



Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Product Schedule

Product Schedule Number: _____

Master Lease Agreement Number: OS858

This Product Schedule (this "Schedule") is between Ricoh USA, F/K/A IKON Office Solutions, Inc. ("We" or "us") and county of Nueces _____ as customer or lessee ("Customer" or "you"). This Schedule constitutes a "Schedule," "Product Schedule," or "Order Agreement," as applicable, under the State and Local Government Master Agreement (together with any amendments, attachments and addenda thereto, the "Lease Agreement") identified above, between you and IKON Office Solutions, Inc. All terms and conditions of the Lease Agreement are incorporated into this Schedule and made a part hereof. It is the intent of the parties that this Schedule be separately enforceable as a complete and independent agreement, independent of all other Schedules to the Lease Agreement.

CUSTOMER INFORMATION

County of Nueces				Elsa Saenz			
Customer (Bill To) 901 Leopard St.				Billing Contact Name 901 Leopard Street, Rm 106			
Product Location Address Corpus Christi Nueces Texas 78401				Billing Address (if different from location address) Corpus Christi Nueces Texas 78401			
City	County	State	Zip	City	County	State	Zip
Billing Contact Telephone Number 361 888 0448		Billing Contact Facsimile Number 361 888 0458		Billing Contact E-Mail Address elsa.saenz@co.nueces.tx.us			

PRODUCT/EQUIPMENT DESCRIPTION ("Product")

Qty	Product Description: Make & Model
1	Ricoh MP 301SPF
22	Ricoh MP 2554SP
7	Ricoh MP 3554SP
3	Ricoh MP 4002SP
2	Ricoh MP 5002SP
9	Ricoh MP 6002SP
6	Ricoh MP 7502SP

Qty	Product Description: Make & Model
1	Ricoh MP 9002SP
1	Ricoh MPC 4503SP
1	Ricoh Pro C5100S

PAYMENT SCHEDULE

Minimum Term (months) 60	Minimum Payment (Without Tax) \$9,698.68	Minimum Payment Billing Frequency <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> Other: _____	Advance Payment <input type="checkbox"/> 1 st Payment <input type="checkbox"/> 1 st & Last Payment <input type="checkbox"/> Other: _____
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Sales Tax Exempt: YES (Attach Exemption Certificate) Customer Billing Reference Number (P.O. #, etc.) _____
 Addendum(s) attached: YES (check if yes and indicate total number of pages: 4)

TERMS AND CONDITIONS

- The first Payment will be due on the Effective Date. If the Lease Agreement uses the terms "Lease Payment" and "Commencement Date" rather than "Payment" and "Effective Date," then, for purposes of this Schedule, the term "Payment" shall have the same meaning as "Lease Payment," and the term "Effective Date" shall have the same meaning as "Commencement Date."
- You, the undersigned Customer, have applied to us to rent the above-described Product for lawful commercial (non-consumer) purposes. **THIS IS AN UNCONDITIONAL, NON-CANCELABLE AGREEMENT FOR THE MINIMUM TERM INDICATED ABOVE**, except as otherwise provided in any non-appropriation provision of the Lease Agreement, if applicable. If we accept this Schedule, you agree to rent the above Product from us, and we agree to rent such Product to you, on all the terms hereof, including the terms and conditions of the Lease Agreement. **THIS WILL ACKNOWLEDGE THAT YOU HAVE READ AND UNDERSTAND THIS SCHEDULE AND THE LEASE AGREEMENT AND HAVE RECEIVED A COPY OF THIS SCHEDULE AND THE LEASE AGREEMENT.**
- Additional Provisions (if any) are: Ricoh represents that this Product Schedule reflects pricing as detailed in TASB buyboard proposal & award #453-14. Parties acknowledge that there are two (2) originals of this document, one original for County record purposes to be filed with the County Clerk upon execution of both parties, the other original to be held by Ricoh. Document held with the County Clerk is not chattel paper and is non-negotiable. **THE PERSON SIGNING THIS SCHEDULE ON BEHALF OF THE CUSTOMER REPRESENTS THAT HE/SHE HAS THE AUTHORITY TO DO SO.**

CUSTOMER By: <input checked="" type="checkbox"/> _____ Authorized Signer Signature Printed Name: _____ Title: _____ Date: _____	Accepted by: RICOH USA, INC. By: _____ Authorized Signer Signature Printed Name: _____ Title: _____ Date: _____
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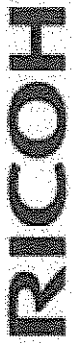


EXHIBIT A

Ricoh USA, Inc.
70 Valley Stream Parkway
Malvern, PA 19355

Make	Model	Serial Number	Customer Nbr	Contract Id	Contact	Pick Up Address	Portion of Minimum Rent Payment Attributable to Existing Equipment	Refinance
CA	IR2025I	C14053156	65524	OS858A25	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$113.50	No
**								
ZZ	RLUP		65524	OS858A25	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$0.00	No
CA	IR3025	C14053710	65524	OS858A26	Elsa Saenz Phone:361 888 0426	1702 HORNE RD CRP CHRISTI TX-78416 1902	\$101.27	No
CA	IR5050	C14053939	65524	OS858A26	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$296.57	No
**								
ZZ	RLUP		65524	OS858A26	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$0.00	No
CA	IR3035	C14049158	65524	OS858A29	Elsa Saenz Phone:361 888 0426	1702 HORNE RD CRP CHRISTI TX-78416 1902	\$201.00	No
CA	IR3035	C14049159	65524	OS858A29	Elsa Saenz Phone:361 888 0426	1702 HORNE RD CRP CHRISTI TX-78416 1902	\$201.00	No
ZZ	RLUP		65524	OS858A29	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$0.00	No
CA	IR5055	C14055536	65524	OS858A34	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST STE 206 CRP CHRISTI TX-78401 3602	\$334.00	No
**								
CA	IR3025	C14055316	65524	OS858A35	Elsa Saenz Phone:361 888 0426	1514 SECOND ST AGUA DULCE TX-78330	\$114.00	No
CA	IR2022I	C14056368	65524	OS858A37	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$98.50	No
CA	IR5060	C14059239	65524	OS858A39	Elsa Saenz Phone:361 888 0426	415 MAINER RD ROBSTOWN TX-78380 2155	\$285.37	No
CA	IR3035	C14058945	65524	OS858A39	Elsa Saenz Phone:361 888 0426	4540 FM 892 ROBSTOWN TX-78380 4438	\$192.82	No
CA	IR2022	C14058943	65524	OS858A39	Elsa Saenz Phone:361 888 0426	4359 4TH ST BANQUETE TX-78339	\$79.41	No
CA	MPC3300	C29002195	65524	OS858A40	Elsa Saenz Phone:361 888 0426	1702 HORNE RD CRP CHRISTI TX-78416 1902	\$164.00	No
**								
ZZ	RLUP		65524	OS858A40	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$0.00	No

ZZ Note infernal to Ricoh.

LSEADM ULA 04.12

Ricoh® and the Ricoh Logo are registered trademarks of Ricoh Company, Ltd.

Customer Initials

Make	Model	Serial Number	Customer Nbr	Contract Id	Contact	Pick Up Address	Portion of Minimum Rent Payment Attributable to Existing Equipment	Refinance
CA	IR7095	C14060509	65524	OS858A41	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST RM 206 CRP CHRISTI TX-78401 3602	\$489.00	No
CA	IR3045	C14060872	65524	OS858A43	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST RM 206 CRP CHRISTI TX-78401 3602	\$204.00	No
CA	IR3235	C14061765	65524	OS858A44	Elsa Saenz Phone:361 888 0426	1000 TERRY SHAMSIE BLVD ROBSTOWN TX-78380 3872	\$171.00	No
CA	IRC4080	C14062058	65524	OS858A45	Elsa Saenz Phone:361 888 0426	2610 HOSPITAL BLVD CRP CHRISTI TX-78405 1804	\$313.00	No
RI	MP1600	C14062944	65524	OS858A46	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$38.00	No
IK	CPP500	C14067069	65524	OS858A47	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$311.25	No
RI	MP2550SP	C14070248	65524	OS858A48	Elsa Saenz Phone:361 888 0426	4540 FM 892 ROBSTOWN TX-78380 4438	\$137.11	No
RI	MP3350SP	C14070267	65524	OS858A48	Elsa Saenz Phone:361 888 0426	2310 GOLLIHAR RD CORPUS CHRISTI TX-78415 5334	\$173.40	No
RI	MP3350SP	C14070269	65524	OS858A48	Elsa Saenz Phone:361 888 0426	2310 GOLLIHAR CRP CHRISTI TX-78415 5334	\$173.40	No
RI	MP3350SP	C14070266	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST ROOM 307 CRP CHRISTI TX-78401 3606	\$173.40	No
RI	MP3350SP	C14070265	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST CRP CHRISTI TX-78401 3606	\$173.40	No
RI	MP3350SP	C14070268	65524	OS858A48	Elsa Saenz Phone:361 888 0426	2310 GOLLIHAR CRP CHRISTI TX-78415 5334	\$173.40	No
RI	MP4000SP	C14070261	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST ROOM 602 CRP CHRISTI TX-78401 3606	\$673.90	No
RI	MP4000SP	C14070260	65524	OS858A48	Elsa Saenz Phone:361 888 0426	611 PALM DR CORPUS CHRISTI TX-78408 3727	\$673.90	No
RI	MP6001	C14070220	65524	OS858A48	Elsa Saenz Phone:361 888 0426	1901 TROJAN CRP CHRISTI TX-78416 1346	\$303.41	No
RI	MP6001	C14070224	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST ROOM 702 CRP CHRISTI TX-78401 3606	\$303.41	No

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Make	Model	Serial Number	Customer Nbr	Contract Id	Contact	Pick Up Address	Portion of Minimum Rent Payment Attributable to Existing Equipment	Refinance
RI	MP6001	C14070218	65524	OS858A48	Elsa Saenz Phone:361 888 0426	2310 GOLLIHAR RD CORPUS CHRISTI TX-78415 5334	\$303.41	No
RI	MP6001	C14070225	65524	OS858A48	Elsa Saenz Phone:361 888 0426	2310 GOLLIHAR RD CORPUS CHRISTI TX-78415 5334	\$303.41	No
RI	MP6001	C14070217	65524	OS858A48	Elsa Saenz Phone:361 888 0426	1901 TROJAN DR CORPUS CHRISTI TX-78416 1346	\$303.41	No
RI	MP6001	C14070223	65524	OS858A48	Elsa Saenz Phone:361 888 0426	1901 TROJAN DR CORPUS CHRISTI TX-78416 1346	\$303.41	No
RI	MP6001	C14070228	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST ROOM 206 CRP CHRISTI TX-78401 3606	\$303.41	No
RI	MP6001	C14070226	65524	OS858A48	Elsa Saenz Phone:361 888 0426	2310 GOLLIHAR CRP CHRISTI TX-78415 5334	\$303.41	No
RI	MP6001	C14070227	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST ROOM 207 CRP CHRISTI TX-78401 3606	\$303.41	No
RI	MP6001	C14070215	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST ROOM 301 CRP CHRISTI TX-78401 3606	\$303.41	No
RI	MP6001	C14070219	65524	OS858A48	Elsa Saenz Phone:361 888 0426	2310 GOLLIHAR CRP CHRISTI TX-78415 5334	\$303.41	No
RI	MP6001	C14070222	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST ROOM 701 CRP CHRISTI TX-78401 3606	\$303.41	No
RI	MP6001	C14070221	65524	OS858A48	Elsa Saenz Phone:361 888 0426	1901 TROJAN CRP CHRISTI TX-78416 1346	\$303.41	No
RI	MP6001	C14070216	65524	OS858A48	Elsa Saenz Phone:361 888 0426	2310 GOLLIHAR RD CORPUS CHRISTI TX-78415 5334	\$303.41	No
RI	MP2550SP	C14070258	65524	OS858A48	Elsa Saenz Phone:361 888 0426	115 S ASH AVE BISHOP TX-78343 2658	\$136.92	No
RI	MP2550SP	C14070251	65524	OS858A48	Elsa Saenz Phone:361 888 0426	3983 WINGS ROBSTOWN TX-78380 4212	\$136.92	No
RI	MP2550SP	C14070243	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST RM 102 CRP CHRISTI TX-78401 3602	\$136.92	No
RI	MP2550SP	C14070244	65524	OS858A48	Elsa Saenz Phone:361 888 0426	4626 WEBER CRP CHRISTI TX-78411 3543	\$136.92	No

Make	Model	Serial Number	Customer Nbr	Contract Id	Contact	Pick Up Address	Portion of Minimum Rent Payment Attributable to Existing Equipment	Refinance
RI	MP2550SP	C14070253	65524	OS858A48	Elsa Saenz Phone:361 888 0426	3983 WINGS DR ROBSTOWN TX-78380 4212	\$136.92	No
RI	MP2550SP	C14070256	65524	OS858A48	Elsa Saenz Phone:361 888 0426	710 E MAIN AVE ROBSTOWN TX-78380 3133	\$136.92	No
RI	MP2550SP	C14070246	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST RM 206 CRP CHRISTI TX-78401 3602	\$136.92	No
RI	MP2550SP	C14070245	65524	OS858A48	Elsa Saenz Phone:361 888 0426	11425 LEOPARD ST CORPUS CHRISTI TX-78410 2819	\$136.92	No
RI	MP2550SP	C14070249	65524	OS858A48	Elsa Saenz Phone:361 888 0426	115 S ASH BISHOP TX-78343 2658	\$136.92	No
RI	MP2550SP	C14070242	65524	OS858A48	Elsa Saenz Phone:361 888 0426	115 S ASH AVE BISHOP TX-78343 2658	\$136.92	No
RI	MP2550SP	C14070252	65524	OS858A48	Elsa Saenz Phone:361 888 0426	4626 WEBER RD CORPUS CHRISTI TX-78411 3543	\$136.92	No
RI	MP2550SP	C14070255	65524	OS858A48	Elsa Saenz Phone:361 888 0426	901 LEOPARD ST RM 902 CRP CHRISTI TX-78401 3602	\$136.92	No
RI	MP2550SP	C14070259	65524	OS858A48	Elsa Saenz Phone:361 888 0426	1702 HORNE RD CORPUS CHRISTI TX-78416 1902	\$136.92	No
RI	MP2550SP	C14070257	65524	OS858A48	Elsa Saenz Phone:361 888 0426	710 E MAIN ROBSTOWN TX-78380 3133	\$136.92	No
RI	MP2550SP	C14070247	65524	OS858A48	Elsa Saenz Phone:361 888 0426	710 E MAIN AVE ROBSTOWN TX-78380 3133	\$136.92	No
RI	MP2550SP	C14070254	65524	OS858A48	Elsa Saenz Phone:361 888 0426	745 N PADRE ISLAND DR CORPUS CHRISTI TX-78406 1909	\$136.92	No
RI	MP2550SP	C14070250	65524	OS858A48	Elsa Saenz Phone:361 888 0426	710 E MAIN AVE ROBSTOWN TX-78380 3133	\$136.92	No



**ADDENDUM NUMBER FIFTY-SIX (56)
MASTER SERVICE AGREEMENT**

WHEREAS, Nueces County and Ricoh USA, Inc. (formerly known as IKON Office Solutions, Inc.) entered into a Master Service Agreement effective February 1, 2005 pursuant to a BuyBoard (cooperative purchasing program) award;

WHEREAS, Nueces County desires to avail itself of Ricoh’s most recent award through the BuyBoard, Proposal and Award #453-14;

NOW, THEREFORE, for and in consideration and exchange of mutual covenants and conditions contained herein, Nueces County and Ricoh USA, Inc. agree this Addendum Number Fifty-Six (56) (“Addendum”) is effective as of the 4th day of March, 2015 (“Addendum Effective Date”) and amends the Master Service Agreement dated the 1st day of February, 2005 (“Agreement”), by and between County of Nueces (“Customer”) and Ricoh USA, Inc. (“Ricoh”) as follows:

Ricoh currently provides certain Services to Customer as further described in the Agreement. Customer has requested, and Ricoh hereby agrees to modify the Agreement in accordance with the terms of this Addendum. Accordingly, for good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree that the Agreement shall be amended as follows:

1. As of the Addendum Effective Date, the parties acknowledge and agree that the term of the Agreement shall be renewed for an additional sixty (60) month period, commencing on the 4th day of March, 2015 and expiring on the 29th day of February, 2020 or until otherwise earlier terminated as set forth in the Agreement.
2. As of the Addendum Effective Date, Exhibit A to the Agreement shall be deleted in its entirety and replaced with Exhibit A-1 to the Agreement, attached hereto and incorporated herein.
3. As of the Addendum Effective Date, the following terms of Exhibit B to the Agreement shall be modified as follows:

EXHIBIT B- MASTER SERVICE AGREEMENT - FEES

Ricoh agrees to provide Services for the following base total Monthly Minimum Fee: \$17,290.44

COPY SERVICES

As part of the Monthly Minimum Fee listed above, Customer is entitled to use the number of monthly Base Images specified below:

		Base Images	Service Level
Convenience Fleet	Black & White	1,016,902	Gold
	Color	10,200	Gold

Overages shall be billed on a quarterly basis.
Black & White overages will be calculated at \$0.0049.
Color overages will be calculated at \$0.05.

4. As of the Addendum Effective Date, Exhibit C-1 to the Agreement shall be deleted in its entirety and replaced with Exhibit C-2 to the Agreement, attached hereto and incorporated herein.
5. As of the Addendum Effective Date, Exhibit D-1 to the Agreement shall be deleted in its entirety and replaced with Exhibit D-2 to the Agreement, attached hereto and incorporated herein.

All capitalized words used but not defined in this Addendum will have the meanings given to them in the Agreement. Except to the extent modified by this Addendum, the terms and conditions of the Agreement will remain unchanged and shall continue in full force and effect. Parties agree, except to the extent modified herein all terms and conditions of the Agreement are in effect as if set out word for word herein.

IN WITNESS WHEREOF, the parties hereto have executed this Addendum as of the date first written above.

COUNTY OF NUECES

RICOH USA, INC.

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date: _____

Date: _____

EXHIBIT A-1
MASTER SERVICE AGREEMENT-SERVICES AND PERSONNEL

Ricoh will provide the following Services to Customer as specified herein:

- Black and White Copy Services
- Color Copy Services
- Collating/Stapling
- GBC Binding
- Equipment Fleet Management Services
- Break/Fix Equipment Maintenance Services

Ricoh TRAC Solution™

Basic Services (Included):

- Convenience Devices
- Copy

All other Services shall be agreed upon from time-to-time by Customer and Ricoh in writing.

CENTERS

Ricoh will provide the Services at the following Customer location:

Nueces County Courthouse
901 Leopard Street
Corpus Christi, TX 78401

HOURS OF SERVICE

The normal operating hours of each Center, unless otherwise specified herein, will be 8 a.m. to 5 p.m. Monday through Friday except holidays recognized by Customer (which shall not be less than the eight (8) annual holidays specified for Customer below). If Customer recognizes fewer holidays, Customer will be charged at the holiday overtime rate for operation of any Center on the nationally recognized holidays not recognized by Customer.

CUSTOMER NATIONALLY RECOGNIZED HOLIDAYS: (i) New Year's Day; (ii) Memorial Day; (iii) 4th of July; (iv) Labor Day; (v) Veteran's Day (vi) Thanksgiving; (vii) Christmas Day and (viii) County Civil Rights Holiday.

PERSONNEL

Ricoh will provide the following Personnel to perform the Services specified above:

Two (2) Full-time
One (1) Part-time

ADDITIONAL STAFFING

Additional staffing may be requested when scheduled forty-eight (48) hours in advance. Such additional staffing is provided on an as-available basis for weekday shifts. There is a four- (4-) hour minimum required for this service. Rates for such additional staffing will be mutually agreed upon by the parties in advance of the services being provided.

Longer-term full-time and part-time staffing may be added via an amendment to this Agreement. Additional rates for longer-term additional staffing will be agreed upon in advance of commencement of such service by way of an amendment to this Agreement and will be based upon current labor market conditions at the time. Full-time headcount is considered forty (40) hours per week for an assignment in excess of a month; part-time headcount is considered twenty (20) hours per week for assignments in excess of a month.

TRAC Solution®. The TRAC (Trend, Reporting, Analysis and Communication) Solution is a web-based application and repository hosted by a third party application service provider (ASP) that is designed to enable centralized monitoring, tracking and management of the Equipment and Services provided under this Agreement. During the term of this Agreement and provided Customer is not in default, Customer shall be entitled to receive access to the Basic Services and, at its election, may elect to subscribe for Enhanced Services at additional costs. To access and use the TRAC Solution, Customer shall be entitled to receive a confidential password, for which Customer shall assume responsibility to secure. Customer acknowledges that the information or data contained in any report or other document generated through the TRAC Solution that utilizes or incorporates Customer provided information is dependent upon the accuracy and completeness of such information. Ricoh shall not be responsible for any such inaccuracies, error or omissions resulting therefrom. Customer further acknowledges that the TRAC Solution is a proprietary solution to Ricoh and/or its third party ASP and that use and access shall be limited to internal business purposes only. Ricoh acknowledges that Customer shall be entitled to retain any proprietary rights it may have in the information provided to the TRAC Solution and the content of any reports generated therefrom, provided, however, that Ricoh may access the data contained in TRAC Solution and/or the reports generated from the TRAC Solution so that Ricoh can provide the Services required hereunder. If Customer terminates the Services provided by Personnel under this Agreement, Customer's access to any TRAC Services shall also be terminated.

**EXHIBIT C-2
MASTER SERVICE AGREEMENT – EQUIPMENT**

Ricoh-Provided Administrative Equipment:

Rapid Electric Stapler
Manual Comb Bind
Fastback 15xs
GBC Magna Punch
Intimus Fastfold
Padding Wagon
Foil Spine Printer
Foil Cover Printer
Rhino Tuff Coil Binder
Martin Yale Business Card Slitter

One (1) Phone

Two (2) Personal computers (as needed for Ricoh administrative requirements)

Customer-Provided Equipment:

Paper Jogger
3 Hole Drill
Challenge Hydraulic Cutter
Count Auto Pro Plus
A.B. Dick 9800
EZ 220 Risograph

Ricoh shall provide Services in respect of the following Equipment:

Serviced Equipment:

Department	Location	Model	Serial
Historical Society	901 LEOPARD ST	MP 2554	TBD
Sheriff - Annex Alt. Inc.	901 LEOPARD ST	MP 4002	TBD
District Clerk	901 LEOPARD ST STE 206	MP 3554	TBD
District Clerk		MP 3554	TBD
JP Pct. 5-2	1514 SECOND ST	MP 2554	TBD
JP Pct. 2-2	901 LEOPARD ST	MP 2554	TBD
Community Svcs. / Inland Parks	415 MAINER RD	MP 5002	TBD
Community Services Robstown	4540 FM 892	MP 3554	TBD
Community Services Banquete	4359 4TH ST	MP 2554	TBD
District Attorney	901 LEOPARD ST RM 206	MP 9002	TBD
JP Pct. 1-2	901 LEOPARD ST RM 206	MP 5002	TBD
Keach Family Library	1000 TERRY SHAMSIE BLVD	MP 2554	TBD
Medical Examiners	2610 HOSPITAL BLVD	MPC 4503	TBD
Sheriff's Office - Booking	901 LEOPARD ST	MP 301	TBD
Print Shop	901 LEOPARD ST	PRO 5100S	TBD

Department	Location	Model	Serial
Public Works - Robstown Yd.	4540 FM 892	MP 2554	TBD
Juvenile - Finance	2310 GOLLIHAR RD	MP 3554	TBD
Juvenile - Boot Camp	2310 GOLLIHAR	MP 3554	TBD
Sheriff's Office - Jail Admin	901 LEOPARD ST ROOM 307	MP 3554	TBD
CSCD - Pretrial	901 LEOPARD ST	MP 6002	TBD
Sheriff's Office - Jail ID	901 LEOPARD ST	MP 3554	TBD
District Clerk Archives	901 LEOPARD ST ROOM 602	MP 4002	TBD
Records Warehouse	611 PALM DR	MP 4002	TBD
Sheriff's Office - Warrants	1901 TROJAN	MP 6002	TBD
Sheriff's Office - Admin	901 LEOPARD ST ROOM 702	MP 6002	TBD
Juvenile - Probation	2310 GOLLIHAR RD	MP 7502	TBD
Purchasing	901 LEOPARD ST	MP 6002	TBD
CSCD - Trojan PO Section	1901 TROJAN DR	MP 7502	TBD
CSCD - Trojan Admin.	1901 TROJAN DR	MP 6002	TBD
District Attorney - Felony	901 LEOPARD ST ROOM 206	MP 7502	TBD
District Attorney - Misdemeanor	901 LEOPARD ST	MP 7502	TBD
CCAL# 2 & 3	901 LEOPARD ST ROOM 207	MP 6002	TBD
CCAL# 1 & 4	901 LEOPARD ST ROOM 301	MP 6002	TBD
District Clerk - Criminal	2310 GOLLIHAR	MP 6002	TBD
District Clerk - Probate	901 LEOPARD ST ROOM 701	MP 6002	TBD
County Attorney	901 LEOPARD ST ROOM 207	MP 7502	TBD
Juvenile - Detention	2310 GOLLIHAR RD	MP 7502	TBD
Constable Pct. 3	115 SASH AVE	MP 2554	TBD
Constable Pct. 1	901 LEOPARD ST	MP 2554	TBD
District Attorney Appeals	901 LEOPARD ST RM 102	MP 2554	TBD
105th DC	4626 WEBER	MP 2554	TBD
County Airport	3983 WINGS DR	MP 2554	TBD
Constable Pct. 5	710 E MAIN AVE	MP 2554	TBD
214th DC & 148th DC	901 LEOPARD ST RM 206	MP 2554	TBD
Hilltop Community Center	11425 LEOPARD ST	MP 2554	TBD
Veterans Services	901 LEOPARD ST	MP 2554	TBD
Tax Office - Bishop	1155 ASH AVE	MP 2554	TBD
JP Pct. 2-1	4626 WEBER RD	MP 2554	TBD
Tax Office - Motor Vehicles Bookkeep	901 LEOPARD ST RM 902	MP 2554	TBD
CSCD - Robstown	710 E MAIN	MP 2554	TBD
JP Pct. 5-1	710 E MAIN AVE	MP 2554	TBD
Sheriff's Office - Patrol	745 N PADRE ISLAND DR	MP 2554	TBD
Tax Office - Robstown	710 E MAIN AVE	MP 2554	TBD
Print Shop	901 LEOPARD ST	PR01357EX	C14071274
Court Admin	901 LEOPARD ST	MP6001	C14079447
JP Pct. 4	705 W AVENUE A	MP2851SP	C14088271
Commissioner Court Admin.	901 LEOPARD ST	MP6001	C14088263
County Judge	901 LEOPARD ST	MP6001	C14088264
Const. Pct. 4	705 W AVENUE A	MP2851SP	C14088272
Human Services - Robstown	103 N 6TH ST	MP2851SP	C14088274
County Clerk - Robstown	110 N 6TH ST	MP2851SP	C14088273
94th DC & 117th DC	901 LEOPARD ST	MP4001SP	C14088436
Public Works - Main	901 LEOPARD ST	MP5001SP	C14088430
County Clerk	901 LEOPARD ST	MP4001SP	C14088437

Department	Location	Model	Serial
Public Works - Bldg. Maint.	901 LEOPARD ST	MP4001SP	C14095453
CSCD - Gollihar	4525 GOLLIHAR RD STE 100	MP3351SP	C14112920
Law Library	901 LEOPARD ST	MP3351SP	C14112921
Coastal Parks - Port Aransas	321 BEACH AVE	MP2851SP	C14112924
CSCD - MASO	745 N PADRE ISLAND DR	MP2851SP	C14112925
District Attorney	201 CORN PRODUCT RD	MP2851SP	C14112926
Law Library	901 LEOPARD ST	MP2851SP	C14112910
Human Services - Back	901 LEOPARD ST	MP2851SP	C14112911
Human Services - Front	901 LEOPARD ST	MP2851SP	C14112912
Public Works - Bush Yd.	5655 BUSH AVE	MP2851SP	C14112913
JP Pct. 3	1155 ASH AVE	MP2851SP	C14112914
County Clerk - Treasury	901 LEOPARD ST	MP6001SP	C14113328
Tax Office - Main	901 LEOPARD ST	MP6001SP	C14113329
County Clerk - Main	901 LEOPARD ST	MP6001SP	C14113330
Coastal Parks - Bob Hall	1580 PR 22 BOB HALL	MPC3001	C14113227
RMB Fairground	1213 TERRY SHAMSIE BLVD	MPC3001	C14113226
Hilltop Community Center	11408 LEOPARD ST	MP2852SP	C14115520
Constable Pct. 2	10110 COMPTON RD	MP2852SP	C14115516
28th DC	901 LEOPARD ST	MP2852SP	C14115517
Magistrate Court	901 LEOPARD ST	MP3352SP	C14115498
Sheriff's Office - CID	901 LEOPARD ST	MP3352SP	C14115500
347th DC & 319th DC	901 LEOPARD ST FL 8	MP3352SP	C14115499
Tax Office - Motor Vehicles	901 LEOPARD ST	MP3352SP	C14115557
JP Pct 1-1	901 LEOPARD ST RM 116	MP4001SP	C14115542
CCAL# 5	2310 GOLLIHAR RD	MP5001SP	C14115487
Sheriff's Office - Jail Booking	901 LEOPARD ST	MP5001SP	C14115488
CSCD - SATF (Front)	745 N PADRE ISLAND DR	MP6001	C14115470
CSCD - CCF (Back)	745 N PADRE ISLAND DR	MP6001	C14115471
Sheriff's Office - Mckenzie Annex	745 N PADRE ISLAND DR	MP6001	C14115472
Human Resources	901 LEOPARD ST	MP6001	C14115473
Ag Extension	901 LEOPARD ST	MP7001	C14115663
Sheriff's Office - Jail Booking	901 LEOPARD ST	MP7001	C14115492
Auditor's	901 LEOPARD ST	MP9001	C14115469
Human Resources	901 LEOPARD ST	MP4002SP	C85012032
Risk Management	901 LEOPARD ST	MP2352SP	C85011787

EXHIBIT D-2
MASTER SERVICE AGREEMENT – SCOPE OF WORK

SCOPE OF WORK

Ricoh will provide the Services described more fully in the paragraph entitled “Exhibit A-1” above and in this scope of work (Scope of Work”). Each Service Area will also include a description and outline of the Services that Ricoh will perform, including Ricoh’s responsibilities. Associated Ricoh tasks are to be further detailed in the Ricoh Management Services Site Procedures Guide prepared for Customer. Customer responsibilities are also included below where such responsibilities are necessary for Ricoh’s performance of the Services. This Scope of Work also details the logistics of Customer’s facility to establish the square footage, department, and Customer employee served.

REPORTING

Ricoh will provide operating reports on a monthly basis to Customer’s authorized contact. The operating reports may include, but may not be limited to, quantitative data (such as volumes and other relevant metrics) for the Services performed by Ricoh. Ricoh and Customer will mutually agree to the content of such reports.

QUARTERLY STRATEGY UPDATES AND ANNUAL CUSTOMER STRATEGY SESSIONS

Ricoh will coordinate quarterly meetings (“Quarterly Strategy Update”) three months in advance of the date of the review. They Quarterly Strategy Update is to be attended by authorized members of Ricoh and Customer management.

Number of Buildings	30
Number of Floors	11
Total Building Square Footage	266,270
Departments Served	52
Customer Employee Census	1,171

CHANGES IN SCOPE OF WORK

Any change to the Scope of Work must be made through a written addendum to the Agreement and signed by both parties.

1. Copy Center Service Description
 - a. Customer will provide space, utilities and office supplies for the Copy Center according to Section 5 of the Agreement
 - b. Ricoh will provide the administrative and operation process and procedures including but not limited to scheduling and coordination process, etc.
 - c. TRAC (Trend, Reporting, Analysis and Communication) Solution is a web-based application allowing end users to submit requests to the Copy Center online. Ricoh will provide installation and end user training. Follow up training will be provided on an as needed basis.
 - d. In the event the volume of work is such that the turnaround time or Customer’s requirements cannot be met, Ricoh will inform customer and if necessary, arrange for the work to be vended out.
2. Convenience Copier Fleet Service Description
 - a. Ricoh is responsible for providing, stocking and maintaining each convenience copier
 - b. On a scheduled and on an “as needed” basis. Ricoh will perform key-operator maintenance as prescribed by the manufacturer.
 - i. In the event of a convenience copier malfunction, Customer will notify the Personnel in the Copy Center. The Ricoh key operator will first attempt to correct the problem, failing that, they will notify the appropriate service department ASAP.
 - c. On an “emergency” basis, key operators will personally respond when a convenience copier experiences a problem and take appropriate action to resolve the problem ASAP.
 - d. Ricoh will maintain an appropriate level of supplies at the convenience copier.