

RESOLUTION NO: 2019 - 455

A RESOLUTION BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, AUTHORIZING THE COUNTY ADMINISTRATOR, OR DESIGNEE, TO PIGGYBACK THE UNIVERSITY OF SOUTH FLORIDA CONTRACT NO: 17-16-MH AND EXECUTE AN AGREEMENT WITH COPY FAX, INC. FOR THE LEASE OF COPIERS.

RECITALS

WHEREAS, the County seeks to enter into an agreement for the lease of copiers, supplies, and maintenance services; and

WHEREAS, in accordance with the St. Johns County Purchasing Manual, the County may utilize the piggyback of the University of South Florida Contract No: 17-16-MH as the basis for negotiations to enter into an agreement with Copy Fax, Inc. for the provision of the required lease; and

WHEREAS, the County currently contracts with Copy Fax, Inc. as the authorized dealer of Ricoh USA, Inc. copiers to provide associated equipment and services; and

WHEREAS, the services provided under the contract will be funded by various County Departments;

WHEREAS, the County has reviewed the terms, provisions, conditions and requirements of the Contract and finds that entering into the Contract serves a public purpose.

NOW, THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF ST. JOHNS COUNTY, FLORIDA, as follows:

Section 1. The above Recitals are incorporated by reference into the body of this Resolution and such Recitals are adopted as finds of fact.

Section 2. The County Administrator, or designee, is hereby authorized to piggyback the University of South Florida Contract, and enter into an agreement for the provision of leasing copiers, supplies, and maintenance services for various County Departments, for a term of four (4) years.

Section 3. The County Administrator, or designee, is further authorized to execute a contract, in substantially the same form and format as attached, with Copy Fax, Inc. for the provision of leasing copiers, supplies, and maintenance services for various County Department.

Section 4. To the extent that there are typographical and/or administrative errors that do not change the tone, tenor, or concept of this Resolution, then this Resolution may be revised without subsequent approval by the Board of County Commissioners.

PASSED AND ADOPTED by the Board of County Commissioners of St. Johns County, Florida, this 17th day of December, 2019.

ATTEST: Brandon Patty, Clerk

By: Pam Halterman
Deputy Clerk



BOARD OF COUNTY COMMISSIONERS
OF ST. JOHNS COUNTY, FLORIDA

By: Jeb S. Smith
Jeb S. Smith, Chair

RENDITION DATE 12/19/19



CONTRACT AGREEMENT
MISC NO. 20-45; Lease of Copiers
Master Contract #: 19-MCC-COP-11422

This Contract Agreement, ("Agreement") is made as of this _____ day of _____, 2019, ("Effective Date") by and between St. Johns County, FL ("County"), a political subdivision of the State of Florida, with principal offices located at 500 San Sebastian View, St. Augustine, FL 32084, and Copy Fax, Inc. ("Contractor"), authorized to do business in the State of Florida, with principal offices located at 8475 Western Way, Jacksonville, FL 32256; Phone: (904) 296-1600; and Email: richard.durant@copyfax.com.

In consideration of the mutual promises contained herein, the County and the Contractor agree as follows:

ARTICLE 1 – DURATION and EXTENSION

This Agreement shall become effective upon execution by both parties, upon the Effective Date shown above, and shall remain in effect through and until April 7, 2024. This Agreement shall remain in effect until the completion of any expressed and/or implied lease periods for any equipment, supplies or services. The expiration of the Agreement does not relieve the Contractor of the obligations and responsibilities associated with fulfilling any expressed and/or implied leases.

ARTICLE 2 - ENUMERATION OF CONTRACT DOCUMENTS

The term "Contract Documents" shall include University of South Florida Contract No: 17-16-MH, and all associated bid documents and contract modifications; this Agreement, any duly executed amendments, addenda, and/or exhibits hereto; and any and all Change Orders.

ARTICLE 3 - SERVICES

The Contractor's responsibility under this Agreement is to provide any and all labor, materials, equipment, transportation, and supervision necessary to provide copiers and supplies for various County departments as well as repair and maintenance services for the lease copiers as provided in the Contract Documents.

Services provided by the Contractor shall be under the general direction of St. Johns County Purchasing Department or other authorized County designee, who shall act as the County's representative throughout the duration of this Agreement.

ARTICLE 4 – SCHEDULE

The Contractor shall perform the required Copiers according to the schedule submitted and approved by the County. No changes to said Copiers shall be made without prior written authorization from the County's representative.

ARTICLE 5 – COMPENSATION/BILLING/INVOICES

- A. The County shall compensate the Contractor based upon the price list included in the University of South Florida Contract No: 17-16-MH, and as provided herein on Exhibit "A". The maximum amount available as compensation to Contractor under this Agreement shall not exceed any amount(s) budgeted by the SJC Departments in any given fiscal year.
- B. It is strictly understood that Contractor is not entitled to any amount of compensation. Rather, Contractor's compensation is based upon Contractor's adhering to the requirements as provided in the Contract Documents. As such, the Contractor's compensation is dependent upon satisfactory completion and delivery of all work product and deliverables provided in this Agreement.
- C. The Contractor shall bill the County for services satisfactorily performed, and materials satisfactorily delivered at the end of each month. The signature of the Contractor's authorized representative on the submitted invoice shall constitute the Contractor's certification to the County that:
 - 1. The Contractor has billed the County for all services rendered by it and any of its Contractors or sub-contractors through the date of the invoice;
 - 2. As of the date of the invoice, no other outstanding amounts are due from the County to the Contractor for services rendered;
 - 3. The reimbursable expenses, if any, have been reasonably incurred; and

4. The amount requested is currently due and owing.
- D. Though there is no billing form or format pre-approved by either the County, or the Contractor, bills/invoices submitted by the Contractor shall include a detailed written report of the Work accomplished in connection with the Scope of Work, and must be submitted with a Request for Payment Form 1550, as provided by the County. The County may return a bill/invoice from the Contractor, and request additional documentation/information. Under such circumstances, the timeframe for payment will be extended by the time necessary to receive a verified bill/invoice.
- E. The Contractor's acceptance of the County's payment of an invoiced amount shall release the County from any claim by the Contractor, or by the Contractor's sub-contractors, for work performed but not invoiced during the time period indicated on the invoice for which payment was issued.
- F. Unless otherwise notified, bills/invoices should be delivered to:

The Copiers Location at time of placements or
St. Johns County Purchasing Department
Attn: Jaime Locklear
500 San Sebastian View
St. Augustine, FL 32084

- G. **FINAL INVOICE:** In order for the County and the Contractor to reconcile/close their books and records, the Contractor shall clearly indicate "Final Invoice" on the Contractor's final bill/invoice to the County. Such indication establishes that all services have been satisfactorily performed and that all charges and costs have been invoiced to the County and that there is no further Work to be performed under this Agreement.

ARTICLE 6 – TRUTH-IN-NEGOTIATION CERTIFICATE

The signing of this Agreement by the Contractor shall act as the execution of a truth-in-negotiation certificate certifying that wage rates and other factual unit costs supporting the compensation are accurate, complete, and current as of the date of this Agreement.

The original contract price and any additions thereto shall be adjusted to exclude any significant sums by which the County determines the contract price was increased due to inaccurate, incomplete, or noncurrent wage rates and other factual unit costs. All such contract adjustments shall be made within one (1) year following the end of the Agreement.

ARTICLE 7 – ARREARS

The Contractor shall not pledge the County's credit or make it a guarantor of payment or surety for any contract, debt, obligation, judgement, lien, or any form of indebtedness. The Contractor further warrants and represents that it has no obligation or indebtedness that would impair its ability to fulfill the terms of this Agreement.

ARTICLE 8 – TERMINATION

- A. This Agreement may be terminated by the County without cause upon at least thirty (30) calendar days advance written notice to the Contractor of such termination without cause.
- B. This Agreement may be terminated by the County with cause upon at least ten (10) calendar days advance written notice of such termination with cause. Such written notice shall indicate the exact cause for termination.

ARTICLE 9 – NOTICE OF DEFAULT/RIGHT TO CURE

- A. Should the County fail to perform (default) under the terms of this Agreement, then the Contractor shall provide written notice to the County, which such notice shall include a timeframe of no fewer than fifteen (15) business days in which to cure the default. Failure to cure the default within the timeframe provided in the notice of default (or any such amount of time as mutually agreed to by the parties in writing), shall constitute cause for termination of this Agreement.
- B. Should the Contractor fail to perform (default) under the terms of this Agreement, then the County shall provide written notice to the Contractor, which such notice shall include a timeframe of no fewer than ten (10) calendar days in which to cure the default. Failure to cure the default within the timeframe provided in the notice of default (or any such amount of time as mutually agreed to by the parties in writing), shall constitute cause for termination of this

Agreement.

- C. Consistent with other provisions in this Agreement, Contractor shall be paid for services authorized and satisfactorily performed under this Contract up to the effective date of termination.
- D. Upon receipt of a notice of termination, except as otherwise directed by the County in writing, the Contractor shall:
 - 1. Stop work on the date to the extent specified.
 - 2. Terminate and settle all orders and subcontracts relating to the performance of the terminated work.
 - 3. Transfer all work in process, completed work, and other material related to the terminated work to the County.
 - 4. Continue and complete all parts of the work that have not been terminated.

ARTICLE 10 – PERSONNEL

The Contractor represents that it has, or shall secure at its own expense, all necessary personnel required to perform the Work as provided in the Contract Documents. It is expressly understood that such personnel shall not be employees of, or have any contractual relationship with the County.

All Work required hereunder shall be performed by the Contractor, or under its supervision. All personnel engaged in performing the Work shall be fully qualified and, if required, authorized or permitted under federal, state and local law to perform such Work.

Any changes or substitutions in the Contractor's key personnel must be made known to the County's representative and written approval granted by the County before said change or substitution can become effective.

The Contractor warrants that all Work shall be performed by skilled and competent personnel to the highest professional standards in the field. The Contractor is responsible for the professional quality, technical accuracy, and timely completion of all work performed hereunder, and shall correct or revise any errors or deficiencies in the Work, without additional compensation.

ARTICLE 11 – SUBCONTRACTING

The County reserves the right to approve the use of any subcontractor, or to reject the selection of a particular subcontractor, and to inspect all facilities of any subcontractors in order to make a determination as to the capability of the subcontractor to perform the Work described in the Contract Documents. The Contractor is encouraged to seek minority and women business enterprises for participation in subcontracting opportunities.

If a subcontractor fails to satisfactorily perform in accordance with the Contract Documents, and it is necessary to replace the subcontractor to complete the Work in a timely fashion, the Contractor shall promptly do so, subject to approval by the County.

The County reserves the right to disqualify any subcontractor, vendor, or material supplier based upon prior unsatisfactory performance.

ARTICLE 12 – FEDERAL AND STATE TAX

In accordance with Local, State, and Federal law, the County is exempt from the payment of Sales and Use Taxes. The County shall provide a tax exemption certificate to the Contractor upon request. The Contractor shall not be exempt from the payment of all applicable taxes in its performance under this Agreement. It is expressly understood by the County and by the Contractor that the Contractor shall not be authorized to use the County's Tax Exemption status in any manner.

The Contractor shall be solely responsible for the payment and accounting of any and all applicable taxes and/or withholdings including but not limited to Social Security payroll taxes (FICA), associated with or stemming from Contractor's performance under this Agreement.

ARTICLE 13 – AVAILABILITY OF FUNDS

The County's obligations under this Agreement are contingent upon the lawful appropriation of sufficient funds, for that purpose, by the St. Johns County Board of County Commissioners. Pursuant to the requirements of Section 129.07, Florida Statutes, payment made under this Agreement shall not exceed the amount appropriate in the County's budget for such purpose in that fiscal year. Nothing in this Agreement shall create any obligation on the part of the Board of County Commissioners to appropriate such funds for the payment of services provided under this Agreement during any given County fiscal year. Moreover, it is expressly noted that the Contractor cannot demand that the County provide any such funds in any given County Fiscal Year.

ARTICLE 14 - INSURANCE

The Contractor shall not commence work under this Agreement until he/she has obtained all insurance required under this section and such insurance has been approved by the County. All insurance policies shall be issued by companies authorized to do business under the laws of the State of Florida. The Contractor shall furnish proof of Insurance to the County prior to the commencement of operations. The Certificate(s) shall clearly indicate the Contractor has obtained insurance of the type, amount, and classification as required by contract and that no material change or cancellation of the insurance shall be effective without thirty (30) days prior written notice to the County. Certificates shall specifically include the County as Additional Insured for all lines of coverage except Workers' Compensation and Professional Liability. A copy of the endorsement must accompany the certificate. Compliance with the foregoing requirements shall not relieve the Contractor of its liability and obligations under this Agreement.

Certificate Holder Address: St. Johns County, a political subdivision of the State of Florida
500 San Sebastian View
St. Augustine, FL 32084

The Contractor shall maintain during the life of this Agreement, Comprehensive General Liability Insurance with minimum limits of \$1,000,000 per occurrence, \$2,000,000 aggregate to protect the Contractor from claims for damages for bodily injury, including wrongful death, as well as from claims of property damages which may arise from any operations under this Agreement, whether such operations be by the Contractor or by anyone directly employed by or contracting with the Contractor.

The Contractor shall maintain during the life of this Agreement, Comprehensive Automobile Liability Insurance with minimum limits of \$300,000 combined single limit for bodily injury and property damage liability to protect the Contractor from claims for damages for bodily injury, including the ownership, use, or maintenance of owned and non-owned automobiles, including rented/hired automobiles whether such operations be by the Contractor or by anyone directly or indirectly employed by a Contractor.

The Contractor shall maintain during the life of this Agreement, adequate Workers' Compensation Insurance in at least such amounts as are required by the law for all of its employees (if three or more) per Florida Statute 440.02.

In the event of unusual circumstances, the County Administrator, or his designee, may adjust these insurance requirements.

ARTICLE 15 - INDEMNIFICATION

The Contractor shall indemnify and hold harmless the County, and its officers, and employees, from liabilities, damages, losses, and costs, including, but not limited to, reasonable attorneys' fees, to the extent caused by the negligence, recklessness, intentional/unintentional conduct or omission of the Contractor and other persons employed or utilized by the Contractor.

ARTICLE 16 – SUCCESSORS AND ASSIGNS

The County and the Contractor each binds itself and its partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement. Except as above, neither the County nor the Contractor shall assign, sublet, convey or transfer its interest in this Agreement without the written consent of the other. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the County, which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the County and the Contractor.

ARTICLE 17 – NO THIRD PARTY BENEFICIARIES

It is expressly understood by the County, and the Contractor, and this Agreement explicitly states that no third party beneficiary status or interest is conferred to, or inferred to, any other person or entity.

ARTICLE 18 – REMEDIES

No remedy herein conferred upon any party is intended to be exclusive, or any other remedy, and each and every such remedy shall be cumulative and shall be in addition to every other remedy given hereunder or nor or hereafter existing at law or in equity or by statute or otherwise. No single or partial exercise by any party or any right, power, or remedy hereunder shall preclude any other or further exercise thereof.

In any action brought by either party for the enforcement of the obligations of the other party, the prevailing party shall be entitled to recover reasonable attorney's fees.

ARTICLE 19 – CONFLICT OF INTEREST

The Contractor represents that it presently has no interest and shall acquire no interest, either directly or indirectly, which would conflict in any manner with the performance of services required hereunder. The Contractor further represents that no person having any interest shall be employed for said performance.

The Contractor shall promptly notify the County, in writing, by certified mail, of all potential conflicts of interest for any prospective business association, interest or other circumstance, which may influence or appear to influence the Contractor's judgment or quality of services being provided hereunder. Such written notification shall identify the prospective business association, interest or circumstance, the nature of work that the Contractor may undertake and request an opinion of the County, whether such association, interest, or circumstance constitutes a conflict of interest if entered into by the Contractor.

The County agrees to notify the Contractor of its opinion by certified mail within thirty (30) days of receipt of notification by the Contractor. If, in the opinion of the County, the prospective business association, interest or circumstance would not constitute a conflict of interest by the Contractor, the County shall so state in the notification and the Contractor shall, at his/her option enter into said association, interest or circumstance and it shall be deemed not in conflict of interest with respect to services provided to the County by the Contractor under the terms of this Agreement.

ARTICLE 20 – EXCUSABLE DELAYS

The Contractor shall not be considered in default by reason of any delay in performance if such delay arises out of causes reasonably beyond the Contractor's control and without its fault or negligence. Such cases may include, but are not limited to: acts of God; the County's omissive and commissive failures; natural or public health emergencies; freight embargoes; and severe weather conditions.

If delay is caused by the failure of the Contractor's subcontractor(s) to perform or make progress, and if such delay arises out of causes reasonably beyond the control of the Contractor and its subcontractor(s) and is without the fault or negligence of either of them, the Contractor shall not be deemed to be in default.

Upon the Contractor's request, the County shall consider the facts and extent of any delay in performing the work and, if the Contractor's failure to perform was without its fault or negligence, the Contract Schedule and/or any other affected provision of this Agreement shall be revised accordingly; subject to the County's right to change, terminate, or stop any or all of the Work at any time.

ARTICLE 21 – DISCLOSURE AND OWNERSHIP OF DOCUMENTS

The Contractor shall deliver to the County for approval and acceptance, and before being eligible for final payment of any amounts due, all documents and materials prepared by and for the County under this Agreement.

All written and oral information not in the public domain, or not previously known, and all information and data obtained, developed, or supplied by the County, or at its expense, shall be kept confidential by the Contractor and shall not be disclosed to any other party, directly or indirectly, without the County's prior written consent, unless required by a lawful order. All drawings, maps, sketches, and other data developed, or purchased under this Agreement, or at the County's expense, shall be and remains the County's property and may be reproduced and reused at the discretion of the County.

The County and the Contractor shall comply with the provisions of Chapter 119, Florida Statutes (Public Records Law).

All covenants, agreements, representations and warranties made herein, or otherwise made in writing by any party pursuant hereto, including but not limited to, any representations made herein relating to disclosure or ownership of documents, shall survive the execution and delivery of this Agreement and the consummation of the transactions contemplated hereby.

ARTICLE 22 – INDEPENDENT CONTRACTOR RELATIONSHIP

The Contractor is, and shall be, in the performance of all work services and activities under this Agreement, an independent Contractor, and not an employee, agent, or servant of the County. All persons engaged in any of the work or services performed pursuant to this Agreement shall at all times and in all places be subject to the Contractor's sole direction, supervision, and control.

The Contractor shall exercise control over the means and manner in which it and its employees perform the work, and in

all respects the Contractor's relationship and the relationship of its employees to the County shall be that of an independent Contractor and not as employees or agents of the County. The Contractor does not have the power or authority to bind the County in any promise, agreement or representation other than specifically provided for in this Agreement.

ARTICLE 23 – CONTINGENT FEES

Pursuant to Section 287.055(6), Florida Statutes, the Contractor warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for the Contractor to solicit or secure this Agreement and that it has not paid or agreed to pay any person, company, corporation, individual, or firm, other than a bona fide employee working solely for the Contractor, any fee, commission, percentage, gift, or any other consideration contingent upon or resulting from the award or making of this Agreement.

Violation of this section shall be grounds for termination of this Agreement. If this Agreement is terminated for violation of this section, the County may deduct from the contract price, or otherwise recover, the full amount of such fee, commission, percentage, gift, or other consideration.

ARTICLE 24 – ACCESS AND AUDITS

The Contractor shall maintain adequate records to justify all charges, expenses, and costs incurred in performing the work for at least three (3) years after completion of this Agreement. The County shall have access to such books, records, and documents as required in this section for the purpose of inspection or audit during normal business hours, at the County's cost, upon five (5) days written notice.

ARTICLE 25 – NONDISCRIMINATION

The Contractor warrants and represents that all of its employees are treated equally during employment without regard to race, color, religion, physical handicap, sex, age or national origin.

ARTICLE 26 – ENTIRETY OF CONTRACTUAL AGREEMENT

The County and the Contractor agree that this Agreement, signed by both parties sets forth the entire agreement between the parties, and that there are no promises or understandings other than those stated herein, or are incorporated by reference into this Agreement. None of the provisions, terms, conditions, requirements, or responsibilities noted in this Agreement may be amended, revised, deleted, altered, or otherwise changed, modified, or superseded, except by written instrument, duly executed by authorized representatives of both the County, and the Contractor.

ARTICLE 27 – ENFORCEMENT COSTS

If any legal action or other proceeding is brought for the enforcement of this Agreement, or because of an alleged dispute, breach, default or misrepresentation in connection with any provisions of this Agreement, the successful or prevailing party or parties shall be entitled to recover reasonable attorney's fees, court costs and all reasonable expenses even if not taxable as court costs (including, without limitation, all such reasonable fees, costs and expenses incident to appeals), incurred in that action or proceedings, in addition to any other relief to which such party or parties may be entitled.

ARTICLE 28 – COMPLIANCE WITH APPLICABLE LAWS

Both the County and the Contractor shall comply with any and all applicable laws, rules, regulations, orders, and policies of the County, State, and Federal Governments.

ARTICLE 29 – AUTHORITY TO PRACTICE

The Contractor hereby represents and warrants that it has and shall continue to maintain all licenses and approvals required to conduct its business, and that it shall at all times, conduct its business activities in a reputable manner.

ARTICLE 30 – SEVERABILITY

If any term or provision of this Agreement, or the application thereof to any person or circumstances shall, to any extent, be held invalid or unenforceable, the remainder of this Agreement, or the application of such items or provision, to persons or circumstances other than those as to which it is held invalid or unenforceable, shall not be affected and every other term and provision of this Agreement shall be deemed valid and enforceable to the extent permitted by law.

ARTICLE 31 - AMENDMENTS AND MODIFICATIONS

No amendments or modifications of this Agreement shall be valid unless in writing and signed by each of the parties.

The County reserves the right to make changes in the work, including alterations, reductions therein or additions thereto.

Upon receipt by the Contractor of the County's notification of a contemplated change, the Contractor shall: (1) if requested by the County, provide an estimate for the increase or decrease in cost due to the contemplated change; (2) notify the County of any estimated change in the completion date; and (3) advise the County in writing if the contemplated change shall effect the Contractor's ability to meet the completion dates or schedules of this Agreement. If the County instructs in writing, the Contractor shall suspend work on that portion of the project, pending the County's decision to proceed with the change. If the County elects to make the change, the County shall issue a Change Order for changes, or a contract change order, if the original contract is to be changed or amended the Contractor shall not commence work on any such change until such written change order has been issued and signed by each of the parties.

ARTICLE 32 – FLORIDA LAW & VENUE

This Agreement shall be governed by the laws of the State of Florida. Any and all legal action necessary to enforce this Agreement shall be held in St. Johns County, Florida.

ARTICLE 33 – ARBITRATION

The County shall not be obligated to arbitrate or permit any arbitration binding on the County under any of the Contract Documents or in connection with the project in any manner whatsoever.

ARTICLE 34 - NOTICES

All notices required in this Agreement shall be sent by certified mail, return receipt requested, and if sent to the County shall be mailed to:

St. Johns County Purchasing Department
Attn: Jaime Locklear, MPA, CPPO, CPPB, Purchasing Manager
500 San Sebastian View
St. Augustine, FL 32084

and if sent to the Contractor shall be mailed to:

Copy Fax, Inc.
Attn: Richard Durant, Government & Education Manager
8475 Western Way
Jacksonville, FL 32256

ARTICLE 35 - HEADINGS

The heading preceding the articles and sections herein are solely for convenience of reference and shall not constitute a part of this Agreement, or affect its meaning, construction or effect.

ARTICLE 36 –PUBLIC RECORDS

- A. The cost of reproduction, access to, disclosure, non-disclosure, or exemption of records, data, documents, and/or materials, associated with this Agreement shall be subject to the applicable provisions of the Florida Public Records Law (Chapter 119, Florida Statutes), and other applicable State and Federal provisions. Access to such public records, may not be blocked, thwarted, and/or hindered by placing the public records in the possession of a third party, or an unaffiliated party.
- B. In accordance with Florida law, to the extent that Contractor's performance under this Contract constitutes an act on behalf of the County, Contractor shall comply with all requirements of Florida's public records law. Specifically, if Contractor is expressly authorized, and acts on behalf of the County under this Agreement, Contractor shall:
- (1) Keep and maintain public records that ordinarily and necessarily would be required by the County in order to perform the Services;
 - (2) Upon request from the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost as provided in Chapter 119, Florida Statutes, or as otherwise provided by law;
 - (3) Ensure that public records related to this Agreement that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by applicable law for the duration of this Agreement and following completion of this Agreement if the Contractor does not transfer the records to the County; and

(4) Upon completion of this Agreement, transfer, at no cost, to the County all public records in possession of the Contractor or keep and maintain public records required by the County to perform the Services.

If the Contractor transfers all public records to the County upon completion of this Agreement, the Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the Contractor keeps and maintains public records upon completion of this Agreement, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the County, upon request from the County's custodian of public records, in a format that is compatible with the County's information technology systems.

Failure by the Contractor to comply with the requirements of this section shall be grounds for immediate, unilateral termination of this Agreement by the County.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO ITS DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS AGREEMENT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: 500 San Sebastian View, St. Augustine, FL 32084, (904) 209-0805, publicrecords@sjcfl.us

ARTICLE 37 – USE OF COUNTY LOGO

Pursuant to, and consistent with, County Ordinance 92-2 and County Administrative Policy 101.3, the Contractor may not manufacture, use, display, or otherwise use any facsimile or reproduction of the County Seal/Logo without express written approval St. Johns County, Florida.

ARTICLE 38 – SURVIVAL

It is explicitly noted that the following provisions of this Agreement, to the extent necessary, shall survive any suspension, termination, cancellation, revocation, and/or non-renewal of this Agreement, and therefore shall be both applicable and enforceable beyond any suspension, termination, cancellation, revocation, and/or non-renewal: (1) Truth-in-Negotiation; (2) Federal and State Taxes; (3) Insurance; (4) Indemnification; (5) Access and Audits; (6) Enforcement Costs; and (7) Access to Records.

ARTICLE 39 – AUTHORITY TO EXECUTE

Each party represents that it has the lawful authority to enter into this Agreement and has authorized the execution of this Agreement by the party's authorized representative shown below.

IN WITNESS WHEREOF, authorized representatives of the County and Contractor have executed this Contract Agreement on the day and year below noted.

MISC NO. 20-45; Lease of Copiers
Master Contract #: 19-MCC-COP-11422

COUNTY:

St. Johns County, FL
Full Legal Name

By: _____
Signature – County Representative

Jaime T. Locklear, MPA, CPPO, CPPB, FCCM
Printed Name

Purchasing Manager
Printed Title – County Representative

Date of Execution

ATTEST:
ST. JOHNS COUNTY, FL
CLERK OF COURTS

Deputy Clerk

Date of Execution

LEGALLY SUFFICIENT:

Deputy County Attorney

Date of Execution

CONTRACTOR:

Copy Fax, Inc. (Seal)

By: _____
Signature – Contractor Representative

Printed Name & Title

Date of Execution

**MISC NO. 20-45; Lease of Copiers t
Master Contract #: 19-MCC-COP-11422**

**EXHIBIT "A"
CONTRACT PRICING**

Pricing for parts provided under this Agreement shall remain consistent with the discount structure provided in University of South Florida Contract #17-16-MH. The County reserves the right to add/delete copiers and supplies to or from this Agreement, as necessary to serve the best interests of the County.

BID/PROPOSAL TABULATION

BID/ITN TITLE: Copiers, Printers & Multi-Functional Printers

BID/ITN NUMBER: ITN# 17-16-MH

OPENING DATE: March 31, 2017 TIME 3:00PM

AWARDED DATE: NOVEMBER 8, 2017

POSTING TIME/DATE

FROM: 11-01-2017

UNTIL: 11-16-2017

PAGE: 1 OF 3 PAGE(S)

FAILURE TO TIMELY FILE A PROTEST OR FAILURE TO TIMELY DELIVER THE REQUIRED BOND OR OTHER SECURITY IN ACCORDANCE WITH THE BOARD OF GOVERNORS' REGULATIONS 18.002 AND 18.003 SHALL CONSTITUTE A WAIVER OF PROTEST PROCEEDINGS.

OFFERS FROM THE VENDORS LISTED HEREIN ARE THE ONLY OFFERS RECEIVED TIMELY AS OF THE LISTED OPENING DATE AND TIME. ALL OTHER OFFERS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE.

NOTICE OF BID/PROPOSALS PROTEST BONDING REQUIREMENT- ANY ENTITY FILING AN ACTION PROTESTING A DECISION OR INTENDED DECISION PERTAINING TO A COMPETITIVE SOLICITATION SHALL, AT THE TIME OF FILING OF THE FORMAL PROTEST, POST WITH THE UNIVERSITY A BOND PAYABLE TO THE UNIVERSITY IN AN AMOUNT EQUAL TO: 10% OF THE ESTIMATED VALUE OF THE PROTESTOR'S BID OR PROPOSAL; 10% OF THE ESTIMATED EXPENDITURE DURING THE CONTRACT TERM; \$10,000; OR WHICHEVER IS LESS. THE BOND SHALL BE CONDITIONED UPON THE PAYMENT OF ALL COSTS WHICH MAY BE ADJUDGED AGAINST THE ENTITY FILING THE PROTEST ACTION. IN LIEU OF A BOND, THE UNIVERSITY MAY ACCEPT A CASHIER'S CHECK OR MONEY ORDER IN THE AMOUNT OF THE BOND. FAILURE OF THE PROTESTING ENTITY TO FILE THE REQUIRED BOND, CASHIER'S CHECK, BANK OFFICIAL CHECK OR MONEY ORDER AT THE TIME OF FILING THE FORMAL PROTEST SHALL RESULT IN THE DENIAL OF THE PROTEST.

DESCRIPTION/VENDORS	TOSHIBA BUSINESS SOLUTIONS		* RICOH USA INC		ZENO OFFICE SOLUTIONS		GOV CONNECTION PUBLIC SECTOR SOLUTIONS		KONICA MINOLTA BUSINESS SOLUTIONS	
BID/ITN SIGNED	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
EEO SIGNED	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
BIDDER'S AFFIRMATION	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
NO BID	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ADDENDUM 1	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
ADDENDUM 2	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO	<input checked="" type="checkbox"/>	NO
ORIGINAL/1 COPY/1 ELECTRONIC COPY.	1+1+1		1+1 electronic		1+1+1		1+1+1		1+1+1	
DISQUALIFIED (REASON/S)										

OPENED BY: Michael Hernandez TABULATED BY: Victoria Oprisko VERIFIED BY: _____
 REMARKS: CIRCLED VENDOR INDICATES INTENT TO AWARD.

①

BID/PROPOSAL TABULATION

BID/ITN TITLE: Copiers, Printers & Multi-Functional Printers

BID/ITN NUMBER: ITN# 17-16-MH

OPENING DATE: March 31, 2017 TIME 3:00PM

AWARDED DATE November 8, 2017

POSTING TIME/DATE

FROM: 11-08-2017 1

UNTIL: 11-14-2017 1

PAGE: 2 OF 3 PAGE(S)

FAILURE TO TIMELY FILE A PROTEST OR FAILURE TO TIMELY DELIVER THE REQUIRED BOND OR OTHER SECURITY IN ACCORDANCE WITH THE BOARD OF GOVERNORS' REGULATIONS 18.002 AND 18.003 SHALL CONSTITUTE A WAIVER OF PROTEST PROCEEDINGS.

OFFERS FROM THE VENDORS LISTED HEREIN ARE THE ONLY OFFERS RECEIVED TIMELY AS OF THE LISTED OPENING DATE AND TIME. ALL OTHER OFFERS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE.

NOTICE OF BID/PROPOSALS PROTEST BONDING REQUIREMENT- ANY ENTITY FILING AN ACTION PROTESTING A DECISION OR INTENDED DECISION PERTAINING TO A COMPETITIVE SOLICITATION SHALL, AT THE TIME OF FILING OF THE FORMAL PROTEST, POST WITH THE UNIVERSITY A BOND PAYABLE TO THE UNIVERSITY IN AN AMOUNT EQUAL TO: 10% OF THE ESTIMATED VALUE OF THE PROTESTOR'S BID OR PROPOSAL; 10% OF THE ESTIMATED EXPENDITURE DURING THE CONTRACT TERM; \$10,000; OR WHICHEVER IS LESS. THE BOND SHALL BE CONDITIONED UPON THE PAYMENT OF ALL COSTS WHICH MAY BE ADJUDGED AGAINST THE ENTITY FILING THE PROTEST ACTION. IN LIEU OF A BOND, THE UNIVERSITY MAY ACCEPT A CASHIER'S CHECK OR MONEY ORDER IN THE AMOUNT OF THE BOND. FAILURE OF THE PROTESTING ENTITY TO FILE THE REQUIRED BOND, CASHIER'S CHECK, BANK OFFICIAL CHECK OR MONEY ORDER AT THE TIME OF FILING THE FORMAL PROTEST SHALL RESULT IN THE DENIAL OF THE PROTEST.

DESCRIPTION/VENDORS	CANON SOLUTIONS AMERICA INC		BORING BUSINESS SYSTEM		XEROX CORP		VS OFFICE SOLUTIONS		SHARP ELECTRONICS CORPORATION	
	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
BID/ITN SIGNED	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
EEO SIGNED	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
BIDDER'S AFFIRMATION	<input checked="" type="checkbox"/>		YES	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
NO BID	YES		YES		YES		YES		YES	
ADDENDUM 1	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
ADDENDUM 2	<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>		<input checked="" type="checkbox"/>	
ORIGINAL/1 COPY/1 ELECTRONIC COPY	1+1+1		1+1+1		1+1+1		1+1+1		1+1+1	
DISQUALIFIED (REASON/S)										

LOT 2

LOT 2

OPENED BY: Michael Hernandez TABULATED BY: Victoria Oprisko VERIFIED BY: _____
 REMARKS: CIRCLED VENDOR INDICATES INTENT TO AWARD.

2

BID/PROPOSAL TABULATION

BID/ITN TITLE: Copiers, Printers & Multi-Functional Printers

BID/ITN NUMBER: ITN# 17-16-MH

OPENING DATE: March 31, 2017 TIME 3:00PM

AWARDED DATE: NOVEMBER 8, 2017

POSTING TIME/DATE

FROM: 11-08-2017

UNTIL: 11-08-17

PAGE: 3 OF 3 PAGE(S)

FAILURE TO TIMELY FILE A PROTEST OR FAILURE TO TIMELY DELIVER THE REQUIRED BOND OR OTHER SECURITY IN ACCORDANCE WITH THE BOARD OF GOVERNORS' REGULATIONS 18.002 AND 18.003 SHALL CONSTITUTE A WAIVER OF PROTEST PROCEEDINGS.

OFFERS FROM THE VENDORS LISTED HEREIN ARE THE ONLY OFFERS RECEIVED TIMELY AS OF THE LISTED OPENING DATE AND TIME. ALL OTHER OFFERS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE.

NOTICE OF BID/PROPOSALS PROTEST BONDING REQUIREMENT- ANY ENTITY FILING AN ACTION PROTESTING A DECISION OR INTENDED DECISION PERTAINING TO A COMPETITIVE SOLICITATION SHALL, AT THE TIME OF FILING OF THE FORMAL PROTEST, POST WITH THE UNIVERSITY A BOND PAYABLE TO THE UNIVERSITY IN AN AMOUNT EQUAL TO: 10% OF THE ESTIMATED VALUE OF THE PROTESTOR'S BID OR PROPOSAL; 10% OF THE ESTIMATED EXPENDITURE DURING THE CONTRACT TERM; \$10,000; OR WHICHEVER IS LESS. THE BOND SHALL BE CONDITIONED UPON THE PAYMENT OF ALL COSTS WHICH MAY BE ADJUDGED AGAINST THE ENTITY FILING THE PROTEST ACTION. IN LIEU OF A BOND, THE UNIVERSITY MAY ACCEPT A CASHIER'S CHECK OR MONEY ORDER IN THE AMOUNT OF THE BOND. FAILURE OF THE PROTESTING ENTITY TO FILE THE REQUIRED BOND, CASHIER'S CHECK, BANK OFFICIAL CHECK OR MONEY ORDER AT THE TIME OF FILING THE FORMAL PROTEST SHALL RESULT IN THE DENIAL OF THE PROTEST.

DESCRIPTION/VENDORS	MILNER INC		DEX IMAGING		BELL TECHNOLOGICS INC					
BID/ITN SIGNED	* YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
EEO SIGNED	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
BIDDER'S AFFIRMATION	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
NO BID	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ADDENDUM 1	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ADDENDUM 2	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
ORIGINAL/1 COPY/1 ELECTRONIC COPY	1+1+1		1+1+1		1+2+1					
DISQUALIFIED (REASON/S)										

Lot 1

OPENED BY: Michael Hernandez TABULATED BY: Victoria Oprisko VERIFIED BY: _____

REMARKS: CIRCLED VENDOR INDICATES INTENT TO AWARD.