Title 8, Chapter 13 of the South Carolina Code of Laws, as amended (ethics act). The following statutes require special attention: Section 8-13-700, regarding use of official position for financial gain; Section 8-13-705, regarding gifts to influence action of public official; Section 8-13-720, regarding offering money for advice or assistance of public official; Sections 8-13-755 and 8-13-760, regarding restrictions on employment by former public official; Section 8-13-775, prohibiting public official with economic interests from acting on contracts; Section 8-13-790, regarding recovery of kickbacks; Section 8-13-1150, regarding statements to be filed by consultants; and Section 8-13-1342, regarding restrictions on contributions by contractor to candidate who participated in awarding of contract. The state may rescind any contract and recover all amounts expended as a result of any action taken in violation of this provision. If contractor participates, directly or indirectly, in the evaluation or award of public contracts, including without limitation, change orders or task orders regarding a public contract, contractor shall, if required by law to file such a statement, provide the statement required by Section 8-13-1150 to the procurement officer at the same time the law requires the statement to be filed. [02-2A075-2]

IRAN DIVESTMENT ACT – CERTIFICATION (JAN 2015): (a) The Iran Divestment Act List is a list published by the Board pursuant to Section 11-57-310 that identifies persons engaged in investment activities in Iran. Currently, the list is available at the following URL: <http://procurement.sc.gov/PS/PS-iran-divestment.phtm> (.). Section 11-57-310 requires the government to provide a person ninety days written notice before he is included on the list. The following representation, which is required by Section 11-57-330(A), is a material inducement for the State to award a contract to you. (b) By signing your Offer, you certify that, as of the date you sign, you are not on the then-current version of the Iran Divestment Act List. (c) You must notify the Procurement Officer immediately if, at any time before posting of a final statement of award, you are added to the Iran Divestment Act List. [02-2A077-A]

OMIT TAXES FROM PRICE (JANUARY 2006): Do not include any sales or use taxes in Your price that the State may be required to pay.

OPEN TRADE REPRESENTATION (JUN 2015): By submitting an Offer, Offeror represents that Offeror is not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300. [02-2A083-1]

PROCUREMENT AGENT (AUG 2004) Authorized Agent. All authority regarding the conduct of this procurement is vested solely with the responsible Procurement Officer. Unless specifically delegated in writing, the Procurement Officer is the only government official authorized to bind the government with regard to this procurement.

PROHIBITED COMMUNICATIONS AND DONATIONS (FEB 2015)

Violation of these restrictions may result in disqualification of your offer, suspension or debarment, and may constitute a violation of law. (a) During the period between publication of the solicitation and final award, you must not communicate, directly or indirectly, with the Using Governmental Unit or its employees, agents or officials regarding any aspect of this procurement activity, unless otherwise approved in writing by the Procurement Officer. All communications must be solely with the Procurement Officer. [R. 19-445.2010]

(b) You are advised to familiarize yourself with Regulation 19-445.2165, which restricts donations to a governmental entity with whom you have or seek to have a contract. *You represent that your offer discloses any gifts made, directly or through an intermediary, by you or your named subcontractors to or for the benefit of the Using Governmental Unit during the period beginning eighteen months prior to the Opening Date.* [R. 19-445.2165] [02-2A087-1]

PROTESTS (JUNE 2006) Any prospective bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the solicitation of a contract shall protest within fifteen days of the date of issuance of the applicable solicitation document at issue. Any actual bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the intended award or award of a contract shall protest within ten days of the date notification of award is posted in accordance with this code. A protest shall be in writing, shall set forth the grounds of the protest and the relief requested with enough particularity to give notice of the issues to be decided, and must be received by the appropriate Chief Procurement Officer within the time provided. See clause entitled "Protest-CPO". [~ 11-35-4210]

PUBLIC OPENING (JANUARY 2006) Offers will be publicly opened at the date / time and at the location identified on the Cover Page, or last Amendment, whichever is applicable

QUESTIONS FROM OFFERORS (FEB 2015)

(a) Any prospective offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing. Questions regarding the original solicitation or any amendment must be received by the Procurement Officer no later than five (5) days prior to opening unless an earlier date is stated on the Cover Page. Label any communication regarding your questions with the name of the procurement officer, and the solicitation's title and number. Oral explanations or instructions will not be binding. [See R. 19-445.2042(B)] Any information given a prospective offeror concerning a solicitation will be furnished promptly to all other prospective offerors as an Amendment to the solicitation, if that information is necessary for submitting offers or if the lack of it would be prejudicial to other prospective offerors. See clause entitled "Duty to Inquire." We will not identify you in our answer to your question. (b) The State seeks to permit maximum practicable competition. Offerors are urged to advise the Procurement Officer --as soon as possible --regarding any aspect of tis procurement, including any aspect of the Solicitation that unnecessarily or inappropriately limits full and open competition. [See R. 19-445.2140] [02-2A095-2]

REJECTION/CANCELLATION (JAN 2004) The State may cancel this solicitation in whole or in part. The State may reject any or all proposals in whole or in part. [SC Code Section 11-35-1710 & R.19-445.2065.]

SIGNING YOUR OFFER (JANUARY 2006) Every Offer must be signed by an individual with actual authority to bind the Offeror. (a) If the Offeror is an individual, the Offer must be signed by that individual. If the Offeror is an individual doing business as a firm, the Offer must be submitted in the firm name, signed by the individual, and state that the individual is doing business as a firm. (b) If the Offeror is a partnership, the Offer must be submitted in the partnership name, followed by the words "by its Partner," and signed by a general partner. (c) If the Offeror is a corporation, the Offer must be submitted in the corporate name, followed by the signature and title of the person authorized to sign. (d) An Offer may be submitted by a joint venturer involving any combination of individuals, partnerships, or corporations. If the Offeror is a joint venture, the Offer must be submitted in the name of the Joint Venture and signed by every participant in the joint venture in the manner prescribed in paragraphs (a) through (c) above for each type of participant. (e) If an Offer is signed by an agent, other than as stated in subparagraphs (a) through (d) above, the Offer must state that is has been signed by an Agent. Upon request, Offeror must provide proof of the agent's authorization to bind the principal.

STATE OFFICE CLOSINGS (JANUARY 2006) If an emergency or unanticipated event interrupts normal government

processes so that offers cannot be received at the government office designated for receipt of bids by the exact time specified in the solicitation, the time specified for receipt of offers will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal government processes resume. In lieu of an automatic extension, an Amendment may be issued to reschedule bid opening. If state offices are closed at the time a pre-bid or pre-proposal conference is scheduled, an Amendment will be issued to reschedule the conference. Useful information may be available at: http://www.scemd.org/scgovweb/weather_alert.htm.

SUBMITTING CONFIDENTIAL INFORMATION (FEB 2015)

(An overview is available at www.procurement.sc.gov) For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "CONFIDENTIAL" every page, or portion thereof, that Offeror contends contains information that is exempt from public disclosure because it is either (a) a trade secret as defined in Section 30-4-40(a)(1), or (b) privileged and confidential, as that phrase is used in Section 11-35-410. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the words "TRADE SECRET" every page, or portion thereof, that Offeror contends contains a trade secret as that term is defined by Section 39-8-20 of the Trade Secrets Act. For every document Offeror submits in response to or with regard to this solicitation or request, Offeror must separately mark with the word "PROTECTED" every page, or portion thereof, that Offeror contends is protected by Section 11-35-1810. All markings must be conspicuous; use color, bold, underlining, or some other method in order to conspicuously distinguish the mark from the other text. Do not mark your entire response (bid, proposal, quote, etc.) as confidential, trade secret, or protected. If your response, or any part thereof, is improperly marked as confidential or trade secret or protected, the State may, in its sole discretion, determine it nonresponsive. If only portions of a page are subject to some protection, do not mark the entire page. By submitting a response to this solicitation or request, Offeror (1) agrees to the public disclosure of every page of every document regarding this solicitation or request that was submitted at any time prior to entering into a contract (including, but not limited to, documents contained in a response, documents submitted to clarify a response, and documents submitted during negotiations), unless the page is conspicuously marked "TRADE SECRET" or "CONFIDENTIAL" or "PROTECTED", (2) agrees that any information not marked, as required by these bidding instructions, as a "Trade Secret" is not a trade secret as defined by the Trade Secrets Act, and (3) agrees that, notwithstanding any claims or markings otherwise, any prices, commissions, discounts, or other financial figures used to determine the award, as well as the final contract amount, are subject to public disclosure. In determining whether to release documents, the State will detrimentally rely on Offeror's marking of documents, as required by these bidding instructions, as being either "Confidential" or "Trade Secret" or "PROTECTED". By submitting a response, Offeror agrees to defend, indemnify and hold harmless the State of South Carolina, its agencies, officers and employees, from every claim, demand, loss, expense, cost, damage or injury, including attorney's fees, arising out of or resulting from withholding information by the State of South Carolina or any of its agencies, that Offeror marked as "confidential" or "trade secret" or "PROTECTED". (All references to S.C. Code of Laws.) [02-2A125-2]

TAX CREDIT FOR SUBCONTRACTING WITH DISADVANTAGED SMALL BUSINESSES (JAN 2008):

Pursuant to Section 12-6-3350, a taxpayer having a contract with this State who subcontracts with a socially and economically disadvantaged small business is eligible for an income tax credit equal to four percent of the payments to that subcontractor for work pursuant to the contract. The subcontractor must be certified as a socially and economically disadvantaged small business as defined in Section 11-35-5010 and regulations pursuant to it. The credit is limited to a maximum of fifty thousand dollars annually. A taxpayer is eligible to claim the credit for ten consecutive taxable years beginning with the taxable year in which the first payment is made to the subcontractor that qualifies for the credit. After the above ten consecutive taxable years, the taxpayer is no longer eligible for the credit. A taxpayer claiming the credit shall maintain evidence of work performed for the contract by the subcontractor. The credit may be claimed on Form TC-2, "Minority Business Credit." A copy of the subcontractor's certificate from the Governor's Office of Small and Minority Business (OSMBA) is to be attached to the contractor's income tax return. Questions regarding the tax credit and how to file are to be referred to: SC Department of Revenue, Research and Review, Phone: (803) 898-5786, Fax: (803) 898-5888. Questions regarding subcontractor certification are to be referred to: Governor's Office of Small and Minority Business Assistance, Phone: (803) 734-0657, Fax: (803) 734-2498. [02-2A135-1]

TAXPAYER IDENTIFICATION NUMBER: (a) If Offeror is owned or controlled by a common parent as defined in paragraph (b) of this provision, Offeror shall submit with its Offer the name and TIN of common parent.

(b) Definitions: "Common parent," as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member. "Taxpayer Identification Number (TIN)," as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(c) If Offeror does not have a TIN, Offeror shall indicate if either a TIN has been applied for or a TIN is not required. If a TIN is not required, indicate whether (i) Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States; (ii) Offeror is an agency or instrumentality of a state or local government; (iii) Offeror is an agency or instrumentality of a foreign government; or (iv) Offeror is an agency or instrumentality of the Federal Government.

WITHDRAWAL OR CORRECTION OF OFFER (JANUARY 2006) Offers may be withdrawn by written notice received at any time before the exact time set for opening. If the Solicitation authorizes facsimile offers, offers may be withdrawn via facsimile received at any time before the exact time set for opening. A bid may be withdrawn in person by a bidder or its authorized representative if, before the exact time set for opening, the identity of the person requesting withdrawal is established and the person signs a receipt for the bid. The withdrawal and correction of Offers is governed by S.C. Code Section 11-35-1520 and Regulation 19-445.2085.

SUBMITTING A PAPER OFFER OR MODIFICATION: (a) All prices and notations should be printed in ink or typewritten. Errors should be crossed out, corrections entered and initialed by the person signing the bid. Do not modify the solicitation document itself (including bid schedule). (b) (1) All copies of the offer or modification, and any other documents required to be submitted with the offer shall be enclosed in a sealed, opaque envelope or package. (2) Submit your offer or modification to the address on the Cover Page. (3) The envelope or package must show the time and date specified for opening, the solicitation number, and the name and address of the bidder. If the offer or modification is sent by mail or special delivery service (UPS, Federal Express, etc.), the outermost envelope or wrapper must be labeled "OFFER ENCLOSED" on the face thereof. (c) If you are responding to more than one solicitation, submit each offer in a separate envelope or package. (d) Submit the number of copies indicated on the Cover Page. (e) Facsimile or e-mail offers, modifications, or withdrawals, will not be considered unless authorized by the Solicitation. [02-2A130-2]

II. Instructions To Offerors - B. Special Instructions

SUBMISSION OF QUESTIONS

Mark envelopes on questions mailed:

QUESTIONS: USC-RFP-2961-KS

Title: Provide Kiosk Print Management Turnkey System for the University of South Carolina

Attn.: Kevin Sanders

QUESTIONS MAY BE E-MAILED TO:

ksanders@mailbox.sc.edu

FAXED TO:

803-777-2032

CLARIFICATION (NOV 2007)

Pursuant to Section 11-35-1530(6), the Procurement Officer may elect to communicate with you after opening for the purpose of clarifying either your offer or the requirements of the solicitation. Such communications may be conducted only with offerors who have submitted an offer which obviously conforms in all material aspects to the solicitation. Clarification of an offer must be documented in writing and included with the offer. Clarifications may not be used to revise an offer or the solicitation. [Section 11-35-1530(6); R.19-445.2080] [02-2B055-1]

DISCUSSION WITH OFFERORS: After opening, the Procurement Officer may, in his sole discretion, initiate discussions with you to discuss your offer. [Section 11-35-1530(6)]

CONTENTS OF OFFER (RFP) (FEB 2015)

(a) Offers should be complete and carefully worded and should convey all of the information requested.

(b) Offers should be prepared simply and economically, providing a straightforward, concise description of offeror's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content.

(c) The contents of your offer must be divided into two parts, the technical proposal and the business proposal. Each part should be bound in a single volume.

(d) If your offer includes any comment over and above the specific information requested in the solicitation, you are to include this information as a separate appendix to your offer. Offers which include either modifications to any of

the solicitation's contractual requirements or an offeror's standard terms and conditions may be deemed non-responsive and not considered for award.

[02-2B040-2]

ELECTRONIC COPIES – REQUIRED MEDIA AND FORMAT (MAR 2015): In addition to your original offer, you must submit an electronic copy or copies on compact disk (CD), DVD, or USB drive. Submit the number of copies indicated on the cover page. Each copy should be on separate media. Your business and technical proposals must be on separate media. Every disk or USB drive must be labeled with the solicitation number and the offeror's name, and specify whether its contents address technical proposal or business proposal. If multiple-disk sets are provided, each disk in the set must be appropriately identified as to its relationship to the set, e.g., 1 of 2. The electronic copy must be identical to the original offer. File format shall be compatible with Microsoft Office (version 2003 or later), or Adobe Acrobat or equivalent Portable Document Format (.pdf) viewer. The Procurement Officer must be able to view, search, copy and print electronic documents without a password. [02-2B070-2]

OPENING PROPOSALS -- INFORMATION NOT DIVULGED (FEB 2015)

In competitive sealed proposals, neither the number or identity of offerors nor prices will be divulged at opening. [Section 11-35-1530 & R. 19-445.2095(C)(1)] [02-2B110-2]

PROTEST - CPO - ITMO ADDRESS (JUN 2006): Any protest must be addressed to the Chief Procurement Officer, Information Technology Management Office, and submitted in writing

(a) by email to protest-itmo@itmo.sc.gov ,

(b) by facsimile at 803-737-0102 , or

(c) by post or delivery to 1201 Main Street, Suite 601, Columbia, SC 29201.

[02-2B120-1]

LEGAL AGREEMENTS INCLUDED WITH PROPOSALS MUST BE CLEARLY LABELLED "SAMPLE"

Every page of legal agreement(s) that Offeror expects the University to sign in order to do business with Offeror, Offeror's terms and conditions, and/or similar type legal documents pursuant to potential contract award that Offeror chooses to include with its proposal must be clearly labelled "SAMPLE". If Offeror's proposal is the highest ranked offer from the evaluation process for the solicitation, then the University will consider the legal documents pursuant to potential contract award that the Offeror included with its bid and clearly labelled "SAMPLE".

CONTENTS OF OFFER - RFP - Solutions Based (JAN 2006): The following outline may be helpful in preparing your proposal. Your offer should address each of the areas outlined below (as applicable) and provide the information requested. As your offer will be evaluated based on the information you provide, failure to provide a complete and comprehensive presentation of your solution could negatively effect our evaluation of your offer.

1. **Executive Overview:** Your offer should include a summary of the proposed solution that reflects your understanding of both the state's needs and how your solution will satisfy those needs. Please explain your overall approach to the management of this effort, including a brief discussion of the total organization (structure and relationships among personnel and consultants / subcontractors).

2. **Technical Overview:** Your offer should include a summary of the proposed technical solution with enough detail to demonstrate an understanding of the current environment and scope of the project

3. **Detailed explanation of proposed solution**

3.1 **Management**

3.1.1 **Implementation schedule**

3.1.1.1 from contract formation to installation and acceptance

3.1.1.2 installation, testing, and pilot, as appropriate

3.1.1.3 detailed staffing deployment schedule

3.1.1.4 milestones and deliverables

3.1.2 **Project management practices, policies, and certifications**

3.1.3 **Application development methodologies**

3.1.4 **Subcontracting, outsourcing, offshore contribution (if any)**

3.1.5 **Escalation policies, practices, and contacts**

3.2 **Technical.** As appropriate, provide a explanation and/or information about the following, in detail:

3.2.1 **Functional capabilities of the proposed solution, including all performance capabilities, and specifications**

response times.

3.2.2 **Technical information about proposed solution, including technical specifications of any proposed equipment or services**

3.2.3 **Software, if any, including manufacturer, functional capabilities, warranties, support levels, and documentation (any applicable license agreements and documents reflecting offeror's authority to include**

such software).

3.2.4 **Services included in the proposal and otherwise available**

3.2.5 **Environmental requirements for the proposed solution.**

3.2.6 **Software development plan, interfaces documentation, data synchronization, and replication plans,**

etc.

3.2.7 **Technical and operational manuals, by reference.**

3.3 **Change Management.** Who initiates change requests, what justifications and explanations are included, risks associated with change, approval process, etc.

3.4 **Installation and support.**

3.4.1 **Installation – provide detailed information on the installation requirements and schedule.**

3.4.2 **Training – explain any proposed training solution. Include plans for training new employees beyond the initial training cycle, employee readiness evaluations, training feedback, student-instructor ratios, duration of training, etc. Include plans for updating and maintaining training plans, system documentation, operational documentation, etc. For the duration of the implementation or term of the contract as appropriate. Include any other training solutions that are available.**

3.4.3 **Support services including hardware and software maintenance – include an explanation of any proposed support services including performance guarantees. Identify all proposed maintenance including a detailed explanation of response times. Include any forms or agreements.**

- 3.4.4 Data conversion requirements should include who is responsible for developing any data conversion programs, what the acceptable level of conversion, how many records are to be converted, who is responsible for entering any records that do not convert properly, etc.
- 3.4.5 Service level agreements (SLA) with performance commitments. If appropriate, include industry standard response times and performance requirements for normal business processing and/or critical business processing as appropriate.
- 3.4.6 Disaster recovery plans should be included, as appropriate.
- 3.4.7 Back-up plans for proposed network, data, and systems outages and disruptions, if appropriate.
- 3.4.8 Warranties – include all functional, performance, and quality of workmanship warranties. Describe acceptable warranty performance specifications and warranty performance reporting to include number of calls, number and type of repairs and changes, etc.
- 3.5 Intellectual property: explain the ownership rights to all proposed intellectual property.
- 3.6 Staffing
- 3.6.1 Contractor
- 3.6.1.1 Key staff, their resumes, and areas of responsibility on this project
- 3.6.1.2 Non-key staff, by number and areas of responsibility on this project
- 3.6.1.3 State the number of state employees necessary and what training and skill levels are anticipated?
- 3.6.2 Other – are there any other staffing requirements?
- 3.7 Business proposals
- 3.7.1 Total cost of ownership – provide anticipated cost of purchasing, owning, operating, maintaining, and supporting the proposed solution for the total potential term of the contract. Include a detailed accounting of the total cost of ownership.
- 3.7.2 Risk analysis – identify the internal and external factors could significantly impact the probability of completing this project on time and within budget
- 3.7.3 Risk mitigation – identify any actions that could be taken to mitigate the identified risks
- 3.7.4 Risk sharing – identify any opportunities for mutually beneficial risk sharing
- 3.7.5 Performance incentives – identify any opportunities for performance-based incentives
- 3.7.6 Financing options – identify any alternative financing options available to the state
- 3.8 Offeror’s Qualifications. Provide the information requested by the following provisions:
Qualifications – Required Information – SB
Subcontractor – Identification

Offers should be complete and carefully worded and should convey all of the information requested. Offers should be prepared simply and economically, providing a straightforward, concise description of offeror's capabilities to satisfy the requirements of the RFP. Emphasis should be on completeness and clarity of content. Each copy of your offer should be bound in a single volume where practical. All documentation submitted with your offer should be bound in that single volume. If your offer includes any comment over and above the specific information requested in the solicitation, you are to include this information as a separate appendix to your offer. Offers which include either modifications to any of the solicitation’s contractual requirements or an offeror's standard terms and conditions may be deemed non-responsive and not considered for award.

SAMPLES OR DESCRIPTIVE LITERATURE

Samples or descriptive literature should not be submitted unless expressly requested and regardless of any attempt by an offeror to condition its offer, unsolicited bid samples or descriptive literature which are submitted at offeror’s risk will not be examined or tested, and will not be deemed to vary any of the provisions of the Request for Proposals.

III. Scope of Work / Specifications

DELIVERY / PERFORMANCE LOCATION – PURCHASE ORDER (January, 2006): After award, all deliveries shall be made to the location specified by the using Governmental Unit in its purchase order.

Contractor will provide kiosk style print turnkey units for student, faculty, staff and visitors to print any document – Word, PowerPoint, Excel, PDF files. The kiosk style print turnkey units must support multiple platforms, to include Mac, UNIX, Linux and Windows. Kiosk style print turnkey units will be a total print management and control system with contractor-supplied equipment, paper, printer, toner, etc.. We are only interested in kiosk style (small, free standing and unmanned) printing with this procurement.

A list of the current locations for the kiosk style print turnkey units is attached as Appendix A

Black/White, Color, and Duplex printing is required. Contractor must indicate and provide the cost to the University per page for each print type. University of South Carolina will be allowed to increase this charge to the end user at any time during the contract with the contractor. Revenue sharing is a mandatory requirement of the RFP.

Kiosk print system must be able to accept University of South Carolina CarolinaCard Cash Card(CBORD System) for payment and major credit cards. For credit card transactions, the contractor must use its merchant number and pay any charges associated with each transaction and be PCI compliant. University will accept no losses for merchant transactions.

Kiosk print system must be able to allow a user to upload his/her document to a web system or print from a USB device. Users must be able to print their uploaded documents on any kiosk in the system.

All charges for WiFi, Cellular, and Landline connectivity options of the Kiosk are the responsibility of the contractor.

Kiosk must be sturdy and restrict access to internal equipment and printers. Contractor assumes all liability for the kiosk.

Kiosk must make a connection to the Carolina Card CBORD system which requires a secure connection that is limited specifically to the CBORD server. Credit card transactions will require a connection that has access off campus to contractor-provided PCI compliant credit card processing systems. The kiosk will also need access off campus to retrieve documents uploaded for printing.

Kiosk must maintain audit trail of printed pages which must be accessible at any time to the University.

Contractor must provide a web system for access to reports based on the print database of print statistics and user information.

Contractor must keep the kiosk printing device stocked with supplies and equipment in working order 24x7, seven days a week.

Contractor must provide trained, experienced personnel to service the kiosk in a timely manner for software updates and equipment repair/replacement.

All employees of the contractor working on University premises must meet the standards of conduct, appearance, service and integrity established by the University. While on University premises, the contractor's personnel must have name badges or similar identification that distinguishes them as employees of the contractor. The contractor's personnel shall only be allowed in academic buildings during posted building hours. The contractor's personnel will follow the guidelines established for access to University facilities, which will include limited access to residence halls.

Contractor will accept liability for any kiosk damage, loss, theft, etc. It shall be the contractor's responsibility to obtain insurance coverage for such loss in an amount deemed appropriate by the contractor.

Contractor will pay for CBORD integration fees and upfront software and licensing fees. CBORD costs for software Implementation are estimated to be \$4,500.00 and yearly licensing fees to be \$1,200.00. We are currently on CBORD's CS Gold version 6.0.29.

Contractor must provide a four (4) hour response time on all service calls placed for its kiosk print management system.

The University of South Carolina CarolinaCard has a current surcharge of three percent (3%) it charges contractors for CarolinaCard Cash (CBORD system) transactions. Contractor must pay surcharge to CarolinaCard for kiosk print management system transactions using CarolinaCash as the payment method. CarolinaCard reserves the right to increase the current surcharge percentage that it charges to contractor during the contract term.

IV. Information For Offerors To Submit

INFORMATION FOR OFFERORS TO SUBMIT – GENERAL (MAR 2015): You shall submit a signed Cover Page and Page Two. Your offer should include all other information and documents requested in this part and in parts II.B. Special Instructions; III. Scope of Work; V. Qualifications; VIII. Bidding Schedule/Price Proposal; and any appropriate attachments addressed in Part IX. Attachments to Solicitations. You should submit a summary of all insurance policies you have or plan to acquire to comply with the insurance requirements stated herein, if any, including policy types; coverage types; limits, sub-limits, and deductibles for each policy and coverage type; the carrier's A.M. Best rating; and whether the policy is written on an occurrence or claims-made basis. [04-4010-2]

INFORMATION FOR OFFERORS TO SUBMIT - EVALUATION (JAN 2006): In addition to information requested elsewhere in this solicitation, offerors should submit the following information for purposes of evaluation: [04-4005-1]

PROPOSAL CONTENTS

To be considered for award, all proposals should include, as a minimum, the following information. **All information should be presented in the order listed.**

(MUST Provide Fee schedule sealed and separate from the balance of the proposal response)

Submit a cover letter that includes a summary of the offeror's ability to perform the services described herein.

The cover letter must also include the following information:

Company Name
Street and PO Box (if applicable), City, State, Zip
Telephone number, fax number
E-mail address
Name of person responsible for this contract
FEIN Number or SS Number
Company history (type of business, number of years in business)

1. Offeror's Customer Lists – Include a list of representative customers. The University reserves the right to contact offeror's representative customers for the purpose of performing reference checks.
2. Offeror's proposed kiosk print management system - Describe features and functionality of the proposed kiosk print management system. For the Black/White, Color, Duplex Printing required, what is the cost to USC per page for each print type? Is USC allowed to increase this charge to the end user?
3. Offeror's support plan for its proposed kiosk print management system. Service history of Offeror's proposed kiosk print management system.
4. Offeror's Revenue Projection based on the suggested number of machines and printed pages. Describe the revenue sharing, cost of copies to the University and costs to users of the proposed kiosk print management system.
- 5. List network connectivity options for your proposed kiosk management system (examples: WiFi, Cellular, LandLine, etc.). For each network connectivity option listed, provide technical details. Technical details should specify any requirements for the University.**

If the option is using the University's infrastructure, specify:

- A. Connectivity type (wired or wireless);
- B. Bandwidth usage and duration;
- C. Security requirements and options;
- D. Authentication requirements and options; and
- E. Access requirements and options

6. Offeror must submit a PCI compliance letter for credit card processing systems with its proposal. Failure to submit a PCI compliance letter for credit card processing systems with its proposal may cause an offeror's proposal to be deemed non responsive and removed from further consideration.

7. Additional Qualifications

- a. Offeror's background, experience and qualifications in the operation of a kiosk based print management system.
- b. Offeror's company profile, personnel qualifications, and experience.
- c. Offeror's philosophy and commitment to the proposed kiosk print management system.
- d. Offeror must provide written proof that it is in the process of becoming a certified partner of CBORD.

MINORITY PARTICIPATION (JAN 2006):

Is the bidder a South Carolina Certified Minority Business? Yes No

Is the bidder a Minority Business certified by another governmental entity? Yes No

If so, please list the certifying governmental entity: _____

Will any of the work under this contract be performed by a SC certified Minority Business as a subcontractor? Yes No

If so, what percentage of the total value of the contract will be performed by a SC certified Minority Business as a subcontractor? _____

Will any of the work under this contract be performed by a minority business certified by another governmental entity as a subcontractor? Yes No

If so, what percentage of the total value of the contract will be performed by a minority business certified by another governmental entity as a subcontractor? _____

If a certified Minority Business is participating in this contract, please indicate all categories for which the Business is certified:

- Traditional minority
- Traditional minority, but female
- Women (Caucasian females)
- Hispanic minorities
- DOT referral (Traditional minority)
- DOT referral (Caucasian female)
- Temporary certification
- SBA 8 (a) certification referral
- Other minorities (Native American, Asian, etc.)

(If more than one minority contractor will be utilized in the performance of this contract, please provide the information above for each minority business.)

For a list of certified minority firms, please consult the Minority Business Directory, which is available at the following URL: <http://www.govoepp.state.sc.us/osmba/>
[04-4015-1]

SUBMITTING REDACTED OFFERS (MAR 2015): If your offer includes any information that you marked as "Confidential," "Trade Secret," or "Protected" in accordance with the clause entitled "Submitting Confidential Information," you must also submit one complete copy of your offer from which you have removed or concealed such information (the redacted copy). The redacted copy should (i) reflect the same pagination as the original, (ii) show the empty space from which information was redacted, and (iii) be submitted on magnetic media. (See clause entitled "Electronic Copies - Required Media and Format.") Except for the information removed or concealed, the redacted copy must be identical to your original offer, and the Procurement Officer must be able to view, search, copy and print the redacted copy without a password. [04-4030-2]

V. Qualifications

QUALIFICATION OF OFFEROR (MAR 2015): (1) To be eligible for award, you must have the capability in all respects to perform fully the contract requirements and the integrity and reliability which will assure good faith performance. We may also consider a documented

commitment from a satisfactory source that will provide you with a capability. We may consider information from any source at any time prior to award. We may elect to consider (i) key personnel, any predecessor business, and any key personnel of any predecessor business, including any facts arising prior to the date a business was established, and/or (ii) any subcontractor you identify. (2) You must promptly furnish satisfactory evidence of responsibility upon request. Unreasonable failure to supply requested information is grounds for rejection. (3) Corporate subsidiaries are cautioned that the financial capability of an affiliated or parent company will not be considered in determining financial capability; however, we may elect to consider any security, e.g., letter of credit, performance bond, parent-company corporate guaranty, that you offer to provide Instructions and forms to help assure acceptability are posted on procurement.sc.gov, link to “Standard Clauses & Provisions.” [05-5005-2]

QUALIFICATIONS – REQUIRED INFORMATION (MAR 2015): Submit the following information or documentation for you and for any subcontractor (at any tier level) that you identify pursuant to the clause titled Subcontractor – Identification. Err on the side of inclusion. You represent that the information provided is complete. (a) The general history and experience of the business in providing work of similar size and scope. (b) Information reflecting the current financial position. Include the most current financial statement and financial statements for the last two fiscal years. If the financial statements have been audited in accordance with the following requirements, provide the audited version of those statements. [Reference Statement of Financial Accounting Concepts No. 5 (FASB, December, 1984), as amended.] (c) A detailed, narrative statement listing the three most recent, comparable contracts (including contact information) which have been performed. For each contract, describe how the supplies or services provided are similar to those requested by this solicitation, and how they differ. (d) A list of every business for which supplies or services substantially similar to those sought with this solicitation have been provided, at any time during the past three years. (e) A list of every South Carolina public body for which supplies or services have been provided at any time during the past three years, if any. (f) List of failed projects, suspensions, debarments, and significant litigation. [05-5015-2]

SUBCONTRACTOR – IDENTIFICATION (FEB 2015): If you intend to subcontract, at any tier level, with another business for any portion of the work and that portion either (1) exceeds 10% of your cost, (2) involves access to any “government information,” as defined in the clause entitled “Information Security - Definitions,” if included, or (3) otherwise involves services critical to your performance of the work (err on the side of inclusion), your offer must identify that business and the work which they are to perform. Identify potential subcontractors by providing the business name, address, phone, taxpayer identification number, and point of contact. In determining your responsibility, the state may contact and evaluate your proposed subcontractors. [05-5030-2]

VI. Award Criteria

AWARD CRITERIA – PROPOSALS (JAN 2006): Award will be made to the highest ranked, responsive and responsible offeror whose offer is determined to be the most advantageous to the State.

EVALUATION FACTORS – PROPOSALS: Responsive Offers will be evaluated using only the factors stated below. Evaluation factors are stated in the relative order of importance, with the first factor being the most important.

- Offeror's proposed kiosk print management system. For the Black/White, Color, Duplex Printing required, the cost to USC per page for each print type and whether USC is allowed to increase this charge to the end user
- Offeror's Support Plan for its proposed kiosk print management system. Service history of Offeror's proposed kiosk print management system.
- Network Connectivity Options for Offeror's proposed kiosk print management system
- Offeror's Revenue sharing, cost of copies to the University and costs to users of the proposed kiosk print management system
- Additional Qualifications

DISCUSSIONS AND NEGOTIATIONS – OPTIONAL (FEB 2015)

Submit your best terms from both a price and a technical standpoint. Your proposal may be evaluated and your offer accepted without any discussions, negotiations, or prior notice. Ordinarily, nonresponsive proposals will be rejected outright without prior notice. Nevertheless, the State may elect to conduct discussions, including the possibility of limited proposal revisions, but only for those proposals reasonably susceptible of being selected for award. [11-35-1530(6); R.19-445.2095(I)] If improper revisions are submitted during discussions, the State may elect to consider only your unrevised initial proposal, provided your initial offer is responsive. The State may also elect to conduct negotiations, beginning with the highest ranked offeror, or seek best and final offers, as provided in Section 11-35-1530(8). Negotiations may involve both price and matters affecting the scope of the contract, so long as changes are within the general scope of the request for proposals. If negotiations are conducted, the State may elect to disregard the negotiations and accept your original proposal. [06-6058-1]

VII. Terms and Conditions - A. General

ASSIGNMENT, NOVATION, AND CHANGE OF NAME, IDENTITY, OR STRUCTURE (FEB 2015)

- (a) Contractor shall not assign this contract, or its rights, obligations, or any other interest arising from this contract, or delegate any of its performance obligations, without the express written consent of the responsible procurement officer. The foregoing restriction does not apply to a transfer that occurs by operation of law (e.g., bankruptcy; corporate reorganizations and consolidations, but not including partial asset sales). Notwithstanding the foregoing, contractor may assign monies receivable under the contract provided that the state shall have no obligation to make payment to an assignee until thirty days after contractor (not the assignee) has provided the responsible procurement officer with (i) proof of the assignment, (ii) the identity (by contract number) of the specific state contract to which the assignment applies, and (iii) the name of the assignee and the exact address or account information to which assigned payments should be made. (b) If contractor amends, modifies, or otherwise changes its name, its identity (including its trade name), or its corporate, partnership or other structure, or its FEIN, contractor shall provide the procurement officer prompt written notice of such change. (c) Any name change, transfer, assignment, or novation is subject to the conditions and approval required by Regulation 19-445.2180, which does not restrict transfers by operation of law. [07-7A004-2]

BANKRUPTCY - GENERAL (FEB 2015)

(a) Notice. In the event the Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, the Contractor agrees to furnish written notification of the bankruptcy to the Using Governmental Unit. This notification shall be furnished within two (2) days of the initiation of the proceedings relating to the bankruptcy filing. This notification shall include the date on which the bankruptcy petition was filed, the identity of

the court in which the bankruptcy petition was filed, and a listing of all State contracts against which final payment has not been made. This obligation remains in effect until final payment under this Contract. (b) Termination. This contract is voidable and subject to immediate termination by the State upon the contractor's insolvency, including the filing of proceedings in bankruptcy. [07-7A005-2]

CHOICE-OF-LAW (JANUARY 2006): The Agreement, any dispute, claim, or controversy relating to the Agreement, and all the rights and obligations of the parties shall, in all respects, be interpreted, construed, enforced and governed by and under the laws of the State of South Carolina, except its choice of law rules. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation.

CONTRACT DOCUMENTS & ORDER OF PRECEDENCE (FEB 2015)

(a) Any contract resulting from this solicitation shall consist of the following documents: (1) a Record of Negotiations, if any, executed by you and the Procurement Officer, (2) the solicitation, as amended, (3) documentation of clarifications [11-35-1520(8)] or discussions [11-35-1530(6)] of an offer, if applicable, (4) your offer, (5) any statement reflecting the state's final acceptance (a/k/a "award"), and (6) purchase orders. These documents shall be read to be consistent and complimentary. Any conflict among these documents shall be resolved by giving priority to these documents in the order listed above.

(b) The terms and conditions of documents (1) through (5) above shall apply notwithstanding any additional or different terms and conditions in any other document, including without limitation, (i) a purchase order or other instrument submitted by the State, (ii) any invoice or other document submitted by Contractor, or (iii) any privacy policy, terms of use, or end user agreement. Except as otherwise allowed herein, the terms and conditions of all such documents shall be void and of no effect.

(c) No contract, license, or other agreement containing contractual terms and conditions will be signed by any Using Governmental Unit. Any document signed or otherwise agreed to by persons other than the Procurement Officer shall be void and of no effect. [07-7A015-2]

DISCOUNT FOR PROMPT PAYMENT (JANUARY 2006)

(a) Discounts for prompt payment will not be considered in the evaluation of offers. However, any offered discount will form a part of the award, and will be taken if payment is made within the discount period indicated in the offer by the offeror. As an alternative to offering a discount for prompt payment in conjunction with the offer, offerors awarded contracts may include discounts for prompt payment on individual invoices.

(b) In connection with any discount offered for prompt payment, time shall be computed from the date of the invoice. If the Contractor has not placed a date on the invoice, the due date shall be calculated from the date the designated billing office receives a proper invoice, provided the state annotates such invoice with the date of receipt at the time of receipt. For the purpose of computing the discount earned, payment shall be considered to have been made on the date that appears on the payment check or, for an electronic funds transfer, the specified payment date. When the discount date falls on a Saturday, Sunday, or legal holiday when Federal Government offices are closed and Government business is not expected to be conducted, payment may be made on the following business day.

DISPUTES (JANUARY 2006): (1) Choice-of-Forum. All disputes, claims, or controversies relating to the Agreement shall be resolved exclusively by the appropriate Chief Procurement Officer in accordance with Title 11, Chapter 35, Article 17 of the South Carolina Code of Laws, or in the absence of jurisdiction, only in the Court of Common Pleas for, or a federal court located in, Richland County, State of South Carolina. Contractor agrees that any act by the Government regarding the Agreement is not a waiver of either the Government's sovereign immunity or the Government's immunity under the Eleventh Amendment of the United State's Constitution. As used in this paragraph, the term "Agreement" means any transaction or agreement arising out of, relating to, or contemplated by the solicitation. (2) Service of Process. Contractor consents that any papers, notices, or process necessary or proper for the initiation or continuation of any disputes, claims, or controversies relating to the Agreement; for any court action in connection therewith; or for the entry of judgment on any award made, may be served on Contractor by certified mail (return receipt requested) addressed to Contractor at the address provided as the Notice Address on Page Two or by personal service or by any other manner that is permitted by law, in or outside South Carolina. Notice by certified mail is deemed duly given upon deposit in the United States mail.

EQUAL OPPORTUNITY (JANUARY 2006). Contractor is referred to and shall comply with all applicable provisions, if any, of Title 41, Part 60 of the Code of Federal Regulations, including but not limited to Sections 60-1.4, 60-4.2, 60-4.3, 60-250.5(a), and 60-741.5(a), which are hereby incorporated by reference.

FALSE CLAIMS (JANUARY 2006): According to the S.C. Code of Laws § 16-13-240, "a person who by false pretense or representation obtains the signature of a person to a written instrument or obtains from another person any chattel, money, valuable security, or other property, real or personal, with intent to cheat and defraud a person of that property is guilty" of a crime.

FIXED PRICING REQUIRED (JANUARY 2006): Any pricing provided by contractor shall include all costs for performing the work associated with that price. Except as otherwise provided in this solicitation, contractor's price shall be fixed for the duration of this contract, including option terms. This clause does not prohibit contractor from offering lower pricing after award.

IRAN DIVESTMENT ACT – ONGOING OBLIGATIONS – (JAN 2015): (a) You must notify the procurement officer immediately if, at any time during the contract term, you are added to the Iran Divestment Act List. 9b) Consistent with Section 11-57-330(B), you shall not contract with any person to perform a part of the Work, if at the time you enter into the subcontract, that person is on the then-current version of the Iran Divestment Act List. [07-7A072-1]

NO INDEMNITY OR DEFENSE (FEB 2015)

Any term or condition is void to the extent it requires the State to indemnify, defend, or pay attorney's fees to anyone for any reason. [07-7A045-2]

NOTICE (JANUARY 2006): (A) After award, any notices shall be in writing and shall be deemed duly given (1) upon actual delivery, if delivery is by hand, (2) upon receipt by the transmitting party of automated confirmation or answer back from the recipient's device if delivery is by telex, telegram, facsimile, or electronic mail, or (3) upon deposit into the United States mail, if postage is prepaid, a return receipt is requested, and either registered or certified mail is used. (B) Notice to contractor shall be to the address identified as the Notice Address on Page Two. Notice to the state shall be to the Procurement Officer's address on the Cover Page. Either party may designate a different address for notice by giving notice in accordance with this paragraph.

OPEN TRADE (JUN 2015): During the contract term, including any renewals or extensions, Contractor will not engage in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300. [07-7A053-1]

PAYMENT & INTEREST (FEB 2015)

(a) The State shall pay the Contractor, after the submission of proper invoices or vouchers, the prices stipulated in this contract for supplies delivered and accepted or services rendered and accepted, less any deductions provided in this contract. Unless otherwise specified herein, including the purchase order, payment shall not be made on partial deliveries accepted by the Government. (b) Unless otherwise provided herein, including the purchase order, payment will be made by check mailed to the payment address on "Page Two." (c) Notwithstanding any other provision, payment shall be made in accordance with S.C. Code Section 11-35-45, or Chapter 6 of Title 29 (real property improvements) when applicable, which provides the Contractor's exclusive means of recovering any type of interest from the Owner. Contractor waives imposition of an interest penalty unless the invoice submitted specifies that the late penalty is applicable. Except as set forth in this paragraph, the State shall not be liable for the payment of interest on any debt or claim arising out of or related to this contract for any reason. (d) Amounts due to the State shall bear interest at the rate of interest established by the South Carolina Comptroller General pursuant to Section 11-35-45 ("an amount not to exceed fifteen percent each year"), as amended, unless otherwise required by Section 29-6-30. (e) Any other basis for interest, including but not limited to general (pre- and post-judgment) or specific interest statutes, including S.C. Code Ann. Section 34-31-20, are expressly waived by both parties. If a court, despite this agreement and waiver, requires that interest be paid on any debt by either party other than as provided by items (c) and (d) above, the parties further agree that the applicable interest rate for any given calendar year shall be the lowest prime rate as listed in the first edition of the Wall Street Journal published for each year, applied as simple interest without compounding. (f) The State shall have all of its common law, equitable and statutory rights of set-off. [07-7A055-3]

PUBLICITY (JANUARY 2006): Contractor shall not publish any comments or quotes by State employees, or include the State in either news releases or a published list of customers, without the prior written approval of the Procurement Officer.

PURCHASE ORDERS (JANUARY 2006): Contractor shall not perform any work prior to the receipt of a purchase order from the using governmental unit. The using governmental unit shall order any supplies or services to be furnished under this contract by issuing a purchase order. Purchase orders may be used to elect any options available under this contract, e.g., quantity, item, delivery date, payment method, but are subject to all terms and conditions of this contract. Purchase orders may be electronic. No particular form is required. An order placed pursuant to the purchasing card provision qualifies as a purchase order.

SURVIVAL OF OBLIGATIONS (JANUARY 2006): The Parties' rights and obligations which, by their nature, would continue beyond the termination, cancellation, rejection, or expiration of this contract shall survive such termination, cancellation, rejection, or expiration, including, but not limited to, the rights and obligations created by the following clauses: Indemnification - Third Party Claims, Intellectual Property Indemnification, and any provisions regarding warranty or audit.

TAXES (JANUARY 2006): Any tax the contractor may be required to collect or pay upon the sale, use or delivery of the products shall be paid by the State, and such sums shall be due and payable to the contractor upon acceptance. Any personal property taxes levied after delivery shall be paid by the State. It shall be solely the State's obligation, after payment to contractor, to challenge the applicability of any tax by negotiation with, or action against, the taxing authority. Contractor agrees to refund any tax collected, which is subsequently determined not to be proper and for which a refund has been paid to contractor by the taxing authority. In the event that the contractor fails to pay, or delays in paying, to any taxing authorities, sums paid by the State to contractor, contractor shall be liable to the State for any loss (such as the assessment of additional interest) caused by virtue of this failure or delay. Taxes based on Contractor's net income or assets shall be the sole responsibility of the contractor.

TERMINATION DUE TO UNAVAILABILITY OF FUNDS (JANUARY 2006) Payment and performance obligations for succeeding fiscal periods shall be subject to the availability and appropriation of funds therefore. When funds are not appropriated or otherwise made available to support continuation of performance in a subsequent fiscal period, the contract shall be canceled. In the event of a cancellation pursuant to this paragraph, contractor will be reimbursed the resulting unamortized, reasonably incurred, nonrecurring costs. Contractor will not be reimbursed any costs amortized beyond the initial contract term.

THIRD PARTY BENEFICIARY (JANUARY 2006) This Contract is made solely and specifically among and for the benefit of the parties hereto, and their respective successors and assigns, and no other person will have any rights, interest, or claims hereunder or be entitled to any benefits under or on account of this Contract as a third party beneficiary or otherwise.

WAIVER (JANUARY 2006) The State does not waive any prior or subsequent breach of the terms of the Contract by making payments on the Contract, by failing to terminate the Contract for lack of performance, or by failing to strictly or promptly insist upon any term of the Contract. Only the Procurement Officer has actual authority to waive any of the State's rights under this Contract. Any waiver must be in writing.

VII. Terms and Conditions - B. Special

HIPAA LAW: The Contractor agrees that to the extent that some or all of the activities within the scope of this Contract are subject to the Health Insurance Portability Accountability Act of 1996, P.L. 104-91, as amended ("HIPAA"), or its implementing regulations, it will comply with the HIPAA requirements and will execute such agreements and practices as the University of South Carolina may require to ensure compliance. Additional information may be viewed at: <http://www.sc.edu/hipaa/>

PROTECTION OF HUMAN HEALTH AND THE ENVIRONMENT - The University of South Carolina requires that all contractual activities to be in compliance with local, state and federal mandates concerning "protection of human health and the environment". In addition, the University of South Carolina is a "Drug Free Work Place" and requires all contractors to comply with South Carolina Code of Laws Section 41-15-10 ET sequence (1976 w/amendments). Any contractor doing business with the University will be required to document compliance with these mandates and to furnish specific information requested by the University's Department of Environmental Health and Safety when notified to do so. The Contractor understands and agrees that jobsites are open at all times work is being performed by the Contractor to authorized University employees who have been trained to identify unsafe work conditions. The Contractor will immediately correct any deficiencies noted by these inspections when requested by the University's Department of Environmental Health and Safety to do so. In work areas where a specific hazard is posed which includes but is not limited to lead paint and asbestos abatement projects, Contractors will be required to produce Lead Compliance Plans and Asbestos Project Designs which outline their method of work prior to the start of work. Each contractor shall designate a responsible member of the Contractor's organization to be at the site whose duty shall be the prevention of accidents. By submission of this bid, the vendor agrees to take all necessary steps to insure compliance with the requirements outlined above.

BANKRUPTCY – GOVERNMENT INFORMATION (FEB 2015)

(a) All government information (as defined in the clause herein entitled "Information Security - Definitions") shall belong exclusively to the State, and Contractor has no legal or equitable interest in, or claim to, such information. Contractor acknowledges and agrees that in the event Contractor enters into proceedings relating to bankruptcy, whether voluntary or involuntary, government information in its possession and/or under its control will not be considered property of its bankruptcy estate.

(b) Contractor agrees to notify the State within forty-eight (48) hours of any determination that it makes to file for bankruptcy protection, and Contractor further agrees to turn over to the State, before such filing, all government information that is in Contractor's possession in a format that can be readily utilized by the State.

(c) In order to protect the integrity and availability of government information, Contractor shall take reasonable measures to evaluate and monitor the financial circumstances of any subcontractor that will process, store, transmit or access government information. [07-7B007-1]

COMPLIANCE WITH LAWS (JAN 2006): During the term of the contract, contractor shall comply with all applicable provisions of laws, codes, ordinances, rules, regulations, and tariffs.

CONTRACTOR'S OBLIGATION – GENERAL (JAN 2006): The contractor shall provide and pay for all materials, tools, equipment, labor and professional and non-professional services, and shall perform all other acts and supply all other things necessary, to fully and properly perform and complete the work. The contractor must act as the prime contractor and assume full responsibility for any subcontractor's performance. The contractor will be considered the sole point of contact with regard to all situations, including payment of all charges and the meeting of all other requirements.

CHANGES (JAN 2006):

(1) Contract Modification. By a written order, at any time, and without notice to any surety, the Procurement Officer may, subject to all appropriate adjustments, make changes within the general scope of this contract in any one or more of the following:

- (a) drawings, designs, or specifications, if the supplies to be furnished are to be specially manufactured for the [State] in accordance therewith;
- (b) method of shipment or packing;
- (c) place of delivery;
- (d) description of services to be performed;
- (e) time of performance (i.e., hours of the day, days of the week, etc.); or,
- (f) place of performance of the services.

Subparagraphs (a) to (c) apply only if supplies are furnished under this contract. Subparagraphs (d) to (f) apply only if services are performed under this contract.

(2) Adjustments of Price or Time for Performance. If any such change increases or decreases the contractor's cost of, or the time required for, performance of any part of the work under this contract, whether or not changed by the order, an adjustment shall be made in the contract price, the delivery schedule, or both, and the contract modified in writing accordingly. Any adjustment in contract price made pursuant to this clause shall be determined in accordance with the Price Adjustment Clause of this contract. Failure of the parties to agree to an adjustment shall not excuse the contractor from proceeding with the contract as changed, provided that the State promptly and duly make such provisional adjustments in payment or time for performance as may be reasonable. By proceeding with the work, the contractor shall not be deemed to have prejudiced any claim for additional compensation, or an extension of time for completion.

(3) Time Period for Claim. Within 30 days after receipt of a written contract modification under Paragraph (1) of this clause, unless such period is extended by the Procurement Officer in writing, the contractor shall file notice of intent to assert a claim for an adjustment. Later notification shall not bar the contractor's claim unless the State is prejudiced by the delay in notification.

(4) Claim Barred After Final Payment. No claim by the contractor for an adjustment hereunder shall be allowed if notice is not given prior to final payment under this contract.

CONTRACTOR'S LIABILITY INSURANCE - GENERAL (FEB 2015)

(a) Without limiting any of the obligations or liabilities of Contractor, Contractor shall procure from a company or companies lawfully authorized to do business in South Carolina and with a current A.M. Best rating of no less than A: VII, and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work and the results of that work by the contractor, his agents, representatives, employees or subcontractors.

(b) Coverage shall be at least as broad as:

(1) Commercial General Liability (CGL): Insurance Services Office (ISO) Form CG 00 01 12 07 covering CGL on an "occurrence" basis, including products-completed operations, personal and advertising injury, with limits no less than \$1,000,000 per occurrence. If a general aggregate limit applies, the general aggregate limit shall be twice the required occurrence limit. This contract shall be considered to be an "insured contract" as defined in the policy.

(2) Auto Liability: ISO Form Number CA 00 01 covering any auto (Code 1), or if Contractor has no owned autos, hired, (Code 8) and non-owned autos (Code 9), with limits no less than \$1,000,000 per accident for bodily injury and property damage.

(3) Worker's Compensation: As required by the State of South Carolina, with Statutory Limits, and Employer's Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease.

(c) Every applicable Using Governmental Unit, and the officers, officials, employees and volunteers of any of them, must be covered as additional insureds on the CGL policy with respect to liability arising out of work or operations performed by or on behalf of the Contractor including materials, parts or equipment furnished in connection with such work or operations. General liability coverage can be provided in the form of an endorsement to the Contractor's insurance at least as broad as ISO Form CG 20 10 11 85 or if not available, through the addition of both CG 20 10 and CG 20 37 if a later edition is used.

(d) For any claims related to this contract, the Contractor's insurance coverage shall be primary insurance as respects the State, every applicable Using Governmental Unit, and the officers, officials, employees and volunteers of any of them. Any insurance or self-insurance maintained by the State, every applicable Using Governmental Unit, or the officers, officials, employees and volunteers of any of them, shall be excess of the Contractor's insurance and shall not contribute with it.

(e) Prior to commencement of the work, the Contractor shall furnish the State with original certificates and amendatory endorsements or copies of the applicable policy language effecting coverage required by this section. All certificates are to be received and approved by the State before work commences. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them. The State reserves the right to require complete, certified copies of all required insurance policies, including endorsements required by this section, at any time.

(f) Should any of the above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions. In addition, the Contractor shall notify the State immediately upon receiving any information that any of the coverages required by this section are or will be changed, cancelled, or replaced.

(g) Contractor hereby grants to the State and every applicable Using Governmental Unit a waiver of any right to subrogation which any insurer of said Contractor may acquire against the State or applicable Using Governmental Unit by virtue of the payment of any loss under such insurance. Contractor agrees to obtain any endorsement that may be necessary to effect this waiver of subrogation, but this provision applies regardless of whether or not the State or Using Governmental Unit has received a waiver of subrogation endorsement from the insurer.

(h) Any deductibles or self-insured retentions must be declared to and approved by the State. The State may require the Contractor to purchase coverage with a lower deductible or retention or provide proof of ability to pay losses and related investigations, claim administration, and defense expenses within the retention.

(i) The State reserves the right to modify these requirements, including limits, based on the nature of the risk, prior experience, insurer, coverage, or other special circumstances.

[07-7B056-2]

CONTRACTOR PERSONNEL (JAN 2006): The Contractor shall enforce strict discipline and good order among the Contractor's employees and other persons carrying out the Contract. The Contractor shall not permit employment of unfit persons or persons not skilled in tasks assigned to them. [07-7B060-1]

CONTRACTOR'S USE OF STATE PROPERTY (JAN 2006): Upon termination of the contract for any reason, the State shall have the right, upon demand, to obtain access to, and possession of, all State properties, including, but not limited to, current copies of all State application programs and necessary documentation, all data, files, intermediate materials and supplies held by the contractor. Contractor shall not use, reproduce, distribute, display, or sell any data, material, or documentation owned exclusively by the State without the State's written consent, except to the extent necessary to carry out the work. [07-7B067-1]

DEFAULT (JAN 2006):

(a)(1) The State may, subject to paragraphs (c) and (d) of this clause, by written notice of default to the Contractor, terminate this contract in whole or in part if the Contractor fails to-

(i) Deliver the supplies or to perform the services within the time specified in this contract or any extension;

(ii) Make progress, so as to endanger performance of this contract (but see paragraph (a)(2) of this clause); or

(iii) Perform any of the other material provisions of this contract (but see paragraph (a)(2) of this clause).

(2) The State's right to terminate this contract under subdivisions (a)(1)(ii) and (1)(iii) of this clause, may be exercised if the Contractor does not cure such failure within 10 days (or more if authorized in writing by the Procurement Officer) after receipt of the notice from the Procurement Officer specifying the failure.

(b) If the State terminates this contract in whole or in part, it may acquire, under the terms and in the manner the Procurement Officer considers appropriate, supplies or services similar to those terminated, and the Contractor will be

liable to the State for any excess costs for those supplies or services. However, the Contractor shall continue the work not terminated.

(c) Except for defaults of subcontractors at any tier, the Contractor shall not be liable for any excess costs if the failure to perform the contract arises from causes beyond the control and without the fault or negligence of the Contractor. Examples of such causes include (1) acts of God or of the public enemy, (2) acts of the State in either its sovereign or contractual capacity, (3) fires, (4) floods, (5) epidemics, (6) quarantine restrictions, (7) strikes, (8) freight embargoes, and (9) unusually severe weather. In each instance the failure to perform must be beyond the control and without the fault or negligence of the Contractor.

(d) If the failure to perform is caused by the default of a subcontractor at any tier, and if the cause of the default is beyond the control of both the Contractor and subcontractor, and without the fault or negligence of either, the Contractor shall not be liable for any excess costs for failure to perform, unless the subcontracted supplies or services were obtainable from other sources in sufficient time for the Contractor to meet the required delivery schedule.

(e) If this contract is terminated for default, the State may require the Contractor to transfer title and deliver to the State, as directed by the Procurement Officer, any (1) completed supplies, and (2) partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (collectively referred to as "manufacturing materials" in this clause) that the Contractor has specifically produced or acquired for the terminated portion of this contract. Upon direction of the Procurement Officer, the Contractor shall also protect and preserve property in its possession in which the State has an interest.

(f) The State shall pay contract price for completed supplies delivered and accepted. The Contractor and Procurement Officer shall agree on the amount of payment for manufacturing materials delivered and accepted and for the protection and preservation of the property; if the parties fail to agree, the Procurement Officer shall set an amount subject to the Contractor's rights under the Disputes clause. Failure to agree will be a dispute under the Disputes clause. The State may withhold from these amounts any sum the Procurement Officer determines to be necessary to protect the State against loss because of outstanding liens or claims of former lien holders.

(g) If, after termination, it is determined that the Contractor was not in default, or that the default was excusable, the rights and obligations of the parties shall, if the contract contains a clause providing for termination for convenience of the State, be the same as if the termination had been issued for the convenience of the State. If, in the foregoing circumstances, this contract does not contain a clause providing for termination for convenience of the State, the contract shall be adjusted to compensate for such termination and the contract modified accordingly subject to the contractor's rights under the Disputes clause.

(h) The rights and remedies of the State in this clause are in addition to any other rights and remedies provided by law or under this contract.

ILLEGAL IMMIGRATION (NOV 2008): (An overview is available at www.procurement.sc.gov) By signing your offer, you certify that you will comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agree to provide to the State upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable to you and your subcontractors or sub-subcontractors; or (b) that you and your subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14. Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony, and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." You agree to include in any contracts with your subcontractors language requiring your subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in their contracts with the sub-subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14. [07-7B097-1]

INDEMNIFICATION-THIRD PARTY CLAIMS – GENERAL (NOV 2011): Notwithstanding any limitation in this agreement, and to the fullest extent permitted by law, Contractor shall defend and hold harmless Indemnitees for and against any and all suits or claims of any character (and all related damages, settlement payments, attorneys' fees, costs, expenses, losses or liabilities) by a third party which are attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property arising out of or in connection with the goods or services acquired hereunder or caused in whole or in part by any act or omission of contractor, its subcontractors, their employees, workmen, servants, agents, or anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable, regardless of whether or not caused in part by an Indemnitee, and whether or not such claims are made by a third party or an Indemnitee; however, if an Indemnitee's negligent act or omission is subsequently determined to be the sole proximate cause of a suit or claim, the Indemnitee shall not be entitled to indemnification hereunder. Contractor shall be given timely written notice of any suit or claim. Contractor's

obligations hereunder are in no way limited by any protection afforded under workers' compensation acts, disability benefits acts, or other employee benefit acts. This clause shall not negate, abridge, or reduce any other rights or obligations of indemnity which would otherwise exist. The obligations of this paragraph shall survive termination, cancellation, or expiration of the parties' agreement. This provision shall be construed fairly and reasonably, neither strongly for nor against either party, and without regard to any clause regarding insurance. As used in this clause, "Indemnitees" means the State of South Carolina, its instrumentalities, agencies, departments, boards, political subdivisions and all their respective officers, agents and employees. [07-7B100-2]

INDEMNIFICATION - THIRD PARTY CLAIMS – DISCLOSURE OF INFORMATION (FEB 2015)

(a) Without limitation, Contractor shall defend and hold harmless Indemnitees from and against any and all suits, claims, investigations, or fines (hereinafter "action") of any character (and all related damages, settlement payments, attorneys' fees, costs, expenses, losses or liabilities) by a third party which arise out of or in connection with a disclosure of government information (as defined in the clause titled Information Security - Definitions) caused in whole or in part by any act or omission of contractor, its subcontractors at any tier, their employees, workmen, servants, agents, or anyone directly or indirectly employed by them or anyone for whose acts any of them may be liable, regardless of whether or not caused in part by an Indemnitee, and whether or not such action is brought by a third party or an Indemnitee, but only if the act or omission constituted a failure to perform some obligation imposed by the contract or the law.

(b) Indemnitee must notify contractor in writing within a reasonable period of time after Indemnitee first receives written notice of any action. Indemnitee's failure to provide or delay in providing such notice will relieve contractor of its obligations under this clause only if and to the extent that such delay or failure materially prejudices contractor's ability to defend such action. Indemnitee must reasonably cooperate with contractor's defense of such actions (such cooperation does not require and is without waiver of an Indemnitee's attorney/client, work product, or other privilege) and, subject to Title 1, Chapter 7 of the South Carolina Code of Laws, allow contractor sole control of the defense, so long as the defense is diligently and capably prosecuted. Indemnitee may participate in contractor's defense of any action at its own expense. Contractor may not, without Indemnitee's prior written consent, settle, compromise, or consent to the entry of any judgment in any such commenced or threatened action unless such settlement, compromise or consent (i) includes an unconditional release of Indemnitee from all liability related to such commenced or threatened action, and (ii) is solely monetary in nature and does not include a statement as to, or an admission of fault, culpability or failure to act by or on behalf of, an Indemnitee or otherwise adversely affect an Indemnitee. Indemnitee's consent is necessary for any settlement that requires Indemnitee to part with any right or make any payment or subjects Indemnitee to any injunction.

(c) Notwithstanding any other provision, contractor's obligations pursuant to this clause are without any limitation whatsoever. Contractor's obligations under this clause shall survive the termination, cancellation, rejection, or expiration of the contract. This provision shall be construed fairly and reasonably, neither strongly for nor against either party, and without regard to any clause regarding insurance.

(d) "Indemnitee" means the State of South Carolina, its instrumentalities, agencies, departments, boards, political subdivisions and all their respective officers, agents and employees. [07-7B102-1]

INFORMATION SECURITY - DEFINITIONS (FEB 2015)

The following definitions are used in those clauses that cross reference this clause.

Compromise means disclosure of information to unauthorized persons, or a violation of the security policy of a system in which unauthorized intentional or unintentional disclosure, modification, destruction, or loss of an object may have occurred. Without limitation, the term "compromise" includes copying the data through covert network channels, or copying the data to unauthorized media, or disclosure of information in violation of any obligation imposed by this contract.

Data means a subset of information in an electronic format that allows it to be retrieved or transmitted.

Government information means information (i) provided to Contractor by, or generated by Contractor for, the using governmental unit, or (ii) acquired or accessed by Contractor as a result of performing the Work. Without limiting the foregoing, government information includes any information that Contractor acquires or accesses by software or web-based services, which includes, without limitation, any metadata or location data. Government information excludes unrestricted information.

Information means any communication or representation of knowledge such as facts, statistics, or opinions, in any medium or form, including textual, numerical, graphic, cartographic, narrative, or audiovisual.

Information system means a discrete set of information resources organized for the collection, processing, maintenance, use, sharing, dissemination, or disposition of information.

Public information means any specific information, regardless of form or format, that the State has actively and intentionally disclosed, disseminated, or made available to the public. Information is not public information solely because it may be subject to inspection pursuant to an unfulfilled public records request.

Software means any computer program accessed or used by the Using Governmental Unit or a third party pursuant to or as a result of this contract.

Third party means any person or entity other than the Using Governmental Unit, the Contractor, or any subcontractors at any tier.

Unrestricted information means (1) public information acquired other than through performance of the work, (2) information acquired by Contractor prior to contract formation, (3) information incidental to your contract administration, such as financial, administrative, cost or pricing, or management information, and (4) any ideas, concepts, know-how, methodologies, processes, technologies, techniques which Contractor develops or learns in connection with Contractor's performance of the work.

Web-based service means a service accessed over the Internet and acquired, accessed, or used by the using governmental unit or a third party pursuant to or as a result of this contract, including without limitation, cloud services, software-as-a-service, and hosted computer services. [07-7B104-1]

INDEMNIFICATION - INTELLECTUAL PROPERTY (JAN 2006): (a) Without limitation and notwithstanding any provision in this agreement, Contractor shall, upon receipt of notification, defend and indemnify the State, its instrumentalities, agencies, departments, boards, political subdivisions and all their respective officers, agents and employees against all actions, proceedings or claims of any nature (and all damages, settlement payments, attorneys' fees (including inside counsel), costs, expenses, losses or liabilities attributable thereto) by any third party asserting or involving an IP right related to an acquired item. State shall allow Contractor to defend such claim so long as the defense is diligently and capably prosecuted. State shall allow Contractor to settle such claim so long as (i) all settlement payments are made by Contractor, and (ii) the settlement imposes no non-monetary obligation upon State. State shall reasonably cooperate with Contractor's defense of such claim. (b) In the event an injunction or order shall be obtained against State's use of any acquired item, or if in Contractor's opinion, the acquired item is likely to become the subject of a claim of infringement or violation of an IP right, Contractor shall, without in any way limiting the foregoing, and at its expense, either: (1) procure for State the right to continue to use, or have used, the acquired item, or (2) replace or modify the acquired item so that it becomes non-infringing but only if the modification or replacement does not adversely affect the specifications for the acquired item or its use by State. If neither (1) nor (2), above, is practical, State may require that Contractor remove the acquired item from State, refund to State any charges paid by State therefor, and take all steps necessary to have State released from any further liability. (c) Contractor's obligations under this paragraph do not apply to a claim to the extent (i) that the claim is caused by Contractor's compliance with specifications furnished by the State unless Contractor knew its compliance with the State's specifications would infringe an IP right, or (ii) that the claim is caused by Contractor's compliance with specifications furnished by the State if the State knowingly relied on a third party's IP right to develop the specifications provided to Contractor and failed to identify such product to Contractor. (d) As used in this paragraph, these terms are defined as follows: "IP right(s)" means a patent, copyright, trademark, trade secret, or any other proprietary right. "Acquired item(s)" means the rights, goods, or services furnished under this agreement. "Specification(s)" means a detailed, exact statement of particulars such as a statement prescribing materials, dimensions, and quality of work. (e) Contractor's obligations under this clause shall survive the termination, cancellation, rejection, or expiration of this Agreement. [07-7B103-1]

INFORMATION SECURITY - SAFEGUARDING REQUIREMENTS (FEB 2015)

(a) *Definitions.* The terms used in this clause shall have the same meaning as the terms defined in the clause titled Information Security – Definitions. In addition, as used in this clause—

Clearing means removal of data from an information system, its storage devices, and other peripheral devices with storage capacity, in such a way that the data may not be reconstructed using common system capabilities (i.e., through the keyboard); however, the data may be reconstructed using laboratory methods.

Intrusion means an unauthorized act of bypassing the security mechanisms of a system.

Media means physical devices or writing surfaces including but not limited to magnetic tapes, optical disks, magnetic disks, large scale integration memory chips, and printouts (but not including display media, e.g., a computer monitor, cathode ray tube (CRT) or other (transient) visual output) onto which information is recorded, stored, or printed within an information system.

Safeguarding means measures or controls that are prescribed to protect information.

Voice means all oral information regardless of transmission protocol.

(b) *Safeguarding Information.* Without limiting any other legal or contractual obligations, contractor shall implement and maintain reasonable and appropriate administrative, physical, and technical safeguards (including without limitation written policies and procedures) for protection of the security, confidentiality and integrity of the government information in its possession. In addition, contractor shall apply security controls when the contractor reasonably determines that safeguarding requirements, in addition to those identified in paragraph (c) of this clause, may be required to provide adequate security, confidentiality and integrity in a dynamic environment based on an assessed risk or vulnerability.

(c) *Safeguarding requirements and procedures.* Contractor shall apply the following basic safeguarding requirements to protect government information from unauthorized access and disclosure:

(1) **Protecting information on public computers or Web sites:** Do not process government information on public computers (e.g., those available for use by the general public in kiosks, hotel business centers) or computers that do not have access control. Government information shall not be posted on Web sites that are publicly available or have access limited only by domain/Internet Protocol restriction. Such information may be posted to web pages that control access by user ID/password, user certificates, or other technical means, and that provide protection via use

of security technologies. Access control may be provided by the intranet (versus the Web site itself or the application it hosts).

(2) **Transmitting electronic information.** Transmit email, text messages, blogs, and similar communications that contain government information using technology and processes that provide the best level of security and privacy available, given facilities, conditions, and environment.

(3) **Transmitting voice and fax information.** Transmit government information via voice and fax only when the sender has a reasonable assurance that access is limited to authorized recipients.

(4) **Physical and electronic barriers.** Protect government information by at least one physical and one electronic barrier (e.g., locked container or room, login and password) when not under direct individual control.

(5) **Sanitization.** At a minimum, clear information on media that have been used to process government information before external release or disposal. Overwriting is an acceptable means of clearing media in accordance with National Institute of Standards and Technology 800–88, Guidelines for Media Sanitization, at http://csrc.nist.gov/publications/nistpubs/800-88/NISTSP800-88_with-errata.pdf.

(6) **Intrusion protection.** Provide at a minimum the following protections against intrusions and compromise:

(i) Current and regularly updated malware protection services, e.g., anti-virus, antispyware.

(ii) Prompt application of security-relevant software upgrades, e.g., patches, service packs, and hot fixes.

(7) **Transfer limitations.** Transfer government information only to those subcontractors that both require the information for purposes of contract performance and provide at least the same level of security as specified in this clause.

(d) **Subcontracts.** Any reference in this clause to Contractor also includes any subcontractor at any tier. Contractor is responsible for, and shall impose by agreement requirements at least as secure as those imposed by this clause on, any other person or entity that contractor authorizes to take action related to government information.

(e) **Other contractual requirements regarding the safeguarding of information.** This clause addresses basic requirements and is subordinate to any other contract clauses or requirements to the extent that it specifically provides for enhanced safeguarding of information or information systems. [07-7B105-1]

INFORMATION SECURITY – LOCATION OF DATA (FEB 2015)

Notwithstanding any other provisions, contractor is prohibited from processing, storing, transmitting, or accessing government information, as defined in the clause titled Information Security - Definitions, outside the continental United States. For clarity, this obligation is a material requirement of this contract and applies to subcontractors at any tier. [07-7B106-1]

INFORMATION USE AND DISCLOSURE (FEB 2015)

Except to the extent necessary for performance of the work, citizens should not be required to share information with those engaged by the government in order to access services provided by the government and such information should be used by those engaged by the government only to the extent necessary to perform the work acquired; accordingly, this clause addresses basic requirements for the Contractor's use and disclosure of government information, which expressly includes, but is not limited to, information provided by or obtained from the citizens. Anonymizing information does not resolve the foregoing concern. This clause should be broadly interpreted to effectuate this intent. Every obligation in this clause is material. Absent express reference to this clause, this clause supersedes any other clause to the extent of any inconsistency unless and to the extent the other clause provides greater protection for government information.

(a) **Definitions.** The terms used in this clause shall have the same meaning as the terms defined in the clause titled Information Security – Definitions.

(b) **Legal mandates.** Contractor shall be permitted to use, disclose, or retain government information to the limited extent necessary to comply with any requirement imposed on Contractor by law. If it is necessary for Contractor to use, disclose, or retain government information in order to comply with a law, Contractor shall provide using governmental unit with written notice, including a description of the circumstances and applicable law, in advance of such use, disclosure or retention except to the extent expressly prohibited by law.

(c) **Flow down.** Any reference in this clause to Contractor also includes any subcontractor at any tier. Contractor is responsible for, and shall impose by agreement the requirements of this clause on, any other person or entity that contractor authorizes to take action related to government information.

(d) **Collecting Information.** Contractor must gather and maintain government information only to the minimum extent necessary to accomplish the work.

(e) **Rights, Disclosure and Use.** Except as otherwise expressly provided in this solicitation, Contractor agrees NOT to either (1) use or disclose government information, or (2) retain government information after termination or expiration of this contract. Contractor acquires no rights in any government information except the limited rights to use, disclose and retain the government information in accordance with the terms of this solicitation. To the extent reasonably necessary to perform the work, Contractor may: (i) use (including access, process, transmit, and store) and maintain the government information itself; and (ii) disclose government information to persons having a need-to-know (e.g., subcontractors). Before disclosing government information to a subcontractor or third party,

Contractor shall give the using governmental unit detailed written notice of both the reason for disclosure and the identity and location of the recipient. The notice shall be provided no later than fifteen (15) business days in advance of the disclosure.

(f) *Return*. Notwithstanding the using governmental unit's failure to perform or the pendency of a dispute, Contractor agrees to promptly deliver to the using governmental unit (or destroy, at the using governmental unit's option) all government information in its possession as and upon written request of using governmental unit (provided that, if the contract has not expired or been terminated, Contractor shall be excused from the performance of any work reasonably dependent on Contractor's further access to such government information).

(g) *Privacy Policy & Applicable Laws*. Without limiting any other legal or contractual obligations imposed by this contract or the law, Contractor shall (a) comply with its own privacy policies and written privacy statements relevant to the work, and (b) comply with (1) all laws applicable to Contractor regarding government information, and (2) all laws and standards identified in the clause, if included, entitled Information Use and Disclosure – Standards.

(h) *Actions Following Disclosure*. Immediately upon discovery of a compromise or improper use of government information, Contractor shall take such action as may be necessary to preserve forensic evidence and eliminate the cause of the compromise or improper use. As soon as practicable, but no later than twenty-four hours after discovery, Contractor shall notify using governmental unit of the compromise or improper use, including a description of the circumstances of the use or compromise. As soon as practicable after discovery, Contractor shall undertake a thorough forensic investigation of any compromise or improper use and provide the using governmental unit all information necessary to enable the using governmental unit to fully understand the nature and extent of the compromise or improper use. With regard to any compromise or improper use of government information, Contractor shall: (1) provide any notification to third parties legally required to be provided such notice by Contractor, and if not (e.g., if legally required of the using governmental unit), Contractor shall reimburse using governmental unit for the cost of providing such notifications; (2) pay all costs and expenses for at least two years of identity theft monitoring services (including without limitation, credit monitoring) and identity theft restoration services for any such affected individuals receiving notice where such services are appropriate given the circumstances of the incident and the nature of the information compromised; (3) undertake any other measures that are customary and reasonable for an entity to take when experiencing a similar disclosure, (4) pay any related fines or penalties imposed on the using governmental unit, and (5) reimburse the Using Governmental Unit all costs reasonably incurred for communications and public relations services involved in responding to the compromise or improper use. Notwithstanding any other provision, contractor's obligations pursuant to this item (h) are without limitation.

(i) *Survival & Remedy*. All the obligations imposed by this paragraph are material. The obligations of this section shall survive termination or expiration of the contract. Without limiting any rights the using governmental unit may have, and notwithstanding any other term of this contract, Contractor agrees that using governmental unit may have no adequate remedy at law for a breach of Contractor's obligations under this clause and therefore the using governmental unit shall be entitled to pursue equitable remedies in the event of a breach of this clause. [07-7B108-1]

INFORMATION USE AND DISCLOSURE – STANDARDS (FEB 2015)

To the extent applicable:

(a) Breach of security of state agency data; notification; rights and remedies of injured parties; penalties; notification of Consumer Protection Division, S.C. Code Ann. Section 1-11-490.

(b) South Carolina Financial Identity Fraud and Identity Theft Protection Act (FIFITPA), 2008 Act 190, as amended. Solely for purposes of Section 39-1-90 of the South Carolina Code of Laws, as amended, Contractor is deemed to be the owner of government information, as defined herein, and Contractor agrees that the Using Governmental Unit is not a licensee.

(c) The South Carolina Family Privacy Protection Act of 2002, S.C. Code Ann. Sections 30-2-10, et seq.

(d) Personal Identifying Information Privacy Protection, S.C. Code Ann. Sections 30-2-310 et seq.

(e) Data Breach Notification, 2014 Act No. 286, Section 117.117, as revised in any future annual appropriations act. [07-7B110-1]

LICENSES AND PERMITS (JAN 2006): During the term of the contract, the Contractor shall be responsible for obtaining, and maintaining in good standing, all licenses (including professional licenses, if any), permits, inspections and related fees for each or any such licenses, permits and /or inspections required by the State, county, city or other government entity or unit to accomplish the work specified in this solicitation and the contract.

MATERIAL AND WORKMANSHIP: Unless otherwise specifically provided in this contract, all equipment, material, and articles incorporated in the work covered by this contract are to be of the most suitable grade for the purpose intended.

OWNERSHIP OF DATA & MATERIALS (JAN 2006): All data, material and documentation prepared for the state pursuant to this contract shall belong exclusively to the State. [07-7B125-1]

PRICE ADJUSTMENTS (JAN 2006): (1) Method of Adjustment. Any adjustment in the contract price made pursuant to a clause in this contract shall be consistent with this Contract and shall be arrived at through whichever one of the following ways is the most valid approximation of the actual cost to the Contractor (including profit, if otherwise allowed):

(a) by agreement on a fixed price adjustment before commencement of the pertinent performance or as soon thereafter as practicable;

(b) by unit prices specified in the Contract or subsequently agreed upon;

(c) by the costs attributable to the event or situation covered by the relevant clause, including profit if otherwise allowed, all as specified in the Contract; or subsequently agreed upon;

(d) in such other manner as the parties may mutually agree; or,

(e) in the absence of agreement by the parties, through a unilateral initial written determination by the Procurement Officer of the costs attributable to the event or situation covered by the clause, including profit if otherwise allowed, all as computed by the Procurement Officer in accordance with generally accepted accounting principles, subject to the provisions of Title 11, Chapter 35, Article 17 of the S.C. Code of Laws.

(2) Submission of Price or Cost Data. Upon request of the Procurement Officer, the contractor shall provide reasonably available factual information to substantiate that the price or cost offered, for any price adjustments is reasonable, consistent with the provisions of Section 11-35-1830.

PRICE ADJUSTMENT - LIMITED - AFTER INITIAL TERM ONLY (JAN 2006): Upon approval of the Procurement Officer, prices may be adjusted for any renewal term. Prices shall not be increased during the initial term. Any request for a price increase must be received by the Procurement Officer at least ninety (90) days prior to the expiration of the applicable term and must be accompanied by sufficient documentation to justify the increase. If approved, a price increase becomes effective starting with the term beginning after approval. A price increase must be executed as a change order. Contractor may terminate this contract at the end of the then current term if a price increase request is denied. Notice of termination pursuant to this paragraph must be received by the Procurement Officer no later than fifteen (15) days after the Procurement Officer sends contractor notice rejecting the requested price increase.

PRICE ADJUSTMENTS – LIMITED BY PPI (JAN 2006): Upon request and adequate justification, the Procurement Officer may grant a price increase up to, but not to exceed, the unadjusted percent change for the most recent 12 months for which data is available, that is not subject to revision, in the Producer Price Indexes (PPI) for the applicable commodity, as determined by the Procurement Officer. The Bureau of Labor and Statistics publishes this information on the web at www.bls.gov [07-7B180-1].

PRICING DATA – AUDIT – INSPECTION (JAN 2006) [Clause Included Pursuant to § 11-35-1830, - 2210, & -2220] (a) Cost or Pricing Data. Upon Procurement Officer's request, you shall submit cost or pricing data, as defined by 48 C.F.R. § 2.101 (2004), prior to either (1) any award to contractor pursuant to 11-35-1530 or 11-35-1560, if the total contract price exceeds \$500,000, or (2) execution of a change order or contract modification with contractor which exceeds \$100,000. Your price, including profit or fee, shall be adjusted to exclude any significant sums by which the state finds that such price was increased because you furnished cost or pricing data that was inaccurate, incomplete, or not current as of the date agreed upon between parties. (b) Records Retention. You shall maintain your records for three years from the date of final payment, or longer if requested by the chief Procurement Officer. The state may audit your records at reasonable times and places. As used in this subparagraph (b), the term "records" means any books or records that relate to cost or pricing data submitted pursuant to this clause. In addition to the obligation stated in this subparagraph (b), you shall retain all records and allow any audits provided for by 11-35-2220(2). (c) Inspection. At reasonable times, the state may inspect any part of your place of business which is related to performance of the work. (d) Instructions – Certification. When you submit data pursuant to subparagraph (a), you shall (1) do so in accordance with the instructions appearing in Table 15-2 of 48 C.F.R. § 15.408 (2004) (adapted as necessary for the state context), and (2) submit a Certificate of Current Cost or Pricing Data, as prescribed by 48 CFR § 15.406-2(a) (adapted as necessary for the state context).(e) Subcontracts. You shall include the above text of this clause in all of your subcontracts. (f) Nothing in this clause limits any other rights of the state.

RELATIONSHIP OF THE PARTIES (JAN 2006): Neither party is an employee, agent, partner, or joint venturer of the other. Neither party has the right or ability to bind the other to any agreement with a third party or to incur any obligation or liability on behalf of the other party.

RESTRICTIONS ON PRESENTING TERMS OF USE OR OFFERING ADDITIONAL SERVICES (FEB 2015)

(a) Citizens, as well as public employees (acting in their individual capacity), should not be unnecessarily required to agree to or provide consent to policies or contractual terms in order to access services acquired by the government pursuant to this contract (hereinafter “applicable services”) or, in the case of public employees, to perform their job duties; accordingly, in performing the work, contractor shall not require or invite any citizen or public employee to agree to or provide consent to any end user contract, privacy policy, or other terms of use (hereinafter “terms of

use”) not previously approved in writing by the procurement officer. Contractor agrees that any terms of use regarding applicable services are void and of no effect.

(b) Unless expressly provided in the solicitation, public contracts are not intended to provide contractors an opportunity to market additional products and services; accordingly, in performing the work, contractor shall not – for itself or on behalf of any third party – offer citizens or public employees (other than the procurement officer) any additional products or services not required by the contract.

(c) Any reference to contractor in items (a) or (b) also includes any subcontractor at any tier. Contractor is responsible for compliance with these obligations by any person or entity that contractor authorizes to take any action related to the work.

(d) Any violation of this clause is a material breach of contract. The parties acknowledge the difficulties inherent in determining the damage from any breach of these restrictions. Contractor shall pay the state liquidated damages of \$1,000 for each contact with a citizen or end user that violates this restriction.

[07-7B212-1]

TERM OF CONTRACT – EFFECTIVE DATE / INITIAL CONTRACT PERIOD (JAN 2006): The effective date of this contract is the first day of the Maximum Contract Period as specified on the final statement of award. The initial term of this agreement is one year from the effective date. Regardless, this contract expires no later than the last date stated on the final statement of award.

TERM OF CONTRACT – OPTION TO RENEW (JAN 2015): (a) At the end of the initial term, and at the end of each renewal term, this contract shall automatically renew for a period of one year, unless contractor receives notice that the state elects not to renew the contract at least thirty (30) days prior to the date of renewal. Regardless, this contract expires no later than the last date stated on the final statement of award. (b) Contractor acknowledges that, unless excused by Section 11-57-320, if the contractor is on the then-current Iran Divestment Act List as of the date of any contract renewal, the renewal will void ab initio. [07-7B245-2]

TERMINATION FOR CONVENIENCE (JAN 2006): (1) Termination. The Procurement Officer may terminate this contract in whole or in part, for the convenience of the State. The Procurement Officer shall give written notice of the termination to the contractor specifying the part of the contract terminated and when termination becomes effective.

(2) Contractor's Obligations. The contractor shall incur no further obligations in connection with the terminated work and on the date set in the notice of termination the contractor will stop work to the extent specified. The contractor shall also terminate outstanding orders and subcontracts as they relate to the terminated work. The contractor shall settle the liabilities and claims arising out of the termination of subcontracts and orders connected with the terminated work. The Procurement Officer may direct the contractor to assign the contractor's right, title, and interest under terminated orders or subcontracts to the State. The contractor must still complete the work not terminated by the notice of termination and may incur obligations as are necessary to do so.

(3) Right to Supplies. The Procurement Officer may require the contractor to transfer title and deliver to the State in the manner and to the extent directed by the Procurement Officer: (a) any completed supplies; and (b) such partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (hereinafter called "manufacturing material") as the contractor has specifically produced or specially acquired for the performance of the terminated part of this contract. The contractor shall, upon direction of the Procurement Officer, protect and preserve property in the possession of the contractor in which the State has an interest. If the Procurement Officer does not exercise this right, the contractor shall use best efforts to sell such supplies and manufacturing materials in accordance with the standards of Uniform Commercial Code Section 2-706. Utilization of this Section in no way implies that the State has breached the contract by exercise of the Termination for Convenience Clause.

(4) Compensation. (a) The contractor shall submit a termination claim specifying the amounts due because of the termination for convenience together with cost or pricing data required by Section 11-35-1830 bearing on such claim. If the contractor fails to file a termination claim within one year from the effective date of termination, the Procurement Officer may pay the contractor, if at all, an amount set in accordance with Subparagraph (c) of this Paragraph.

(b) The Procurement Officer and the contractor may agree to a settlement and that the settlement does not exceed the total contract price plus settlement costs reduced by payments previously made by the State, the proceeds of any sales of supplies and manufacturing materials under Paragraph (3) of this clause, and the contract price of the work not terminated;

(c) Absent complete agreement under Subparagraph (b) of this Paragraph, the Procurement Officer shall pay the contractor the following amounts, provided payments agreed to under Subparagraph (b) shall not duplicate payments under this Subparagraph:

(i) contract prices for supplies or services accepted under the contract;

(ii) costs reasonably incurred in performing the terminated portion of the work less amounts paid or to be paid for accepted supplies or services;

(iii) reasonable costs of settling and paying claims arising out of the termination of subcontracts or orders pursuant to Paragraph (2) of this clause. These costs must not include costs paid in accordance with Subparagraph (c)(ii) of this paragraph;

(iv) any other reasonable costs that have resulted from the termination. The total sum to be paid the contractor under this Subparagraph shall not exceed the total contract price plus the reasonable settlement costs of the contractor reduced by the

amount of payments otherwise made, the proceeds of any sales of supplies and manufacturing materials under Subparagraph (b) of this Paragraph, and the contract price of work not terminated.

(d) Contractor must demonstrate any costs claimed, agreed to, or established under Subparagraphs (b) and (c) of this Paragraph using its standard record keeping system, provided such system is consistent with any applicable Generally Accepted Accounting Principles.

(5) Contractor's failure to include an appropriate termination for convenience clause in any subcontract shall not (i) affect the state's right to require the termination of a subcontract, or (ii) increase the obligation of the state beyond what it would have been if the subcontract had contained an appropriate clause.

VIII. BIDDING SCHEDULE / PRICE-BUSINESS PROPOSAL

PLEASE REFER TO ITEM 4. REVENUE PROJECTION BASED ON THE SUGGESTED NUMBER OF MACHINES AND PRINTED PAGES OF THE PROPOSAL CONTENTS CLAUSE IN SECTION IV. INFORMATION FOR OFFERORS TO SUBMIT OF THE SOLICITATION.

IX. ATTACHMENTS TO SOLICITATION

1. Important Tax Notice – Nonresidents Only
2. State of SC Department of Revenue Nonresident Taxpayer Registration Affidavit Income Tax Withholding (I-312)
3. Offeror’s Checklist

IMPORTANT TAX NOTICE - NONRESIDENTS ONLY

Withholding Requirements for Payments to Nonresidents: Section 12-8-550 of the South Carolina Code of Laws requires persons hiring or contracting with a nonresident conducting a business or performing personal services of a temporary nature within South Carolina to withhold 2% of each payment made to the nonresident. The withholding requirement does not apply to (1) payments on purchase orders for tangible personal property when the payments are not accompanied by services to be performed in South Carolina, (2) nonresidents who are not conducting business in South Carolina, (3) nonresidents for contracts that do not exceed \$10,000 in a calendar year, or (4) payments to a nonresident who (a) registers with either the S.C. Department of Revenue or the S.C. Secretary of State and (b) submits a Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to the person letting the contract.

The withholding requirement applies to every governmental entity that uses a contract ("Using Entity"). Nonresidents should submit a separate copy of the Nonresident Taxpayer Registration Affidavit - Income Tax Withholding, Form I-312 to every Using Entity that makes payment to the nonresident pursuant to this solicitation. Once submitted, an affidavit is valid for all contracts between the nonresident and the Using Entity, unless the Using Entity receives notice from the Department of Revenue that the exemption from withholding has been revoked.

Section 12-8-540 requires persons making payment to a nonresident taxpayer of rentals or royalties at a rate of \$1,200.00 or more a year for the use of or for the privilege of using property in South Carolina to withhold 7% of the total of each payment made to a nonresident taxpayer who is not a corporation and 5% if the payment is made to a corporation. Contact the Department of Revenue for any applicable exceptions.

For information about other withholding requirements (e.g., employee withholding), contact the Withholding Section at the South Carolina Department of Revenue at 803-898-5383 or visit the Department's website at www.sctax.org.

This notice is for informational purposes only. This agency does not administer and has no authority over tax issues. All registration questions should be directed to the License and Registration Section at 803-898-5872 or to the South Carolina Department of Revenue, Registration Unit, Columbia, S.C. 29214-0140. All withholding questions should be directed to the Withholding Section at 803-898-5383.



STATE OF SOUTH CAROLINA
DEPARTMENT OF REVENUE
**NONRESIDENT TAXPAYER
REGISTRATION AFFIDAVIT
INCOME TAX WITHHOLDING**

I-312
(Rev. 5/7/04)
3323

The undersigned nonresident taxpayer on oath, being first duly sworn, hereby certifies as follows:

1. Name of Nonresident Taxpayer: _____
2. Trade Name, if applicable (Doing Business As): _____
3. Mailing Address: _____
4. Federal Identification Number: _____
5. Hiring or Contracting with: _____
 Name: _____
 Address: _____
- Receiving Rentals or Royalties From: _____
 Name: _____
 Address: _____
- Beneficiary of Trusts and Estates: _____
 Name: _____
 Address: _____

6. I hereby certify that the above named nonresident taxpayer is currently registered with
(check the appropriate box):
 The South Carolina Secretary of State or
 The South Carolina Department of Revenue

Date of Registration: _____

7. I understand that by this registration, the above named nonresident taxpayer has agreed to be subject to the jurisdiction of the South Carolina Department of Revenue and the courts of South Carolina to determine its South Carolina tax liability, including estimated taxes, together with any related interest and penalties.

8. I understand the South Carolina Department of Revenue may revoke the withholding exemption granted under Code Sections 12-8-540 (rentals), 12-8-550 (temporarily doing business or professional services in South Carolina), and 12-8-570 (distributions to nonresident beneficiary by trusts or estates) at any time it determines that the above named nonresident taxpayer is not cooperating with the Department in the determination of its correct South Carolina tax liability.

The undersigned understands that any false statement contained herein could be punished by fine, imprisonment or both.

Recognizing that I am subject to the criminal penalties under Code Section 12-54-44 (B) (6) (a) (i), I declare that I have examined this affidavit and to the best of my knowledge and belief, it is true, correct and complete.

(Seal) _____

 Signature of Nonresident Taxpayer (Owner, Partner or Corporate Officer, when relevant) Date

If Corporate officer state title:

 (Name - Please Print)

Mail to: The company or individual you are contracting with.

OFFEROR'S CHECKLIST

AVOID COMMON BID/PROPOSAL MISTAKES

Review this checklist prior to submitting your bid/proposal.
If you fail to follow this checklist, you risk having your bid/proposal rejected.

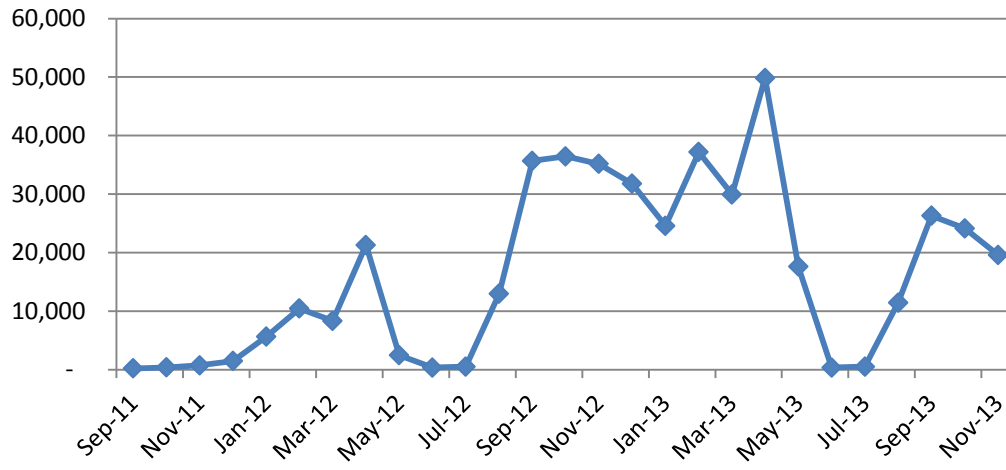
- DO NOT INCLUDE ANY OF YOUR STANDARD CONTRACT FORMS!
- UNLESS EXPRESSLY REQUIRED, DO NOT INCLUDE ANY ADDITIONAL BOILERPLATE CONTRACT CLAUSES.
- REREAD YOUR ENTIRE BID/PROPOSAL TO MAKE SURE YOUR BID/PROPOSAL DOES NOT TAKE EXCEPTION TO ANY OF THE STATE'S MANDATORY REQUIREMENTS.
- MAKE SURE YOU HAVE PROPERLY MARKED ALL PROTECTED, CONFIDENTIAL, OR TRADE SECRET INFORMATION IN ACCORDANCE WITH THE INSTRUCTIONS ENTITLED: SUBMITTING CONFIDENTIAL INFORMATION. ***DO NOT MARK YOUR ENTIRE BID/PROPOSAL AS CONFIDENTIAL, TRADE SECRET, OR PROTECTED! DO NOT INCLUDE A LEGEND ON THE COVER STATING THAT YOUR ENTIRE RESPONSE IS NOT TO BE RELEASED!***
- HAVE YOU PROPERLY ACKNOWLEDGED ALL AMENDMENTS? INSTRUCTIONS REGARDING HOW TO ACKNOWLEDGE AN AMENDMENT SHOULD APPEAR IN ALL AMENDMENTS ISSUED.
- MAKE SURE YOUR BID/PROPOSAL INCLUDES A COPY OF THE SOLICITATION COVER PAGE. MAKE SURE THE COVER PAGE IS SIGNED BY A PERSON THAT IS AUTHORIZED TO CONTRACTUALLY BIND YOUR BUSINESS.
- MAKE SURE YOUR BID/PROPOSAL INCLUDES THE NUMBER OF COPIES REQUESTED.
- CHECK TO ENSURE YOUR BID/PROPOSAL INCLUDES EVERYTHING REQUESTED!
- IF YOU HAVE CONCERNS ABOUT THE SOLICITATION, DO NOT RAISE THOSE CONCERNS IN YOUR RESPONSE! **AFTER OPENING, IT IS TOO LATE! IF THIS SOLICITATION INCLUDES A PRE-BID/PROPOSAL CONFERENCE OR A QUESTION & ANSWER PERIOD, RAISE YOUR QUESTIONS AS A PART OF THAT PROCESS!** PLEASE SEE INSTRUCTIONS UNDER THE HEADING "SUBMISSION OF QUESTIONS" AND ANY PROVISIONS REGARDING PRE-BID/PROPOSAL CONFERENCES.

This checklist is included only as a reminder to help offerors avoid common mistakes.
Responsiveness will be evaluated against the solicitation, not against this checklist.
You do not need to return this checklist with your response.

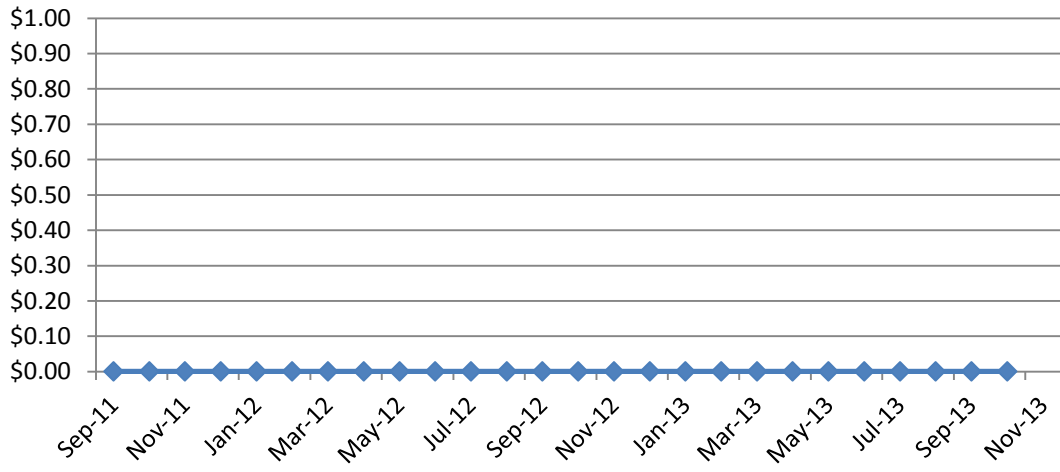
Print Kiosk Locations – University of South Carolina – Columbia Campus

South Tower
Patterson Hall
Bates House
Honors
Capstone
Columbia Hall
Cliff
Dining at Russell House
South Quad
B&N Bookstore
Bates West
East Quad
West Quad
Roost
Sims
Children's Center
CLS 210 Computer Lab
CLS 212 Student Lounge

Total Pages



Commissions



Year To Date (July - June)	C-Card Commission	Change	% Change	Housing Commission
FY 2012	\$84.51			\$1,030.07
FY 2013	\$686.09	\$601.59	490.88%	\$6,086.46
FY 2014	\$710.48	\$24.38	(40.32%)	\$3,632.29
FY 2015	\$875.14	\$164.66	6.03%	\$3,851.40

Entire Year	C-Card Commission	Change	% Change	Housing Commission
FY 2012	\$84.51			\$1,030.07
FY 2013	\$686.09	\$601.59	490.88%	\$6,086.46
FY 2014	\$710.48	\$24.38	(40.32%)	\$3,632.29
FY 2015	\$875.14	\$164.66	6.03%	\$3,851.40

WEPA Machines
University of South Carolina

Machine Location	Kiosk ID (Old)	Type	Totals		
			Mono	M. Duplex	Color
PROD 566 (410) - Phall		Housing	28,596	3,058	2,402
PROD 673 (380) - Chall		Housing	26,961	2,062	1,419
PROD 599 (378) - Honors		Housing	7,527	567	317
PROD 946 (564) (385) - EQuad		Housing	13,523	763	562
PROD 577 (384) - Wquad		Housing	9,078	1,165	411
PROD 637 (382) - STower		Housing	8,147	470	378
PROD 621 (376) - B&N		Carolina Card	10,928	1,019	583
PROD 668 (381) - Capstone		Housing	11,085	1,061	526
PROD 812 (670, 377) - Dining		Carolina Card	18,061	1,509	631
PROD 576 (As of 10/12) Roost		Housing	6,891	230	449
PROD 605 (387) - BWest		Housing	8,230	487	309
PROD 585 (386) - BHouse		Housing	10,558	361	559
PROD 759 (388) - Cliff		Housing	2,248	28	106
PROD 622 (383) - Squad		Housing	5,248	678	274
PROD 670 (As of 11/13) Honors		Housing	5,139	322	204
PROD 539 (As of 3/12) Sims		Housing	377	99	15
C-Card Total			28,989	2,528	1,214
Housing Total			143,608	11,351	7,931
Sub totals			172,597	13,879	9,145
Total By Type			186,476		
Total Pages			196,041		

WEPA Machines
University of South Carolina

C. Duplex	Machine
73	34,129
66	30,508
30	8,441
66	14,914
35	10,689
1	8,996
57	12,587
48	12,720
16	20,217
3	7,573
1	9,027
18	11,496
-	2,382
5	6,205
1	5,666
-	491
73	32,804
347	163,237
420	196,041
9,565	

WEPA Machines
University of South Carolina

Kiosk ID (Old)	November-11				December-11				January-12				February-12				March-12				April-12				May-12				June-12				Totals			
	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex
PROD 637 (382) - STower	6	0	0	0	144	0	0	0	667	176	21	0	965	129	64	0	634	87	29	0	1388	136	94	9	192	0	0	0	1388	136	208	9				
PROD 566 (410) - Phall	130	26	1	0	317	38	7	0	397	310	47	0	857	220	127	0	827	93	114	8	2980	332	291	24	485	39	28	0	5993	1058	615	32				
PROD 585 (386) - BHouse	59	0	0	0	212	0	1	0	557	150	6	0	993	80	8	0	817	50	2	0	2425	123	68	1	243	3	0	0	5306	406	85	1				
PROD 599 (378) - Honors					1	0	0	0	467	156	8	0	966	64	18	0	921	32	40	0	1810	225	83	0	142	5	0	0	4307	482	150	0				
PROD 668 (381) - Capstone	40	0	0	0	165	0	0	0	380	202	36	0	618	93	38	0	755	61	22	0	2034	229	90	0	71	5	51	0	4066	590	237	0				
PROD 673 (380) - Chall					25	0	0	0	351	82	64	0	1747	98	79	0	1093	12	59	0	3071	64	305	0	573	31	46	0	6863	287	553	8				
PROD 759 (388) - Cliff	61	6	0	0	192	8	2	0	283	136	10	1	411	9	2	21	362	36	29	0	214	48	73	0	86	0	1	0	1682	286	117	22				
PROD 670 (377) - Dining	19	0	15	0	67	4	0	2	195	80	0	4	633	83	16	0	392	39	16	0	867	138	57	0	82	0	2	0	2286	344	106	6				
PROD 602 (379) - Sims	5	0	0	0	1	0	0	0	94	102	21	0	760	100	40	17	48	5	6	0	1312	50	56	0	3	0	0	0	908	207	67	17				
PROD 622 (383) - Squad	2	0	0	0	21	6	0	0	176	0	6	0	183	0	15	0	248	6	16	0	151	11	15	0	3	0	0	0	784	23	52	0				
PROD 621 (376) - B&N	172	4	3	0	128	0	0	0	157	0	0	0	188	7	2	0	107	2	0	0	343	25	22	0	39	0	0	0	1134	38	27	0				
PROD 605 (387) - BWest					49	0	0	0	125	22	1	0	353	67	0	0	381	0	8	0	1312	50	56	0	189	0	0	0	2409	139	65	0				
PROD 564 (385) - EQuad	8	0	0	0	18	0	0	0	119	8	1	0	259	1	0	0	307	4	2	0	705	0	11	0	49	0	0	0	1538	13	14	0				
PROD 577 (384) - Wquad	4	0	0	0	76	0	2	0	12	0	0	0	114	2	5	0	172	17	13	0	227	72	19	0	64	0	0	0	753	121	39	0				
PROD 539 (As of 3/12) Sims																																				
C-Card Total	191	4	18	0	195	4	0	2	352	80	0	4	821	90	18	0	499	41	16	0	1210	163	79	0	121	0	2	0	3420	382	133	6				
Housing Total	315	32	1	0	1221	52	12	0	3628	1344	221	1	8226	863	396	38	6958	478	350	8	17219	1431	1152	34	2136	83	126	0	38605	4140	2202	89				
Sub totals	506	36	19	0	1416	56	12	2	3980	1424	221	5	9047	953	414	38	7457	519	366	8	18429	1594	1231	34	2257	83	128	0	42025	4522	2335	95				
Total By Type	542		19		1472		14		5404		226		10000		452		7976		374		20023		1265		2340		128		46547		2430					
Total Pages		561			1486			5,630		10,452		8,350		21,288		2,468		349		50,584																
Revenue - C-Card	\$19.10	\$0.68	\$9.00	\$0.00	\$19.50	\$0.68	\$0.00	\$1.78	\$35.20	\$16.00	\$0.00	\$3.32	\$82.10	\$18.00	\$9.00	\$0.00	\$49.90	\$8.20	\$8.00	\$0.00	\$121.00	\$32.60	\$39.50	\$0.00	\$12.10	\$0.00	\$1.00	\$0.00	\$342.00	\$76.16	\$66.50	\$5.10				
C-Card Total		\$28.78				\$21.96				\$54.52				\$109.10				\$66.10					\$193.10				\$13.10				\$489.76					
Revenue - Housing	\$31.50	\$5.44	\$0.50	\$0.00	\$122.10	\$8.84	\$6.00	\$0.00	\$362.80	\$268.80	\$110.50	\$0.83	\$822.60	\$172.60	\$198.00	\$38.00	\$695.80	\$95.60	\$175.00	\$8.00	\$1,721.90	\$286.20	\$576.00	\$34.00	\$213.60	\$16.60	\$63.00	\$0.00	\$3,993.90	\$868.68	\$1,129.50	\$88.83				
Housing Total		\$37.44				\$136.94				\$742.93				\$1,231.20				\$974.40					\$2,618.10				\$293.20				\$6,080.91					
Revenue Subtotal	\$50.60	\$6.12	\$9.50	\$0.00	\$141.60	\$9.52	\$6.00	\$1.78	\$398.00	\$284.80	\$110.50	\$4.15	\$904.70	\$190.60	\$207.00	\$38.00	\$745.70	\$103.80	\$183.00	\$8.00	\$1,842.90	\$318.80	\$615.50	\$34.00	\$225.70	\$16.60	\$64.00	\$0.00	\$4,335.90	\$944.84	\$1,196.00	\$93.93				
Total Revenue		\$66.22				\$158.90				\$797.45				\$1,340.30				\$1,040.50					\$2,811.20				\$306.30				\$6,570.67					
Commission - C-Card	\$3.82	\$0.07	\$1.08	\$0.00	\$3.90	\$0.07	\$0.00	\$0.18	\$7.04	\$1.60	\$0.00	\$0.33	\$16.42	\$1.80	\$1.08	\$0.00	\$9.98	\$0.82	\$0.96	\$0.00	\$24.20	\$3.26	\$4.74	\$0.00	\$2.42	\$0.00	\$0.12	\$0.00	\$68.40	\$7.62	\$7.98	\$0.51				
C-Card Total		\$4.97				\$4.15				\$8.97				\$19.30				\$11.76					\$32.20				\$2.54				\$84.51					
Commission - Housing	\$6.30	\$0.54	\$0.06	\$0.00	\$24.42	\$0.88	\$0.72	\$0.00	\$72.56	\$26.88	\$13.26	\$0.08	\$164.52	\$17.26	\$23.76	\$3.80	\$139.16	\$9.56	\$21.00	\$0.80	\$344.38	\$28.62	\$69.12	\$3.40	\$42.72	\$1.66	\$7.56	\$0.00	\$798.78	\$86.87	\$135.54	\$8.88				
Housing Total		\$6.90				\$26.02				\$112.78				\$209.34				\$170.52					\$445.52				\$51.94				\$1,030.07					
Commission Subtotal	\$10.12	\$0.61	\$1.14	\$0.00	\$28.32	\$0.95	\$0.72	\$0.18	\$79.60	\$28.48	\$13.26	\$0.42	\$180.94	\$19.06	\$24.84	\$3.80	\$149.14	\$10.38	\$21.96	\$0.80	\$368.58	\$31.88	\$73.86	\$3.40	\$45.14	\$1.66	\$7.68	\$0.00	\$867.18	\$94.48	\$143.52	\$9.39				
Total Commission		\$11.87				\$30.17				\$121.76				\$228.64				\$182.28					\$477.72				\$54.48				\$1,114.58					
RECONCILIATION:																																				
Base									\$358.20	\$284.80	\$108.29	\$4.15	\$814.23	\$190.60	\$202.86	\$38.00	\$671.13	\$103.80	\$179.34	\$8.00	\$1,658.61	\$318.80	\$603.19	\$34.00	\$203.13	\$16.60	\$62.72	\$0.00	\$24.03	\$14.60	\$0.49	\$8.00				
Markup									\$39.80		\$2.21		\$90.47		\$4.14		\$74.57		\$3.66		\$184.29		\$12.31		\$22.57		\$1.28		\$2.67		\$0.01					
User (Revenue)									\$398.00	\$284.80	\$110.50	\$4.15	\$904.70	\$190.60	\$207.00	\$38.00	\$745.70	\$103.80	\$183.00	\$8.00	\$1,842.90	\$318.80	\$615.50	\$34.00	\$225.70	\$16.60	\$64.00	\$0.00	\$26.70	\$14.60	\$0.50	\$8.00				
Total Revenue										\$797.45				\$1,340.30				\$1,040.50					\$2,811.20				\$306.30				\$49.80					
Rebate									\$39.80	\$28.48	\$11.05	\$0.42	\$81.42	\$19.06	\$20.29	\$3.80	\$67.11	\$10.38	\$17.93	\$0.80	\$165.86	\$31.88	\$60.32	\$3.40	\$20.31	\$1.66	\$6.27	\$0.00	\$2.40	\$1.46	\$0.05	\$0.80				
Total Rebate										\$79.75				\$124.57				\$96.23					\$261.46				\$28.25				\$4.71					
Markup Rebate									\$39.80		\$2.21		\$90.47		\$4.14		\$74.57		\$3.66		\$184.29		\$12.31		\$22.57		\$1.28		\$2.67		\$0.01					
Total Market Rebate										\$42.01				\$94.61				\$78.23					\$196.60				\$23.85				\$2.68					
Subtotal Payable									\$79.60	\$28.48	\$13.26	\$0.42	\$171.89	\$19.06	\$24.43	\$3.80	\$141.68	\$10.38	\$21.59	\$0.80	\$350.15	\$31.88	\$72.63	\$3.40	\$42.88	\$1.66	\$7.55	\$0.00	\$5.07	\$1.46	\$0.06	\$0.80				
Total Payable										\$121.76				\$228.64				\$182.28					\$477.72				\$54.48				\$7.66					

Kiosk ID (Old)	July-13				August-13				September-13				October-13				November-13				December-13		
	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color
PROD 637 (382) - STower	-	-	-	-	147	-	11	-	1,367	123	41	-	1,656	125	86	1	1,480	79	96	-	684	18	19
PROD 566 (410) - Phall	1	-	-	-	2,594	530	486	25	5,150	764	305	19	3,972	305	384	-	3,789	197	218	13	3,401	197	269
PROD 585 (386) - BHouse	-	-	-	-	468	26	42	5	558	1	45	-	334	-	20	-	678	22	47	9	1,221	21	45
PROD 599 (378) - Honors	57	-	-	-	1,458	251	65	-	2,717	157	137	8	3,155	159	103	22	140	-	12	-	390	3	7
PROD 668 (381) - Capstone	10	-	1	-	318	24	44	7	1,557	221	48	19	1,024	52	45	-	1,059	77	90	-	390	3	7
PROD 673 (380) - Chall	-	-	-	-	1,403	143	89	-	3,052	324	274	1	3,099	223	190	14	3,218	205	203	-	3,357	88	151
PROD 759 (388) - Cliff	19	-	-	-	184	-	-	-	528	17	25	-	557	5	24	-	422	6	5	-	267	-	-
PROD 812 (670, 377) - Dining	111	-	7	-	245	24	7	-	998	41	49	-	1,427	65	44	3	820	36	32	-	1,058	27	80
PROD 622 (383) - Squad	1	-	-	-	73	31	-	-	33	-	-	-	364	7	58	5	622	61	10	-	755	15	46
PROD 621 (376) - B&N	69	1	-	-	245	-	11	-	1,158	207	104	-	1,423	79	66	-	1,576	86	45	3	988	35	34
PROD 991 (605)(387) - BWest	-	-	-	-	424	49	79	-	732	14	14	-	423	48	27	-	774	18	8	-	1,240	55	17
PROD 946 (564) (385) - EQuad	181	51	3	-	849	54	79	-	2,008	137	137	-	1,980	112	84	-	1,166	57	71	-	1,261	8	-
PROD 577 (384) - Wquad	-	-	3	-	555	152	28	-	1,687	280	39	6	1,262	116	72	13	1,239	65	74	5	860	60	29
PROD 576 (As of 10/12) Roost	-	-	-	-	224	-	12	-	1,099	53	36	-	834	17	50	-	684	9	58	-	630	-	78
PROD 539 (As of 3/12) Sims	-	-	-	-	1	-	2	-	8	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PROD 769 (As of 3/14) Children's Center	-	-	-	-	1	-	2	-	8	-	-	-	-	-	-	-	29	-	-	-	750	30	23
PROD 670 (As of 11/13) Honors	-	-	-	-	1	-	2	-	8	-	-	-	-	-	-	-	29	-	-	-	750	30	23
C-Card Total	180	1	7	0	490	24	18	0	2156	248	153	0	2850	144	110	3	2396	122	77	3	2046	62	114
Housing Total	269	51	7	0	8699	1260	939	37	20504	2091	1101	53	18660	1169	1143	55	15300	796	892	27	14816	495	684
Sub totals	449	52	14	0	9189	1284	957	37	22660	2339	1254	53	21510	1313	1253	58	17696	918	969	30	16862	557	798
Total By Type		501		14		10,473		994		24,999		1,307		22,823		1,311		18,614		999		17,419	
Total Pages		515				11,467				26,306				24,134				19,613				18,295	
Revenue - C-Card	\$18.00	\$0.17	\$3.50	\$0.00	\$49.00	\$4.80	\$9.00	\$0.00	\$215.60	\$49.60	\$76.50	\$0.00	\$285.00	\$28.80	\$55.00	\$3.00	\$239.60	\$24.40	\$38.50	\$3.00	\$204.60	\$12.40	\$57.00
C-Card Total		\$21.67				\$62.80				\$341.70				\$371.80				\$305.50				\$277.00	
Revenue - Housing	\$26.90	\$8.67	\$3.50	\$0.00	\$869.90	\$252.00	\$469.50	\$37.00	\$2,050.40	\$418.20	\$550.50	\$43.99	\$1,866.00	\$233.80	\$571.50	\$55.00	\$1,530.00	\$159.20	\$446.00	\$27.00	\$1,481.60	\$99.00	\$342.00
Housing Total		\$39.07				\$1,628.40				\$3,063.09				\$2,726.30				\$2,162.20				\$1,997.60	
Revenue Subtotal	\$44.90	\$8.84	\$7.00	\$0.00	\$918.90	\$256.80	\$478.50	\$37.00	\$2,266.00	\$467.80	\$627.00	\$43.99	\$2,151.00	\$262.60	\$626.50	\$58.00	\$1,769.60	\$183.60	\$484.50	\$30.00	\$1,686.20	\$111.40	\$399.00
Total Revenue		\$60.74				\$1,691.20				\$3,404.79				\$3,098.10				\$2,467.70				\$2,274.60	
Commission - C-Card	\$3.60	\$0.02	\$0.42	\$0.00	\$9.80	\$0.48	\$1.08	\$0.00	\$43.12	\$4.96	\$9.18	\$0.00	\$57.00	\$2.88	\$6.60	\$0.30	\$47.92	\$2.44	\$4.62	\$0.30	\$40.92	\$1.24	\$6.84
C-Card Total		\$4.04				\$11.36				\$57.26				\$66.78				\$55.28				\$49.30	
Commission - Housing	\$5.38	\$0.87	\$0.42	\$0.00	\$173.98	\$25.20	\$56.34	\$3.70	\$410.08	\$41.82	\$66.06	\$4.40	\$373.20	\$23.38	\$68.58	\$5.50	\$306.00	\$15.92	\$53.52	\$2.70	\$296.32	\$9.90	\$41.04
Housing Total		\$6.67				\$259.22				\$522.36				\$470.66				\$378.14				\$354.76	
Commission Subtotal	\$8.98	\$0.88	\$0.84	\$0.00	\$183.78	\$25.68	\$57.42	\$3.70	\$453.20	\$46.78	\$75.24	\$4.40	\$430.20	\$26.26	\$75.18	\$5.80	\$353.92	\$18.36	\$58.14	\$3.00	\$337.24	\$11.14	\$47.88
Total Commission		\$10.70				\$270.58				\$579.62				\$537.44				\$433.42				\$404.06	

RECONCILIATION:																							
Base	\$40.41	\$10.40	\$6.86	\$0.00	\$827.01	\$256.80	\$468.93	\$37.00	\$2,039.40	\$467.80	\$614.46	\$53.00	\$1,935.90	\$262.60	\$613.97	\$58.00	\$1,592.64	\$183.60	\$474.81	\$30.00	\$1,517.58	\$111.40	\$391.02
Markup	\$4.49		\$0.14		\$91.89		\$9.57		\$226.60		\$12.54		\$215.10		\$12.53		\$176.96		\$9.69		\$168.62		\$7.98
User (Revenue)	\$44.90	\$10.40	\$7.00	\$0.00	\$918.90	\$256.80	\$478.50	\$37.00	\$2,266.00	\$467.80	\$627.00	\$53.00	\$2,151.00	\$262.60	\$626.50	\$58.00	\$1,769.60	\$183.60	\$484.50	\$30.00	\$1,686.20	\$111.40	\$399.00
Total Revenue		\$62.30				\$1,691.20				\$3,413.80				\$3,098.10				\$2,467.70				\$2,274.60	
Rebate	\$4.04	\$1.04	\$0.69	\$0.00	\$82.70	\$25.68	\$46.89	\$3.70	\$203.94	\$46.78	\$61.45	\$5.30	\$193.59	\$26.26	\$61.40	\$5.80	\$159.26	\$18.36	\$47.48	\$3.00	\$151.76	\$11.14	\$39.10
Total Rebate		\$5.77				\$158.97				\$317.47				\$287.05				\$228.11				\$209.80	
Markup Rebate	\$4.49		\$0.14		\$91.89		\$9.57		\$226.60		\$12.54		\$215.10		\$12.53		\$176.96		\$9.69		\$168.62		\$7.98
Total Market Rebate		\$4.63				\$101.46				\$239.14				\$227.63				\$186.65				\$176.60	
Subtotal Payable	\$8.53	\$1.04	\$0.83	\$0.00	\$174.59	\$25.68	\$56.46	\$3.70	\$430.54	\$46.78	\$73.99	\$5.30	\$408.69	\$26.26	\$73.93	\$5.80	\$336.22	\$18.36	\$57.17	\$3.00	\$320.38	\$11.14	\$47.08
Total Payable		\$10.86				\$260.43				\$556.61				\$514.68				\$414.76				\$386.40	

Kiosk ID (Old)	C. Duplex	January-14				February-14				March-14				April-14				May-14				June	
		Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex
PROD 637 (382) - STower	-	1142	79	64	0	539	12	22	-	376	6	12	-	753	28	27	-	3					
PROD 566 (410) - Phall	11	2196	278	113	1	2,905	484	218	-	2,583	219	232	1	1,414	57	74	2	400	27	103	1	191	0
PROD 585 (386) - BHouse	3	866	94	59	0	1,860	72	52	-	1,674	50	109	-	2,244	74	96	1	655	1	44			
PROD 599 (378) - Honors																							
PROD 668 (381) - Capstone	-	472	1	9	0	1,481	243	32	4	1,987	263	88	7	2,065	163	121	11	722	14	41			
PROD 673 (380) - Chall	-	2387	226	71	0	2,757	269	74	2	2,354	210	130	34	4,876	374	233	11	458	4		4		
PROD 759 (388) - Cliff	-	18	-	-	0					30	-	49	-	169	-	2	-	35		1		19	0
PROD 812 (670, 377) - Dining	-	2005	374	26	0	2,505	313	91	-	2,527	218	73	1	5,040	384	181	12	1272	27	41		53	0
PROD 622 (383) - Squad	-	480	81	20	0	228	102	1	-	912	242	38	-	1,347	107	97	-	433	32	4			
PROD 621 (376) - B&N	3	698	195	50	0	1,435	143	68	4	1,388	156	93	2	1,945	117	112	45	3					
PROD 991 (605)(387) - BWest	1	657	71	39	0	163	2	1	-	1,239	100	60	-	1,848	124	63	-	730	6	1			
PROD 946 (564) (385) - EQuad	60	1100	93	23	0	1,656	78	50	-	1,325	64	31	-	1,671	109	57	6	326		27			
PROD 577 (384) - Wquad	-	770	220	4	0	291	8	3	7	815	66	34	-	1,497	174	57	4	19	24	12		83	0
PROD 576 (As of 10/12) Roost	-	547	19	64	0	819	24	92	-	743	70	11	-	1,290	38	48	3	21					
PROD 539 (As of 3/12) Sims						29	4	1	-	249	87	4	-	73	8	8	-	17					
PROD 769 (As of 3/14) Children's Center										9	-	1	-	395	24	64	2	101		76		14	0
PROD 670 (As of 11/13) Honors	-	821	115	20	0	1,662	49	76	1	711	29	6	-	752	73	69	-	378	26	4		27	0
C-Card Total	3	2703	569	76	0	3,940	456	159	4	3,915	374	166	3	6,985	501	293	57	1275	27	41	0	53	0
Housing Total	75	11456	1277	486	1	14,390	1,347	622	14	15,007	1,406	805	42	20,394	1,353	1,016	40	4298	130	317	5	334	0
Sub totals	78	14159	1846	562	1	18,330	1,803	781	18	18,922	1,780	971	45	27,379	1,854	1,309	97	5573	157	358	5	387	0
Total By Type	876		16,005		563		20,133		799		20,702		1,016		29,233		1,406		5,730		363		387
Total Pages			16,568				20,932				21,718				30,639				6,093				51
Revenue - C-Card	\$3.00	\$270.30	\$113.80	\$38.00	\$0.00	\$394.00	\$91.20	\$79.50	\$4.00	\$391.50	\$74.80	\$83.00	\$3.00	\$698.50	\$100.20	\$146.50	\$57.00	\$127.50	\$5.40	\$20.50	\$0.00	\$5.30	\$0.00
C-Card Total			\$422.10				\$568.70				\$552.30				\$1,002.20				\$153.40			\$5.30	\$5.30
Revenue - Housing	\$75.00	\$1,145.60	\$255.40	\$243.00	\$1.00	\$1,439.00	\$269.40	\$311.00	\$14.00	\$1,500.70	\$281.20	\$402.50	\$42.00	\$2,039.40	\$270.60	\$508.00	\$40.00	\$429.80	\$26.00	\$158.50	\$5.00	\$33.40	\$0.00
Housing Total			\$1,645.00				\$2,033.40				\$2,226.40				\$2,858.00				\$619.30			\$97.70	\$97.70
Revenue Subtotal	\$78.00	\$1,415.90	\$369.20	\$281.00	\$1.00	\$1,833.00	\$360.60	\$390.50	\$18.00	\$1,892.20	\$356.00	\$485.50	\$45.00	\$2,737.90	\$370.80	\$654.50	\$97.00	\$557.30	\$31.40	\$179.00	\$5.00	\$38.70	\$0.00
Total Revenue			\$2,067.10				\$2,602.10				\$2,778.70				\$3,860.20				\$772.70				\$102
Commission - C-Card	\$0.30	\$54.06	\$11.38	\$4.56	\$0.00	\$78.80	\$9.12	\$9.54	\$0.40	\$78.30	\$7.48	\$9.96	\$0.30	\$139.70	\$10.02	\$17.58	\$5.70	\$25.50	\$0.54	\$2.46	\$0.00	\$1.06	\$0.00
C-Card Total			\$70.00				\$97.86				\$96.04				\$173.00				\$28.50			\$1.06	\$1.06
Commission - Housing	\$7.50	\$229.12	\$25.54	\$29.16	\$0.10	\$287.80	\$26.94	\$37.32	\$1.40	\$300.14	\$28.12	\$48.30	\$4.20	\$407.88	\$27.06	\$60.96	\$4.00	\$85.96	\$2.60	\$19.02	\$0.50	\$6.68	\$0.00
Housing Total			\$283.92				\$353.46				\$380.76				\$499.90				\$108.08			\$6.68	\$6.68
Commission Subtotal	\$7.80	\$283.18	\$36.92	\$33.72	\$0.10	\$366.60	\$36.06	\$46.86	\$1.80	\$378.44	\$35.60	\$58.26	\$4.50	\$547.58	\$37.08	\$78.54	\$9.70	\$111.46	\$3.14	\$21.48	\$0.50	\$7.74	\$0.00
Total Commission			\$353.92				\$451.32				\$476.80				\$672.90				\$136.58				\$15.30

RECONCILIATION:																							
Base	\$78.00	\$1,274.31	\$369.20	\$275.38	\$1.00	\$1,649.70	\$360.60	\$382.69	\$18.00	\$1,702.98	\$356.00	\$475.79	\$45.00	\$2,464.11	\$370.80	\$641.41	\$97.00	\$501.57	\$31.40	\$175.42	\$5.00	\$34.83	\$0.00
Markup		\$141.59		\$5.62		\$183.30		\$7.81		\$189.22		\$9.71		\$273.79		\$13.09		\$55.73		\$3.58		\$3.87	
User (Revenue)	\$78.00	\$1,415.90	\$369.20	\$281.00	\$1.00	\$1,833.00	\$360.60	\$390.50	\$18.00	\$1,892.20	\$356.00	\$485.50	\$45.00	\$2,737.90	\$370.80	\$654.50	\$97.00	\$557.30	\$31.40	\$179.00	\$5.00	\$38.70	\$0.00
Total Revenue			\$2,067.10				\$2,602.10				\$2,778.70				\$3,860.20				\$772.70				\$102
Rebate	\$7.80	\$127.43	\$36.92	\$27.54	\$0.10	\$164.97	\$36.06	\$38.27	\$1.80	\$170.30	\$35.60	\$47.58	\$4.50	\$246.41	\$37.08	\$64.14	\$9.70	\$50.16	\$3.14	\$17.54	\$0.50	\$3.48	\$0.00
Total Rebate			\$191.99				\$241.10				\$257.98				\$357.33				\$71.34				\$9.70
Markup Rebate	7.98	\$141.59		\$5.62		\$183.30		\$7.81		\$189.22		\$9.71		\$273.79		\$13.09		\$55.73		\$3.58		\$3.87	
Total Market Rebate			\$147.21				\$191.11				\$198.93				\$286.88				\$59.31				\$5.10
Subtotal Payable	\$7.80	\$269.02	\$36.92	\$33.16	\$0.10	\$348.27	\$36.06	\$46.08	\$1.80	\$359.52	\$35.60	\$57.29	\$4.50	\$520.20	\$37.08	\$77.23	\$9.70	\$105.89	\$3.14	\$21.12	\$0.50	\$7.35	\$0.00
Total Payable			\$353.92				\$432.21				\$456.91				\$644.21				\$136.58				\$15.30

Per WEPA: \$4.42 deduction Promo
Maroup for \$ 5 print care promo
add .02 adjustment
\$ 59.36-4.42+\$71.24+.02 = \$ 126.20

Kiosk ID (Old)	14		Totals			
	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex
PROD 637 (382) - STower			8,147	470	378	1
PROD 566 (410) - Phall	0	0	28,596	3,058	2,402	73
PROD 585 (386) - BHouse			10,558	361	559	18
PROD 599 (378) - Honors			7,527	567	317	30
PROD 668 (381) - Capstone			11,085	1,061	526	48
PROD 673 (380) - Chall			26,961	2,062	1,419	66
PROD 759 (388) - Cliff	0	0	2,248	28	106	-
PROD 812 (670, 377) - Dining	0	0	18,061	1,509	631	16
PROD 622 (383) - Squad			5,248	678	274	5
PROD 621 (376) - B&N			10,928	1,019	583	57
PROD 991 (605)(387) - BWest			8,230	487	309	1
PROD 946 (564) (385) - EQuad			13,523	763	562	66
PROD 577 (384) - Wquad	56	0	9,078	1,165	411	35
PROD 576 (As of 10/12) Roost			6,891	230	449	3
PROD 539 (As of 3/12) Sims			377	99	15	-
PROD 769 (As of 3/14) Children's Cente	68	0				
PROD 670 (As of 11/13) Honors	4	0	5,139	322	204	1
C-Card Total	0	0	28,989	2,528	1,214	73
Housing Total	128	0	143,608	11,351	7,931	347
Sub totals	128	0	172,597	13,879	9,145	420
Total By Type		128		186,476		9,565
Total Pages			196,795			
Revenue - C-Card	\$0.00	\$0.00	\$2,898.90	\$505.57	\$607.00	\$73.00
C-Card Total	0			\$4,084.47		
Revenue - Housing	\$64.00	\$0.00	\$14,412.70	\$2,273.47	\$4,070.00	\$339.99
Housing Total	40			\$21,096.16		
Revenue Subtotal	\$64.00	\$0.00	\$17,311.60	\$2,779.04	\$4,677.00	\$412.99
Total Revenue	70			\$25,180.63		
Commission - C-Card	\$0.00	\$0.00	\$335.22	\$32.52	\$42.84	\$1.30
C-Card Total	6			\$710.48		
Commission - Housing	\$7.68	\$0.00	\$2,081.88	\$169.57	\$352.44	\$25.30
Housing Total	36			\$3,632.29		
Commission Subtotal	\$7.68	\$0.00	\$2,417.10	\$202.08	\$395.28	\$26.60
Total Commission	42			\$3,041.06		

RECONCILIATION:

Base	\$62.72	\$0.00				
Markup	\$1.28					
User (Revenue)	\$64.00	\$0.00				
Total Revenue	70					
Rebate	\$6.27	\$0.00				
Total Rebate	6					
Markup Rebate		\$1.28				
Total Market Rebate	5					
Subtotal Payable	\$7.55	\$0.00				
Total Payable	42			\$4,182.98		

Kiosk ID (Old)	July-14				August	
	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex
PROD 637 (382) - STower					24	6
PROD 566 (410) - Phall	14	-	7	-	1,686	198
PROD 1044 (585, 386) - BHouse					761	78
PROD 599 (378) - Honors						
PROD 668 (381) - Capstone						
PROD 673 (380) - Chall					969	111
PROD 759 (388) - Cliff	32	2	10	1	174	10
PROD 397 (670, 377) - Dining	56	-	-	-	2,221	339
PROD 622 (383) - Squad						
PROD 621 (376) - B&N					18	-
PROD 991 (605)(387) - BWest					272	31
PROD 946 (564) (385) - EQuad					750	60
PROD 577 (384) - Wquad	300	-	2	-	544	118
PROD 576 (As of 10/12) Roost					234	63
PROD 539 (As of 3/12) Sims						
PROD 769 (As of 3/14) Children's Center					39	-
PROD 1189 (As of 2/15) CLS 210 Computer Lab						
PROD 1188 (As of 2/15) CLS 212 Student Lounge						
PROD 670 (As of 11/13) Honors	11	-	1	-	439	29
C-Card Total	56	-	0	0	2239	339
Housing Total	357	2	20	1	5892	704
Sub totals	413	2	20	1	8131	1043
Total By Type		415		21		9,174
Total Pages		436			9,600	
Revenue - C-Card	\$5.60	\$0.00	\$0.00	\$0.00	\$223.90	\$67.80
C-Card Total		\$5.60				\$342
Revenue - Housing	\$35.70	\$0.34	\$10.00	\$0.89	\$589.20	\$140.80
Housing Total		\$46.93				\$902
Revenue Subtotal	\$41.30	\$0.34	\$10.00	\$0.89	\$813.10	\$208.60
Total Revenue		\$52.53			\$1,240	
Commission - C-Card	\$1.12	\$0.00	\$0.00	\$0.00	\$44.78	\$6.78
C-Card Total		\$1.12				\$57
Commission - Housing	\$7.14	\$0.03	\$1.20	\$0.09	\$117.84	\$14.08
Housing Total		\$8.46				\$152
Commission Subtotal	\$8.26	\$0.03	\$1.20	\$0.09	\$162.62	\$20.86
Total Commission		\$9.58			\$209	

RECONCILIATION:

Base	\$37.17	\$0.40	\$9.80	\$1.00	\$731.79	\$208.60
Markup	\$4.13		\$0.20		\$81.31	
User (Revenue)	\$41.30	\$0.40	\$10.00	\$1.00	\$813.10	\$208.60
Total Revenue		\$52.70			\$1,240	
Rebate	\$3.72	\$0.04	\$0.98	\$0.10	\$73.18	\$20.86

Total Rebate		\$4.84				\$115
Markup Rebate	\$4.13		\$0.20			\$81.31
Total Market Rebate		\$4.33				\$85
Subtotal Payable	\$7.85	\$0.04	\$1.18	\$0.10	\$154.49	\$20.86
Total Payable		\$9.60				\$201

st-14		September-14				October-14			
Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	
1	2	20	2	-	-	46	13	-	
139	5	2,970	361	294	4	2,696	362	133	
36	-	2,087	278	113	9	2,132	254	105	
		2,068	203	48	1	2,573	258	106	
28	3	635	33	37	3	1,709	122	158	
20	1	322	17	11	-	209	2	29	
86	8	611	47	21	-	1,308	102	24	
		13	-	-	-	242	7	5	
-	-	914	73	39	-	1,178	136	96	
21	-	1,469	196	50	-	1,458	110	92	
22	-	1,782	394	23	7	1,568	196	40	
22	-	723	134	38	-	1,194	110	56	
10	-	252	148	6	-	260	89	7	
		44	46	5	-	538	102	27	
11	-	204	18	13	-	366	-	42	
12	-	1,603	391	38	-	2,435	330	110	
86	8	1525	120	60	0	2486	238	120	
322	11	14192	2221	676	24	17426	1955	910	
408	19	15717	2341	736	24	19912	2193	1030	
	427		18,058		760		22,105		
01			18,818				23,317		
\$43.00	\$8.00	\$152.50	\$24.00	\$30.00	\$0.00	\$248.60	\$47.60	\$60.00	
1.70			\$206.50				\$369.20		
\$161.00	\$11.00	\$1,419.20	\$444.20	\$338.00	\$19.92	\$1,742.60	\$391.00	\$455.00	
1.00			\$2,221.32				\$2,757.60		
\$204.00	\$19.00	\$1,571.70	\$468.20	\$368.00	\$19.92	\$1,991.20	\$438.60	\$515.00	
4.70			\$2,427.82				\$3,126.80		
\$5.16	\$0.80	\$30.50	\$2.40	\$3.60	\$0.00	\$49.72	\$4.76	\$7.20	
.52			\$36.50				\$62.98		
\$19.32	\$1.10	\$283.84	\$44.42	\$40.56	\$1.99	\$348.52	\$39.10	\$54.60	
1.34			\$370.81				\$459.12		
\$24.48	\$1.90	\$314.34	\$46.82	\$44.16	\$1.99	\$398.24	\$43.86	\$61.80	
0.86			\$407.31				\$522.10		
\$199.92	\$19.00	\$1,414.53	\$468.20	\$360.64	\$24.00	\$1,792.08	\$438.60	\$504.70	
\$4.08		\$157.17		\$7.36		\$199.12		\$10.30	
\$204.00	\$19.00	\$1,571.70	\$468.20	\$368.00	\$24.00	\$1,991.20	\$438.60	\$515.00	
4.70			\$2,431.90				\$3,126.80		
\$19.99	\$1.90	\$141.45	\$46.82	\$36.06	\$2.40	\$179.21	\$43.86	\$50.47	

i.93				\$226.74				\$291.74
	\$4.08		\$157.17		\$7.36		\$199.12	\$1
.39				\$164.53				\$209.42
	\$24.07	\$1.90	\$298.62	\$46.82	\$43.42	\$2.40	\$378.33	\$43.86 \$60.77
l.32				\$391.27				\$501.16

C. Duplex	November-14				December-14			
	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex
-	20	6	1	-	16	5	-	-
44	2,659	208	137	7	1,565	188	95	8
3	2,819	183	77	-	1,737	61	133	-
-	3,092	143	110	-	2,945	264	128	9
114	2,159	104	108	14	2,368	41	191	-
1	326	5	9	-	24	-	2	-
3	567	46	5	-	1,302	113	121	4
-	564	3	15	-	1,038	39	35	-
10	1,871	132	57	-	1,386	22	127	5
-	965	33	15	6	583	14	2	-
4	1,882	170	39	8	1,705	235	102	4
-	1,238	78	51	8	920	80	92	1
3	222	15	13	-	392	16	5	-
-	385	216	6	4				
-	444	5	16	-	133	-	8	-
-	2,182	149	125	20	1,388	231	75	-
13	2438	178	62	0	2,688	135	248	9
169	18957	1318	722	67	14,814	1,174	868	22
182	21395	1496	784	67	17502	1309	1116	31
1,212		22,891		851		18,811		1,147
		23,742				19,958		
\$13.00	\$243.80	\$35.60	\$31.00	\$0.00	\$268.80	\$27.00	\$124.00	\$9.00
		\$310.40				\$428.80		
\$169.00	\$1,895.70	\$263.60	\$361.00	\$67.00	\$1,481.40	\$234.80	\$434.00	\$22.00
		\$2,587.30				\$2,172.20		
\$182.00	\$2,139.50	\$299.20	\$392.00	\$67.00	\$1,750.20	\$261.80	\$558.00	\$31.00
		\$2,897.70				\$2,601.00		
\$1.30	\$48.76	\$3.56	\$3.72	\$0.00	\$53.76	\$2.70	\$14.88	\$0.90
		\$56.04				\$72.24		
\$16.90	\$379.14	\$26.36	\$43.32	\$6.70	\$296.28	\$23.48	\$52.08	\$2.20
		\$455.52				\$374.04		
\$18.20	\$427.90	\$29.92	\$47.04	\$6.70	\$350.04	\$26.18	\$66.96	\$3.10
		\$511.56				\$446.28		
\$182.00	\$1,925.55	\$299.20	\$384.16	\$67.00	\$1,575.18	\$261.80	\$546.84	\$31.00
	\$213.95		\$7.84		\$175.02		\$11.16	
\$182.00	\$2,139.50	\$299.20	\$392.00	\$67.00	\$1,750.20	\$261.80	\$558.00	\$31.00
		\$2,897.70				\$2,601.00		
\$18.20	\$192.56	\$29.92	\$38.42	\$6.70	\$157.52	\$26.18	\$54.68	\$3.10

		\$267.59				\$241.48		
.0.30	\$213.95		\$7.84		\$175.02		\$11.16	
		\$221.79				\$186.18		
\$18.20	\$406.51	\$29.92	\$46.26	\$6.70	\$332.54	\$26.18	\$65.84	\$3.10
		\$489.38				\$427.66		

January-15				February-15				
Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono
61	3	-	0	543	57	15	-	1,238
915	63	53	0	2,988	409	153	5	
669	39	15	2	2,070	150	73	5	2,764
2435	328	31	6	2,329	144	72	11	170
470	34	5	0	2,934	275	175	-	4,148
74	14	2	0	533	14	21	-	505
1453	91	66	0	3,145	226	89	24	4,216
572	30	11	6	887	125	20	12	546
1294	189	55	0	2,013	289	42	-	2,148
584	26	15	0	1,964	131	31	-	1,198
1024	271	14	0	1,483	240	32	-	2,037
546	86	31	2	1,697	87	42	5	1,651
485	18	9	0	406	16	29	-	550
159	13	2	0	1,063	113	46	-	3,394
52	20	15	0	134	5	6	1	172
				26	-	-	-	8
				3	-	-	-	24
1331	232	68	0	2,130	172	97	2	1,871
2747	280	121	0	5,158	515	131	24	6,364
9377	1177	271	16	21,190	1,938	812	41	20,276
12124	1457	392	16	26,348	2,453	943	65	26,640
	13,581		408		28,801		1,008	
	13,989				29,809			
\$274.70	\$56.00	\$60.50	\$0.00	\$515.80	\$103.00	\$65.50	\$24.00	\$636.40
	\$391.20				\$708.30			
\$937.70	\$235.40	\$135.50	\$16.00	\$2,119.00	\$387.60	\$406.00	\$41.00	\$2,027.60
	\$1,324.60				\$2,953.60			
\$1,212.40	\$291.40	\$196.00	\$16.00	\$2,634.80	\$490.60	\$471.50	\$65.00	\$2,664.00
	\$1,715.80				\$3,661.90			
\$54.94	\$5.60	\$7.26	\$0.00	\$103.16	\$10.30	\$7.86	\$2.40	\$127.28
	\$67.80				\$123.72			
\$187.54	\$23.54	\$16.26	\$1.60	\$423.80	\$38.76	\$48.72	\$4.10	\$405.52
	\$228.94				\$515.38			
\$242.48	\$29.14	\$23.52	\$1.60	\$526.96	\$49.06	\$56.58	\$6.50	\$532.80
	\$296.74				\$639.10			

\$1,091.16	\$291.40	\$192.08	\$16.00	\$2,371.32	\$490.60	\$462.07	\$65.00	\$2,397.60
\$121.24		\$3.92		\$263.48		\$9.43		\$266.40
\$1,212.40	\$291.40	\$196.00	\$16.00	\$2,634.80	\$490.60	\$471.50	\$65.00	\$2,664.00
	\$1,715.80				\$3,661.90			
\$109.12	\$29.14	\$19.21	\$1.60	\$237.13	\$49.06	\$46.21	\$6.50	\$239.76

	\$159.06				\$338.90			
\$121.24		\$3.92		\$263.48		\$9.43		\$26
-----				-----				
	\$125.16				\$272.91			
\$230.36	\$29.14	\$23.13	\$1.60	\$500.61	\$49.06	\$55.64	\$6.50	\$506.16
	\$296.74				\$611.81			
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March-15			April-15				May	
M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex
41	10	-	2,070	83	82	2	338	3
			102	-	-	-	659	19
111	34	-	2,745	103	107	11	450	9
5	5	1	1,352	80	52	3	390	30
349	168	-	5,062	464	346	31	735	7
5	18	-	550	9	21	-	178	6
410	78	1	5,549	414	280	12	896	49
50	29	-	729	37	22	-	77	
245	98	2	2,209	293	180	8	587	35
78	53	-	2,514	155	83	14	459	72
223	32	10	1,891	122	75	10	326	32
100	28	1	1,656	112	120	7	537	173
8	22	-					51	
316	70	1	3,966	498	297	56	165	23
8	18	-	348	-	46	-	19	
6	-	-	25	-	-	-		
-	3	-	32	-	-	-	3	
227	139	13	3,249	455	249	15	299	44
655	176	3	7,758	707	460	20	1483	84
1,527	629	26	26,291	2,118	1,500	149	4686	418
2,182	805	29	34,049	2,825	1,960	169	6169	502
28,822		834		36,874		2,129		6,671
29,656				39,003				7,2
\$131.00	\$88.00	\$3.00	\$775.80	\$141.40	\$230.00	\$20.00	\$148.30	\$16.80
\$858.40				\$1,167.20				\$240
\$305.40	\$314.50	\$26.00	\$2,629.10	\$423.60	\$750.00	\$149.00	\$468.60	\$83.60
\$2,673.50				\$3,951.70				\$793
\$436.40	\$402.50	\$29.00	\$3,404.90	\$565.00	\$980.00	\$169.00	\$616.90	\$100.40
\$3,531.90				\$5,118.90				\$1,03
\$13.10	\$10.56	\$0.30	\$155.16	\$14.14	\$27.60	\$2.00	\$29.66	\$1.68
\$151.24				\$198.90				\$39
\$30.54	\$37.74	\$2.60	\$525.82	\$42.36	\$90.00	\$14.90	\$93.72	\$8.36
\$476.40				\$673.08				\$130
\$43.64	\$48.30	\$2.90	\$680.98	\$56.50	\$117.60	\$16.90	\$123.38	\$10.04
\$627.64				\$871.98				\$170
\$436.40	\$394.45	\$29.00	\$3,064.41	\$565.00	\$960.40	\$169.00	\$555.21	\$100.40
	\$8.05		\$340.49		\$19.60		\$61.69	
\$436.40	\$402.50	\$29.00	\$3,404.90	\$565.00	\$980.00	\$169.00	\$616.90	\$100.40
\$3,531.90				\$5,118.90				\$1,03
\$43.64	\$39.45	\$2.90	\$306.44	\$56.50	\$96.04	\$16.90	\$55.52	\$10.04

	\$325.75			\$475.88				\$96
6.40		\$8.05		\$340.49		\$19.60		\$61.69
	\$274.45			\$360.09				\$67
	\$43.64	\$47.50	\$2.90	\$646.93	\$56.50	\$115.64	\$16.90	\$117.21
	\$600.20			\$835.97				\$170

Per WEPA: \$4.42 deduction
 Markup for \$ 5 print cost
 add .02 adjustment
 \$ 59.36-4.42+\$71.24+.02

-15		June-15				Totals		
Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color
37					-	4,376	219	146
77	2	48	2	1	-	16,302	1,810	1,089
65		14	-	4	-	18,248	1,266	762
		51	5	2	-	51	5	2
32	2	6	-	-	-	17,360	1,455	584
36	1					21,189	1,540	1,252
		31	-	-	-	2,958	84	143
54	10	110	-	3	-	21,434	1,837	827
						4,668	291	137
55	11	190	19	9	-	13,808	1,433	758
47						12,588	1,067	509
36						14,448	1,943	415
76	9	80	-	-	-	11,086	1,078	558
15						2,852	373	116
1	1					9,714	1,327	454
		27	-	1	-			
		42	-	-	-			
30						16,938	2,260	944
109	21	300	19	12	0	35,242	3,270	1,585
452	15	299	7	8	0	152,778	14,718	7,111
561	36	599	26	20	0	188,020	17,988	8,696
	597		625		20		206,008	
68			645				216,242	
\$54.50	\$21.00	\$30.00	\$3.80	\$6.00	\$0.00	\$3,524.20	\$654.00	\$792.50
0.60			\$39.80				\$5,068.70	
\$226.00	\$15.00	\$29.90	\$1.40	\$4.00	\$0.00	\$15,375.70	\$2,911.74	\$3,595.00
0.20			\$35.30				\$22,419.25	
\$280.50	\$36.00	\$59.90	\$5.20	\$10.00	\$0.00	\$18,899.90	\$3,565.74	\$4,387.50
3.80			\$75.10				\$27,487.95	
\$6.54	\$2.10	\$6.00	\$0.38	\$0.72	\$0.00	\$386.74	\$36.10	\$49.68
0.98			\$7.10				\$875.14	
\$27.12	\$1.50	\$5.98	\$0.14	\$0.48	\$0.00	\$2,044.10	\$209.77	\$276.06
0.70			\$6.60				\$3,851.40	
\$33.66	\$3.60	\$11.98	\$0.52	\$1.20	\$0.00	\$2,430.84	\$245.87	\$325.74
0.68			\$13.70				\$3,042.54	

\$274.89	\$36.00	\$53.91	\$5.20	\$9.80	\$0.00
\$5.61		\$5.99		\$0.20	
\$280.50	\$36.00	\$59.90	\$5.20	\$10.00	\$0.00
3.80		\$75.10			
\$27.49	\$3.60	\$5.39	\$0.52	\$0.98	\$0.00

.65		\$6.89				
	\$5.61	\$5.99		\$0.20		
.30		\$6.19				
\$33.10	\$3.60	\$11.38	\$0.52	\$1.18	\$0.00	
.68		\$13.70				\$4,549.48

ction Promo
re promo

02 = \$ 126.20



C. Duplex

4

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166

3

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3

62

50

98

544

642

9,338

\$98.00

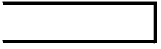
\$536.81

\$634.81

\$5.40

\$34.68

\$40.08



Kiosk ID (Old)	July-15				August-15			
	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex
PROD 637 (382) - STower					591	208	38	5
PROD 566 (410) - Phall	10	0	1	0	2431	675	180	4
PROD 1044 (585, 386) - BHouse	51	0	0	0	1202	155	79	2
PROD 599 (378) - Honors								
PROD 668 (381) - Capstone					301	126	7	0
PROD 673 (380) - Chall	8	0	0	0	903	225	43	0
PROD 759 (388) - Cliff	82	0	1	0	466	104	51	0
PROD 397 (670, 377) - Dining	138	0	6	0	1864	197	132	37
PROD 622 (383) - Squad								
PROD 621 (376) - B&N	111	36	12	0	1237	304	53	2
PROD 991 (605)(387) - BWest					366	59	16	0
PROD 946 (564) (385) - EQuad								
PROD 577 (384) - Wquad	51	66	0	0	267	41	21	0
PROD 576 (As of 10/12) Roost					256	16	16	0
PROD 539 (As of 3/12) Sims					653	348	49	3
PROD 769 (As of 3/14) Children's Center					69	0	13	0
PROD 1189 (As of 2/15) CLS 210 Computer Lab	8	0	0	0	139	9	0	0
PROD 1188 (As of 2/15) CLS 212 Student Lounge					170	5	1	0
PROD 670 (As of 11/13) Honors	0	0	2	0	1244	198	186	1
C-Card Total	249	36	18	0	3101	501	185	39
Housing Total	210	66	4	0	9058	2169	700	15
Sub totals	459	102	22	0	12159	2670	885	54
Total By Type		561		22		14,829		939
Total Pages		583				15,768		
Revenue - C-Card	\$24.90	\$6.12	\$9.00	\$0.00	\$310.10	\$100.20	\$92.50	\$39.00
C-Card Total		\$40.02				\$541.80		
Revenue - Housing	\$21.00	\$11.22	\$2.00	\$0.00	\$905.80	\$433.80	\$350.00	\$15.00
Housing Total		\$34.22				\$1,704.60		
Revenue Subtotal	\$45.90	\$17.34	\$11.00	\$0.00	\$1,215.90	\$534.00	\$442.50	\$54.00
Total Revenue		\$74.24				\$2,246.40		
Commission - C-Card	\$4.98	\$0.61	\$1.08	\$0.00	\$62.02	\$10.02	\$11.10	\$3.90

C-Card Total		\$6.67				\$87.04			
Commission - Housing	\$4.20	\$1.12	\$0.24	\$0.00	\$181.16	\$43.38	\$42.00	\$1.50	
Housing Total		\$5.56				\$268.04			
<i>Commission Subtotal</i>	\$9.18	\$1.73	\$1.32	\$0.00	\$243.18	\$53.40	\$53.10	\$5.40	
Total Commission		\$12.23				\$355.08			

RECONCILIATION:

Base	\$41.31	\$20.40	\$10.78	\$0.00	\$1,094.31	\$534.00	\$433.65	\$54.00
Markup	\$4.59		\$0.22		\$121.59		\$8.85	
User (Revenue)	\$45.90	\$20.40	\$11.00	\$0.00	\$1,215.90	\$534.00	\$442.50	\$54.00
Total Revenue		\$77.30				\$2,246.40		
Rebate	\$4.13	\$2.04	\$1.08	\$0.00	\$109.43	\$53.40	\$43.37	\$5.40
Total Rebate		\$7.25				\$211.60		
Markup Rebate	\$4.59		\$0.22		\$121.59		\$8.85	
Total Market Rebate		\$4.81				\$130.44		
Subtotal Payable	\$8.72	\$2.04	\$1.30	\$0.00	\$231.02	\$53.40	\$52.22	\$5.40
Total Payable		\$12.54				\$342.04		

September-15				October-15				November-15				
Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono
3317	736	55	6	2138	296	93	6	2084	147	67	3	565
1895	384	26	8	1744	347	73	3	1306	196	19	2	874
2683	257	115	11	1456	115	39	0	1514	124	31	0	658
361	32	48	5	1	0	0	0	389	36	1	0	497
1854	317	161	3	869	71	25	3	1042	84	33	0	465
936	125	39	17	923	124	21	0	794	79	11	4	520
3821	761	151	15	2165	205	98	15	2123	172	140	0	997
1	0	0	0									58
2231	412	71	3	803	92	26	1	1657	175	37	3	929
723	27	36	0									98
												37
574	80	84	7	386	16	34	0	391	30	7	0	268
632	51	35	0	305	21	32	0	208	5	17	0	44
405	154	14	0									501
158	0	3	0	132	2	24	0	284	0	17	0	214
384	52	20	0	270	81	42	5	210	24	0	21	26
824	72	1	0	397	129	2	0	553	69	10	1	510
3526	456	137	26	2163	203	133	0	1388	49	66	23	612
6052	1173	222	18	2968	297	124	16	3780	347	177	3	1,926
18273	2743	774	83	10784	1405	518	17	10163	843	279	54	5,947
24325	3916	996	101	13752	1702	642	33	13943	1190	456	57	7873
	28,241		1,097		15,454		675		15,133		513	
	29,338				16,129				15,646			
\$605.20	\$234.60	\$111.00	\$14.94	\$296.80	\$59.40	\$62.00	\$16.00	\$378.00	\$69.40	\$88.50	\$3.00	\$192.60
	\$965.74				\$434.20				\$538.90			
\$1,827.30	\$548.60	\$387.00	\$68.89	\$1,078.40	\$281.00	\$259.00	\$17.00	\$1,016.30	\$168.60	\$139.50	\$54.00	\$594.70
	\$2,831.79				\$1,635.40				\$1,378.40			
\$2,432.50	\$783.20	\$498.00	\$83.83	\$1,375.20	\$340.40	\$321.00	\$33.00	\$1,394.30	\$238.00	\$228.00	\$57.00	\$787.30
	\$3,797.53				\$2,069.60				\$1,917.30			
\$121.04	\$23.46	\$13.32	\$1.49	\$59.36	\$5.94	\$7.44	\$1.60	\$75.60	\$6.94	\$10.62	\$0.30	\$38.52

\$365.46	\$159.31	\$54.86	\$46.44	\$6.89	\$215.68	\$74.34	\$28.10	\$31.08	\$1.70	\$203.26	\$93.46	\$16.86	\$16.74	\$5.40	\$118.94
	\$473.65					\$276.56					\$242.26				
\$486.50	\$78.32	\$59.76	\$8.38		\$275.04	\$34.04	\$38.52	\$3.30		\$278.86	\$23.80	\$27.36	\$5.70		\$157.46
	\$632.96					\$350.90					\$335.72				

\$2,189.25	\$783.20	\$488.04	\$101.00	\$1,237.68	\$340.40	\$314.58	\$33.00	\$1,254.87	\$238.00	\$223.44	\$57.00	\$708.57
\$243.25		\$9.96		\$137.52		\$6.42		\$139.43		\$4.56		\$78.73
\$2,432.50	\$783.20	\$498.00	\$101.00	\$1,375.20	\$340.40	\$321.00	\$33.00	\$1,394.30	\$238.00	\$228.00	\$57.00	\$787.30
	\$3,814.70				\$2,069.60				\$1,917.30			
\$218.93	\$78.32	\$48.80	\$10.10	\$123.77	\$34.04	\$31.46	\$3.30	\$125.49	\$23.80	\$22.34	\$5.70	\$70.86
	\$356.15				\$192.57				\$177.33			
\$243.25		\$9.96		\$137.52		\$6.42		\$139.43		\$4.56		\$78
	\$253.21				\$143.94				\$143.99			
\$462.18	\$78.32	\$58.76	\$10.10	\$261.29	\$34.04	\$37.88	\$3.30	\$264.92	\$23.80	\$26.90	\$5.70	\$149.59
	\$609.36				\$336.51				\$321.32			

December-15			January-16				February-16				March	
M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex	Color	C. Duplex	Mono	M. Duplex
9	3	0	739	136	16	9	1342	216	28	2	1105	187
88	47	16	985	402	35	26	726	227	50	0	1017	318
85	15	0	610	80	6	0	1121	106	41	3	791	32
138	16	0	299	92	16	0	105	14	4	0	464	41
7	38	1	462	112	86	0	456	52	40	1	113	17
38	13	0	375	42	12	2	903	63	23	4	342	23
109	20	2	1386	293	106	1	2075	341	103	16	935	142
1	14	0	422	20	1	2	184	46	8	0	212	46
57	11	9	1296	216	27	1	1965	256	29	16	1393	230
14	25	0	261	34	14	0	1067	56	62	0	544	45
10	5	0	316	19	14	0	307	49	24	0	375	76
27	55	23	180	103	11	1	619	88	21	0	422	146
0	10	0	362	44	17	0	472	80	23	0	236	33
25	20	1	83	13	32	0	1189	250	31	5	1076	254
7	37	0	86	16	14	0	115	27	3	0	122	13
0	0	0	1	0	0	0	272	78	18	0	297	60
73	45	0	895	318	2	0	857	281	31	3	1382	332
139	51	0	733	74	51	0	1217	189	63	0	1239	90
166	31	11	2682	509	133	2	4,040	597	132	32	2,328	372
661	394	41	6809	1505	327	40	10,952	1,822	470	18	9,737	1,713
827	425	52	9491	2014	460	42	14,992	2,419	602	50	12,065	2,085
8,700		477		11,505		502		17,411		652		14,150
9,177				12,007				18,063				14,150
\$33.20	\$15.50	\$11.00	\$268.20	\$101.80	\$66.50	\$2.00	\$404.00	\$119.40	\$66.00	\$32.00	\$232.80	\$74.40
\$252.30				\$438.50				\$621.40				\$364.00
\$132.20	\$197.00	\$41.00	\$680.90	\$301.00	\$163.50	\$40.00	\$1,095.20	\$364.40	\$235.00	\$18.00	\$973.70	\$342.60
\$964.90				\$1,185.40				\$1,712.60				\$1,620.00
\$165.40	\$212.50	\$52.00	\$949.10	\$402.80	\$230.00	\$42.00	\$1,499.20	\$483.80	\$301.00	\$50.00	\$1,206.50	\$417.00
\$1,217.20				\$1,623.90				\$2,334.00				\$1,990.00
\$3.32	\$1.86	\$1.10	\$53.64	\$10.18	\$7.98	\$0.20	\$80.80	\$11.94	\$7.92	\$3.20	\$46.56	\$7.44

\$44.80				\$72.00				\$103.86				\$60
\$13.22	\$23.64	\$4.10	\$136.18	\$30.10	\$19.62	\$4.00	\$219.04	\$36.44	\$28.20	\$1.80	\$194.74	\$34.26
\$159.90				\$189.90				\$285.48				\$261
\$16.54	\$25.50	\$5.20	\$189.82	\$40.28	\$27.60	\$4.20	\$299.84	\$48.38	\$36.12	\$5.00	\$241.30	\$41.70
\$204.70				\$261.90				\$389.34				\$320

\$165.40	\$208.25	\$52.00	\$854.19	\$402.80	\$225.40	\$42.00	\$1,349.28	\$483.80	\$294.98	\$50.00	\$1,085.85	\$417.00
	\$4.25		\$94.91		\$4.60		\$149.92		\$6.02		\$120.65	
\$165.40	\$212.50	\$52.00	\$949.10	\$402.80	\$230.00	\$42.00	\$1,499.20	\$483.80	\$301.00	\$50.00	\$1,206.50	\$417.00
\$1,217.20				\$1,623.90				\$2,334.00				\$1,990
\$16.54	\$20.83	\$5.20	\$85.42	\$40.28	\$22.54	\$4.20	\$134.93	\$48.38	\$29.50	\$5.00	\$108.59	\$41.70
\$113.42				\$152.44				\$217.81				\$180
1,73	\$4.25		\$94.91		\$4.60		\$149.92		\$6.02		\$120.65	
\$82.98				\$99.51				\$155.94				\$120
\$16.54	\$25.08	\$5.20	\$180.33	\$40.28	\$27.14	\$4.20	\$284.85	\$48.38	\$35.52	\$5.00	\$229.24	\$41.70
\$196.40				\$261.90				\$373.75				\$310

1.54			\$0.00			\$0.00				\$0.00			
\$32.16	\$4.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5.46			\$0.00			\$0.00				\$0.00			\$0.00
\$37.20	\$5.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6.00			\$0.00			\$0.00				\$0.00			\$0.00

\$303.80	\$58.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
\$6.20		\$0.00		\$0.00		\$0.00				\$0.00			\$0.00
\$310.00	\$58.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
1.50			\$0.00			\$0.00				\$0.00			\$0.00
\$30.38	\$5.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
6.47			\$0.00			\$0.00				\$0.00			\$0.00
\$6.20		\$0.00		\$0.00		\$0.00		\$0.00		\$0.00			\$0.00
6.85			\$0.00			\$0.00				\$0.00			\$0.00
\$36.58	\$5.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3.32			\$0.00			\$0.00				\$0.00			\$0.00

Totals				
C. Duplex	Mono	M. Duplex	Color	C. Duplex
	11,881	1,935	401	31
	10,988	2,637	450	74
	10,086	954	335	24
	-	-	-	-
	2,417	479	120	5
	6,172	885	428	8
	5,341	598	179	29
	15,504	2,220	799	86
	877	113	34	3
	11,622	1,778	307	50
	2,998	231	173	-
	1,035	154	58	-
	3,158	597	275	31
	2,515	250	158	-
	3,907	1,044	181	18
	1,180	65	218	-
	12,122	1,398	748	54
0	27,126	3,998	1,106	136
0	74,677	11,340	3,758	277
0	101,803	15,338	4,864	413
-		117,141		5,277
		131,539		
\$0.00	\$2,712.60	\$798.52	\$553.00	\$132.94
		\$4,197.06		
\$0.00	\$8,193.30	\$2,583.42	\$2,001.00	\$296.89
		\$13,074.61		
\$0.00	#####	\$3,381.94	\$2,554.00	\$429.83
		\$17,271.67		
\$0.00	\$495.96	\$72.41	\$61.32	\$11.79

		\$702.03		
\$0.00	\$1,443.92	\$224.08	\$207.96	\$25.39
		\$2,166.81		
\$0.00	\$1,939.88	\$296.49	\$269.28	\$37.18
		\$2,542.84		

\$0.00	
\$0.00	
\$0.00	
\$0.00	
\$0.00	\$2,767.13