

Village of Colfax
Public Safety Committee Meeting Agenda
Monday, August 1st, 2022
6:00 p.m.
Colfax Rescue Squad, 614C Railroad Ave., Colfax, WI

1. Call to Order
2. Roll Call
3. Village Owned vs. District
4. Preliminary Discussion for 2023 Budget
 - a. Copier Analysis
 - b. Consider Billing Services
5. Any other discussion topics
6. Adjournment

Any person who has a qualifying disability as defined by the American With Disabilities Act that requires the meeting or materials at the meeting to be in an accessible location or format must contact: Lynn M. Niggemann, Administrator-Clerk-Treasurer's Office, 613 Main Street, Colfax, (715) 962-3311 by 2:00 p.m. the day prior to the meeting so that any necessary arrangements can be made to accommodate each request.

It is possible that members of and possibly a quorum of members of the governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information - no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

MEMORANDUM
ATTORNEY-CLIENT PRIVILEGE

To: Lynn Niggemann
From: Anders Helquist
Date: July 5, 2022
Re: **Ambulance Service**

This memo is in response to the Village's questions regarding the potential advantages and disadvantages of seeking to create a new ambulance "district" to provide emergency services (excluding fire and police) to the region surrounding Colfax.

We have served as counsel to other municipalities that run the service on their own and individually contract out the services to surrounding municipalities and those that create an ambulance "board" with other municipalities to jointly run ambulance operations.

Considerations with Village-Run and Operated Services

One of the primary considerations a municipality faces is the level of control or independence it has when it "owns" and runs the service itself. Subject to any regulatory requirements, the Village and ultimately its Board sets the budget and determines the methods of operations and levels of ambulance service.

While the surrounding towns or other municipalities have a role in ensuring they are satisfied "customers," there is no binding authority of the surrounding authorities over the Village. There is no requirement to obtain the consensus of all participating municipalities to make a decision regarding the services provided.

Depending on the ultimate structure of a joint ambulance service/board, the Village may still get "stuck" with being the primary provider of administrative support, insurance, and other day-to-day requirements that arise.

Joint Ambulance Service/Ambulance Board

When municipalities form a joint ambulance service, there are multiple considerations that go into the ultimate agreement regarding that service. Technically, there is no "district" created, but rather the Village and participating municipalities would agree to and sign a comprehensive agreement governing the terms and responsibility of each municipality with the ambulance service, with the area/municipalities participating in the making of that final comprehensive agreement.

The joint services agreement will normally address the following (non-exhaustive) list of issues:

- Costs and allocation of costs among municipalities on a percentage or other basis;
- Payment of deficits and use of revenue gains;

- Location where vehicles and services housed;
- Respective interests in the equipment;
- Insurance;
- Administration and clerical services;
- Employment status of employees and who the “employer” is;
- Ambulance Board creation, composition, and appointment (e.g., the elected President or Chair in the municipality), and Board powers;
- Policy-making/voting and weight of each vote (oftentimes going back to the percentage allocating costs);
- If a new municipality wants to join the service agreement, the process required to join, as well as the vote required by the members (majority of members, supermajority, or other basis?) to admit the new member municipality, and reallocation of responsibility to account for the new member regarding costs and other related items;
- Withdrawal from the agreement, ability to withdraw, and the amount of advanced notice required (e.g., 18 months);
- The financial distributions to a withdrawing municipality or payment of existing debt by that withdrawing municipality and re-allocation of existing debt/liabilities to remaining municipalities;
- Dissolution of the ambulance service and distributing assets to municipalities; and
- Liability and indemnification for claims or other debts incurred

Again, that list is not comprehensive, but covers some of the “big” issues normally covered in an agreement. Obtaining consensus on these items, and ceding control away from the Village, can be difficult in a comprehensive agreement among multiple municipalities.

We hope this memo provides a snapshot of some of the issues we’ve seen when a municipality decides to continue providing its own services unilaterally or enter into a joint/shared services agreement with multiple municipalities for ambulance services.

If the Village has additional questions or desires more details regarding these issues as its discussions progress, please do not hesitate to reach out and thank you in advance.

Lynn Niggemann

From: Donald Knutson <dknutson@colfaxrescue.us>
Sent: Wednesday, July 13, 2022 2:35 PM
To: Lynn Niggemann
Subject: DISTRICT VS VILLAGE OWNED INFO FROM DOR

Lynn f.y.i

Levy Limits

Under state law, the 3.0% inflation factor is also used for the levy limit increase available for an increase in charges assessed by a joint fire department or joint emergency medical service (EMS) district (sec. 66.0602(3)(h), Wis. Stats.). You can enter an adjustment in Section D, Line I of the Levy Limit Worksheet if **all** of the following applies:

- Your municipality is a member of a joint fire department or joint EMS district as defined in sec. 66.0602(1), Wis. Stats.
- The increase in assessed charges would result in your municipality exceeding its levy limit
- The joint fire department or joint EMS district's **total** charges assessed (imposed on all members) for the current year (2022 budget year) compared to the prior year (2021 budget year), increased less than or equal to the CPI-U increase of 3.0% plus 2.0% (total of 5.0%).
- Your municipality is covered by the joint fire department or joint EMS district and adopted a resolution supporting the increase

Example: If the 2021 total assessed charges were \$50,000 and the joint fire department's 2022 total assessed charges are \$60,000, which is an increase of \$10,000 or 20.0%. In this example, the municipality does not qualify for the levy limit adjustment, as the increase cannot be more than 5.0%.

--

Donald R. Knutson

Donald R. Knutson A.E.M.T.

Director

Colfax Rescue

PO Box 417

614C Railroad Ave

Colfax WI 54730

Director's Phone 715 303 3049 ext. 1

General Office Number 715 303 3049 ext. 2

Fax 715 303 3049

dknutson@colfaxrescue.us

Mission Statement: *"Dedicated to offering outstanding service to the communities we serve by recognizing service before self."*

----- Email Confidentiality Disclaimer -----

The information in this e-mail is meant only for the personal and confidential use of the recipient above. This communication may contain information which is privileged, confidential and exempt from disclosure under applicable law. If the person receiving this message is not the intended recipient or you have received this message in error, any review, publication, copying or other distribution of this information is strictly prohibited. If you received this communication in error, please notify the sender immediately by telephone, return the original message to me by mail, destroy any copies you may have made and delete the communication from any computer and/or storage media. Thank you for your cooperation.

GRS MFC COST		5 YR COST - TONER ~ \$8,333.33		CURRENT APPROX 5 YR COST								
MODEL	TYPE	AGE OF COPIER STATUS	MFC COST/LIFESPAN	repairs ?	INCLUDING							
DELL	PRINTER/COP	OLD STOPPED WITH SERVICE	431 MONO, 979		flouring that							
CANON	PRINTER/COP	OLD 7 MONTHS										
LINE SOURCE MARKING QUOTE												
2 EPSON	WF-C579R	INK, JET (50,000 BLACK, 20,000 COLOR COPIES)										
	LENGTH OF CONTRACT	CONTRACT MONTH COST	# OF COPIES INCL PER QTR	COST FOR ADDL COPIES	TRADE IN	MAINT INCL 60 MONTHS	EST 5 YR COST	# Monthly Copies	# of Qtrly Copies	overage with allowances	Qtrly Cost	5 Yr Cost
	60 MONTHS	\$59.99 AND \$84.99 TOTAL \$144.98	5000 MONO 1500 COLOR	011 MONO AND 065 COLOR	\$299.95 SPREAD OUT AUG THROUGH DECEMBER		\$8,698.80 + 4,254.90 = 11,153.70 ALL REPAIRS INCLUDED	1591	4773	3273	212,745	4254.9
2 RICOH IMC300F-RS												
	LENGTH OF CONTRACT	CONTRACT MONTH COST	# OF COPIES INCL PER QTR	COST FOR ADDL COPIES	TRADE IN	MAINT INCL 60 MONTHS	EST 5 YR COST	# Monthly Copies	# of Qtrly Copies	overage with allowances	Qtrly Cost	5 Yr Cost
	60 MONTHS	78.38 PER MACHINE \$156.76 PER MONTH	750 MONO 200 COLOR PER MACHINE	0122 MONO 0672 COLOR		0 ALL PARTS AND LABOR	\$9405.60 + 4,802.11 = \$14,207.71 ALL REPAIRS INCLUDED	612	1836	1236	\$93.08	\$1,661.18
								468	1404	-846	0	0
								431	1293	-957	0	0
											\$240.11	\$4,802.11



Epson WorkForce Pro WF-C579R

Feature Highlights

- ✓ Color Print, Copy, Scan & Fax, up to 8.5" x 14"
- ✓ 4.3" color digital control panel
- ✓ Very low power consumption – 29W when printing!
- ✓ Up to 24 ppm in color (up to 34ppm in draft mode)
- ✓ Wi-Fi Direct, Wireless b/g/n
- ✓ 50 sheet ADF with single-pass duplex scan
- ✓ USB, Ethernet, or Wireless LAN, AirPrint, Fire OS
- ✓ Epson Connect – Print from anywhere!
- ✓ Scan directly to cloud services such as Google Drive
- ✓ Up to 50,000 pages per black & 20,000 per color set!



60 month term	60 month term
\$59.99/month rental Install included Equipment, warranty, ink, and service labor included	\$84.99/month rental Install included Equipment, warranty, ink, and service labor included
"NO MINIMUM" service plan!	Includes up to 5,000 mono and 1,500 color pages each quarter
.011/mono, .065/color No minimum usage charge	Additional usage billed at .011/mono, .065/color

NOTES:

1. Assumes trade-in of existing Canon & supplies in exchange for the \$59.99 plan free through 12/31/22.
2. We combine-bill multiple units for greater savings. This means we use your combined usage for overages, instead of billing "per machine."
3. Quarterly allowances provide savings by allowing your usage to vary per month.

OPTIONAL: Add 1,000 color pages/quarter as part of the base contract for \$59.99/1000 (equates to .05999/color). Multiple packages allowed.

Up to 2 hours combined travel and on-site time included; additional billed at \$89/hour

Service & Support plan details

- Rental includes One Source Imaging warranty for the duration of the rental.
- Includes parts, labor, and local travel. Note that some parts cannot be replaced, so if certain parts require replacement, it is likely that a replacement unit will be delivered
- Pricing includes providing up to 1 black ink per 35,000 pages, and 1 color set per 15,000 pages. Ink usage at a faster rate may incur additional charges.
- Service coverage excludes external device configuration after initial setup (e.g. reconfiguring to newly acquired computers, routers, etc).

WorkForce[®] Pro WF-C579R

Replaceable Ink Pack System

Wireless | Print | Copy | Scan | Fax | Ethernet | PCL¹/PS



Multifunction

Workgroup

The compact network MFP with fast speeds and low printing costs.

*Shown with optional trays

High-productivity color printing — the WorkForce Pro WF-C579R, powered by PrecisionCore Heat-Free Technology™

Easy on your budget — low color printing costs

Minimize your interventions — Replaceable Ink Pack System with Extra High-capacity packs lets you print up to 50,000 ISO pages black/20,000 ISO color without changing the ink packs²; paper capacity up to 1,330 pages with optional trays

Fast print speeds; no warmup time — 24 ISO ppm (black/color)[†]; plus, fast first page out

Do more — 50-page ADF and auto 2-sided printing, copying, scanning and faxing; scan to email and more

Enhance your productivity — compact design for a streamlined, efficient workstation

Drivers and utilities — PC/Mac[®], PCL¹, PostScript 3, Epson[®] Device Admin and Epson Document Capture Pro

Open-platform ready — seamless integration with enterprise applications such as PaperCut MF, Equitrac, eCopy and other ISV solutions

Security features — PIN number configuration for job release; user control access, printer and network settings via Web Config with printer's IP address; SSL/TLS security; IPsec

Save energy — low power consumption

Designed for use exclusively with Epson ink packs.*

Print

Printing Technology PrecisionCore 4S printhead 4-color inkjet
Printer Language Epson ESC/P-R, PCL 5 emulation¹, PCL 6 emulation¹, PostScript 3 emulation
Maximum Print Resolution 4800 x 1200 optimized dpi
ISO Print Speed² 24 ISO ppm (black), 24 ISO ppm (color)
2-Sided ISO Print Speed² 15 ISO ppm (black), 15 ISO ppm (color)
Maximum Draft Print Speed^{††} 34 ppm (black), 34 ppm (color)
Minimum Ink Droplet Size As small as 3.8 picoliters
Monthly Duty Cycle³ Up to 50,000 pages (Recommended monthly page volume: up to 4,500 pages)

Mobile Printing

Epson Connect™ Solutions⁴ Epson Email Print, Epson iPrint™, Mobile App, Epson Remote Print
Other Apple® AirPrint®, Google Cloud Print™, Fire™ OS

Copy

ISO Copy Speed^{†††} 22 ISO cpm (black), 22 ISO cpm (color)
Copy Quality Color/Black-and-White: Standard/Best
Copy Quantity 1 – 999 (PC-free)
Maximum Copy Size 8.5" x 14"
Copy Features Auto 2-sided, Preview, Resize, ID Copy, Collate, Adjustable Copy Density, Remove Punched Holes, Remove Shadows

Scan

Scanner Type Color flatbed/Auto 2-sided ADF
Photoelectric Device Color CIS line sensor
Scanned Size 8.5" x 14"
Optical Resolution 1200 dpi
Hardware Resolution 1200 x 2400 dpi
Maximum Resolution 9600 dpi interpolated
Scanner Bit Depth 48-bit color input/24-bit color output
Scan Features Scan to PC via Document Capture Pro, Scan to Cloud⁵ (including email), Memory Device, Scan to Network Folder, Password Protected PDFs

Fax

Black-and-white and Color
 Modem: 33.6 Kbps – as fast as 3 sec per page
 Memory: Up to 550 pages
 Speed Dials: 200 (max.)
 PC-Fax

Security

Security Features PIN number certification for job release, user control access, printer and network settings via Web Config using printer's IP address, SSL/TLS security, IPsec

Connectivity

Standard Connectivity
 Hi-Speed USB (compatible with USB 2.0 specification)
 Wireless LAN IEEE (802.11 b/g/n)⁶
 Wired Ethernet (1000 Base-T/100 Base-TX/10 Base-T)

Connectivity (continued)

Wi-Fi Direct^{®6}
Network Protocols TCP/IP v4/v6
Network Printing Protocols IPP, LDP, Port 9100, WSD
Network Management Protocols SNMP, HTTP, DHCP, BOOTP, APiPA, DDNS, mDNS, SNTp, Ping, SLP, WSD, LLTD
WLAN Security WEP 64 Bit, WEP 128 Bit, WPA PSK (AES)

Auto Document Feeder

50 pages

Operating Systems

Windows® 10 (32-bit, 64-bit), Windows 8 (32-bit, 64-bit), Windows 7 (32-bit, 64-bit), Windows Vista® (32-bit, 64-bit), Windows XP SP3 (32-bit), Windows XP Professional x64 Edition, Windows Server® 2012 R2⁷, Windows Server 2012⁷, Windows Server 2008 R2⁷, Windows Server 2008⁷, Windows Server 2003 R2⁷, Windows Server 2003⁷, Mac® OS X® 10.5.8 – 10.11.x⁸
 Mac OS X Server⁸

Solutions

Open Platform — compatible with third-party software

Paper Handling

PC-free Paper Support Plain (Letter, A4), Photo (Letter, A4, 8" x 10", 5" x 7", 4" x 6")
Maximum Paper Size 8.5" x 47.2"
Paper Sizes 3.5" x 5", 4" x 6", 5" x 7", 8" x 10", 8.5" x 11", 8.5" x 14", A4, A6, half letter, executive, user definable (3" x 5" – 8.5" x 47")
Paper Types Plain paper, Epson Bright White Paper, Epson Presentation Paper Matte, Epson Premium Presentation Paper Matte, Epson Premium Presentation Paper Matte Double-sided, Epson Photo Glossy, Epson Premium Photo Paper Glossy, Epson Ultra Premium Photo Paper Glossy, Epson Premium Photo Paper Semi-gloss
Envelope Types No. 10
Input Paper Capacity 1330 sheets plain paper max; 250 sheets plain paper (standard tray), 500 sheets plain paper (optional trays), Rear feed: 80 sheets, 10 envelopes

General

Display 4.3" color touch-screen
Temperature
 Operating: 50° to 95° F (10° to 35° C)
 Storage: -4° to 104° F (-20° to 40° C)
Relative Humidity
 Operating: 20 – 80%
 Storage: 5 – 85% (no condensation)
Sound Level
 Power: 6.7 dB(A)
 Pressure: 53 dB(A)
Rated Voltage AC 100 – 240 V Universal (Automatic)

General (continued)

Rated Frequency 50 – 60 Hz
Rated Current 1.1 A – 0.6 A
Power Consumption
 Standalone: Approx. 29 W ISO 24712
 Standby: Approx. 14 W
 Sleep: Approx. 1.3 W
 Power Off: Approx. 0.2 W
 ENERGY STAR® qualified
Typical Energy Consumption (TEC)⁹ 0.2 kWh
Safety Approvals Safety standards UL60950, CSA C22.2 No. 60950 EMI FCC Part 15 subpart B class B, CAN/CSA-CE/IEC CISPR 22 class B
Telecom Regulations FCC Part 68 (U.S.A.), IC/CS03 (Canada)
Country of Origin Indonesia
Weight and Dimensions (W x D x H)
 Printing: 16.7" x 22.8" x 23.8"
 Storage: 16.7" x 21.1" x 20.2"
 Weight: 56.9 lb
Warranty 1-year limited warranty in the U.S. and Canada

What's in the Box

Epson WorkForce Pro WF-C579R printer, power cord, DURABrite® Ultra Ink packs²
 – 4 initial ink packs: Black, Cyan, Magenta, Yellow

Software Available¹⁰

Epson printer driver, PCL 5 driver emulation¹, PCL 6 driver emulation¹, PostScript 3, Epson Document Capture Pro

Ink

Ink Type DURABrite Ultra pigment ink
Ink Palette Cyan, Magenta, Yellow and Black
Ink Pack Configuration 4 individual ink packs
Replacement Ink Packs² T01C Black, Cyan, Magenta, Yellow (Yield, ISO pages – Black: 10,000, Color: 5,000)
 T01D Black, Cyan, Magenta, Yellow (Yield, ISO pages – Black: 50,000, Color: 20,000)
 Printer is designed for use with Epson ink packs only, not third-party ink systems*.

Eco Features

Save up to 50% of your paper supply with auto 2-sided printing
 ENERGY STAR qualified
 RoHS compliant
 Recyclable product¹¹
 Epson America, Inc. is a SmartWay® Transport Partner¹²

Ordering Information

WorkForce Pro WF-C579R	C11CG77201
WorkForce Pro WF-C579R Ink Bundle	C11CG77201-LS
Ink Maintenance Box	T671600
Optional Input Tray	C12C932871
Low Optional Cabinet	C12CFM7066
Medium Optional Cabinet	C12CFM7067
Tall Optional Cabinet	C12CFM7068

*This product uses only genuine Epson-brand ink packs. Other brands of ink supplies are not compatible and, even if described as compatible, may not function properly or at all.

† Black and color print speeds are measured in accordance with ISO/IEC 24734. Actual print times will vary based on factors including system configuration, software, and page complexity. For more information, visit www.epson.com/printspeed | †† Maximum print speeds are measured with text patterns in Draft Mode on plain paper. Actual print times will vary based on factors including system configuration, software, and page complexity. For more information, visit www.epson.com/copyspeed | ††† Black and color copy speeds (cpm) are determined in default, single-side mode, in accordance with ISO/IEC 29183. Actual copy times will vary based on factors including system configuration and page complexity. For more information, visit www.epson.com/copyspeed | 1 Not all media types are supported for PCL printing. | 2 Replacement ink pack yields are estimated based on ISO/IEC 24711 test in Default Mode printing continuously. Ink pack yields vary considerably for reasons including images printed, print settings, temperature and humidity. Yields may be lower when printing infrequently or predominantly with one ink color. All ink colors are used for printing and printer maintenance, and all colors have to be installed for printing. For print quality, part of the ink from the included Ink packs is used for printer startup and a variable amount of ink remains in the ink pack after the "replace ink pack" signal. For details, see www.epson.com/inkinfo | 3 Monthly duty cycle up to 45,000 is the highest duty a user could expect in a month, based on near constant operation of a device of this kind. It is not recommended that the device be run at this duty. For best device performance, run the device at the recommended duty of 2,500 pages per month. | 4 Most features require an internet connection to the printer, as well as an internet- and/or email-enabled device. For a list of Epson Connect enabled printers and compatible devices and apps, visit www.epson.com/connect | 5 Scan to cloud requires an internet connection, a free Epson Connect account and a destination email address or cloud storage account. For a list of supported cloud services, visit www.epson.com/connect | 6 Wi-Fi CERTIFIED™; level of performance subject to the range of the router being used. Wi-Fi Direct may require printer software. | 7 Only printing and scanning are supported under Windows Server OS. | 8 Some applications and/or functions may not be supported under Mac OS X. | 9 Based on ENERGY STAR TEC measurement methodology; 288 prints/day; actual electricity consumption may vary depending on printer use. For more information, see www.energystar.gov | 10 Internet access is required to install all OS drivers and software. | 11 For convenient and reasonable recycling options, visit www.epson.com/recycle | 12 SmartWay is an innovative partnership of the U.S. Environmental Protection Agency that reduces greenhouse gases and other air pollutants and improves fuel efficiency.

See the latest innovations from Epson Business Solutions at www.epson.com/forbusiness

Better Products for a Better Future®
eco.epson.com



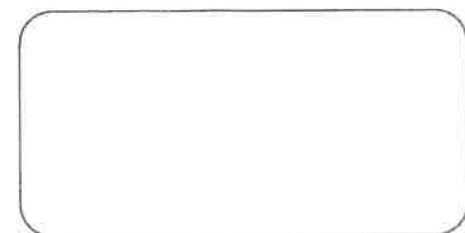
Epson America, Inc.
 3131 Katella Ave., Los Alamitos, CA 90720

Epson Canada Limited
 185 Renfrew Drive, Markham, Ontario L3R 6G3

www.epson.com
www.epson.ca

Specifications and terms are subject to change without notice. EPSON, DURABrite, PrecisionCore and WorkForce are registered trademarks, EPSON Exceed Your Vision is a registered logomark and Better Products for a Better Future, Epson Connect, Epson iPrint and Precision Core Heat-Free Technology are trademarks of Seiko Epson Corporation. AirPrint, Apple, Mac and OS X are trademarks of Apple Inc., registered in the U.S. and other countries. Google Cloud Print is a trademark of Google LLC. Windows, Windows Server and Windows Vista are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries. Wi-Fi Direct® is a registered trademark and Wi-Fi CERTIFIED™ is a trademark of Wi-Fi Alliance®. SmartWay is a registered trademark of the U.S. Environmental Protection Agency. All other product and brand names are trademarks and/or registered trademarks of their respective companies. Epson disclaims any and all rights in these marks. Copyright 2021 Epson America, Inc. Com-SS-Oct-13 CPD-55948R3 7/21

Contact:





Date: 7/19/2022

Colfax Rescue Tabletops

Quotation for: VILLAGE OF COLFAX
613 MAIN ST
COLFAX, WI 54730

Location: 613 MAIN ST
COLFAX, WI 54730

Model	RICOH IMC300F-RS 31PPM COLOR COPIER
Standard Description	31 ppm B&W/Full Color MFP Mainframe includes 10.1" Color SOP (Smart Operation Panel), Standard 50-Sheet SPDF (Single-Pass Document Feeder), Printing, B/W & Color Scanning, Fax, 2 GB RAM, 320 GB HDD with Standard DOSS and HDD encryption, 1 x 250-Sheet Paper Tray, 100-Sheet Bypass Tray, Auto Duplex. The standard DOSS is not ISO 15408 certified.

Included Options	
<input checked="" type="checkbox"/>	A4 DESKTOP MFD INSTALL / TRAINING
<input checked="" type="checkbox"/>	ESP AC POWER LINE FILTER DESK TOP SOLUTION 120/15 - NETWORKED
<input checked="" type="checkbox"/>	A4 MFD DELIVERYSETUP

Total Recommended System 60 Mo. Internal Rental Lease

\$40.79 ____ Accept [please initial]

Maintenance & Service Plan	<p>This agreement includes an Average Monthly Volume rate: \$37.59 per month. This includes 750 BW pages per month. Overages will be billed at \$0.012200 per page. This includes 200 Color pages per month. Overages will be billed at \$0.067200 per page.</p> <p>Includes all parts, labor, travel, drums, and toner. Staples are not included.</p> <p>If applicable, this agreement will be added to any existing maintenance and service plan with EO Johnson. For exceptions, please explain.</p> <p style="text-align: right;">**Terms and conditions for maintenance agreement on next page.</p>
---------------------------------------	--

Model	RICOH IMC300F-RS 31PPM COLOR COPIER
Standard Description	31 ppm B&W/Full Color MFP Mainframe includes 10.1" Color SOP (Smart Operation Panel), Standard 50-Sheet SPDF (Single-Pass Document Feeder), Printing, B/W & Color Scanning, Fax, 2 GB RAM, 320 GB HDD with Standard DOSS and HDD encryption, 1 x 250-Sheet Paper Tray, 100-Sheet Bypass Tray, Auto Duplex. The standard DOSS is not ISO 15408 certified.

Included Options	<input checked="" type="checkbox"/> A4 DESKTOP MFD INSTALL / TRAINING <input checked="" type="checkbox"/> A4 MFD DELIVERYSETUP <input checked="" type="checkbox"/> ESP AC POWER LINE FILTER DESK TOP SOLUTION 120/15 - NETWORKED
-------------------------	--

Total Recommended System 60 Mo. Internal Rental Lease **\$40.79** ___ Accept [please initial]

Maintenance & Service Plan	<p>This agreement includes an Average Monthly Volume rate: \$37.59 per month. This includes 750 BW pages per month. Overages will be billed at \$0.012200 per page. This includes 200 Color pages per month. Overages will be billed at \$0.067200 per page.</p> <p>Includes all parts, labor, travel, drums, and toner. Staples are not included.</p> <p>If applicable, this agreement will be added to any existing maintenance and service plan with EO Johnson. For exceptions, please explain.</p> <p style="text-align: right;">**Terms and conditions for maintenance agreement on next page.</p>
---------------------------------------	--

When signed, this quotation becomes an order for the total recommended system plus any checked optional accessories. Quote is valid for 30 days.

Quotation Approval

Name		Date	
Title			
Email			
PO#		Tax ID# (FEIN)	
Tax Exempt Status		Tax Exempt #	
Signature			



Submitted by:

Nancy Duncan
Account Executive
nduncan@eojohnson.com
+1 (715) 598-1655

E. O. Johnson Business Technologies agrees, subject to the terms and conditions hereof, to:

Perform all maintenance and inspections of the equipment at intervals which are consistent with that recommended by the manufacturer. Support will include to clean, lubricate, adjust, or repair equipment as needed for optimal performance.

Replace all worn, defective or damaged parts without charge, providing that such parts have not been subject to a damaged condition caused by fire, flood, vandalism, misuse or negligent conduct on the part of the customer, its agent or third parties.

Provide service under this agreement as required by the Customer during EOJ's normal business hours of 8:00 a.m. and 5:00 p.m. Monday through Friday (except holidays).

TERMS FOR MAINTENANCE AGREEMENT

1. **SUPPLIES** - Many items are considered supplies, however, only supplies identified on the front of this contract are included. If the customer fails to use manufacturer approved supplies and damage is caused, the customer agrees to pay the non-contract rates for replacement parts and labor to repair such damage. EOJ reserves the right to charge for excessive toner consumed based on the manufacturer yield expectations using the industry standard average of 6% coverage for black and up to 20% coverage for color. Toner remains the property of EOJ until fully consumed.
2. **LIABILITY** - EOJ shall not be responsible for: (1) failure to perform its maintenance obligation due to strikes, fire, flood and other causes beyond its control, (2) accidents to or caused by the equipment, (3) service or parts when anyone other than the EOJ has worked on the equipment, (4) equipment damage due to misuse or negligence by the Customer.
3. **CONTRACT DOES NOT INCLUDE** service support when equipment is operated outside of manufacturer recommended specifications. This contract also does not cover service calls related to: updating print drivers, loading additional drivers on new computers / upgraded computers, or troubleshooting print related problems. This contract does not cover network hardware, computers, switches, operating systems, third party software programming or additional training after initial install unless included in this document. Support for these items and services are all billable events at normal non-contract rates.
4. **MINIMUM QUARTERLY CHARGE** - A minimum quarterly charge of \$60 (sixty dollars) per device covered under this agreement shall apply to click-only contracts.
5. **TAXES** - Maintenance charges, zone / travel charges, labor and parts are subject to state and local taxes.
6. **EQUIPMENT TRANSPORTATION** - EOJ is not liable for transportation damages or loss of equipment in the event the Customer moves the equipment or contracts with a third party to move the equipment. Customer agrees to pay for any damages incurred from moving the equipment.
7. **INDEMNITY** - EOJ is not responsible for any losses or injuries caused by the installation or use of the equipment under contract. Customer assumes and bears the risk of loss or damage to the equipment. If the equipment is lost or damaged, the Customer agrees to replace the equipment or pay for repairs or replacement.
8. **AFTER HOURS SERVICE** - Normal business hours are from 8:00 a.m. until 5:00 p.m. Monday through Friday. If the Customer requests service to be performed outside of normal business hours the Customer will pay for such service, including travel time and expenses, at EOJ's established billing rate. EOJ need not provide such service if service personnel are not readily available. To the extent practicable, all service to the equipment provided hereunder shall be provided at the Customer's location as noted on this agreement unless EOJ determines that such service will be better performed at an alternate location.
9. **ACCEPTANCE** of the agreement is contingent upon being signed and approved by an authorized EOJ representative and an authorized representative of the Customer. Final approval subject to acceptance by EOJ Service Management.
10. **TERMINATION OF CONTRACT** - The Customer or EOJ has the right to terminate this contract at any time for any reason. In the event the Customer terminates this contract, the unused portion of the contract will be prorated. The credit will be applied to the Customer account for up to one year and can be used for the purchase of hardware or services only. Unused toner in a toner inclusive contract must be returned to EOJ or Customer agrees to pay for the toner at normal retail prices.
11. **TERMS & RENEWALS** - EOJ will bill the Customer when signed copy of this agreement is received. Terms are net. This agreement will automatically self-renew annually unless prior notice of termination is given by either party. The renewal term is the same as the original term. A yearly increase is usual and customary. By initialing, you agree to this maintenance agreement as stated.

Customer Initials _____

RICOH
imagine. change.

Full Colour Multi Function Printer

RICOH
IM C300
IM C300F
IM C400F

☑Copier ☑Printer ☑Facsimile ☑Scanner



RICOH
IM C300

30
ppm
Monochrome
Full Colour

RICOH
IM C300F

30
ppm
Monochrome
Full Colour

RICOH
IM C400F

43
46
ppm
Monochrome
Full Colour

Colour High-flyer

Keep up with your dynamic digital workplace

Future-Proof Technology at Your Fingertips

RICOH IM C300/ IM C300F/ IM C400F are categorised under the group of RICOH Intelligent Devices which provides smooth access to functionality upgrades and productivity enhancements when they are released. Not only does your device's software gets automatic updates to the latest features, you can also include additional functionality or smart solution that your businesses may require in the future. This means you no longer have to cope with the frustration of dealing with an out-of-date device. RICOH IM C300/ IM C300F/ IM C400F also assists organisations throughout the world to transform into digital workplaces by managing and converting information into intelligence with today's technology.

Learn more about RICOH's Dynamic Workplace Intelligence:

<https://www.ricoh-ap.com/dynamic-workplace-intelligence>



Delivering Performance

With print speeds up to 30 or 43 pages per minute, RICOH IM C300/ IM C300F/ IM C400F powers your printouts at a faster speed, while ensuring crisp and sharp printouts at an impressive 1,200 x 1,200 dpi resolution. Lesser paper reloading is now achieved with the standard input paper tray capacity doubled to 550 sheets (IM C400F only) with a maximum paper input capacity (including bypass) of 2,300 sheets. Durability of the machine also doubles to a maximum of 600,000 paper outputs or 5 years, whichever comes earlier.

Intuitive Experience

Equipped with our industry-leading 10.1-inch Smart Operation Panel (SOP), RICOH IM C300/ IM C300F/ IM C400F not only delights you with an intuitive operating experience but also makes your work life easier. Applications and functions are seamlessly integrated with an easy-to-understand interface. Furthermore, the SOP can be customised to match your usage behaviour, allowing RICOH IM C300/ IM C300F/ IM C400F to become your dependable print partner.



RICOH IM C300 / IM C300F / IM C400F

MAIN SPECIFICATIONS

MODEL	RICOH IM C300	RICOH IM C300F	RICOH IM C400F
GENERAL			
Functions	Copy, Print, Scan		Copy, Print, Scan, Fax
Operation panel	10.1" Smart Operation Panel		
Warm-up	19 seconds or less		17 seconds or less
First output speed : B/W	7.2 seconds or less		6.2 seconds or less
First output speed : Full Colour	8.6 seconds or less		7.4 seconds or less
Continuous output speed : B/W	30 ppm		43 ppm
Continuous output speed : Full Colour	30 ppm		40 ppm
CPU	Intel® Apollo Lake E3930 1.3GHz		
Memory	2GB standard/maximum		
HDD	320GB standard/maximum		
SPDF capacity	50 sheets		
Weight (Mainframe)	47kg or less		50kg or less
Dimensions (W x D x H)	Standard: 498 x 561 x 510 mm Maximum: 498 x 561 x 954 mm		Standard: 498 x 561 x 590 mm Maximum: 498 x 561 x 1,034 mm
Power source	220 - 240V, 50/60Hz		
COPIER			
Multiple copying	Up to 999 copies		
Resolution	600 dpi		
Zoom	From 25% to 400% in 1% steps		
PRINTER			
Printer language	Standard: PCL5c, PCL6, PostScript3 (Emulation), PDF Direct (Emulation) Option: XPS, Genuine Adobe® Postscript®3™, PDF Direct from Adobe®		
Print resolution	1,200 x 1,200 dpi		
Network interface	Standard: Ethernet 10Base-T/100Base-TX/1000Base-T, 2xUSB Host I/F Type A, 1xUSB Device I/F Type B Option: Bi-directional IEEE1284/ECP, Wireless Lan (IEEE802.11a,b,g,n 2.4GHz or 5GHz), Additional NIC (2nd Port)		
Mobile printing capability	RICOH Smart Device Connector, Apple AirPrint®, Mopria®, NFC		
Windows® environments	Windows® 7/ 8.1/10, Windows® Server 2008/2008 R2/2012/2012 R2/2016/2019		
Mac OS environments	MAC OS X Native v10.11 or later - PostScript 3 only		
UNIX environments	UNIX Sun® Solaris, HP-UX, SCO OpenServer, RedHat® Linux, IBM® AIX		
SAP® environments	SAP® R/3®, SAP® S/4®		
Other supported environments	Citrix XenDesktop 7.0/7.1, Citrix XenApp 7.5 and later		
SCANNER			
Scanning speed	40ipm (Simplex) / 80ipm (Duplex)		
Resolution	600 dpi maximum		
Compression method	TIFF (MH, MR, MMR, JBIG2), Grayscale, JPEG (Colour)		
File formats	Single Page TIFF, Single Page JPEG, Single Page PDF, Single Page High Compression PDF, Single Page PDF-A, Multi Page TIFF, Multi Page PDF, Multi Page High Compression PDF, Multi Page PDF-A		
Scan modes	Email, Folder, Network TWAIN, USB, SD Card, SMB, FTP, URL, NCP		
FACSIMILE			
Circuit	- PSTN, PBX		
Transmission speed	- 2 seconds		
Modem speed	- 33.6 Kbps - 2,400bps with Automatic Shift Down		
Resolution	- Standard : 8 x 3.85 line/mm, (200 x 100dpi), 8 x 7.7 line/mm, (200 x 200dpi)		
Compression method	- MH, MR, MMR, JBIG		
Memory	- 4MB standard (Approximately 320 pages)		
SECURITY			
Features	Windows Authentication, LDAP Authentication, Basic Authentication, User Code Authentication, 802.1x Wired Authentication, Authentication Password Encryption, SSL communication, S/MIME, IPsec communication, HDD Encryption, SMTP over SSL/TLS, Transport Layer Security (TLS), Wireless Lan (WEP, WPA, 11i), Network Protocol, IP Filtering		
PAPER HANDLING			
Recommended paper size	A5 SEF - A4 SEF		
Paper input capacity	Standard: 250 sheets (excluding bypass 100 sheets) Maximum: 2,000 sheets (including bypass 100 sheets)		Standard: 550 sheets (excluding bypass 100 sheets) Maximum: 2,300 sheets (including bypass 100 sheets)
Paper output capacity	Standard: 100 sheets Maximum: 200 sheets		
Paper weight	Standard Tray: 60 - 163g/m², Bypass: 60 - 220g/m², Duplex: 60 - 163g/m², Optional Tray: 60 - 163g/m²		
Paper types	Plain Paper, Recycled Paper, Colour Paper, Special Paper 1-3, Letterhead, Preprinted Paper, Bond paper, Cardstock, Back Copied paper, Waterproof paper, Coated Paper, QRP, Label Paper, Envelope		
ECOLOGY			
Power consumption : Maximum	1,200W or less		1,350W or less
Power consumption : Ready mode	50.6W		60.7W
Power consumption : Sleep mode	0.66W		0.65W
TEC value	0.34 kWh		0.48 kWh
INPUT / OUTPUT TRAYS OPTION			
3 x 550-sheet paper tray (PB1170)	Paper size: A5 SEF - A4 SEF / LG SEF, Paper weight: 60-163g/m²		
1-bin tray (BN1040)	Tray capacity: 100 sheets		
OTHER OPTIONS			
Fax Option Type M41 (For IM C300 only), Fax Connection Unit Type M41, PostScript3 Unit Type M41, XPS Direct Print Option Type M41, Caster Table Type M41, Device Server Option Type M37, VM Card Type M37, Camera Direct Print Card Type M37, IEEE 1284 Interface Board Type M19, OCR Unit Type M13, DataOverwriteSecurity Unit Type M19, Unicode Font Package for SAP® 1 License, Unicode Font Package for SAP® 10 License, Unicode Font Package for SAP® 100 License, Optional Counter Interface Unit Type M12, NFC Card Reader Type M13, IEEE 802.11a/g/n Interface Unit Type M19, File Format Converter Type M19			

RICOH
imagine. change.

www.ricoh-ap.com

RICOH ASIA PACIFIC PTE LTD

30 Cecil Street, #13-01/08 Prudential Tower, Singapore 049712 Phone: +65 6830 5888, Fax: +65 6830 5830

All brand and/or product names are trademarks of their respective owners. Specifications and external appearance are subject to change without notice. The colour of the actual product may vary from the colour shown in the brochure. The images in this brochure are not real photographs and slight differences in detail might appear. Copyright © 2020 Ricoh Asia Pacific Pte Ltd. All rights reserved. This brochure, its contents and/or layout may not be modified and/or adapted, copied in part or in whole and/or incorporated into other works without the prior written permission of Ricoh Asia Pacific Pte Ltd.



Your Essential Next Step: E-Services



Welcome to world-class customer service!

As part of our commitment to serving you, we want to tell you about an essential next step in ensuring you receive the best in customer care: e-services.

Our e-services offerings ensure you get results fast—at the speed of business. It's our way of providing service that's more secure and efficient, while helping you maximize productivity.

Our electronic services include:

Electronic Invoices	Get your invoices electronically. Simply designate the appropriate Accounts Payable representative.
EO Johnson Customer Portal	An interactive, mobile-friendly tool that allows you to access real time information on equipment, supply orders, service calls and more.
Proactive Services	Get equipment issues diagnosed remotely. With Proactive Services, pre-emptive service notifications will go to our service team, and meter reads and firmware updates are done remotely as well.
ACH	Payments will be automatically drawn from your financial account, giving you peace of mind and time for more important tasks.

Watch for an email from forms@eojohnson.com to start enjoying some of the tools that help make Your Business. Better.