



Request for Proposal

Copier and Printer Services

March 27, 2024

Papillion La Vista Community Schools
420 South Washington Street
Papillion, NE 68046

Papillion La Vista Community Schools Copier and Printer Services RFP

Section I: Terms and Conditions

Overview

The purpose of the Request for Proposal is to provide Papillion La Vista Public Schools with a Copy Services Program, including but not limited to printers, multifunction printers and copiers, black and white or color as specified, hereinafter referred to as “devices”, and related supplies, accessories and maintenance. Papillion La Vista Community Schools shall lease multifunction machines which provide the following basic functions:

1. Document imaging (scanning of paper documents and management of the images including emailing and scanning to folders)
2. Printing paper documents
3. Data security and access control (locked print functions, follow me printing, etc.)

The vendor’s proposal will provide all hardware, software, training, licenses, accessories, maintenance and supplies including staples (excluding paper), etc., that are necessary for the execution of this contract. Proposals are to include all service parts, developer, and toner. All black toner is included at no additional charge. Paper costs are not included in proposals. The bid price per copy shall include all costs associated with the administration of the service, including, but not limited to all devices, delivery, installation, training, dedicated technician(s), all supplies needed to operate the device, delivery of supplies and removal of the equipment upon termination of this contract. Contractor will provide an unconditional warranty and guarantee for all aspects of the program, including, but not limited to all hardware, software, training, licenses, accessories, maintenance, and supplies.

Papillion La Vista Community Schools intends to enter into an agreement with the vendor(s) who would be responsible for providing the products described under the terms and conditions set forth herein. The vendor(s) will be responsible for all mandatory requirements as outlined in this Request for Proposal and subsequent contract award(s).

Agreement Period

The agreement period is for five years to commence August 1, 2024, and shall continue through July 31, 2029.

Proposals

All proposals must be received by 2:30 p.m. on Friday, April 12, 2024, at Papillion La Vista Community Schools, 420 South Washington Street, Papillion, NE 68046. Proposals can be

delivered during normal business hours, 7:30 a.m. – 4:30 p.m. Monday – Friday or sent via contractor’s preferred carrier as long as they are received by the deadline. E-mail electronic submissions will be allowed in PDF format only. Electronic submissions should be emailed to scott.billings@plcschools.org. E-mailed documents will be time stamped from the receiving computer. The District is not responsible for submissions not received on time due to technical difficulties by either party. **All proposals received after 2:30 p.m. on April 12, 2024, will not receive consideration.**

Proposals are public records and shall not be considered proprietary or confidential.

Issuing Office and Questions

All inquiries concerning this RFP will only be addressed via email. The email address for inquiries is scott.billings@plcschools.org and lucas.bingham@plcschools.org. Inquiries must be received by 4:00 p.m. on April 5, 2024. Any inquiries received after this date will not be answered.

It is the responsibility of vendors to obtain any additional information and clarification regarding this request for proposal. The District is not responsible for any erroneous or incomplete understandings or wrongful interpretations of this request for proposal.

Communication with District Staff

From the date the Request for Proposal is issued until and contract is signed, contact between the vendors and individuals employed by the District must be conducted through the staff designated by Papillion La Vista Community Schools via the contact information provided in this RFP.

Qualifications for Vendor

The District may make such investigations as deemed necessary to determine the ability of the vendor to perform the required work, and the vendor shall furnish the District all such information and data as the District may request. The District reserves the right to reject any proposal if the evidence submitted by, or investigation of, such vendor fails to satisfy the District that such vendor is properly qualified to carry out the obligations of the contract and to complete the work specified herein. The vendor is specifically advised that any person, firm, or other party to whom it proposes to award a subcontract under this proposal must be acceptable to the District. The vendor will be required to assume responsibility for all proposed subcontractors.

Agreement Administration

The District’s Central Office will be the sole point of contact in the District regarding contractual matters relating to the products of the copy services program. The Asst. Superintendent of

Business Services, Purchasing Coordinator, and Technology Director are the only authorized individuals to change, modify, amend, alter, clarify, etc. any requirements of the agreement.

Evaluation Criteria

The following areas of consideration will be evaluated in making the selection:

1. Compliance with all mandatory RFP specifications.
2. Customer Services proposed:
 - a. Timeliness of response time
 - b. Preventative maintenance
 - c. Sample documents
 - d. Transparency of invoicing and reporting
 - e. Delivery and installation
 - f. Implementation and ongoing training
3. Costs
4. Equipment recommendations
5. Vendor qualifications, past and current performance, technology:
 - a. Service
 - b. Reliability
 - c. Timeliness
 - d. Ability to successfully perform
 - e. Existing client relationships and customer satisfaction
 - f. Account Management (PaperCut software integration)
6. Educational references

Evaluation Process

All proposals will be evaluated using the above Evaluation Criteria. The basis of the evaluation of these criteria will be the vendor's proposal, and such other information obtained through the District's investigation process.

The District reserves the right to waive informalities and minor irregularities in offers received. If clerical error(s) have occurred, then the vendor may be given an opportunity to correct the error(s).

The District intends to evaluate proposals and award a contract without discussions with vendors except for clarifications and/or questions and demonstrations if requested. Therefore, the vendor's initial proposal should contain the vendor's best terms for Papillion La Vista Community Schools or any other public or private education institution obtainable through national, state, or local contracts. Further negotiation of terms should not be implied.

The District may evaluate present and past performance information obtained from the vendor references and/or data independently obtained from other sources. The District reserves the

right to obtain and evaluate past performance information from any source it deems appropriate. The vendor will have opportunity to provide clarification regarding adverse past performance information to which the vendor has not previously had an opportunity to respond to.

The District will evaluate vendor's references for similarity to the scope of the contract, cost, client type, and location of work performed as it relates to the work to be performed under this contract.

Presentations and/or Demonstrations

The District may choose to have demonstrations provided for any or all offered products prior to final selection. Any cost incidental to the demonstrations/on-site visits shall be borne entirely by the vendors and will not be compensated by the District.

Vendor's Signature

The vendor's signature on bid submission is a guarantee of compliance with the provisions stated in this Request for Proposal.

General

The contract documents resulting for this Request for Proposal shall incorporate the following documents:

1. The signed Pricing Schedule
2. This RFP Document
3. Any RFP Addenda
4. The Vendor's Proposal
5. Contract Document
6. Any Contract Amendments

Once proposals are opened, they become the property of the District and will not be returned. This RFP does not commit the District to award a contract. The District reserves the right to reject any and all proposals, and at its discretion, may withdraw or amend this RFP at any time. All vendors responding to this RFP will be notified, in writing, once an award decision has been determined.

Ownership of Information and Data

The District shall have the unlimited right to duplicate and use all information and data developed or derived by the vendor pursuant to this agreement. The vendor must guarantee that it has the full legal right of materials, supplies, and equipment necessary to execute this agreement.

Vendor Responsibility

The vendor is solely responsible for fulfilling the agreement, with responsibility for all services offered and products to be delivered as stated in its proposal. If any part of the agreement is to be subcontracted, responses to this RFP shall include a list of subcontractors, including firm name and address, phone number, contact person and complete description of work to be subcontracted. The District must approve subcontractors listed for this project and any new subcontractors added during the life of the agreement. The vendor will be required to replace subcontractors found to be unacceptable to the District. The vendor is totally responsible for adherence by the subcontractor(s) to all provisions of the agreement.

Vendor is required to alert the District in writing if they are presently debarred, suspended, proposed for debarment or otherwise ineligible for the award of contracts by any federal agency. If the vendor has been debarred, suspended, proposed for debarment or otherwise ineligible for the award of contracts by any federal agency the requested transaction is void.

Vendor Personnel

The vendor shall warrant that all persons assigned to the project shall be employees of the vendor or specified subcontractors, and shall be fully qualified to perform the work required. Personnel employed by the vendor to fulfill the terms of this agreement shall remain under the sole discretion and control of the vendor. The vendor shall include a similar provision in any agreement with any subcontractor selected to perform work on the project. The District reserve the right to require the vendor to reassign or remove from the project any vendor or subcontractor employee.

Errors, Omissions and Discrepancies

The vendor shall not take advantage of any errors and/or omissions in this RFP. The vendor must promptly notify the District of any errors and/or omissions that are discovered.

Vendors finding discrepancies or omissions in the RFP or having any doubts as to the meaning or intent of any part thereof shall submit such questions or concerns to scott.billings@plcschools.org and lucas.bingham@plcschools.org. Addenda issued in correspondence to this RFP shall be considered a part of this RFP and shall become part of any final contract that may be derived from this RFP. This RFP and its addenda will be part of any possible future contract with successful vendor(s). It is the Bidder's responsibility to assure that all addenda have been reviewed.

Beginning of Work

The vendor shall not commence any billable work until a valid agreement has been fully executed by the District and the successful vendor.

Assignment by the Contractor

The contractor shall not assign or transfer any interest in the contract without the prior written consent of the District.

Deviations from the Request for Proposal

The requirements contained in the RFP are a part of the terms and conditions of this agreement. Any deviations from the RFP must be clearly defined by the vendor(s) in its proposal, and if accepted by the District, will become part of the agreement. Any specifically defined deviations must not be in conflict with the basic nature of the RFP or mandatory requirements. The terms and conditions contained with this RFP will always supersede any future contractual language.

Advertising

The vendor agrees not to refer to the agreement award in commercial advertising in such a manner as to imply that the vendor's company or its services are endorsed by the District and should not use the District as a reference without prior explicit authorization.

Site Rules and Regulations

The vendor shall ensure that its employees, agents, and subcontractors comply with site rules and regulations while on District premises.

Default and Termination of Contract

Should the successful vendor fail to correct any condition which is in violation of the terms of the contract after having been notified by the District, the District may declare the contract in default and terminate same immediately.

Continuous failure to comply with the terms of contract(s) or failure to correct problems brought to the attention of the successful vendor shall be grounds for the District to terminate the contract.

Termination of Contract: The District may cancel the contract at any time for breach of contractual obligations by providing the vendor with a written notice of such cancellation. Should the District exercise its right to cancel the contract, the cancellations shall become effective on the date as specified in the notice of cancellation sent to the vendor.

Upon termination of the contract, at the end of the contractual term or upon any equipment upgrades/downgrades/replacements, vendor shall eliminate all hard data storage and provide a paper copy of proof of deletion.

Taxes

The District is not required to pay taxes of any kind and assumes no liability as a result of this RFP. Any property tax payable on the vendor's equipment, which may be installed in a District owned facility, is the responsibility of the vendor.

Prices

All prices, costs, terms and conditions outlined in the proposal shall remain fixed and valid commencing on the opening date of the proposal until the award of the contract.

Section II: Technical Requirements of the Copy Services Program

Overview

The District currently provides printing through a network of connected printer/copiers/multi-function devices on a five year schedule. Specific current inventory information and copy production volume is available in Appendix A of this Request for Proposal.

Projected Requirements/Estimated Quantities

The District is not estimating the actual number of copies which will be made, since such volume will depend upon requirements which may develop during the contract period. Data provided at request of vendors are based on historical data and future estimates and will be used as the base number in determining program costs. The initial agreement will be based on these estimates.

The District shall make every effort to ensure that the placement of devices by usage is directly related to the estimated volume produced at a given location. The District shall be the sole judge of the final decision as to whether the volume classification of a given machine is appropriate for its site placement.

The vendor is free to submit proposals which are consistent with current inventory and also an alternate proposal. A vendor may wish to address any perceived needs based on unit use for higher/lower volumes (based on PPM) if there is a belief that current copier volume and costs warrant.

Scope of Proposal

The intent of this RFP is to obtain an agreement for a copy services program and acquire devices from copier/MFP equipment manufacturers and/or their certified dealers for the entire District. Proposers are welcome to seek savings opportunities throughout the terms of the active lease agreement. Examples include:

- Optimizing the mix of equipment for best value
- Identifying opportunities to optimize and/or consolidate the number of copiers needed by location within building(s)
- Any and all other ideas as appropriate

Pricing offered must include the cost of **new** equipment, maintenance and all operating supplies (i.e. all toner, developer, fuser agent, waste bottles, staple, etc. with the only exception being paper). Some existing equipment may remain and be incorporated into the program at the discretion of the District.

The vendor is responsible for field verifying the equipment they propose will physically fit in existing/designated copier locations, and note any areas where proposed equipment would not fit, or other physical adjustments would need to be made. This includes any areas where equipment would not fit through doors to be delivered and installed in designated location without modification to the door or equipment to do so.

The successful vendor will integrate its solution with District's desire to use the PaperCut MF print management and reporting system to individually account for each user's experience data, including, but not limited to, date and time, functions performed, volume based upon range selected, costs by each type of device (printer/copier) and type (black & white vs. color). Inability to provide PaperCut integration may eliminate the vendor from being considered. Providing PaperCut MF integration is required. The District currently uses PaperCut MF, so any and all costs regarding PaperCut MF licensing should be included and detail provided for the district to review. The PaperCut MF product should be licensed to the District and **not** the vendor. Please see Section III Item 6 for specific licensing quantities and features desired.

All devices shall include all aspects (hardware, configuration, etc.) of enabling card reader access control/print release on devices. The District will provide USB-A card readers (emulating keyboards) capable of reading existing District staff ID badges to be used for PaperCut user identification. Coordination and integration with the District's existing systems will be crucial for the successful vendor. Card readers shall be installed by the vendor on the devices, preferably in a built in machine location. A long-lasting identifying sticker should be placed on the device in the location where end users should place their card for reading by the internal card reader. The vendor would be required to return the USB-A card readers at the end of the lease. Specified devices shall be compatible with PaperCut's Scan to Email and Scan to Fax applications.

Vendor shall provide centralized MFP management software solution at no additional cost. This solution should include the ability to perform functions such as: mass update address book database, mass update settings across multiple devices, schedule device energy tasks (i.e.: schedule automatic sleep at 5:00 p.m.), change network settings, run usage reports, perform device firmware updates remotely, change device passwords, etc.

The successful vendor shall provide the District with network ready digital copiers, printers, and multifunction printing devices where needed as determined by the District. Vendor shall describe device capability regarding scan to e-mail, network scanning, cloud storage and archiving, faxing, etc. Vendor shall provide and perform end of lease data erase upon contract expiration or termination.

Print Shop Facility Management

The District's current print shop operation is staffed by a 1.0 FTE vendor provided employee that works year-round to manage and operate the District's large volume production needs. The District provides a 1.0 FTE employee who works alongside the vendor provided employee. This individual approximately 10 months (in alignment with the school year calendar). The District staff member is not responsible for any printing function. This person's duties are solely finishing such as cutting, laminating, binding and mail services. Proposals should address solutions for staffing our print shop full time as a managed service. The District would with careful consideration give thought to an off-site print shop arrangement.

See Appendix A for print shop equipment listing and annual volume information. The two black and white production machines should be modeled alike to include 19 hole punch capabilities.

Our current operation provides a 5 business day turnaround with 1 of those days scheduled for a delivery via inter-district mail. Typically jobs that come through the print shop are anything over 75 pages. The print shop can produce black and white or color impressions for jobs that are submitted.

Vendors should account for integrating any applicable PaperCut features into the Print Shop operations within their proposal. Vendors should include licensing for PaperCut Job Ticketing and device licenses for the Print Shop equipment. All copies and prints on Print Shop devices must be tracked by PaperCut.

Agreement Requirements

The contract term shall be for a base period of five (5) years, commencing August 1, 2024, and shall continue through July 31, 2029. All prices shall remain firm for the contract period.

Upgrade/Downgrade/Replacements

The vendor shall be required to provide upgrading, downgrading and replacement of equipment as necessary and/or the installation of additional equipment, which may be required during the terms of the agreement. However, it should be noted that agreements for additional units or for units upgraded/downgraded/ and/or replaced will co-terminate at the end of the contract period. Under no circumstances will the district consider an agreement, which automatically extends the original start, and/or termination date of the agreement, should additional units be required.

All equipment provided will be new, 100% operational. Used equipment, refurbished equipment, engineering prototype models or sample test models shall be those considered unacceptable for permanent placement with the District unless approved by the Purchasing Coordinator or Director of Technology. No device can be replaced without the approval of same.

It will be the vendor's responsibility to:

1. Inform the District at least ninety (90) calendar days in advance about equipment, which will be phased out, and any new equipment that will be introduced.
2. When adding new products to this agreement, the products must be submitted in the same pricing format as required by this document. Any new additions to this agreement will require prior approval by the Purchasing Coordinator or Director of Technology.
3. Make recommendations to the District as to which new replacement models should be offered. Any replacement model must meet and/or exceed the minimal equipment specifications by group as specified.

The vendor shall ensure that all equipment and/or supplies will be delivered to the sites in accordance with the dates specified. In no case shall delivery and installation be greater than thirty (30) days after receipt of order, unless the District agrees in writing to an extended delivery.

The vendor shall provide and pay for all material, labor, tools, transportation, and handling, and other facilities necessary for the supplying, delivering, assembling plus inspecting before, during and after installation of all items specified. The vendor shall provide all printer/copier drivers for all computers. The vendor will coordinate through the District Technology Department. The vendor shall be responsible for all materials shipped prior to and during installation until the district gives acceptance in writing. All risk of loss or expense associated with storing materials prior to the date of acceptance by the district is the responsibility of the vendor.

The vendor will be responsible for any damage to the premises of a District site as a result of the installation and shall be financially responsible for the repair and restoration to the original condition of any area so damaged within the time frame designated by the District. This determination shall be at the sole discretion of the District. The vendor shall remove all crates, wrappings, and other flammable waste material or trash from the building.

The vendor shall remove and properly dispose of all replaced equipment according to the agreement. It will be the responsibility of the vendor to have qualified, trained sales/service personnel to provide support/technical assistance at any location, including assistance in problem solving, maintenance, machine operation, etc. The vendor must also have access to manufacturer's technical resources for problems that are beyond the ability of the vendor's

personnel. Such assistance shall be available at no cost and within a reasonable response time as determined by the district.

Vendor Reports

The vendor shall provide monthly reports by device. The vendor shall furnish monthly reports no later than seven (7) calendar days after the end of each month. The following shall be required:

Monthly meter readings and number of copies produced by device. (Beginning and ending meter readings) and itemized as to color or black & white. This will be needed to reconcile with the required accounting software associated with this proposal.

Delivery

Delivery of the devices/equipment ordered will be to each of the District's buildings. All orders must be shipped F.O.B. Destination to include delivery and set-up at specified locations. Regardless of the location no shipping, handling or environmental charges will be allowed.

Acceptance after Installation

Each device and accessories shall be subject to an acceptance test, and shall be deemed to have passed such acceptance test, if and when after installation of the equipment at the District's premises:

1. The vendor or authorized representative(s) has executed the manufacturer's diagnostic routines on the equipment and certifies to the District that the equipment is ready for use by District personnel.
2. For a period of ten (10) consecutive business days, each containing a minimum of four (4) hours of operational use time, the equipment has maintained an effective level of performance base on key operator reports. The Key operator for each machine will be responsible for certifying that the equipment has been installed and is operational and that personnel have received instruction on how to operate the equipment. Following installation and training, an initial meter reading will be taken of the equipment. Any applicable cost per copy charges will be calculated from that meter-reading forward. The Key operator will sign an Installation Report provided by the vendor.
3. The date of acceptance will be the date the piece of equipment has been installed at the facility, is fully operational, and personnel have received instruction on how to operate the equipment. This date will be recorded on the Installation Report and will serve as the first day for billing. Charges for the first month will commence with the date of acceptance.
4. The vendor must furnish an Installation Report for each device within five days of the date of its acceptance. The report must provide in writing the following information: Make, model, and serial number of the device, meter reading, exact

delivery location, and key operator acceptance date. The key operator who acknowledged that the equipment was delivered and is operational, and that the training was provided, must sign each report.

Training

On-site training must be provided for all equipment (hardware and software). All training will be provided at no expense to the District. Additional training will be on an as requested basis at no additional cost to the District. Key personnel shall be trained in the removal of simple misfeeds, the addition of supplies and toner, and the cleaning guidelines (if any) required of the specific machines and any and all information regarding the successful operation of the device. Each key operator must be instructed in the routine necessary to schedule service. Coordination with the key designees is required to schedule installation and training.

Authorized Dealer

The vendor must be an authorized dealer for the manufacturer being bid. A copy of the authorized dealer's certification must be submitted with the proposal. It is the dealer/distributors' responsibility to make sure manufacturers, who are submitting a proposal, submit dealer/distributors names. If submitting a proposal as a dealer/distributor, a letter must be submitted for each manufacturer's line being proposed, stating if for any reason the dealer/distributor fails to live up to the contractual agreement, the manufacturer will then be responsible for selecting another dealer/distributor to fulfill the remaining portion of the agreement as written. Papillion La Vista Community Schools must agree, in writing, to any replacement dealer/distributor. If a manufacturer is submitting a proposal directly, all orders will be directed to the manufacturer, and it will be the manufacturer's option to fulfill the order and/or channel that responsibility to a dealer/distributor. With this option, all billing and payments will be directed/received by the manufacturer.

Product Literature

Vendors must provide product literature and technical specifications for each model bid.

Supply and Paper Requirements

All equipment offered must be able to operate to manufacturer's rated specifications using all types of recycled plain paper. The vendor shall be required to provide all supplies and consumable parts necessary to operate the devices (e.g. toner, developer, ink, fuser agent, waste bottles, drums, punches, and staples) with paper being the only exception. All supplies shall be original equipment manufacturer (OEM). Supplies will be made available, as needs dictate, to support installed equipment. Vendor will provide at least one extra toner/ink cartridge per device to the key operator at the start of the contract and maintain this stock throughout the term on the contract.

Distribution of Supplies

The vendor shall be responsible for the distribution of supplies (as previously defined) to each device location to insure adequate amounts of supplies are always on hand for individual locations.

Service

Vendor must be able to provide District-wide maintenance coverage under this contract. Vendor must list the number of factory authorized service technicians on staff and where they are located throughout the State. If subcontractors are to be utilized, list all subcontractors names and locations.

All service calls will be logged and reported to the Purchasing Coordinator and Technology Director on a monthly basis (including the time of call and response time offered by the technician). The maximum service response time for on-site maintenance is the maximum time before a certified technician appears on-site and is fully prepared to affect all necessary repairs. The District will have access to this log for its use. All downtime, no matter what the cause, will be recorded in this log.

Response Time

Vendor must have on-site response time of four (4) working hours. If a device is down longer than 2 working days, loaner equipment must be in place until the original machine is repaired and reinstalled unless otherwise specified by Papillion La Vista Community Schools.

Downtime

Downtime begins when the end user places the service call with the vendor and continues until the equipment repairs are completed to the satisfaction of the District. If the downtime exceeds 5 percent for any piece of equipment acquired during the life of this agreement, or persists for any three (3) month period, the District reserves the right to have, at its option, the equipment replaced or the plan terminated with no financial penalty and at the sole discretion of the District.

The District assumes no liability for the devices placed in the District with regard to damage that may occur such as those caused by power surges, lightning strikes, etc. Power surge devices may provide some level of equipment protection and if desired shall be provided by the vendor.

Service Consideration/Requirements for Connected Devices

The following services/requirements will be provided at no cost to the District:

1. Complete network installations and follow-up service on all connected product, including hardware and software training.
2. System engineer or specialist to assist in connectivity issues.
3. The District may choose to add network faxing, scanning, and/or other network services at any time after the installation of any device.
4. The following network protocols must be supported: TCP/IP, Ethernet, PCL6, Postscript, 802.1x for port-based Network Access Control using EAP-TLS (device certificates).
5. Vendors must provide a description of their network capabilities, both hardware and software.
6. Printing drivers must be compatible with the latest version of all major operating systems including: Windows, macOS, Chrome OS and iOS.
7. Fax service for PaperCut faxing.
8. Provide copies of technician certification on devices for all technicians assigned to serve the District.
9. Must provide 96% uptime guarantee or greater (from time of call to resolution of problem).
10. Service will be a consideration. Negative experiences with a vendor can result in disqualification of their proposal.
11. Provide an original copy of your maintenance agreement.

Geographic Coverage

The vendor must be able to supply coverage throughout the District as per the attached locations (see Section A). Specific locations are subject to change throughout the agreement period at the discretion of the District. Geographic territory responsibility for equipment and service must be described. Failure to do so will be grounds for rejection of the proposal.

Relocation or Removal of Equipment

Any requested relocation of equipment to a different building must be provided within ten (10) working days at no additional cost to the District. No equipment may be removed without prior notification. A designated District representative must be present during removal. All equipment being replaced must be moved at the time of the new installation. All removal expenses are the responsibility of the vendor.

End of Contract

The vendor agrees to remove all existing equipment within 30 days of the end of the contract, unless mutually agreed upon by both the District and the vendor.

Upon expiration of the contract, the cost of all equipment removal will be the sole responsibility of the vendor. End of lease data erase will be required. This is regardless of whether the subsequent contract is renewed with the same vendor or not.

Maintenance Agreement

Vendors must supply a copy of their standard maintenance program. However, the District reserves the right to request changes in the agreement to meet the needs of the District. In addition, maintenance is defined as acceptable work performed by the vendor to assure that all features of the equipment are operating per the manufacturer's published standards. The vendor is responsible to provide all parts and labor as part of device maintenance. No additional costs will be allowed. The vendor or subcontractor may provide service. However, the vendor is responsible for the actions of a subcontractor and poor performance from a subcontractor could result in the cancellation of the agreement. Vendors are required to provide details on how they intend to supply service to the District. This should include the number of service personnel who will be available in the field. Papillion La Vista Community Schools reserves the right to add or delete devices and/or equipment to the agreement at the contract rate.

Warranty

The terms of the manufacturer's standard warranty shall apply to all equipment acquired from the agreement that is awarded as a result of the RFP. During this warranty period, all broken and defective parts not caused by accident or misuse or negligence by the District, must be replaced including labor, parts and transportation at the manufacturer's expense. A copy of the standard warranty shall be included with the RFP.

Proposal Price

1. All related peripherals for the devices being offered must be included in the cost per copy pricing.
2. All costs for operation of the devices are to be included in the cost per copy rate with the exception of paper.

Responsibility and Taxes

The vendor shall hold title to all equipment, parts and accessories, supplies, etc. provided under this agreement and is responsible for their removal at the end of the contract. Additionally, the vendor is responsible for any/all taxes (sales/use/property).

Vendor Default

In the event of vendor default, all devices placed from the cost per copy contract shall become the property of the District.

Invoicing

One monthly detailed invoice shall be submitted to Papillion La Vista Community Schools for payment.

At the end of the year the vendor shall submit an itemized report reflecting:

1. Make and model, building, location and serial number of all installed equipment.
2. Annual number of copies produced by device and itemized as to color or black & white.

Provide with RFP response a sample copy of your hard copy invoice.

Section III: Mandatory Proposal Submissions

Vendors shall submit one (1) original and four (4) copies of their response in the format outlined as follows: An original signed form must be included in the RFP response. There should be no attachments, enclosures or exhibits other than those required by these specifications or that the vendor considers essential for evaluation of the RFP submitted. Each section of the RFP should be clearly identified with appropriate headings.

1. Business Organization

- Submit full name and address, telephone number, e-mail address and contact person and, if applicable, the branch office or other subordinates that will perform, or assist in performing the work.
- List all subcontractors: include firm name and address, telephone number, contact person, and complete description of work to be subcontracted.
- Warranty information for device brands offered must be provided in this section.
- Geographic territory responsibility must be listed in this section.
- Authorized dealer certification/manufacturer's guarantee letter must be provided.

2. Business History/References

Vendors must provide contact information of at least 3 current educational clients serving as references.

3. Network Capabilities

Vendors must provide a description of their network capabilities, both hardware and software.

4. Single Point of Contact/Key Office Support Personnel

Identify key office support personnel, technical support, sales/account personnel and any additional support personnel, which would be assigned to serve the District. Identify where support personnel will be geographically located during the time they are engaged in work, including their e-mail and office address. Vendors must provide the name of an individual who will be the Single Point of Contact (SPC) for the term of the agreement. The SPC will be responsible for the proper operation and administration of the agreement. The SPC will work with the District to ensure the agreement runs smoothly and will be the person responsible for conflict resolution.

5. Invoice

Provide with RFP response a sample copy of your hard copy invoice.

6. PaperCut MF Management Software

PaperCut system must be maintained to be able to account for each user's activity and coordinate printing activity. PaperCut includes follow me printing, ability to limit/control color printing, ability to limit number of prints per job, ability to hold print jobs or print directly to devices.

If you are using an Authorized Solution Center (ASC) to provide integration support or implementation for PaperCut MF, please provide details and a contact for the solution center. Providing other references for PaperCut MF integrations you have completed is highly encouraged.

Vendor shall include pricing for PaperCut print release station licenses that is compatible/integrated (by the vendor) with the District's fleet. Final quantity of print release station licenses to be determined during the review process. Vendor shall provide a per-station license price in their proposal response based on quantity ranges (i.e. cost for 1-5 stations, 6-10 stations, etc.)

Mobility printing is a feature the district currently utilizes and should be included in the PaperCut MF licensing.

The vendor should account for time to assist the District with implementation of the entire PaperCut MF solution into our environment.

The PaperCut MF product should be licensed to the District and **not** the vendor. Submissions should provide cost information for licensing the product based on current student enrollment and FTE count. Cost information should be detailed enough for the district to calculate various licensing strategies and understand costs projections as the district continues to grow. Provide

information such as cost on a per student/staff FTE basis and itemized costs for additional features requested.

At the time of this proposal publication the district employees approximately 1,500 FTE and has a K-12 enrollment of approximately 12,039 students. These numbers fluctuate, so please provide information on how adjustments to the licensing can be made throughout the contractual period to maximize the district's dollars.

7. Centralized Management

Included should be centralized management software to perform functions such as (but not limited to) the following:

- Address book setup/database management (push/pull configurations)
- IP address/network settings management
- Device status monitoring dashboard
- Device energy settings (schedule daily sleep, wake, etc.)
- Firmware updates
- Security settings/device user accounts

8. Maintenance/Service Agreement

Describe proposed maintenance/service procedures that will take place throughout the District during the agreement period. Supply a copy of your maintenance agreement and copies of technician certifications on devices included in your proposal. List the number of factory authorized service technicians on staff and where they are located throughout the state and local area. Describe geographic territory responsibility for equipment and service. Please address technician service load, qualified service technicians that would be assigned to the District, and projected response times.

9. Uptime Guarantee

Provide statement, letter or certification of 96% uptime guarantee. Provide procedures that will take place for reimbursement/compensation if the 96% uptime guarantee is not met. Providing samples of your downtime compensation formula is highly recommended.

10. Product Literature

Vendor must provide product literature and technical specifications for each model proposed.

11. Pricing Schedule

Vendor must provide commitment of cost per copy rates for printers and MFDs and any overage rate information based on the following printing categories:

- Black and White/Grayscale
- Color
- Duplex

12. Proof of Concept

The District may select one or more vendors to set up a proof of concept. This proof of concept is to determine if the selected vendor(s) are capable of meeting all aspects and requirements of this RFP, including any integration with the District's existing systems. All vendors who submit a response to this RFP should be prepared to conduct a proof of concept for the District.

**Papillion La Vista Community Schools
Request for Proposal
Copier and Printer Services – All Locations**

Proposal Form

Vendor proposals must be accompanied by this form. The contract will be awarded based on the evaluation criteria presented in the request for proposal. Papillion La Vista Community Schools reserves the right to accept or reject any and all proposals submitted, reject any or all items within the proposal as it desires, to waive any irregularities of technicalities in any approval, and to make the award in the best interest of the school district. Items to be considered when making the award will be compliance with all mandatory RFP specifications, customer services proposed, costs, equipment recommendations, vendor qualifications, past and current performance, technology, and educational references.

Vendor is required to alert the district in writing if they are presently debarred, suspended, proposed for debarment or otherwise ineligible for the award of contracts by any federal agency. If the vendor has been debarred, suspended, proposed for debarment or otherwise ineligible for the award of contracts by any federal agency the requested transaction is void.

The vendor must clearly respond to each item in the specifications with a statement of compliance or alternative in the event compliance cannot be made.

References may be provided on a separate sheet, but **must** accompany the proposal.

The following must be provided. (Please type or print legibly all information except signature.)

Vendor Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Web Site (if available): _____

Contact Person: _____

Name of Authorizing Agent for the Company:

Signature of Authorizing Agent for the Company:

Appendix A

Pricing Schedule for RFP

Geographic Locations & Current Fleet Inventory

Device Usage & Device Costs

Please provide monthly lease cost per comparable units:

HP M402DNE	1 unit	_____
Ricoh SP4520DN	29 units	_____
Sharp MX-C304W	6 units	_____
Sharp MX 3070	9 units	_____
Sharp MX 3071	4 units	_____
Sharp MX-4071	3 units	_____
Sharp MX-5070	31 units	_____
Sharp MX-5071	23 units	_____
Sharp MX-6070	2 units	_____
Sharp MX-6071	2 units	_____
Sharp MX-M1055	2 units	_____
Ricoh PRO8320S	2 units	_____
Ricoh PRO7200X	1 unit	_____

Please provide click costs for various units:

Printer Click Cost - Black & White	_____
Printer Click Cost – Color	_____
Copier Click Cost - Black & White	_____
Copier Click Cost – Color	_____
Production Unit Click Cost - Black & White	_____
Color Production Click Cost – Color	_____
Color Production Click Cost – Black & White	_____

Please provide monthly cost for Print Shop staffing:

Include yearly minimum/maximum fee escalations for the five year agreement.

Year 2 _____ Year 3 _____
 Year 4 _____ Year 5 _____

Vendor Signature: _____ **Date:** _____

Appendix A – (Continued)
Pricing Schedule for RFP
Geographic Locations & Current Fleet Inventory
Device Usage & Device Costs
Pricing for Additional Devices

The District has new STEM curriculum requirements that will necessitate new equipment not currently in our fleet. We request recommendations and lease pricing for these additional units for our consideration.

High school STEM MFPs or MINI MFPs capable of color printing and using 11 x 17 paper.

Papillion La Vista High School – one machine cost _____

Description: _____

Papillion La Vista South High School – one machine cost _____

Description: _____

High school STEM PLOTTERS at each high school and considering two sizes.

Papillion La Vista High School – one machine 24" cost _____

Papillion La Vista South High School – one machine 24" cost _____

Description: _____

Papillion La Vista High School – one machine 48" cost _____

Papillion La Vista South High School – one machine 48" cost _____

Description: _____

Vendor Signature: _____ **Date:** _____

**Papillion La Vista Community Schools
Request for Proposal
Copier & Printer Services**

Vendor Professional References

A minimum of three (3) references are required. Provide a list of three (3) school district references for which your company currently supports. Include the name and telephone number for the administrative person from each district.

Reference #1:

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Contact Title: _____

Phone Number: _____

Reference #2:

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Contact Title: _____

Phone Number: _____

**Papillion La Vista Community Schools
Request for Proposal
Copier & Printer Services**

Vendor Professional References - additional

A minimum of three (3) references are required. Provide a list of three (3) school district references for which your company currently supports. Include the name and telephone number for the administrative person from each district.

Reference #3:

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Contact Title: _____

Phone Number: _____

Reference #4:

School Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Contact Title: _____

Phone Number: _____

Appendix B

General Machine Requirements per Location

In addition to requirements outlined in this RFP these general requirements should be met (or exceeded) at each location. Machine and security features that will match or improve those currently in operation are included below.

Specific/All Devices Minimum Requirements:

- Minimum page per minute match existing machines
- Black and white and color options match existing machines locations
- Tandem tray match existing machines
- Minimum fax capability to match existing machines locations
- Copy/Print
- Staple
- Sort and Collate
- 2/3 Hole Punch
- Scan (ADF or Glass, Color & B&W) via PaperCut Scan to Email
- 200 page Single Pass Document Feeder (SPDF)
- Single pass duplexing feeder (270 ipm)
- Embedded True Adobe Postscript
- Pantone Color Matching
- Centralized device management system
- Solid State Hard drive
- 10/100/1000 Base Ethernet Connectivity
- 802.1x for port-based Network Access Control with support for EAP-TLS device certificates
- Paper tray support for up to 11" x 17" paper size
- Minimum of three paper trays + bypass
- Support for USB-A card reader in PaperCut Print Release
- SNMP monitoring capability
- PaperCut MF integration with follow me print queues
- Minimal boot time to recover from power outages, sleep mode or other power statuses to increase walk-up operational time
- Print Shop black and white production units should be modeled alike to include 19 hole punch capabilities.
- Automatic firmware updates
- End of lease data erase
- TPM 2.0
- 256 bit AES encryption

Appendix C RFP Timeline

RFP Available: March 27, 2024

Link to RFP: <https://www.plcschools.org/Page/2893>

Questions Due By: April 5, 2024

RFP Due By: April 12, 2024
2:30 p.m. CST
Papillion La Vista Community Schools
Attn: Copy Services RFP
420 South Washington Street
Papillion, NE 68046

Installation Deadline of All Equipment: August 1, 2024



Customer Care

Hours of Operation
M-F, 7am - 6pm CT

Telephone
877-222-5617

Payments
Access Systems Leasing
PO Box 77096
Minneapolis, MN 55480-7796

Correspondence
Customer Care
PO Box 3072
Cedar Rapids, IA 52406-3072

Email
customerservice@financialservicing.net

Online Services
<https://onlinemyaccounts.com>

Invoice Summary

Customer Number 1000055535
 Invoice Number 5027950470
 Due Date 01/15/2024
 Invoice Date 12/20/2023
 Total Due \$9,411.00

School District No. 27, Papillion-La Vista Public
 420 S Washington St
 Papillion, NE 68046-2667

Last Payment \$9,411.00
 posted on 12/06/2023

Important Messages

Contract Number	Asset Description	Model/Serial Number	Asset Location	
603-0214497-000	Ricoh Printer	SP 4520DN	7900 Edgewood Boulevard	
Coverage Period	10799 Highway 370 Vms Extra Printer	T588HB02625	La Vista, NE 68128-2718	\$5.63
12/15/2023-01/14/2024	Ricoh Printer	SP 4520DN	7900 Edgewood Blvd	
	7900 Edgewood Blvd Tech Ed Printer	T588HB02619	La Vista, NE 68128-2718	\$5.69
	Ricoh Printer	SP 4520DN	7900 Edgewood Blvd	
	10799 Highway 370 Kitchen Printer	T588HB02559	La Vista, NE 68128-2718	\$5.69
	Sharp Copier	MX-5071	10820 Wittmus Drive	
	10820 Wittmus Drive Main Office	95119954	Papillion, NE 68046-3886	\$114.38
	Sharp Copier	MX-M5070	10820 Wittmus Drive	
	10820 Wittmus Drive Media Center	95006196	Papillion, NE 68046-3886	\$70.71
	Sharp Copier	MX-M5070	10820 Wittmus Drive	
	10820 Wittmus Drive Student Services 2	95027925	Papillion, NE 68046-3886	\$70.71
	Sharp Copier	MX-M5070	10820 Wittmus Drive	
	10820 Wittmus Drive Student Services 1	95028015	Papillion, NE 68046-3886	\$70.71
	Sharp Copier	MX-4071	410 South Adams St	
	410 South Adams Workroom	95096595	Papillion, NE 68046-2601	\$102.18
	Ricoh Printer	SP 4520DN	10820 Wittmus Drive	
	10820 Wittmus Drive Library	T588HB02632	Papillion, NE 68046-3886	\$5.69
	Sharp Copier	MX-3071	420 S Washington St	
	420 S Washington St Downstairs/Garden	95076744	Papillion, NE 68046-2667	\$71.67

Continued on the next page

Detach and return the bottom remittance portion with your payment. Include invoice number on check.

Customer Care
 PO Box 3072
 Cedar Rapids, IA 52406-3072

Customer Number 1000055535
 Invoice Number 5027950470
 Due Date 01/15/2024
 Invoice Date 12/20/2023
 Current Due \$9,411.00
 Total Due \$9,411.00

Amount Enclosed



Please make check payable to:

School District No. 27, Papillion-La Vista Public
 420 S Washington St
 Papillion, NE 68046-2667

Access Systems Leasing
 PO Box 77096
 Minneapolis, MN 55480-7796

00000050279504706036000000941100202401150000009411001

Invoice Number: 5027950470
Customer Number: 1000055535

Contract Number	Asset Description	Model/Serial Number	Asset Location	
	Area			
	Sharp Copier 420 S Washington St Hr	MX-5071 95101853	420 S. Washington St. Papillion, NE 68046-2667	\$114.38
	Sharp Copier 420 S Washington St Curriculum	MX-M5070 95026505	420 S. Washington St. Papillion, NE 68046-2667	\$70.71
	Sharp Copier 420 S Washington St Business	MX-M5070 95026625	420 S. Washington St. Papillion, NE 68046-2667	\$70.71
	Sharp Copier 402 East Centennial Road Main Office	MX-C304W 93006766	402 East Centennial Road Papillion, NE 68046-2078	\$29.81
	Hp Printer 420 S Washington St Check Printer	LaserJet Pro M402dne PHB5D58615	420 S. Washington St. Papillion, NE 68046-2667	\$5.53
	Sharp Copier 423 South Washington Street Main Office	MX-5071 95102673	423 South Washington Street Papillion, NE 68046-2668	\$114.38
	Ricoh Printer 423 South Washington Street Kitchen Printer	SP 4520DN T588HB02652	423 South Washington Street Papillion, NE 68046-2668	\$5.69
	Ricoh Printer 423 South Washington Street Extra Printer Papillion Middle School	SP 4520DN T588HB02650	423 South Washington Street Papillion, NE 68046-2668	\$5.69
	Ricoh Printer 423 South Washington Street Room 144	SP 4520DN T588HB02636	423 South Washington Street Papillion, NE 68046-2668	\$5.69
	Ricoh Printer 423 South Washington Street Tech Ed	SP 4520DN T588HC03235	423 South Washington Street Papillion, NE 68046-2668	\$5.69
	Ricoh Printer 423 South Washington Street Library	SP 4520DN T588HC03298	423 South Washington Street Papillion, NE 68046-2668	\$5.69
	Sharp Copier 423 South Washington Street Student Services	MX-M3070 95004974	423 South Washington Street Papillion, NE 68046-2668	\$50.32
	Sharp Copier 423 South Washington Street 7th Grade Office	MX-M5070 95026655	423 South Washington Street Papillion, NE 68046-2668	\$70.71
	Sharp Copier 423 South Washington Street Teacher Workroom	MX-M5070 95026695	423 South Washington Street Papillion, NE 68046-2668	\$70.71
	Sharp Copier 423 South Washington Street 8th Grade Office	MX-M5070 95026855	423 South Washington Street Papillion, NE 68046-2668	\$70.71
	Sharp Copier 11111 South 84th Street Main Office	MX-M3070 95005044	401 E Gold Coast Rd Papillion, NE 68046-4131	\$50.32
	Sharp Copier 7609 South 89th Street Main Office	MX-5071 95104053	7609 South 89th Street La Vista, NE 68128-2880	\$114.38
	Sharp Copier 7609 South 89th Street Media Center	MX-M5070 95006436	7609 South 89th Street La Vista, NE 68128-2880	\$70.71
	Sharp Copier 8120 Giles Road Main Office	MX-4071 95097035	8120 Giles Road La Vista, NE 68128-6049	\$102.18
	Ricoh Printer Papillion - Lavista - Lv Middle School	SP 4520DN T588HB02474	8120 Giles Road La Vista, NE 68128-6049	\$5.69
	Sharp Copier 8130 Giles Road Main Office	MX-M3070 95004994	8120 Giles Road La Vista, NE 68128-6049	\$50.32
	Sharp Copier 8130 Giles Road Warehouse	MX-C304W 93006976	8120 Giles Road La Vista, NE 68128-6049	\$29.81
	Ricoh Printer 10799 Hwy 370 Papillion, Ne 68046	SP 4520DN T588HC03299	10799 Highway 370 Papillion, NE 68046-3202	\$5.69
	Ricoh Printer 402 East Centennial Road Tech Ed Office	SP 4520DN T588HC03279	10820 Wittmus Drive Papillion, NE 68046-3886	\$5.69
	Ricoh Printer 10820 Wittmus Drive Kitchen	SP 4520DN T588HC03292	10820 Wittmus Drive Papillion, NE 68046-3886	\$5.69
	Ricoh Printer 10799 Highway 370 Kitchen	SP 4520DN T588HC03280	10799 Highway 370 Papillion, NE 68046-3202	\$5.69
	Ricoh Printer 10799 Highway 370 Pe Conference Room	SP 4520DN T588HC03310	10799 Highway 370 Papillion, NE 68046-3202	\$5.69
	Sharp Copier 303 E. Cary Street, Papillion, Ne 68046	MX-M3070 95005054	303 E Cary St Papillion, NE 68046-2156	\$50.32

Continued on the next page

Contract Number	Asset Description	Model/Serial Number	Asset Location	
	Sharp Copier 402 East Centennial Road Computer Lab Room 307	MX-M3070 95005214	402 East Centennial Road Papillion, NE 68046-2078	\$50.32
	Sharp Copier 402 East Centennial Road Guidance Office	MX-M5070 95026955	402 East Centennial Road Papillion, NE 68046-2078	\$70.71
	Sharp Copier 402 East Centennial Road Science Room 213	MX-M5070 95027535	402 East Centennial Road Papillion, NE 68046-2078	\$70.71
	Sharp Copier 402 East Centennial Road Teacher Workroom	MX-M6070 95015774	402 East Centennial Road Papillion, NE 68046-2078	\$91.50
	Sharp Copier 402 East Centennial Road Main Office	MX-6071 95133254	402 East Centennial Road Papillion, NE 68046-2078	\$126.57
	Sharp Copier 402 East Centennial Road Print Workroom	MX-M1055 95000213	303 E Cary St Papillion, NE 68046	\$232.92
	Sharp Copier 1307 Rogers Drive Main Office	MX-C304W 93006986	1307 Rogers Drive Papillion, NE 68046-6143	\$29.81
	Sharp Copier 1307 Rogers Drive Main Office	MX-5071 95108982	1307 Rogers Drive Papillion, NE 68046-6143	\$114.38
	Sharp Copier 1307 Rogers Drive Media Hallway	MX-M5070 95027595	1307 Rogers Drive Papillion, NE 68046-6143	\$70.71
	Sharp Copier 10799 Hwy 370 Papillion, Ne 68046	MX-C304W 93006996	10799 Highway 370 Papillion, NE 68046-3202	\$29.81
	Sharp Copier 700 Tara Road Main Office	MX-5071 95119564	700 Tara Road Papillion, NE 68046-2134	\$114.38
	Sharp Copier 700 Tara Road Media Center	MX-M5070 95027855	700 Tara Road Papillion, NE 68046-2134	\$70.71
	Sharp Copier 224 East 5th Street Main Office	MX-M5070 95005506	224 East 5th Street Papillion, NE 68046	\$70.71
	Sharp Copier 500 Valley Road	MX-5071 95119794	500 Valley Road Papillion, NE 68046-2585	\$114.38
	Sharp Copier 500 Valley Road Workroom	MX-M5070 95027965	500 Valley Road Papillion, NE 68046-2585	\$70.71
	Sharp Copier 720 Fenwick Street Main Office	MX-5071 95120024	720 Fenwick Street Papillion, NE 68046-3122	\$114.38
	Sharp Copier 720 Fenwick Street Media Center	MX-M5070 95028055	720 Fenwick Street Papillion, NE 68046-3122	\$70.71
	Sharp Copier 701 Olsen Drive Suite 101 Main Office	MX-3071 95082844	701 Olsen Drive Suite #108 Papillion, NE 68046-4797	\$71.67
	Sharp Copier 7909 Reed Street Main Street	MX-5071 95123744	7909 Reed Street Papillion, NE 68046-4431	\$114.38
	Sharp Copier 7909 Reed Street Media Center	MX-M5070 95028145	7909 Reed Street Papillion, NE 68046-4431	\$70.71
	Sharp Copier 7600 South 72nd Street Main Office Workroom	MX-5071 95126384	7600 South 72nd Street La Vista, NE 68128-2658	\$114.38
	Sharp Copier 7600 South 72nd Street Media Center	MX-M5070 95028185	7600 South 72nd Street La Vista, NE 68128-2658	\$70.71
	Sharp Copier 7821 Terry Drive Main Office	MX-5071 95126734	7821 Terry Drive La Vista, NE 68128-3943	\$114.38
	Sharp Copier 7821 Terry Drive Workroom	MX-M5070 95028275	7821 Terry Drive La Vista, NE 68128-3943	\$70.71
	Sharp Copier 9920 Brentwood Drive Main Office	MX-5071 95102663	9920 Brentwood Drive La Vista, NE 68128-4240	\$114.38
	Sharp Copier 9920 Brentwood Drive Media Center	MX-M5070 95026615	9920 Brentwood Drive La Vista, NE 68128-4240	\$70.71
	Ricoh Printer 420 S. Washington St. Outside Of Scott's Office	SP 4520DN T588HC03305	10799 Highway 370 Papillion, NE 68046-3202	\$5.69
	Ricoh Printer 7900 Edgewood Boulevard Iss Room	SP 4520DN T588HC03297	10799 Highway 370 Papillion, NE 68046-3202	\$5.69
	Ricoh Printer 402 East Centennial Road Band Room	SP 4520DN T588HC03284	402 East Centennial Road Papillion, NE 68046-2078	\$5.69

Invoice Number: 5027950470
Customer Number: 1000055535

Contract Number	Asset Description	Model/Serial Number	Asset Location	
	Ricoh Printer 1108 Applewood Drive Papillion, Ne 68046	SP 4520DN T588HC03295	1104 Applewood Drive Papillion, NE 68046-5786	\$5.69
	Ricoh Printer 10799 Highway 370 Journalism Lab	SP 4520DN T588HC03294	10799 Highway 370 Papillion, NE 68046-3202	\$5.69
	Ricoh Printer 7900 Edgewood Boulevard Media Center	SP 4520DN T588HC03301	7900 Edgewood Boulevard La Vista, NE 68128-2718	\$5.69
	Ricoh Printer 402 East Centennial Road Kitchen Office	SP 4520DN T588HB02609	402 East Centennial Road Papillion, NE 68046-2078	\$5.69
	Sharp Copier 7900 Edgewood Boulevard Main Office	MX-5071 95102873	7900 Edgewood Boulevard La Vista, NE 68128-2718	\$114.38
	Sharp Copier 7900 Edgewood Boulevard 7th Grade Office	MX-M5070 95005836	7900 Edgewood Boulevard La Vista, NE 68128-2718	\$70.71
	Sharp Copier 7900 Edgewood Boulevard Media Center	MX-M5070 95026675	7900 Edgewood Boulevard La Vista, NE 68128-2718	\$70.71
	Sharp Copier 7900 Edgewood Boulevard 8th Grade Office	MX-M5070 95005626	7900 Edgewood Boulevard La Vista, NE 68128-2718	\$70.71
	Sharp Copier 110 Eagle Ridge Drive Main Office	MX-5071 95108932	110 Eagle Ridge Drive Papillion, NE 68133-2378	\$114.38
	Sharp Copier 110 Eagle Ridge Drive Workroom	MX-M5070 95026845	110 Eagle Ridge Drive Papillion, NE 68133-2378	\$70.71
	Sharp Copier 400 Cedardale Road Main Office	MX-5071 95119374	400 Cedardale Road Papillion, NE 68046-2850	\$114.38
	Sharp Copier 400 Cedardale Road Workroom	MX-M5070 95026945	400 Cedardale Road Papillion, NE 68046-2850	\$70.71
	Sharp Copier 10520 South 123rd Avenue Main Office	MX-5071 95119774	10520 South 123rd Avenue Papillion, NE 68046-4393	\$114.38
	Sharp Copier 10520 South 123rd Avenue Workroom	MX-M5070 95005616	10520 South 123rd Avenue Papillion, NE 68046-4393	\$70.71
	Ricoh Printer 402 East Centennial Road Woods Office	SP 4520DN T588HB02622	402 East Centennial Road Papillion, NE 68046-2078	\$5.69
	Ricoh Printer 402 East Centennial Road Data Processing Cove	SP 4520DN T588HB02623	402 East Centennial Road Papillion, NE 68046-2078	\$5.69
	Ricoh Printer 402 East Centennial Road Zextra Printer Papillion Lavista High School	SP 4520DN T588HB02627	402 East Centennial Road Papillion, NE 68046-2078	\$5.69
	Ricoh Printer 7900 Edgewood Boulevard Room 222 Printer	SP 4520DN T588HB02451	7900 Edgewood Boulevard La Vista, NE 68128-2718	\$5.69
	Ricoh Printer 105 West Sherman Papillion, Ne 68046	SP 4520DN T588HB02470	105 W Sherman St Papillion, NE 68046-2627	\$5.69
	Sharp Copier 10799 Highway 370 Green Room/Stage Area	MX-M3070 95005604	10799 Highway 370 Papillion, NE 68046-3202	\$50.32
	Sharp Copier 10799 Highway 370 Studen Media	MX-M3070 95005284	10799 Highway 370 Papillion, NE 68046-3202	\$50.32
	Sharp Copier 10799 Highway 370 Activities Office	MX-M3070 95005584	10799 Highway 370 Papillion, NE 68046-3202	\$50.32
	Sharp Copier 10799 Highway 370 Room 2404	MX-M3070 95005554	10799 Highway 370 Papillion, NE 68046-3202	\$50.32
	Sharp Copier 10799 Highway 370 Library Media	MX-M5070 95027575	10799 Highway 370 Papillion, NE 68046-3202	\$70.71
	Sharp Copier 10799 Highway 370 Social Studies Office	MX-M5070 95027785	10799 Highway 370 Papillion, NE 68046-3202	\$70.71
	Sharp Copier 10799 Highway 370 Main Office	MX-M6070 95015794	10799 Highway 370 Papillion, NE 68046-3202	\$91.50
	Sharp Copier 10799 Highway 370 Guidance Office	MX-6071 95133264	10799 Highway 370 Papillion, NE 68046-3202	\$126.57
	Sharp Copier 10799 Highway 370 Upstairs Workroom	MX-M1055 95000244	10799 Highway 370 Papillion, NE 68046-3202	\$232.74
	Sharp Copier 1108 Applewood Drive Computer Lab	MX-C304W 93007096	1104 Applewood Drive Papillion, NE 68046-5786	\$29.81

Continued on the next page

Invoice Number: 5027950470
 Customer Number: 1000055535

Item Description	Original Invoice	Amount	Tax	Item Total	Due Date	Subtotal
Payment Amount		5,820.49		5,820.49	01/15/2024	\$5,820.49
Total Current Charges:						\$5,820.49
Previously Billed Charges:						\$0.00
603-0214497-000 Total Charges:						\$5,820.49

Contract Number	Asset Description	Model/Serial Number	Asset Location	
603-0214497-001 Coverage Period 12/15/2023-01/14/2024	Sharp Copier 11820 South 37th Street Main Office	MX-5071 95120034	11820 South 37th Street Bellevue, NE 68123-1233	#177.15
	Sharp Copier 11820 South 37th Street Media Center	MX-M5070 95028075	11820 South 37th Street Bellevue, NE 68123-1233	#109.52
	Sharp Copier 7821 Terry Drive Main Office	MX-5071 95126374	2912 Coffey Avenue Bellevue, NE 68123-1592	#177.16
	Sharp Copier 2912 Coffey Avenue Workarea	MX-M5070 95028165	2912 Coffey Avenue Bellevue, NE 68123-1592	#109.52
	Sharp Copier 1701 Hardwood Drive Main Office	MX-5071 95126414	1701 Hardwood Drive Papillion, NE 68046-4502	#177.16
	Sharp Copier 1701 Hardwood Drive Media Center	MX-M5070 95028285	1701 Hardwood Drive Papillion, NE 68046-4502	#109.52
	Sharp Copier 1211 North Monroe Street Workroom	MX-4071 95095295	1211 North Monroe Street Papillion, NE 68046-2046	#158.26
	Ricoh Printer 10799 Highway 370 Room 403 Printer	SP 4520DN T588HB02633	10799 Highway 370 Papillion, NE 68046-3202	#8.80
	Sharp Copier 1108 Applewood Drive Main Office	MX-3071 95082834	420 S. Washington Street Papillion, NE 68046-2667	#111.02
	Sharp Copier 420 S. Washington St. Superintendent Office	MX-C304W 93007106	420 S. Washington Street Papillion, NE 68046-2667	#46.16
	Ricoh Printer 10799 Highway 370 Room 234 Printer	SP 4520DN T588HB02617	243 W Grant St Papillion, NE 68046	#8.80
	Ricoh Copier 108 Grant Street Central Print	Pro 8320S 3699C400008	108 W Grant St Papillion, NE 68046	#601.26
	Ricoh Copier 108 Grant Street Central Print	Pro 8320S 3699C500001	108 W Grant St Papillion, NE 68046	#601.26
	Ricoh Copier 108 Grant Street Central Print	Pro 7200S C859F400376	420 S. Washington Street Papillion, NE 68046-2667	#788.38

Item Description	Original Invoice	Amount	Tax	Item Total	Due Date	Subtotal
Payment Amount		3,183.97		3,183.97	01/15/2024	\$3,183.97
Total Current Charges:						\$3,183.97
Previously Billed Charges:						\$0.00
603-0214497-001 Total Charges:						\$3,183.97

Contract Number	Asset Description	Model/Serial Number	Asset Location
603-0214497-002 Coverage Period 12/15/2023-01/14/2024	Sharp Copier	MX-5071 95105955	7900 Edgewood Blvd La Vista, NE 68128-2718

Item Description	Original Invoice	Amount	Tax	Item Total	Due Date	Subtotal
Payment Amount		221.62		221.62	01/15/2024	\$221.62
Total Current Charges:						\$221.62
Previously Billed Charges:						\$0.00
603-0214497-002 Total Charges:						\$221.62

Contract Number	Asset Description	Model/Serial Number	Asset Location
603-0214497-003 Coverage Period 12/15/2023-01/14/2024	Sharp Copier	MX-M5071 05008851	10799 Highway 370 Papillion, NE 68046

Item Description	Original Invoice	Amount	Tax	Item Total	Due Date	Subtotal
Payment Amount		184.92		184.92	01/15/2024	\$184.92
Total Current Charges:						\$184.92
Previously Billed Charges:						\$0.00
603-0214497-003 Total Charges:						\$184.92

Invoice Total: \$9,411.00

Set forth below is important information regarding our billing processes and your agreement, including certain charges that may be included in this invoice. Please refer to your agreement for the specific terms and conditions that apply to your account. Nothing herein shall modify the terms and conditions of your agreement.

OnLine Services:Our website provides you 24/7 access to your accounts. Through the website you can view invoices and payment history, sign up for paperless invoicing, request various account changes and make a one-time payment or set up recurring payments.

Payments:Please detach the remittance portion of your invoice and mail it with your payment. Allow appropriate mailing time for receipt by your due date. If you send your payment to any other location, it may cause a processing delay. Send only the remittance portion with your payment and retain the top portion of the invoice for your records. For your protection, do not send cash. We will accept payments in the form of company check (or personal checks in the case of sole proprietorships), phone payment, direct debit, or wire transfer only. Payment in any other form may delay processing or be returned to you. All written communication concerning disputed amounts must be mailed or delivered to the correspondence address set forth on the front of the invoice.

Automatic Payments:You may arrange to have your payments automatically debited from your commercial bank account by using our self-service portal MyAccounts. To register your account, you can locate the web address on the front of your invoice. You'll need an existing users email address, your contract number and invoice number/serial number/VIN. If you don't have access to an existing users email address, please contact Customer Care at the number on the front of your invoice. This option is available at no additional cost. After you sign up for this payment method, if your bank or account number change or you wish to discontinue this service, you will need to make these changes at least one week prior to your next payment due date. If you prefer to complete a form and have us set it up, please contact Customer Care to have the form sent to you.

Address Change:If you plan to change your billing address, please contact Customer Care using the phone number, email address or correspondence mailing address listed on the front of this invoice. If you plan to change the location of any equipment, please send a written notice to Customer Care at the email address or correspondence mailing address listed on the front of this invoice.

Automatic Renewal:Some lease agreements contain an automatic renewal provision. If your agreement contains an automatic renewal provision and you do not want the agreement to automatically renew for an additional term, you will need to notify us in writing within a certain time period prior to the expiration of the current term of your intention to purchase (if applicable) or return the equipment at the end of the current term. Your agreement will automatically renew for an additional term if you fail to provide such written notice to us within the notice period designated in your agreement.

Payoff Requests:If you would like to pay off your contract in full (and in the case of a lease, purchase the leased equipment), a payoff quote may be requested by calling the Customer Care number listed on the front of this invoice or by sending a request by email or mail. Emailed or mailed requests must be submitted on your company letterhead and include your company name, account number, phone number, fax number, first and last name and title of the person requesting the payoff quote.

Certain Charges/Fees:We may charge you (i) a one-time documentation/processing fee as described in your agreement, (ii) a fee in connection with any UCC financing statement(s) that we file to protect your interest in the equipment (iii) a late charge if payment in full is not received by the due date as specified in the terms of your agreement.

Sales/Use/Rental Taxes:Tax rates are based on the location of the lease equipment. If your company has a valid sales tax exemption you must email a complete, signed and dated certificate covering the leasing period to the email address on the front of this invoice or mail to the correspondence only address set forth on the front of this invoice marked Attn: Sales Tax Exemption.

Property Tax:Your agreement may require that you pay, either directly or as reimbursement to us, all personal property taxes levied or assessed on the equipment that is the subject of your contract by the applicable taxing jurisdictions.

Purchase Order Number(s):For your convenience we can display your purchase order number on your invoice. However, the agreement terms and conditions are not modified in any way by your purchase order. If you need your purchase order number to appear on the invoice you need to call the contact number on the front of this invoice.

Insurance:Please note that if you do not provide us with valid proof of insurance as required by the terms of your contract, we will no longer obtain property coverage under our insurance policy (except for contracts for which we already obtained such coverage), even if your contract provides us with the option of obtaining such coverage.



Customer Care

Hours of Operation
M-F, 7am - 6pm CT

Telephone
877-222-5617

Payments
Access Systems Leasing
PO Box 77096
Minneapolis, MN 55480-7796

Correspondence
Customer Care
PO Box 3072
Cedar Rapids, IA 52406-3072

Email
customerservice@financialservicing.net

Online Services
<https://onlinemyaccounts.com>

Invoice Summary

Customer Number 1000055535
 Invoice Number 5027950471
 Due Date 01/15/2024
 Invoice Date 12/20/2023
 Invoice Total \$476.58
 *Credit \$476.58
 Net Due \$0.00

Papillion-Lavista Public Schools
 420 S Washington St
 Papillion, NE 68046

Last Payment \$476.58
 posted on 11/04/2023

Important Messages

*Credit Balance from prior payments available for application to this invoice.

Contract Number	Asset Description	Model/Serial Number	Asset Location
603-0214497-004	Sharp Copier	MX-M5071 13021934	11740 South 120th St Papillion, NE 68046
Coverage Period 12/15/2023-01/14/2024			

Item Description	Original Invoice	Amount	Tax	Item Total	Due Date	Subtotal
Payment Amount		215.16		215.16	01/15/2024	\$215.16
Total Current Charges:						\$215.16
Previously Billed Charges:						\$0.00
603-0214497-004 Total Charges:						\$215.16

Contract Number	Asset Description	Model/Serial Number	Asset Location
603-0214497-005	Sharp Copier	MX-M5071 15011047	420 S Washington St Papillion, NE 68046
Coverage Period 12/15/2023-01/14/2024			

Item Description	Original Invoice	Amount	Tax	Item Total	Due Date	Subtotal
Payment Amount		261.42		261.42	01/15/2024	\$261.42
Total Current Charges:						\$261.42
Previously Billed Charges:						\$0.00
603-0214497-005 Total Charges:						\$261.42

#01-161-201100-000-20443 \$215.16
 #01-352-201100-000-20443 \$261.42

Invoice Total: \$476.58
 *Credit: \$476.58

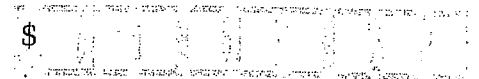
Continued on the next page

Detach and return the bottom remittance portion with your payment. Include invoice number on check.

Customer Care
 PO Box 3072
 Cedar Rapids, IA 52406-3072

Customer Number 1000055535 Due Date 01/15/2024
 Invoice Number 5027950471 Invoice Date 12/20/2023
 Current Due \$476.58
 Invoice Due \$476.58
 *Credit \$476.58
 Net Due \$0.00

Amount Enclosed



Please make check payable to:

Papillion-Lavista Public Schools
 420 S Washington St
 Papillion, NE 68046

Access Systems Leasing
 PO Box 77096
 Minneapolis, MN 55480-7796

000000502795047160390000000047658202401150000000476583



CONTRACT INVOICE

Invoice Number: INV1517793
 Invoice Date: 02/05/2024

955 SE Olson Drive Waukee, IA 50263
 P: 888-464-8770 F: 515-987-6228

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due	
PP25	Net 30	03/06/2024	\$6,565.10	\$6,565.10	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CT15884-01		\$6,565.10		08/01/2019	
Remarks					
Full time Print Center Staff charge per Production Center Professional Service Agreement \$38.50/hr 0 Hours of Overtime in January Part time Print Center Staff charge per Production Center Professional Service Agreement \$32/hr 0 Hours of Overtime in January					

Summary:

Contract base rate charge for the 02/01/2024 to 02/29/2024 billing period

\$6,565.10
 \$6,565.10

Detail:

Equipment included under this contract

/

Number	Serial Number	Base Adj.	Location
		**	

#01-000-202530-000-20350 \$6,565.10

Please contact us at Billing@AccessSystems.com if you prefer to receive your invoices via email or to sign up for autopay.
 Payments made via credit card will be subject to an additional processing fee.

Invoice SubTotal \$6,565.10
 Tax: \$0.00

Invoice Total	\$6,565.10
Balance Due:	\$6,565.10

Please note our new remittance address:
 PO Box 8366
 Des Moines, IA 50301



955 SE Olson Drive Waukee, IA 50263
 P: 888-464-8770 F: 515-987-6228

CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046
Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CT15769-01	Lucas Bingham 402-537-6293	\$ 11,006.64		8/15/2019	
Contract Remarks					

Summary:

Contract base rate charge for this billing period	\$0.00
Contract Overage charge for the 1/15/2024 to 2/14/2024 Overage period	\$11,006.64 **
**See Overage details below	\$11,006.64

Detail:

Equipment included under this contract

HP/M402DNE

Number	Serial Number	Base Adj.	Location
44397	PHB5D58615	\$0.00	Papillion-LaVista Public Schools - * Central receiving 420 S. Washington St. Papillion, NE 68046 Check Printer

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	65,385	66,149	764	*** See Overage details below			\$0.00

Sharp/MX3070N

Number	Serial Number	Base Adj.	Location
27443	5507082Y	\$0.00	Papillion-LaVista Public Schools - IDEAL 1104 APPLEWOOD DRIVE PAPILLION, NE 68046 Central Office- LOANER

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	323,756	330,137	6,381	*** See Overage details below			
Color	Walk-Up Copier	46,666	47,881	1,215	*** See Overage details below			\$0.00

Sharp/MX3071



955 SE Olson Drive Waukee, IA 50263
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CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44544	95076744	\$0.00	Papillion-LaVista Public Schools - * Central receiving 420 S. Washington St. Papillion, NE 68046 Downstairs					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	171,294	173,292	1,998	***	See Overage details below		
Color	Walk-Up Copier	125,057	125,947	890	***	See Overage details below		
								\$0.00

Number	Serial Number	Base Adj.	Location					
44551	95082844	\$0.00	Papillion-LaVista Public Schools - LIBERTY MIDDLE 10820 WITTMUS DRIVE PAPILLION, NE 68046 STAR/YTP - Room 608					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	171,582	173,685	2,103	***	See Overage details below		
Color	Walk-Up Copier	115,299	119,143	3,844	***	See Overage details below		
								\$0.00

Number	Serial Number	Base Adj.	Location					
55922 - LOANER	15072088	\$0.00	Papillion-LaVista Public Schools - BELL ELEMENTARY 7909 REED STREET PAPILLION, NE 68046 Main Copier					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	84,229	94,887	10,658	***	See Overage details below		
Color	Walk-Up Copier	103,942	108,544	4,602	***	See Overage details below		
								\$0.00

Sharp/MX-4071

Number	Serial Number	Base Adj.	Location					
44504	95095295	\$0.00	Papillion-LaVista Public Schools - EARLY CHILDHOOD CENTER (PLECC) 1211 NORTH MONROE STREET PAPILLION, NE 68046 Workroom					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	325,004	331,745	6,741	***	See Overage details below		
Color	Walk-Up Copier	120,083	123,777	3,694	***	See Overage details below		
								\$0.00



955 SE Olson Drive Waukee, IA 50263
 P: 888-464-8770 F: 515-987-6228

CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Number	Serial Number	Base Adj.	Location
44554	95096595	\$0.00	Papillion-LaVista Public Schools - TECHNOLOGY 410 SOUTH ADAMS PAPILLION, NE 68046 TECHNOLOGY-Workroom

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	155,414	155,955	541	***	See Overage details below		
Color	Walk-Up Copier	38,349	39,715	1,366	***	See Overage details below		

\$0.00

Number	Serial Number	Base Adj.	Location
44555	95097035	\$0.00	Papillion-LaVista Public Schools - BUILDINGS & GROUNDS 8120 GILES ROAD LA VISTA, NE 68128 Main Office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	136,354	138,042	1,688	***	See Overage details below		
Color	Walk-Up Copier	108,946	111,071	2,125	***	See Overage details below		

\$0.00

Sharp/MX5071

Number	Serial Number	Base Adj.	Location
44546	95126414	\$0.00	Papillion-LaVista Public Schools - PATRIOT ELEMENTARY 1701 HARDWOOD DRIVE PAPILLION, NE 68046 PATRIOT - Main Office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	84,262	99,979	15,717	***	See Overage details below		
Color	Walk-Up Copier	30,743	35,004	4,261	***	See Overage details below		

\$0.00

Number	Serial Number	Base Adj.	Location
44547	95119374	\$0.00	Papillion-LaVista Public Schools - CARRIAGE HILL ELEMENTARY 400 CEDARDALE ROAD PAPILLION, NE 68046 Main Office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	853,187	865,410	12,223	***	See Overage details below		
Color	Walk-Up Copier	191,540	197,361	5,821	***	See Overage details below		

\$0.00



955 SE Olson Drive Waukee, IA 50263
 P: 888-464-8770 F: 515-987-6228

CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44548	95101853	\$0.00	Papillion-LaVista Public Schools - * Central receiving 420 S. Washington St. Papillion, NE 68046 Central Office-HR					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	459,365	468,536	9,171	*** See Overage details below			
Color	Walk-Up Copier	350,316	356,806	6,490	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44549	95119564	\$0.00	Papillion-LaVista Public Schools - TARA HEIGHTS ELEMENTARY 700 TARA ROAD PAPIILLION, NE 68046 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	785,083	810,262	25,179	*** See Overage details below			
Color	Walk-Up Copier	146,316	151,987	5,671	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44552	95126384	\$0.00	Papillion-LaVista Public Schools - G STANLEY HALL ELEMENTARY 7600 SOUTH 72ND STREET LA VISTA, NE 68128 Workrm					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	977,435	1,001,155	23,720	*** See Overage details below			
Color	Walk-Up Copier	316,627	329,505	12,878	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44553	95126374	\$0.00	Papillion-LaVista Public Schools - GOLDEN HILLS ELEMENTARY 2912 COFFEY AVENUE BELLEVUE, NE 68123 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	330,218	337,050	6,832	*** See Overage details below			
Color	Walk-Up Copier	99,344	104,726	5,382	*** See Overage details below			\$0.00



955 SE Olson Drive Waukee, IA 50263
 P: 888-464-8770 F: 515-987-6228

CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44557	95108982	\$0.00	Papillion-LaVista Public Schools - HICKORY HILL ELEMENTARY 1307 ROGERS DRIVE PAPILLION, NE 68046 Work Rm					
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>	<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>	<u>Overage</u>
B\W	Walk-Up Copier	874,267	898,938	24,671	*** See Overage details below			
Color	Walk-Up Copier	111,023	115,949	4,926	*** See Overage details below			
\$0.00								

Number	Serial Number	Base Adj.	Location					
44558	95108932	\$0.00	Papillion-LaVista Public Schools - RUMSEY STATION ELEMENTARY 110 EAGLE RIDGE DRIVE PAPILLION, NE 68133 Front Office					
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>	<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>	<u>Overage</u>
B\W	Walk-Up Copier	942,194	965,937	23,743	*** See Overage details below			
Color	Walk-Up Copier	194,396	204,403	10,007	*** See Overage details below			
\$0.00								

Number	Serial Number	Base Adj.	Location					
44559	95102673	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 Main Office					
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>	<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>	<u>Overage</u>
B\W	Walk-Up Copier	230,905	235,899	4,994	*** See Overage details below			
Color	Walk-Up Copier	80,820	84,283	3,463	*** See Overage details below			
\$0.00								

Number	Serial Number	Base Adj.	Location					
44560	95102663	\$0.00	Papillion-LaVista Public Schools - PORTAL ELEMENTARY 9920 BRENTWOOD DRIVE LA VISTA, NE 68128 PORTAL- Main Office					
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>	<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>	<u>Overage</u>
B\W	Walk-Up Copier	1,404,682	1,437,148	32,466	*** See Overage details below			
Color	Walk-Up Copier	180,344	187,060	6,716	*** See Overage details below			
\$0.00								



955 SE Olson Drive Waukee, IA 50263
 P: 888-464-8770 F: 515-987-6228

CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Number	Serial Number	Base Adj.	Location					
44561	95119774	\$0.00	Papillion-LaVista Public Schools - PRAIRIE QUEEN ELEMENTARY 10520 SOUTH 123RD AVENUE PAPILLION, NE 68046 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	511,445	525,583	14,138	*** See Overage details below			
Color	Walk-Up Copier	106,958	109,905	2,947	*** See Overage details below			
								\$0.00

Number	Serial Number	Base Adj.	Location					
44562	95119954	\$0.00	Papillion-LaVista Public Schools - LIBERTY MIDDLE 10820 WITTMUS DRIVE PAPILLION, NE 68046 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	269,227	276,249	7,022	*** See Overage details below			
Color	Walk-Up Copier	81,172	84,698	3,526	*** See Overage details below			
								\$0.00

Number	Serial Number	Base Adj.	Location					
44567	95119794	\$0.00	Papillion-LaVista Public Schools - TRUMBLE PARK ELEMENTARY 500 VALLEY ROAD PAPILLION, NE 68046 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	483,309	499,152	15,843	*** See Overage details below			
Color	Walk-Up Copier	259,440	271,516	12,076	*** See Overage details below			
								\$0.00

Number	Serial Number	Base Adj.	Location					
44568	95123744	\$0.00	Papillion-LaVista Public Schools - BELL ELEMENTARY 7909 REED STREET PAPILLION, NE 68046 BELL-Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	837,358	837,359	1	*** See Overage details below			
Color	Walk-Up Copier	273,757	273,758	1	*** See Overage details below			
								\$0.00



955 SE Olson Drive Waukee, IA 50263
 P: 888-464-8770 F: 515-987-6228

CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Number	Serial Number	Base Adj.	Location
44569	95120034	\$0.00	Papillion-LaVista Public Schools - ANDERSON GROVE ELEMENTARY 11820 SOUTH 37TH STREET BELLEVUE, NE 68123 Main Office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	775,052	787,976	12,924	***	See Overage details below		
Color	Walk-Up Copier	217,947	221,294	3,347	***	See Overage details below		

\$0.00

Number	Serial Number	Base Adj.	Location
44570	95120024	\$0.00	Papillion-LaVista Public Schools - WALNUT CREEK ELEMENTARY 720 FENWICK STREET PAPILLION, NE 68046 Main Office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	1,027,946	1,058,652	30,706	***	See Overage details below		
Color	Walk-Up Copier	240,693	250,768	10,075	***	See Overage details below		

\$0.00

Number	Serial Number	Base Adj.	Location
44572	95104053	\$0.00	Papillion-LaVista Public Schools - PARKVIEW HEIGHTS ELEMENTARY 7609 SOUTH 89TH STREET LA VISTA, NE 68128 Main Office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	1,128,931	1,152,291	23,360	***	See Overage details below		
Color	Walk-Up Copier	287,402	296,843	9,441	***	See Overage details below		

\$0.00

Number	Serial Number	Base Adj.	Location
44573	95102873	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128 front office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	386,851	395,618	8,767	***	See Overage details below		
Color	Walk-Up Copier	65,815	70,195	4,380	***	See Overage details below		

\$0.00



955 SE Olson Drive Waukee, IA 50263
 P: 888-464-8770 F: 515-987-6228

CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44581	95126734	\$0.00	Papillion-LaVista Public Schools - LA VISTA WEST ELEMENTARY 7821 TERRY DRIVE LA VISTA, NE 68128 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	789,096	801,556	12,460	***	See Overage details below		
Color	Walk-Up Copier	363,085	379,856	16,771	***	See Overage details below		
								\$0.00

Number	Serial Number	Base Adj.	Location					
45526	95105955	\$0.00	Papillion-LaVista Public Schools - S 120th Street 11740 South 120th Street Papillion, NE 68046 Asbury Elementary					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	520,687	537,931	17,244	***	See Overage details below		
Color	Walk-Up Copier	290,553	301,425	10,872	***	See Overage details below		
								\$0.00

Sharp/MX-6071S

Number	Serial Number	Base Adj.	Location					
44577	95133264	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Guidance Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	1,516,523	1,582,164	65,641	***	See Overage details below		
Color	Walk-Up Copier	259,905	270,348	10,443	***	See Overage details below		
								\$0.00

Number	Serial Number	Base Adj.	Location					
44578	95133254	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	843,042	879,193	36,151	***	See Overage details below		
Color	Walk-Up Copier	247,806	256,603	8,797	***	See Overage details below		
								\$0.00



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CONTRACT INVOICE

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Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Sharp/MX-C304W

Number	Serial Number	Base Adj.	Location					
44982	93007096	\$0.00	Papillion-LaVista Public Schools - IDEAL 1104 APPLEWOOD DRIVE PAPILLION, NE 68046 IDEAL-Computer Lab					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W Prints	Desktop Printer	14,511	14,541	30	*** See Overage details below			
Color	Desktop Printer	5,209	5,321	112	*** See Overage details below			
\$0.00								

Number	Serial Number	Base Adj.	Location					
44983	93007106	\$0.00	Papillion-LaVista Public Schools - * Central receiving 420 S. Washington St. Papillion, NE 68046 Superintendent					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W Prints	Desktop Printer	25,909	26,333	424	*** See Overage details below			
Color	Desktop Printer	6,975	7,046	71	*** See Overage details below			
\$0.00								

Number	Serial Number	Base Adj.	Location					
44984	93006986	\$0.00	Papillion-LaVista Public Schools - HICKORY HILL ELEMENTARY 1307 ROGERS DRIVE PAPILLION, NE 68046 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W Prints	Desktop Printer	48,307	49,602	1,295	*** See Overage details below			
Color	Desktop Printer	15,634	16,129	495	*** See Overage details below			
\$0.00								

Number	Serial Number	Base Adj.	Location					
44985	93006996	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W Prints	Desktop Printer	114,398	118,361	3,963	*** See Overage details below			
Color	Desktop Printer	60,306	62,401	2,095	*** See Overage details below			
\$0.00								



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Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44986	93006766	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W Prints	Desktop Printer	26,783	27,557	774	*** See Overage details below			
Color	Desktop Printer	13,058	13,363	305	*** See Overage details below			
								\$0.00

Number	Serial Number	Base Adj.	Location					
44987	93006976	\$0.00	Papillion-LaVista Public Schools - WAREHOUSE 8130 GILES ROAD LA VISTA, NE 68128 Warehouse					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W Prints	Desktop Printer	15,589	15,934	345	*** See Overage details below			
Color	Desktop Printer	1,495	1,544	49	*** See Overage details below			
								\$0.00

Sharp/MX-M1055

Number	Serial Number	Base Adj.	Location					
44506	95000213	\$0.00	Papillion-LaVista Public Schools - 303 E. Cary St. 303 E. Cary St. Papillion, NE 68046 HS library					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W	Walk-Up Copier	6,323,967	6,457,539	133,572	*** See Overage details below			
								\$0.00

Number	Serial Number	Base Adj.	Location					
44507	95000244	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Upstairs Workroom					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W	Walk-Up Copier	4,304,934	4,369,360	64,426	*** See Overage details below			
								\$0.00

Sharp/MX-M3070



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Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44563	95004974	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 Student Services					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	143,930	146,102	2,172	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44564	95004994	\$0.00	Papillion-LaVista Public Schools - WAREHOUSE 8130 GILES ROAD LA VISTA, NE 68128 Warehouse- Main Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	82,828	84,175	1,347	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44565	95005584	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Activities					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	386,394	394,419	8,025	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44566	95005604	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Grn Rm/Stage					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	349,863	357,946	8,083	*** See Overage details below			\$0.00



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Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44574	95005044	\$0.00	Papillion-LaVista Public Schools - Health Academy 401 E. Gold Coast Road Papillion, NE 68046					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	313,940	320,416	6,476	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44575	95005054	\$0.00	Papillion-LaVista Public Schools - 303 E. Cary St. 303 E. Cary St. Papillion, NE 68046 Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	309,371	315,968	6,597	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44576	95005214	\$0.00	Papillion-LaVista Public Schools - 303 E. Cary St. 303 E. Cary St. Papillion, NE 68046 Rm #307					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	628,316	649,393	21,077	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44579	95005284	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Student Media					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	513,539	527,298	13,759	*** See Overage details below			\$0.00



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Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44580	95005554	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Rm 1515					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	738,945	761,624	22,679	*** See Overage details below			\$0.00

Sharp/MX-M5070

Number	Serial Number	Base Adj.	Location					
44516	95026945	\$0.00	Papillion-LaVista Public Schools - CARRIAGE HILL ELEMENTARY 400 CEDARDALE ROAD PAPILLION, NE 68046 Workroom					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	1,276,172	1,307,700	31,528	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44517	95028015	\$0.00	Papillion-LaVista Public Schools - LIBERTY MIDDLE 10820 WITTMUS DRIVE PAPILLION, NE 68046 Student Services 1					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	748,206	773,191	24,985	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44518	95028165	\$0.00	Papillion-LaVista Public Schools - GOLDEN HILLS ELEMENTARY 2912 COFFEY AVENUE BELLEVUE, NE 68123 Work Area					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	532,696	544,466	11,770	*** See Overage details below			\$0.00



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CONTRACT INVOICE

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Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44520	95026615	\$0.00	Papillion-LaVista Public Schools - PORTAL ELEMENTARY 9920 BRENTWOOD DRIVE LA VISTA, NE 68128 PORTAL - Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	706,808	723,282	16,474	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44521	95028145	\$0.00	Papillion-LaVista Public Schools - BELL ELEMENTARY 7909 REED STREET PAPILLION, NE 68046 BELL- Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	522,399	541,953	19,554	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44522	95027965	\$0.00	Papillion-LaVista Public Schools - TRUMBLE PARK ELEMENTARY 500 VALLEY ROAD PAPILLION, NE 68046 TRUMBLE PARK-Workroom					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	1,214,413	1,250,315	35,902	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44523	95028275	\$0.00	Papillion-LaVista Public Schools - LA VISTA WEST ELEMENTARY 7821 TERRY DRIVE LA VISTA, NE 68128 West Workroom					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	945,113	967,120	22,007	*** See Overage details below			\$0.00



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CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046
Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Number	Serial Number	Base Adj.	Location
44524	95026625	\$0.00	Papillion-LaVista Public Schools - * Central receiving 420 S. Washington St. Papillion, NE 68046 Scott's machine

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	722,905	734,230	11,325	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location
44525	95027925	\$0.00	Papillion-LaVista Public Schools - LIBERTY MIDDLE 10820 WITTMUS DRIVE PAPILLION, NE 68046 Student Services

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	844,924	863,293	18,369	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location
44526	95026955	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Guidance Office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	419,650	425,302	5,652	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location
44527	95027595	\$0.00	Papillion-LaVista Public Schools - HICKORY HILL ELEMENTARY 1307 ROGERS DRIVE PAPILLION, NE 68046 Media Hallway

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	468,598	477,095	8,497	*** See Overage details below			\$0.00



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CONTRACT INVOICE

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 420 S. Washington St.
 Papillion, NE 68046

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 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44528	95026675	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128 Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	182,421	185,963	3,542	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44529	95027535	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Science Rm #213					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	1,257,847	1,283,002	25,155	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44530	95027785	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Social Studies Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	932,303	962,841	30,538	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44531	95026505	\$0.00	Papillion-LaVista Public Schools - * Central receiving 420 S. Washington St. Papillion, NE 68046 Curriculum					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	451,145	457,036	5,891	*** See Overage details below			\$0.00



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Customer: Papillion-LaVista Public Schools - * Central receiving
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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location
44532	95026655	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 7th Grade Office
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>
B\W	Walk-Up Copier	537,140	545,676
<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>
8,536	*** See Overage details below		
			\$0.00

Number	Serial Number	Base Adj.	Location
44533	95028075	\$0.00	Papillion-LaVista Public Schools - ANDERSON GROVE ELEMENTARY 11820 SOUTH 37TH STREET BELLEVUE, NE 68123 Media Center
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>
B\W	Walk-Up Copier	400,842	413,195
<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>
12,353	*** See Overage details below		
			\$0.00

Number	Serial Number	Base Adj.	Location
44534	95027575	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Library Media
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>
B\W	Walk-Up Copier	579,709	591,282
<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>
11,573	*** See Overage details below		
			\$0.00

Number	Serial Number	Base Adj.	Location
44535	95026695	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 Teacher Workroom
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>
B\W	Walk-Up Copier	735,263	758,809
<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>
23,546	*** See Overage details below		
			\$0.00



955 SE Olson Drive Waukee, IA 50263
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CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44538	95028055	\$0.00	Papillion-LaVista Public Schools - WALNUT CREEK ELEMENTARY 720 FENWICK STREET PAPILLION, NE 68046 WALNUT CREEK					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	362,163	370,964	8,801	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44539	95027855	\$0.00	Papillion-LaVista Public Schools - TARA HEIGHTS ELEMENTARY 700 TARA ROAD PAPILLION, NE 68046 Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	862,319	883,432	21,113	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44540	95026855	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 8th Grade Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	667,480	679,904	12,424	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44541	95028285	\$0.00	Papillion-LaVista Public Schools - PATRIOT ELEMENTARY 1701 HARDWOOD DRIVE PAPILLION, NE 68046 PATRIOT -Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	776,134	793,229	17,095	*** See Overage details below			\$0.00



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Number	Serial Number	Base Adj.	Location
44542	95026845	\$0.00	Papillion-LaVista Public Schools - RUMSEY STATION ELEMENTARY 110 EAGLE RIDGE DRIVE PAPILLION, NE 68133 Workroom

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	521,399	529,048	7,649	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location
44543	95028185	\$0.00	Papillion-LaVista Public Schools - G STANLEY HALL ELEMENTARY 7600 SOUTH 72ND STREET LA VISTA, NE 68128 Media Center

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	401,593	413,059	11,466	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location
44627	95005506	\$0.00	Papillion-LaVista Public Schools - ST. COLUMBKILLE SCHOOL 224 EAST 5TH STREET PAPILLION, NE 68046 Main Office

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	29,521	30,691	1,170	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location
44628	95005836	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128 8th Grade

Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	639,463	650,503	11,040	*** See Overage details below			\$0.00



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44629	95006196	\$0.00	Papillion-LaVista Public Schools - LIBERTY MIDDLE 10820 WITTMUS DRIVE PAPILLION, NE 68046 Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	122,901	127,175	4,274	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44630	95006436	\$0.00	Papillion-LaVista Public Schools - PARKVIEW HEIGHTS ELEMENTARY 7609 SOUTH 89TH STREET LA VISTA, NE 68128 Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	618,312	630,667	12,355	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44684	95005626	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128 7th Grade					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	612,996	628,863	15,867	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44802	95005616	\$0.00	Papillion-LaVista Public Schools - PRAIRIE QUEEN ELEMENTARY 10520 SOUTH 123RD AVENUE PAPILLION, NE 68046 PRAIRIE QUEEN-Workroom					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Walk-Up Copier	807,555	829,285	21,730	*** See Overage details below			\$0.00

Sharp/MX-M5071



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Number	Serial Number	Base Adj.	Location					
50154	05008851	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 RM D13					
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>	<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>	<u>Overage</u>
B/W Prints	Walk-Up Copier	215,850	227,267	11,417	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
54874	13021934	\$0.00	Papillion-LaVista Public Schools - S 120th Street 11740 South 120th Street Papillion, NE 68046 Ashbury Elem Rm 302					
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>	<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>	<u>Overage</u>
B/W Prints	Walk-Up Copier	402,756	421,730	18,974	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
56031	15011047	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 High School - RM 702					
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>	<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>	<u>Overage</u>
B/W Prints	Walk-Up Copier	680,399	699,468	19,069	*** See Overage details below			\$0.00

Sharp/MX-M6070

Number	Serial Number	Base Adj.	Location					
44502	95015774	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Teacher Lounge					
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>	<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>	<u>Overage</u>
B\W	Walk-Up Copier	2,253,570	2,308,435	54,865	*** See Overage details below			\$0.00



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Balance Due: \$11,006.64

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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44503	95015794	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Math Office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W	Walk-Up Copier	1,819,890	1,852,451	32,561	*** See Overage details below			\$0.00

Ricoh/Pro 8320s

Number	Serial Number	Base Adj.	Location					
44500	3699C400008	\$0.00	Papillion-LaVista Public Schools - PRINT SHOP 108 GRANT STREET PAPILLION, NE 68046 Central Print					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W	Ricoh Pro 8320	16,210,793	16,546,326	335,533	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44501	3699C500001	\$0.00	Papillion-LaVista Public Schools - PRINT SHOP 108 GRANT STREET PAPILLION, NE 68046 Central Print					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W	Ricoh Pro 8320	17,458,576	17,783,551	324,975	*** See Overage details below			\$0.00

Ricoh/Pro C7200X

Number	Serial Number	Base Adj.	Location					
44556	C859F400376	\$0.00	Papillion-LaVista Public Schools - PRINT SHOP 108 GRANT STREET PAPILLION, NE 68046 PRINT SHOP					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B/W	B/W Ricoh Pro	846,826	846,826	0	0	0	0.003000	\$0.00
Color	Color Ricoh Prc	2,766,184	2,766,184	0	0	0	0.027000	\$0.00

Ricoh/SP4520DN



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Number	Serial Number	Base Adj.	Location					
*N*44920	T588HB02650	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	0	0	0	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
*N*44945	T588HB02617	\$0.00	Papillion-LaVista Public Schools 243 W Grant Street Papillion, NE 68046 Room 117					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	445	445	0	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44918	T588HB02632	\$0.00	Papillion-LaVista Public Schools - LIBERTY MIDDLE 10820 WITTMUS DRIVE PAPILLION, NE 68046 LIBERTY MIDDLE-Library					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	11,392	11,770	378	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44919	T588HB02652	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 Kitchen					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	16,694	16,984	290	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44921	T588HB02636	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 Rm 144					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	13,939	14,071	132	*** See Overage details below			\$0.00



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44922	T588HC03235	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 Tech Ed					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	27,100	27,471	371	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44923	T588HC03298	\$0.00	Papillion-LaVista Public Schools - MIDDLE SCHOOL 423 SOUTH WASHINGTON STREET PAPILLION, NE 68046 Library					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	2,410	2,410	0	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44924	T588HC03299	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	43,567	44,652	1,085	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44925	T588HC03279	\$0.00	Papillion-LaVista Public Schools - LIBERTY MIDDLE 10820 WITTMUS DRIVE PAPILLION, NE 68046 Tech Ed					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	25,005	25,421	416	*** See Overage details below			\$0.00



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44926	T588HC03292	\$0.00	Papillion-LaVista Public Schools - LIBERTY MIDDLE 10820 WITTMUS DRIVE PAPILLION, NE 68046 LIBERTY MIDDLE-Kitchen					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	35,210	35,994	784	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44927	T588HC03280	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Kitchen					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	27,784	28,699	915	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44928	T588HC03310	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	19,990	20,385	395	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44930	T588HC03297	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 ISS Rm					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	19,830	20,098	268	*** See Overage details below			\$0.00



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
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Number	Serial Number	Base Adj.	Location					
44931	T588HC03284	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Band Rm					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	33,832	34,328	496	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44932	T588HC03295	\$0.00	Papillion-LaVista Public Schools - IDEAL 1104 APPLEWOOD DRIVE PAPILLION, NE 68046 IDEAL					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	7,379	7,489	110	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44933	T588HC03294	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 Journalism					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	13,944	14,124	180	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44934	T588HC03301	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128 Media Center					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	9	198	189	*** See Overage details below			\$0.00



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

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Number	Serial Number	Base Adj.	Location
44935	T588HB02609	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Kitchen
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>
B\W	Desktop Printer	13,336	13,558
<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>
222	*** See Overage details below		
			\$0.00

Number	Serial Number	Base Adj.	Location
44936	T588HB02622	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Woods Office
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>
B\W	Desktop Printer	27,758	28,923
<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>
1,165	*** See Overage details below		
			\$0.00

Number	Serial Number	Base Adj.	Location
44937	T588HB02623	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Data Processing
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>
B\W	Desktop Printer	51,563	52,160
<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>
597	*** See Overage details below		
			\$0.00

Number	Serial Number	Base Adj.	Location
44938	T588HB02627	\$0.00	Papillion-LaVista Public Schools - PL HIGH 402 EAST CENTENNIAL ROAD PAPILLION, NE 68046 Extra Printer
<u>Meter Type</u>	<u>Meter Group</u>	<u>Begin Meter</u>	<u>End Meter</u>
B\W	Desktop Printer	35,673	36,172
<u>Total</u>	<u>Covered</u>	<u>Billable</u>	<u>Rate</u>
499	*** See Overage details below		
			\$0.00



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Invoice Remarks				

Number	Serial Number	Base Adj.	Location					
44939	T588HB02451	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128 rm 222					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	22,066	22,325	259	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44940	T588HB02470	\$0.00	Papillion-LaVista Public Schools - HAL 105 W Sherman St PAPILLION, NE 68046 HAL					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	29,398	29,886	488	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44941	T588HB02625	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128 Front office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	13,109	13,758	649	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44942	T588HB02619	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	11,547	11,917	370	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44943	T588HB02559	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	43,068	44,283	1,215	*** See Overage details below			\$0.00



955 SE Olson Drive Waukee, IA 50263
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CONTRACT INVOICE

Invoice Number: INV1524029
Invoice Date: 2/14/2024
Account Number: PP25
Balance Due: \$11,006.64

Bill To: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Customer: Papillion-LaVista Public Schools - * Central receiving
 420 S. Washington St.
 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Number	Serial Number	Base Adj.	Location					
44944	T588HB02633	\$0.00	Papillion-LaVista Public Schools - LA VISTA MIDDLE 7900 EDGEWOOD BOULEVARD LA VISTA, NE 68128 Rm 403					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	15,392	15,392	0	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
44946	T588HB02474	\$0.00	Papillion-LaVista Public Schools - WAREHOUSE 8130 GILES ROAD LA VISTA, NE 68128 Tony					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	16,941	17,508	567	*** See Overage details below			\$0.00

Number	Serial Number	Base Adj.	Location					
48009	T588HC03305	\$0.00	Papillion-LaVista Public Schools - SOUTH HIGH 10799 HIGHWAY 370 PAPILLION, NE 68046 New entry door office					
Meter Type	Meter Group	Begin Meter	End Meter	Total	Covered	Billable	Rate	Overage
B\W	Desktop Printer	6,433	6,972	539	*** See Overage details below			\$0.00



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Overage Details					
Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
Walk-Up Copiers B/W	1,350,363	0	1,350,363	\$0.003000	\$4,051.09
				Base Amount:	\$0.00
					<u>\$4,051.09</u>
Meter Type	Equip. Number	Serial Number	Begin	End	Copies
B/W Prints	50154	05008851	215,850	227,267	11,417
B/W Prints	54874	13021934	402,756	421,730	18,974
B/W Prints	56031	15011047	680,399	699,468	19,069
B/W	27443	5507082Y	323,756	330,137	6,381
B/W	44502	95015774	2,253,570	2,308,435	54,865
B/W	44503	95015794	1,819,890	1,852,451	32,561
B/W	44504	95095295	325,004	331,745	6,741
B/W	44506	95000213	6,323,967	6,457,539	133,572
B/W	44507	95000244	4,304,934	4,369,360	64,426
B/W	44516	95026945	1,276,172	1,307,700	31,528
B/W	44517	95028015	748,206	773,191	24,985
B/W	44518	95028165	532,696	544,466	11,770
B/W	44520	95026615	706,808	723,282	16,474
B/W	44521	95028145	522,399	541,953	19,554
B/W	44522	95027965	1,214,413	1,250,315	35,902
B/W	44523	95028275	945,113	967,120	22,007
B/W	44524	95026625	722,905	734,230	11,325
B/W	44525	95027925	844,924	863,293	18,369
B/W	44526	95026955	419,650	425,302	5,652
B/W	44527	95027595	468,598	477,095	8,497
B/W	44528	95026675	182,421	185,963	3,542
B/W	44529	95027535	1,257,847	1,283,002	25,155
B/W	44530	95027785	932,303	962,841	30,538
B/W	44531	95026505	451,145	457,036	5,891
B/W	44532	95026655	537,140	545,676	8,536
B/W	44533	95028075	400,842	413,195	12,353
B/W	44534	95027575	579,709	591,282	11,573
B/W	44535	95026695	735,263	758,809	23,546
B/W	44538	95028055	362,163	370,964	8,801
B/W	44539	95027855	862,319	883,432	21,113
B/W	44540	95026855	667,480	679,904	12,424



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 Papillion, NE 68046

Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

B\W	44541	95028285	776,134	793,229	17,095
B\W	44542	95026845	521,399	529,048	7,649
B\W	44543	95028185	401,593	413,059	11,466
B\W	44544	95076744	171,294	173,292	1,998
B\W	44546	95126414	84,262	99,979	15,717
B\W	44547	95119374	853,187	865,410	12,223
B\W	44548	95101853	459,365	468,536	9,171
B\W	44549	95119564	785,083	810,262	25,179
B\W	44551	95082844	171,582	173,685	2,103
B\W	44552	95126384	977,435	1,001,155	23,720
B\W	44553	95126374	330,218	337,050	6,832
B\W	44554	95096595	155,414	155,955	541
B\W	44555	95097035	136,354	138,042	1,688
B\W	44557	95108982	874,267	898,938	24,671
B\W	44558	95108932	942,194	965,937	23,743
B\W	44559	95102673	230,905	235,899	4,994
B\W	44560	95102663	1,404,682	1,437,148	32,466
B\W	44561	95119774	511,445	525,583	14,138
B\W	44562	95119954	269,227	276,249	7,022
B\W	44563	95004974	143,930	146,102	2,172
B\W	44564	95004994	82,828	84,175	1,347
B\W	44565	95005584	386,394	394,419	8,025
B\W	44566	95005604	349,863	357,946	8,083
B\W	44567	95119794	483,309	499,152	15,843
B\W	44568	95123744	837,358	837,359	1
B\W	44569	95120034	775,052	787,976	12,924
B\W	44570	95120024	1,027,946	1,058,652	30,706
B\W	44572	95104053	1,128,931	1,152,291	23,360
B\W	44573	95102873	386,851	395,618	8,767
B\W	44574	95005044	313,940	320,416	6,476
B\W	44575	95005054	309,371	315,968	6,597
B\W	44576	95005214	628,316	649,393	21,077
B\W	44577	95133264	1,516,523	1,582,164	65,641
B\W	44578	95133254	843,042	879,193	36,151
B\W	44579	95005284	513,539	527,298	13,759
B\W	44580	95005554	738,945	761,624	22,679
B\W	44581	95126734	789,096	801,556	12,460
B\W	44627	95005506	29,521	30,691	1,170



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Account No	Payment Terms	Due Date	Invoice Total	Balance Due
PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64

Invoice Remarks

Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
Walk-Up Copiers Color	176,027	0	176,027	\$0.028000	\$4,928.76
				Base Amount:	\$0.00
					<u>\$4,928.76</u>

Meter Type	Equip. Number	Serial Number	Begin	End	Copies
Color	27443	5507082Y	46,666	47,881	1,215
Color	44504	95095295	120,083	123,777	3,694
Color	44544	95076744	125,057	125,947	890
Color	44546	95126414	30,743	35,004	4,261
Color	44547	95119374	191,540	197,361	5,821
Color	44548	95101853	350,316	356,806	6,490
Color	44549	95119564	146,316	151,987	5,671
Color	44551	95082844	115,299	119,143	3,844
Color	44552	95126384	316,627	329,505	12,878
Color	44553	95126374	99,344	104,726	5,382
Color	44554	95096595	38,349	39,715	1,366
Color	44555	95097035	108,946	111,071	2,125
Color	44557	95108982	111,023	115,949	4,926
Color	44558	95108932	194,396	204,403	10,007
Color	44559	95102673	80,820	84,283	3,463
Color	44560	95102663	180,344	187,060	6,716
Color	44561	95119774	106,958	109,905	2,947
Color	44562	95119954	81,172	84,698	3,526
Color	44567	95119794	259,440	271,516	12,076
Color	44568	95123744	273,757	273,758	1
Color	44569	95120034	217,947	221,294	3,347
Color	44570	95120024	240,693	250,768	10,075
Color	44572	95104053	287,402	296,843	9,441
Color	44573	95102873	65,815	70,195	4,380
Color	44577	95133264	259,905	270,348	10,443
Color	44578	95133254	247,806	256,603	8,797



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PP25	Net 30	3/15/2024	\$ 11,006.64	\$ 11,006.64
Invoice Remarks				

Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
Color	44581	95126734	363,085	379,856	16,771
Color	45526	95105955	290,553	301,425	10,872
Color	55922 - LOANER	15072088	103,942	108,544	4,602
Desktop Printers B/W	20,174	0	20,174	\$0.007900	\$159.37
				Base Amount:	\$0.00
					\$159.37
Meter Type	Equip. Number	Serial Number	Begin	End	Copies
B/W Prints	44982	93007096	14,511	14,541	30
B/W Prints	44983	93007106	25,909	26,333	424
B/W Prints	44984	93006986	48,307	49,602	1,295
B/W Prints	44985	93006996	114,398	118,361	3,963
B/W Prints	44986	93006766	26,783	27,557	774
B/W Prints	44987	93006976	15,589	15,934	345
B\W	*N*44920	T588HB02650	0	0	0
B\W	*N*44945	T588HB02617	445	445	0
B\W	44397	PHB5D58615	65,385	66,149	764
B\W	44918	T588HB02632	11,392	11,770	378
B\W	44919	T588HB02652	16,694	16,984	290
B\W	44921	T588HB02636	13,939	14,071	132
B\W	44922	T588HC03235	27,100	27,471	371
B\W	44923	T588HC03298	2,410	2,410	0
B\W	44924	T588HC03299	43,567	44,652	1,085
B\W	44925	T588HC03279	25,005	25,421	416
B\W	44926	T588HC03292	35,210	35,994	784
B\W	44927	T588HC03280	27,784	28,699	915
B\W	44928	T588HC03310	19,990	20,385	395
B\W	44930	T588HC03297	19,830	20,098	268
B\W	44931	T588HC03284	33,832	34,328	496
B\W	44932	T588HC03295	7,379	7,489	110
B\W	44933	T588HC03294	13,944	14,124	180
B\W	44934	T588HC03301	9	198	189
B\W	44935	T588HB02609	13,336	13,558	222
B\W	44936	T588HB02622	27,758	28,923	1,165
B\W	44937	T588HB02623	51,563	52,160	597
B\W	44938	T588HB02627	35,673	36,172	499
B\W	44939	T588HB02451	22,066	22,325	259
B\W	44940	T588HB02470	29,398	29,886	488



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Invoice Remarks				

B\W	44941	T588HB02625	13,109	13,758	649
B\W	44942	T588HB02619	11,547	11,917	370
B\W	44943	T588HB02559	43,068	44,283	1,215
B\W	44944	T588HB02633	15,392	15,392	0
B\W	44946	T588HB02474	16,941	17,508	567
B\W	48009	T588HC03305	6,433	6,972	539
Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
Desktop Printers Color	3,127	0	3,127	\$0.048000	\$150.10
					Base Amount: \$0.00
					<u>\$150.10</u>
Meter Type	Equip. Number	Serial Number	Begin	End	Copies
Color	44982	93007096	5,209	5,321	112
Color	44983	93007106	6,975	7,046	71
Color	44984	93006986	15,634	16,129	495
Color	44985	93006996	60,306	62,401	2,095
Color	44986	93006766	13,058	13,363	305
Color	44987	93006976	1,495	1,544	49
Meter Group	Total Copies	Covered Copies	Billable	Rate	Total
Ricoh Pro 8320S	660,508	0	660,508	\$0.002600	\$1,717.32
					Base Amount: \$0.00
					<u>\$1,717.32</u>
Meter Type	Equip. Number	Serial Number	Begin	End	Copies
B\W	44500	3699C400008	16,210,793	16,546,326	335,533
B\W	44501	3699C500001	17,458,576	17,783,551	324,975
Total Grouped Overage Charges:					\$11,006.64
Total Grouped Base Charges:					\$0.00
Total Meter Group Charges:					<u>\$11,006.64</u>

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 Payments made via credit card will be subject to an additional processing fee.

Invoice SubTotal	\$11,006.64
Tax:	\$0.00
Invoice Total	\$11,006.64
Balance Due:	\$11,006.64