

The Purchasing Post

Copiers!

Can you believe it? Three years have gone by and it is time to renew the copier contract with Century United. The State of Kansas Procurement & Contracts office has already agreed to extend Contract # 12156 for another three years, i.e. through October 31, 2015. However each department currently renting a copier under that contract has options. So now is the time to decide what is in the department's best interest for copying purposes.

The options are:

1. Return the current machine as of 10/31/2012. Department no longer wants a copier.
2. Keep the existing machine. Rental prices will decrease (see attached for prices). Rental agreement will continue on a month-to-month basis for the next three years, through 10/31/2015. Machine may be returned at any time without penalty.
3. Upgrade or downgrade the current machine.
 - a. If the upgrade/downgrade requires a new machine, then a new 36-month commitment will be required and the higher rental rates will apply.
 - b. If upgrade/downgrade is accomplished by a used machine (which would be basically assuming another State Agencies lease), then no commitment is required and the lower rates apply.
4. Don't have a copier but need one?
 - a. If a new machine is placed, a 36 month commitment is required and the higher rates apply.
 - b. If a used machine is available, then no commitment is required and the lower rates apply.

OCE renters only! For the few departments that are renting from Oce, the State has also extended that rental agreement for another three years. All of the same options apply plus:

5. A "Buy-out" option is available with Oce. If a department wishes to purchase the current rental machine, they will need to negotiate directly with Oce for the purchase price and any desired maintenance program.

Departments are encouraged to begin discussions with the vendor(s) as soon as possible to insure departmental needs are met. Please notify KSU Purchasing by September 4, 2012 of your decision so we can make sure everyone is addressing their copier needs. If you are returning the copier, remember it is the department's responsibility to insure the hard drive is cleared or removed when turning in the old copier.



Welcome

Kristin Copeland is the newbie at Purchasing. She started as of 7/5/2012. Kristin is an old pro, though, when it comes to K-State. She is a K-State alum and worked at Journalism & Mass Communications before joining us in Purchasing. She grew up in Minneola, Kan., south of Dodge City. Her interests include photography, graphic design, creature petting and buying toys for her two nephews and niece. Stop in and tell Kristin "hello" if you get the chance.

