

**Wakefield Community School
Board of Education Regular Meeting
Tuesday, October 17, 2017 7:00 PM**

The Board of Education Regular Meeting convened in open and public session on Tuesday, October 17, 2017 at 7:00 PM in the Board of Education Room at the Boardroom
802 Highland Street
Wakefield, NE 68784.

President Brown informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

ATTENDANCE TAKEN AT 7:00 PM:

Present: Mrs. Karen Borg, Bree Brown, Arianne Conley, Mr. Ben Donner, Shannon Johnson, Mark Victor. Present: 6.

Opening Procedures

Call to Order

Open Meetings Act

Roll Call

Excuse Board Member Absences

Approval of Agenda

Motion to approve the agenda Passed with a motion by Mr. Ben Donner and a second by Mark Victor.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Awards and Special Recognition

Recognition of Visitors/Communication from the Public

WEA

Reports

Administrators

Elementary Principal Report

Secondary Principal Report

Superintendent Report

Board Committee Reports

Board Policy

Building, Sites & Transportation

Business & Finance

Curriculum, Americanism & Technology

Public & Personnel Relations

Strategic Planning

Discussion and Action Items

Consent Agenda

Motion to approve the Consent Agenda Passed with a motion by Mr. Ben Donner and a second by Bree Brown.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Minutes of the previous meeting

Financial Reports

Discuss and take appropriate action on the approval of Mr. Alan Lopez as a volunteer assistant High School wrestling coach for the 2017-2018 season

Move to approve Alan Lopez as a volunteer assistant coach for the 2017-2018 wrestling season Passed with a motion by Arianne Conley and a second by Mr. Ben Donner.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on Classified Staff sick leave pay-out.

Move to approve sick leave pay out as described Passed with a motion by Bree Brown and a second by Arianne Conley.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on approval of a possible new lease for the Elementary and High School copiers.

Move to select RTI pending legal council contract approval Passed with a motion by Mr. Ben Donner and a second by Arianne Conley.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss and take appropriate action on upgrading accounting software from Fund Accounting to AptaFund.

Move to approve upgrading accounting software from FA2 to AptaFund pending legal council approval Passed with a motion by Shannon Johnson and a second by Bree Brown.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Discuss the Elementary assessment scores.

Upcoming Dates and Times

Set the date and time for the next regular meeting

Adjournment

Motion to adjourn the meeting at 8:59 Passed with a motion by Arianne Conley and a second by Mr. Ben Donner.

Mrs. Karen Borg: Yea

Bree Brown: Yea

Arianne Conley: Yea

Mr. Ben Donner: Yea

Shannon Johnson: Yea

Mark Victor: Yea

Yea: 6, Nay: 0

Elementary Principal Report
Board of Education Meeting
October 2017

Goal #1: Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21st Century learning for all students.

- All elementary students have completed the fall MAP window. As a reminder, students in grades K-3 take MAP three times and 4-6 take it two times. NWEA will be creating a new assessment to replace NeSA. This will begin this spring.
- Mrs. Schmidt and Mr. Galles attended an in-service that addresses the changes in the new assessment.
- Mrs. Dolen and Mrs. Cliff will be attending a MAP workshop to learn about and find ways to implement MAP data into their instruction.
- During our early out meetings; all staff members have selected a book and prepare monthly updates/education/PD for their peers. The books range in topics from math problem solving, to increasing reading comprehension skills to some books about motivation and school climate.
- Staff members have been encouraged to create and to begin participating in Professional Learning Communities (PLC) sessions at least 2 times a month.
- One new initiative that came from our annual data retreat is the establishment of Family groups. Family groups are mixed aged students (k-6) who meet together a few times a month to work on various skills such as how to demonstrate kindness and what it takes to be a good friend. Every certified elementary teacher has a group of 8-10 students.

Goal 3: Wakefield Community School will facilitate communication with staff, parents, patrons and students.

- Parent Teacher conferences were held on October 2nd. We had 95% of our parents show up to talk with teachers. If teachers were unable to meet with parents during their scheduled time, they are setting up individual meetings with them to discuss student performance.
- Grandparent's Day will be October 20th from 10:30-2:30.

**Wakefield Community School
Board of Education
High School Principal Report
October 2017**

Goal #1: Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21st Century learning for all students.

- The After School Program attendance has a range of 5 to 12 students. Often times a recommendation for ASP comes from the SAT team, and as mentioned at a previous meeting, students will be required to attend on a case-by-case basis.
- MAP testing for 7-12 will begin Oct. 24 (start of the 2nd quarter).
- It is anticipated that Mr. Wulf and I will present NeSA and ACT results at November board meeting.
- At our faculty meeting on Oct. 9, we spent some time discussing last year's ACT test, as well as plans to prepare for this year's test. "On to College" (formerly John Baylor Test Prep) has some new items for teachers to use, including a bank of actual past ACT tests. We also held committee meetings for Student Recognition, Community Service, Technology, Social, and Publicity.

Goal #3: Wakefield Community School will facilitate communication with staff, parents, patrons and students.

- Parent-Teacher Conferences were held on October 2. We once again held conference in the classrooms instead of in the gym. 45% of our students were represented at conferences.
- The NSAA deadline for submitting our decision on football classification is Nov. 30. Mr. Hassler and Mr. Brenn plan to attend the November board meeting to discuss their proposal.

Miscellaneous

- National Honor Society Induction took place on Oct. 11. Four new members were inducted: Solomon Peitz, Jessica Borg, Jamie Dolph, and Breanna Chase.
- We have 32 students in One Act this year. 19 are part of the cast, with 2 student assistant directors, and 11 crew members. Conference One Act is in Ponca on November 14 and District One Act is at Wayne State College on November 30.
"Small Actors" by Stephen Gregg (Drama/Comedy)
Emily desperately wants to play the lead in her high school's production of Romeo and Juliet. Instead, she gets a one-line, four-word role. None-the-less, she tells her parents (who will be out of town during the performance) that she got the lead. Mom and Dad cancel their vacation plans and invite every relative they can round up to come visit and see their daughter play Juliet. This outlandishly funny and very touching play is about the roles we all play—in theatre and in life.
- We have hired Alan Lopez for asst. Jr. high wrestling, and Justin Smith for asst. HS wrestling.

Superintendent's Report
October 17, 2017

1. **Goal #1:** Wakefield Community School will provide students an education that develops relationships utilizing a relevant curriculum that infuses technology providing 21st Century learning for all students. (Curriculum, Americanism & Technology)
 - a. The administrators are planning the October 23 in-service day. The day will involve some professional development in technology, as well as various teacher committee work. Local law enforcement plan on coming to school around 2:00 and demonstrating the shooting of a firearm (blank rounds) while teachers are in their classrooms.
 - b. Education Commissioner Matt Blomstedt sent out information regarding the new assessments taken last spring in grades 3 – 8 and 11. The state is establishing a new baseline in Nebraska that raises new expectations for student success to reflect college and career readiness. The more rigorous standards are requiring a realignment of all standards, which will occur over the next several years. Everyone is reminded that the increase in the number of students non-proficient. Teachers and students are not suddenly poor performers. It is now everyone's responsibility to realign student learning to reflect increased student expectations. Wakefield's scores reflect lower performance at all levels as anticipated. We will all work together to have every student meet the new college and career ready standards adopted by NDE.

2. **Goal #2:** Wakefield Community School will make an efficient use of all resources. (Business & Finance)
 - a. We have been working with Pflanz Electronics and have installed a new set of speakers as the football press box. They have charged us approximately \$800 for the new speakers, and we will also fix the previous speakers, so we can use them as additional speakers or backup speakers. We may look to place the speakers in the activities center gym.
 - b. The budget for October reflects that have 93.23% unencumbered compared to 93.01% unencumbered the previous year. Fund balances as of October 1, 2027 are: General Fund \$1,376,700; Lunch Fund \$106,893; Bond Fund \$38,560; Depreciation Fund \$703,283; Employee Benefit Fund \$21,502; Special Building Fund \$559,921, Qualified Capital Purchase Undertaking Fund \$176,080 and Interim Fund is \$3,643.
 - c. Mr. Larry Bock, Safety Inspector for ALICAP reviewed our safety records, conducted building inspections and vehicle inspections. The inspections went very well with no major findings or safety violations. Mr. Bock also reviewed our Workers Compensation Experience Rating. According to our loss report our areas of injury included "striking against or stepping on" object was our highest injury followed by being "struck or injured by" items in the building. Strains and/or body injury was one injury last year and the least costly for the district. Actual dollar losses last year was \$1,552. The district's Workers Compensation Experience Factor for the upcoming year will be 0.72, which is very low.

- d. The Limited English Proficient plan and Poverty plan was submitted last week to the Nebraska department of Education. Poverty plan helps cover costs associated with educating students with poverty. The LEP plan addresses the unique needs of English Language learners. Teacher salaries, para-educator salaries, professional development and program component costs are included in the plan.
 - e. This month Wakefield Community Schools received resignations from Mrs. Carlene Bodlak and Ms. Karen Kluthe. Carlene is retiring as a para-educator which she has faithfully served the district since 2009. Karen has also served as a para-educator faithfully since 2008. Both ladies are to be commended for their service to students and staff at Wakefield Community School.
 - f. Ms. Vickey Sanchez has been hired as a para-educator. Vickey has three years of college education and is bilingual. She has been serving the district as a substitute para-educator prior to going to work full-time.
3. **Goal #3:** Wakefield Community School will facilitate communication with staff, parents, patrons, and students (Public and Personnel Relations)
- a. "Screenagers" was shown to students in grades 4-12, as well as parents/community on Sep. 21. Approximately 15 adults attended the evening showing. We will be including information and data from the Screenager's website in our monthly newsletters.
 - b. Wakefield is participating in the reVision vocational education program through a grant from NDE. We are participating with eight area schools in Northeast Nebraska. The goal of the process is to evaluate employment needs of the areas and align our programs to meet those needs. We are holding a community meeting with local and area businesses on November 1st at Wayne State College. A letter is being sent out inviting businesses to a 6:00 pm dinner and meeting at the WSC Student Union. We are soliciting input from these businesses to create "buy-in" for our programs.
4. **Miscellaneous**
- a. During the November Board of Ed meeting, we will need to decide whether to remain in the eight-man football program or move back to eleven-man football. Coach Hassler and Athletic Director Matt Brenn will be here to present on the topic. We must decide how to proceed for the upcoming two-year cycle.
 - b. We need to look at calendars for possible dates for the Board Retreat. I am suggesting that we hold the meet in the technology laboratory this year due to construction at ESU #1.
 - c.

**WAKEFIELD COMMUNITY SCHOOL
BOARD MINUTES
September 13, 2017**

Two public hearings were conducted prior to the regular monthly meeting. The purpose of the first hearing was to allow the district patrons to express support, opposition, criticism, suggestions or observations relating to the adoption of the proposed budget for School Year 2017-2018 and to consider amendments relative thereto.

The Hearing Agenda for the Wakefield Board of Education convened in open and public session on September 13, 2017 at 7:00 PM in the High School Computer Lab at the Wakefield Community Schools, 802 Highland Street, Wakefield, NE.

President Borg informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

President Borg called the proposed budget hearing to order at 7:00 PM with the following members present: Karen Borg, Bree Brown, Arianne Conley, Ben Donner, Shannon Johnson and Mark Victor. Absent: None.

Borg opened the hearing to hear from district patrons.

Motion Passed: To close the hearing from patrons on the proposed 2017-2018 budget at 7:15 PM passed with a motion by Donner and a second by Johnson.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

President Borg called the proposed budget hearing to order at 7:15 PM with the following members present: Karen Borg, Bree Brown, Arianne Conley, Ben Donner, Shannon Johnson and Mark Victor. Absent: None.

Borg opened the hearing to any district patrons to voice support, opposition, criticism, suggestions or observations relating to setting the final tax request at a lower amount than the prior year tax request.

Motion Passed: To close the hearing from patrons on the proposed 2016-2017 budget at 7:16 PM passed with a motion by Brown and a second by Conley.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

Bree Brown, Secretary

Becky Gothier, Recording Secretary

**WAKEFIELD COMMUNITY SCHOOL
BOARD OF EDUCATION REGULAR MEETING
WEDNESDAY, SEPTEMBER 13, 2017 7:15 PM**

The Board of Education Regular Meeting convened in open and public session on August 14, 2017 at 7:15 PM in the High School Computer Lab at the Wakefield Community Schools, 802 Highland Street, Wakefield, NE.

President Borg informed the group of the Open Meetings Act posted in the room and accessible to all members of the public as required by law. All board members had received notice of the meeting and the meeting notice had been published/posted in a timely manner prior to the meeting date.

ATTENDANCE TAKEN AT 7:17 PM:

Present Board Members: Karen Borg, Bree Brown, Arianne Conley, Ben Donner, Shannon Johnson, and Mark Victor

Absent Board Member: None

Present: 6, Absent: 0.

Also in attendance: Elementary Principal Wulf, Secondary Principal Heitz, Recording Secretary Gothier and Dr. Craig Pease from WSC.

APPROVAL OF AGENDA

Motion to approve the agenda passed with a motion by Donner and a second by Victor.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

REPORTS

ELEMENTARY PRINCIPAL REPORT

- We continue to modify the way that ELL services are delivered this year with the addition of a ½ time teacher. Mrs. Montoya and Mrs. Cliff are working to diligently ensure that all students are getting the appropriate supports that are required.
- During the first 2 weeks of school, Mrs. Manz benchmarked all students in grades 1-3 and any new students who moved into Wakefield. Mr. Galles has completed benchmarking on students in grades 4-6.
- Wakefield Elementary School continues our partnership with Wayne State College on their Professional Development School (PDS). This program places college education majors the semester before their student teaching, in our classrooms for ½ of the day.
- We have begun our first round of MAP assessments. Students in grades K-2, which are completed, will take the test 3 times during the school year. Students in grades 4-6 will take the test 2 times this year.
- We will be posting an advertisement for a paraprofessional position to take over for a para who is leaving in the next few months.

SECONDARY PRINCIPAL REPORT

- During our opening meetings, as well as during our 2:00 dismissal meeting, the teachers began learning about the new teacher evaluation system. We have also discussed "College, Career, and Civic Ready," and what that means for Wakefield students.
- As a result of some discussion at the summer data retreat, we have decided to key in on our weekly "down list" and some different interventions. We all agreed that a large portion of the students who get failing grades are due to lack of homework completion. We will now, on a case-by-case basis: a) required After School Program, b) require students to use their Wednesday Trojan Time to visit with the teacher for the class they are failing, and c) require students to stay until 3:45 on our scheduled 2:00 dismissal days.
- Our annual Athlete/Parent meetings took place the first full week of school, this time including parents of jr. high students. Other than a handful of families who made appointments with me, all

- parents/guardians of volleyball and football players were present at one of the meetings.
- Current Enrollment as of Sept 6

GRADE LEVEL	NUMBER
7TH GRADE	35
8TH GRADE	26
9TH GRADE	45
10TH GRADE	33
11TH GRADE	24
12TH GRADE	37
TOTAL	200

SUPERINTENDENT REPORT

- A census was taken as of Friday, September 8th

GRADE LEVEL	2016-2017	2017-2018
3 YR OLD PRESCHOOL	28	27
4 YR OLD PRESCHOOL	31	34
K-6	229	228
7-12	197	200
TOTAL	487	489

- I am working on a new contract for the district’s photocopiers. Thus far, three companies are working on bids. I plan to invite a fourth company to bid the copier contract.
- I am excited to inform you about our upcoming student and parent education program called “Screenagers.” This educational activity involves a professionally produced movie discussing children and families utilization of digital screen time. The student assemblies is scheduled for September 21, 2017 followed by a showing for all parents in the main gym at 7:00 pm. This documentary is produced by Dr. Delaney Ruston M.D. Screenagers is about the impact of the digital age on children and how to help families minimize harmful effects and help families find balance. We will provide child care and Spanish interpretation. The movie comes with Spanish subtitles to help parents.

BOARD COMMITTEE REPORTS

BUSINESS & FINANCE

The committee met on August 29 to review final August bills. The team also reviewed the proposed 2017-18 school budget. An action item will be presented later in the meeting.

SCHOOL IMPROVEMENT & STRATEGIC PLANNING

October 11th has been set for the annual Board of Education Retreat at ESU #1 at 5:00pm.

DISCUSSION AND ACTION ITEMS

CONSENT AGENDA

Motion to approve the Consent Agenda passed with a motion by Conley and a second by Johnson.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

Bills were reviewed by the Finance Committee and approved as follow: General: \$327,842.63; Lunch: \$21,426.51; Depreciation: \$10,321.12; Payroll: \$182,266.21; Activities: \$3,207.49

DISCUSS AND TAKE APPROPRIATE ACTION ON AN OPTION ENROLLMENT REQUEST FOR A MINOR STUDENT OF Ms. LETICIA ROMERO-GONZALEZ.

Motion to approve option enrollment request passed with a motion by Victor and a second by Conley.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

DISCUSS AND TAKE APPROPRIATE ACTION ON THE 2017-2018 BUDGET WITH CONSIDERATION FOR THE FOLLOWING FUNDS: GENERAL, DEPRECIATION, EMPLOYEE BENEFITS, CONTINGENCY, ACTIVITIES, SPECIAL BUILDING, BOND, SCHOOL LUNCH, QUALIFIED CAPITAL PURCHASE, COOPERATIVE AND STUDENT FEE FUNDS.

The district's property valuation decreased by -0.45% this year, which translates to one cent of tax generating \$49,830 as compared to one cent last year generating \$50,055 in taxes. Wakefield Community School is an equalized school district. This year equalization state aid increased to \$499,159 from the prior year of \$116,212. The district's net option funding decreased by \$30,000 and allocated income tax funds decreased by \$6,554.

During the 2017-18 state aid will be \$569,402 and for the 2016-17 year state aid was \$240,407. This represents an increase of \$328,993 in state aid.

This budget has a reduction of 0.5 cents in the Qualified Capital Purpose Undertaking Fund (QCPUF) for the upcoming year setting the levy at 0.022727 cents which will generate an estimated \$113,250 toward our debt payments for the energy conservation project. This represents a decrease of one-quarter cents. The Special Building Fund remains the same at the 1.5 cents amount, which will generate approximately \$74,745 for new projects. The Special Building Fund monies is in anticipation of constructing a bus barn facility and wrestling practice area.

The general fund tax levy will increase under this proposed budget by \$0.014566 cents. The overall levy assessment will increase by \$0.012042 which is approximately 1.25 cents. The proposed levy is \$0.994472 cents.

Motion to adopt the 2017-2018 budget as presented passed with a motion by Victor and a second by Donner.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

DISCUSS AND TAKE APPROPRIATE ACTION ON THE DISTRICT PROPERTY TAX REQUEST(S) FOR THE 2017-2018 SCHOOL FISCAL YEAR.

The tax request for the general fund is \$4,766,705. The Special Building Fund request is \$75,500 and the Qualified Capital Purpose Undertaking Fund for K-12 is \$113,250. Total Personal and Real Property Tax request is \$4,955,456 Failure to adopt the levy request would result in the County Assessor's taxing at last year's rates in each of the fund areas.

FUND	2016-2017 BUDGET INFORMATION		2017-2018 BUDGET INFORMATION	
	2016-17 PROPERTY TAX REQUEST	2016 TAX RATE	2017-18 PROPOSED PROPERTY TAX REQUEST	PROPOSED 2017 TAX RATE
GENERAL FUND	4,715,365.61	0.942027	4,766,705.00	0.956593
BOND FUND	0.00	0.00	0.00	0.00
SPECIAL BLDG	75,841.41	0.015151	75,500.00	0.015152
QCPUF	126,402.02	0.025252	113,250.50	0.022727
TOTAL	4,917,609.04	0.982430	4,955,455.50	0.994472

Motion to adopt the new property tax request for the 2017-2018 year passed with a motion by Brown and a second by Johnson.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

DISCUSS 2016-17 ACT SCORE RESULTS.

The National ACT exam serves as a measure of college readiness to attend a four year college or university. This report reflects students that took the ACT outside the state ACT assessment. A total of 22 junior/seniors participated in the ACT exam last year having a school composite score of 20.5. The composite score declined 0.6 tenths from the 2016 year and is below the state composite score of 21.4. Please be aware that our scores can vary greatly with the small number of students taking the exam.

DISCUSS AND TAKE APPROPRIATE ACTION TO DECLARE SURPLUS PROPERTY.

Items to be declared surplus property:

- Ed Mark Level 1 & 2 reading series. (special education)
- Assortment of Hand power tools: 4 drills, 2 circular saws, small belt sander and orbital sander.
- 1 - 24: RCA TV
- 1 - Toshiba DVD/VHS player/recorder
- 1 - Epison Perfecta Scanner
- 7 - Computer carrying cases
- 1 - Hp 6730B Laptop computer, Windows 97
- 1 - Cabinet - Rex's office
- 2 - IBR surge protectors
- 1 - 3 COM switch & 3 face plates
- 2 - Kitchen open cabinet/cart
- 2 - Student lunch tables
- 55 - high school student desks
- 1 - cart
- 60+ elementary chairs

Motion to approve the items listed above as surplus property passed with a motion by Donner and a second by Victor.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0

DISCUSS THE REVISED PRESENTATION ON THE POSSIBLE WAKEFIELD - ALLEN GIRLS VOLLEYBALL AND BASKETBALL AGREEMENT.

UPCOMING DATES AND TIMES

Public & Personnel Relations Committee Meeting - September 27 at 5:30pm

Board Retreat at ESU #1 - October 11 at 5:00pm

Regular Board Meeting - Tuesday, October 17 at 7:00pm

ADJOURNMENT

Motion to adjourn the meeting at 8:19pm passed with a motion by Donner and a second by Johnson.

Yea: Borg, Brown, Conley, Donner, Johnson, Victor

Nay: None

Yea: 6, Nay: 0



Bree Brown, Secretary



Becky Gothier, Recording Secretary

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

00048720	09/21/2017	AXISPLUS		AxisPlus Benefits	
Sept2017	09/21/2017		09/21/2017	Flex Plan Deposit	16,406.53

Check Total 16,406.53

1 - GENERAL FUND Totals: 16,406.53

Total of Checks Printed: 16,406.53

Report Total: 16,406.53

Check Register

Direct

Dep. Invoice	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

00048730	10/11/2017	BLUECROS		Blue Cross and Blue Shield of NE	
2BCBR.408	10/13/2017		10/13/2017	Oct 2017 Payroll	1,421.34
2BCDENR.408	10/13/2017		10/13/2017	Oct 2017 Payroll	1,327.35
3BCBS.408	10/13/2017		10/13/2017	Oct 2017 Payroll	60,379.99
3DENT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	1,523.53
Oct2017	10/01/2017		10/09/2017	L Siebrandt Sept Prm	700.23
				Check Total	65,352.44
00048731	10/11/2017	CITYWAKE		City of Wakefield	
Oct2017	10/01/2017		10/10/2017	Football Field Rental	2,500.00
				Check Total	2,500.00
00048732	10/11/2017	MADINATI		Madison National Life	
2SALP.408	10/13/2017		10/13/2017	Oct 2017 Payroll	1,350.25
2SUPP.408	10/13/2017		10/13/2017	Oct 2017 Payroll	23.50
3LIFE.408	10/13/2017		10/13/2017	Oct 2017 Payroll	653.25
Oct17-1	10/01/2017		10/09/2017	MM Life Ins Prm	7.00
Oct2017-2	10/01/2017		10/09/2017	DY Life Ins Prm	8.75
Oct2017-3	10/01/2017		10/09/2017	Life Ins Prm Adj	18.50
				Check Total	2,061.25
00048733	10/11/2017	VSP		Vision Service Plan	
2VISR.408	10/13/2017		10/13/2017	Oct 2017 Payroll	526.99
Oct2017	10/01/2017		10/10/2017	L Siebrandt Prm	8.23
				Check Total	535.22
00048734	10/11/2017	WANATLINS		Washington National Insurance Co	
2CAND.408	10/13/2017		10/13/2017	Oct 2017 Payroll	267.50
2LIFE.408	10/13/2017		10/13/2017	Oct 2017 Payroll	35.49
				Check Total	302.99
00048735	10/12/2017	APPEARA		Appearra	
0242157	09/07/2017		10/09/2017	Mops, Towels & Uniforms	62.67
0242165	09/07/2017		10/09/2017	BB Towels & Uniforms	29.20
0243786	09/14/2017		10/09/2017	Mops, Towels & Uniforms	62.67
0243788	09/14/2017		10/11/2017	Shop Coats, Towels, Mops	25.71
0243796	09/14/2017		10/09/2017	BB Towels & Uniforms	29.20
0245564	09/21/2017		10/09/2017	Mops, Towels & Uniforms	62.67
0245571	09/21/2017		10/09/2017	BB Towels & Uniforms	29.20
0247306	09/28/2017		10/09/2017	Mops, Towels & Uniforms	62.67
0247315	09/28/2017		10/09/2017	BB Towles & Uniforms	38.70
				Check Total	402.69
00048736	10/12/2017	AXISPLUS		AxisPlus Benefits	
2CHCR.408	10/13/2017		10/13/2017	Oct 2017 Payroll	3,714.96

Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
2MEDR.408	10/13/2017		10/13/2017	Oct 2017 Payroll	2,722.65
Check Total					6,437.61
00048737	10/12/2017	CENTERP		CenterPoint Energy Services Retail LLC	
2849913	09/29/2017		10/09/2017	BHE195185 Aug Natural Gas	69.34
2849913-1	09/29/2017		10/09/2017	BHE231582 Aug Natural Gas	34.68
2849913-3	09/29/2017		10/09/2017	NGM829096 Aug Natural Gas	44.99
Check Total					149.01
00048738	10/12/2017	CENTLINB		CENTURYLINK Business Services	
1420132260	09/11/2017		10/09/2017	Internet Service	874.16
Check Total					874.16
00048739	10/12/2017	CENTLINK		Century Link	
402 287 2943	10/04/2017		10/12/2017	BB Phone Service	68.94
402	09/04/2017		10/09/2017	Phone Service	633.28
287-2012-Sept					
402 287-2943	09/04/2017		10/09/2017	BB Phone Service	135.09
Sept17					
402-287-2012	10/04/2017		10/10/2017	Oct Phone Svc	317.10
Oct					
Check Total					1,154.41
00048740	10/12/2017	CITYWAKE		City of Wakefield	
Sept17 - 367	09/30/2017		10/09/2017	Sept PF Utilites	342.15
Sept17 - 449	09/30/2017		10/09/2017	Sept BB Utilites	167.42
Sept17 - 588	09/30/2017		10/09/2017	Sept Utilites	7,240.81
Check Total					7,750.38
00048741	10/12/2017	CORNTRUX		Cornhusker International Trucks, Inc	
621919	09/13/2017		10/09/2017	Bus Repair	401.79
Check Total					401.79
00048742	10/12/2017	CUBBY'S		Cubby's Inc.	
00102034886	09/05/2017		10/10/2017	Van Fuel	34.55
00102044926	09/06/2017		10/11/2017	Van Fuel	38.49
00102125099	09/14/2017		10/10/2017	Bus Diesel	31.23
00102135113	09/15/2017		10/10/2017	Bus Diesel	99.26
00102145140	09/16/2017		10/10/2017	Van Fuel	45.64
00102175184	09/19/2017		10/10/2017	SPED Van Fuel	48.67
00102235323	09/25/2017		10/10/2017	Bus Diesel	102.90
00102235333	09/25/2017		10/10/2017	Van Fuel	47.79
00202034883	09/05/2017		10/10/2017	Van Fuel	31.16
00202054937	09/07/2017		10/10/2017	Van Fuel	5.49
002022445359	09/26/2017		10/10/2017	Van Fuel	25.12
00202265421	09/28/2017		10/10/2017	Van Fuel	24.68
00202275432	09/29/2017		10/10/2017	Bus Diesel	90.02
10701994813	09/01/2017		10/10/2017	Bus Diesel	102.07
10702064959	09/08/2017		10/10/2017	Bus Diesel	106.01

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Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	10702175189	09/19/2017		Bus Diesel	108.83
	10702205261	09/22/2017		Bus Diesel	97.35
	10702275446	09/29/2017		Bus Diesel	92.00
	10801994822	09/01/2017		Bus Diesel	94.71
	10802054931	09/07/2017		Bus Diesel	114.56
	10802064962	09/08/2017		Bus Diesel	106.82
	10802115061	09/13/2017		Bus Diesel	114.32
	10802125102	09/14/2017		Bus Diesel	93.81
	10802175190	09/19/2017		Bus Diesel	83.00
	10802205259	09/22/2017		Bus Diesel	95.18
	10802245357	09/26/2017		Bus Diesel	118.35
	10802255367	09/27/2017		Bus Diesel	109.84
Check Total					2,061.85
00048745	10/12/2017	DOLLGEN		Dollar General	
	1000663580	09/01/2017	10/09/2017	SPED Supplies	12.55
	1000663592	09/01/2017	10/09/2017	COF Supplies - LMP	5.70
	1000663596	09/01/2017	10/09/2017	COF Supplies - JD	5.75
	1000666644	09/12/2017	10/09/2017	Bug Spray	6.65
	1000667078	09/13/2017	10/09/2017	Distilled Water	2.00
	1000667856	09/15/2017	10/09/2017	COF Supplies - LMP	11.45
Check Total					44.10
00048746	10/12/2017	EBSCO		EBSCO Information Services	
	1542447	10/04/2017	10/09/2017	Library Material	1,046.02
Check Total					1,046.02
00048747	10/12/2017	EGANSUPP		Egan Supply Co.	
	270529	09/11/2017	10/09/2017	Floor Savers	59.35
	270836	09/11/2017	10/09/2017	Vac Motor/Supplies	557.93
	271169	09/20/2017	10/09/2017	Cleaning Supplies	967.15
Check Total					1,584.43
00048748	10/12/2017	EKBERGAU		Ekberg Auto Parts, Inc.	
	377893	09/06/2017	10/09/2017	Stop Leak	19.48
	378469	09/19/2017	10/09/2017	Gumout Carbchoke Spray	19.78
	378702	09/23/2017	10/09/2017	Lightbulb	13.99
Check Total					53.25
00048749	10/12/2017	ENGEASHE		Asher Engel	
	Oct 2017	10/09/2017	10/09/2017	Found Library Book	20.00
Check Total					20.00
00048750	10/12/2017	ESU1		ESU #1	
	C-871	10/04/2017	10/09/2017	3M Overhead Repair	32.00
	R107559	09/13/2017	10/09/2017	Dev Lang/Literacy - MH, JK, PP	90.00
	R107561	09/19/2017	10/09/2017	LAN Mngr Mtg - SR	20.00
	R107585	09/20/2017	10/09/2017	Canvas for Beginners - EB	20.00

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Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
R107595	09/28/2017		10/09/2017	NSSRS/EdFi Work Session-SR	20.00
R107615	09/28/2017		10/09/2017	ACT Writing Overview - JS, VZ	50.00
				Check Total	232.00
00048751	10/12/2017	ESU8		ESU #8	
INV-003595	09/07/2017		10/09/2017	Apex Contracts	644.35
INV-003640	10/02/2017		10/10/2017	Exec Funtion - LH,DJ,JM	105.00
				Check Total	749.35
00048752	10/12/2017	GALLMICH		Michelle Galles	
8183	09/13/2017		10/09/2017	FSC Supplies	20.69
				Check Total	20.69
00048753	10/12/2017	GARLAND		The Garland Company Inc	
CI-GUS0136824	09/06/2017		10/09/2017	Tuff-Stuff MS Aluminum Stone	36.83
				Check Total	36.83
00048754	10/12/2017	GILLHAUL		Gill Hauling, Inc.	
79X02193	09/30/2017		10/09/2017	Rolloff Service	50.00
7A101952	10/01/2017		10/09/2017	Garbage Service	325.00
				Check Total	375.00
00048755	10/12/2017	GRAINGER		Grainger Inc.	
9558491099	09/18/2017		10/09/2017	Drain Cleaner Cable	153.25
				Check Total	153.25
00048756	10/12/2017	GUARANT2		Guarantee Oil Company	
11152818	10/06/2017		10/12/2017	Transmission Fluid	44.01
				Check Total	44.01
00048757	10/12/2017	HARDRIV		Hard Drive Outlet	
IN26030	10/06/2017		10/10/2017	Printer Usage	630.75
				Check Total	630.75
00048758	10/12/2017	HIRERIGH		HireRight LLC	
P0701999	08/31/2017		10/09/2017	D/A Screening - BT/MB	88.20
				Check Total	88.20
00048759	10/12/2017	INNOPROT		Innovative Protectives, Inc.	
0253650	10/09/2017		10/12/2017	Renovate Stage Mats	540.00
				Check Total	540.00
00048760	10/12/2017	JOHNSWELD		John's Welding & Tool LLC	
19609	09/06/2017		10/09/2017	ITE Supplies	32.00
19679	09/28/2017		10/09/2017	ITE Supplies	54.00
				Check Total	86.00
00048761	10/12/2017	JWPEPP		J.W. Pepper & Son, Inc	

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Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	03535331	09/13/2017		Band Music	349.99
	03536366	09/19/2017		Vocal Music	35.50
	03536696	09/21/2017		Band Music	105.00
	03538730	10/03/2017		Vocal Music	32.54
	03539294	10/06/2017		Vocal Music	6.30
Check Total					529.33
00048762		10/12/2017	KSBSCHO	KSB School Law, PC LLO	
3599		10/02/2017		Legal Services	189.00
Check Total					189.00
00048763		10/12/2017	LIFETRACK	LifeTrack Services	
27662		09/19/2017		Senior Exit Surveys	518.00
Check Total					518.00
00048764		10/12/2017	LINWELD	Matheson Tri-Gas Inc	
51225849		09/30/2017		ITE Gases	212.60
Check Total					212.60
00048765		10/12/2017	LORENSEN	Lorensen Lumber & Grain, LLC	
24255		09/01/2017		Fillsand	130.50
Check Total					130.50
00048766		10/12/2017	MARCINC	Marco, Inc	
21394768		09/29/2017		Copier Lease	1,718.91
Check Total					1,718.91
00048767		10/12/2017	MENARDSSC	Menards - Sioux City	
97861		10/01/2017		ITE Supplies	274.36
Check Total					274.36
00048768		10/12/2017	METZCHAD	Chad Metzler	
Sept2017		09/29/2017		Coaching Vidos	138.99
Check Total					138.99
00048769		10/12/2017	MGTRUS	MG Trust Company	
2403B.408		10/13/2017		Oct 2017 Payroll	1,150.00
2403BROTH.408		10/13/2017		Oct 2017 Payroll	1,965.00
Check Total					3,115.00
00048770		10/12/2017	MIDBELLM	Ray's Mid-Bell Music, Inc.	
10292798		09/27/2017		Band Supplies	93.44
10293097		09/29/2017		Band Supplies	12.82
Check Total					106.26
00048771		10/12/2017	MILLBLDG	Miller Building Supply	
2743		09/05/2017		BB Supplies	19.79
2806		09/07/2017		Supplies	12.05

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Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	2813	09/08/2017		Supplies	43.45
	2848	09/11/2017		ITE Supplies	137.75
	2861	09/12/2017		Supplies	34.00
	2906	09/13/2017		Supplies	5.55
	2911	09/13/2017		BB Supplies	9.24
	2929	09/14/2017		ITE Supplies	4.33
	2937	09/14/2017		ITE Supplies	7.89
	2945	09/15/2017		BB Supplies	10.50
	2951	09/15/2017		Supplies	6.99
	3017	09/20/2017		ITE Supplies	92.50
	3084	09/22/2017		Keys	5.25
	3211	09/28/2017		Wasp Spray	6.10
	3225	09/29/2017		Supplies	92.95
	Sept2017	09/27/2017		UPS Shipping	12.61
	Sept2017-1	09/05/2017		UPS Shipping	28.81
	Sept2017-2	09/05/2017		UPS Shipping	19.41
				Check Total	549.17
00048773	10/12/2017	MUSICFRIEN		Musician's Friend	
ARINV37846429	09/12/2017		10/09/2017	Guitar Supplies	149.16
				Check Total	149.16
00048774	10/12/2017	NEBCOU		Nebr Council Of School Adm	
e11102-511430	09/28/2017		10/09/2017	Fall Ed Tech Conf - SR	175.00
				Check Total	175.00
00048775	10/12/2017	NEBRASK3		IA/NE State Bank	
2FICA.408	10/13/2017		10/13/2017	Oct 2017 Payroll	17,621.09
2FICM.408	10/13/2017		10/13/2017	Oct 2017 Payroll	4,121.06
2USIT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	25,380.92
3FICA.408	10/13/2017		10/13/2017	Oct 2017 Payroll	17,621.09
3FICM.408	10/13/2017		10/13/2017	Oct 2017 Payroll	4,121.06
				Check Total	68,865.22
00048776	10/12/2017	NEBRASK4		Nebraska Dept Of Revenue	
2NEIT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	9,497.16
				Check Total	9,497.16
00048777	10/12/2017	NEBRASK5		Nebraska Retirement System	
2NTRT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	26,638.45
3NTRT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	26,904.85
				Check Total	53,543.30
00048778	10/12/2017	NECHISUP		Nebraska Child Support Payment Center	
2CHSUP.408	10/13/2017		10/13/2017	Oct 2017 Payroll	627.00
				Check Total	627.00
00048779	10/12/2017	NWEA		NWEA	

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Dep.	Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name Description	Amount
	INV00065331	09/15/2017		10/09/2017 MAP Testing	3,307.50
				Check Total	3,307.50
00048780		10/12/2017	ONESOUR	One Source	
	2218-20170930	09/30/2017		10/09/2017 Background Check	26.00
				Check Total	26.00
00048781		10/12/2017	ORKIN	Orkin Exterminating Inc	
	162565822	10/01/2017		10/09/2017 Pest Control	116.37
				Check Total	116.37
00048782		10/12/2017	PACNSAVE	Pac N Save, Inc.	
	0179	09/09/2017		10/09/2017 COF Supplies - JH/HS	20.57
	2763	09/28/2017		10/09/2017 FCS Supplies	64.47
	42949	09/18/2017		10/09/2017 PK Supplies - MH	50.75
	4337	09/14/2017		10/09/2017 FCS Supplies	11.54
				Check Total	147.33
00048783		10/12/2017	PHOELEAR	Phoenix Learning Systems	
	7222	10/01/2017		10/09/2017 Annual Support	2,400.00
				Check Total	2,400.00
00048784		10/12/2017	PIONEERP	Pioneer Publishing Co.	
	49079	09/29/2017		10/09/2017 Bus Requests	93.71
				Check Total	93.71
00048785		10/12/2017	PRIORITY	Priority Communications & Solutions Inc	
	1331	09/12/2017		10/09/2017 Phone Repair	260.95
				Check Total	260.95
00048786		10/12/2017	SCHOLAST	Scholastic Inc	
	15763356	09/29/2017		10/10/2017 Guided Reading Material	494.50
				Check Total	494.50
00048787		10/12/2017	SHOPCO	Shopko Store Operating Co., LLC	
	6167	09/13/2017		10/09/2017 FCS Supplies	36.10
	6630	09/14/2017		10/10/2017 COF Supplies - AR Acct	7.99
				Check Total	44.09
00048788		10/12/2017	SIMPLEX	Simplex Grinnell LP	
	79693016	09/20/2017		10/09/2017 Annual Maint - Bells	2,054.58
	84087052	09/19/2017		10/09/2017 Heat Detectors	466.29
				Check Total	2,520.87
00048789		10/12/2017	STAPLES	Staples Credit Plan	
	1876430501	08/12/2017		10/09/2017 HDMI Cords	10.00
	1877949621	08/15/2017		10/09/2017 Wastebaskets	29.74
	1877952501	08/15/2017		10/09/2017 Binders - SC	19.20

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Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
	1883675391	08/22/2017		Apple TV Remote	25.99
	1883687691	08/22/2017		iPad Chargers	249.90
	1887545061	08/28/2017		Coin Counter	204.89
Check Total					539.72
00048790		10/12/2017	THECORN	Marriott Hotels	
	9192 9880	09/06/2017		B Brown Lodging	105.00
Check Total					105.00
00048791		10/12/2017	VISA	VISA	
	1596676	08/23/2017		Trophies	33.68
	1755945	09/15/2017		Amazon - Reading Books - AG	24.84
	200001856	09/12/2017		NLA Conf Reg - JK	135.00
	262298157	09/07/2017		Ikea - Classroom Supplies - JG	29.96
	3100301	09/14/2017		Green Color Paper - Teammates	9.69
	379300	09/11/2017		NSCA Acadmey Reg	180.00
	3975513	09/11/2017		Calloway-Classroom Supplies-JG	39.18
	43705	09/07/2017		Autism-Products - Light Filter	81.93
	4384280	08/22/2017		Amazon-Classroom Supplies - JG	145.64
	5137142	08/25/2017		Amazon - Elem Book Study	910.96
	53853	09/11/2017		NMEA - Registration	100.00
	54051	09/18/2017		iPad Repair	199.96
	5913437	09/14/2017		Amazon-Color Paper-Teammates	10.12
	624525	08/09/2017		Phlanz - Sound System Install	210.70
	7102733	09/12/2017		Amazon - Mannequin Dress Form	149.97
	7263	09/20/2017		Class Photos	52.57
	8373879	09/07/2017		eCampus - Textbook	59.62
	Oct2017	08/24/2017		Scripps Spelling Bee Reg	266.00
	Return	09/15/2017		Hobby Lobby - Returned	113.90
	S100313662.002	09/06/2017		M&L Supply - Urinal	471.45
	Sept2017	09/12/2017		OpusEvent - All State	260.00
Check Total					3,485.17
00048793		10/12/2017	WAKEREP3	The Wakefield Republican	
	28262	08/10/2017		Meeting Notices/Calendar	817.49
	28555	08/24/2017		Meeting Proceedings	200.30
	28584	08/31/2017		Calendar/Stamp/Env	327.50
	28993	09/07/2017		Mtg/Hearing Notices, Budget	183.36
	29028	09/14/2017		Screenager Adv	57.00
	29152	09/21/2017		Mtg Proceedings	210.76
	29265	09/28/2017		Calendars/Para Ad	247.00
Check Total					2,043.41
00048794		10/12/2017	WARDS	Ward's Natural Science Est. LLC	
	8049810219	09/13/2017		Science Supplies - MV	44.57
Check Total					44.57
00048795		10/12/2017	WAYNEHER	Wayne Herald	

ALL Data

Check Register

Arranged by:
Check Number

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Dep.	Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name Description	Amount
	WakeComm-Sept	09/30/2017		10/10/2017 Para Job Ad	18.00
				Check Total	18.00
00048796		10/12/2017	WAYNESTA	Wayne State College	
	Sept2017	09/06/2017		10/10/2017 Banner	7.00
				Check Total	7.00
00048797		10/12/2017	WCS-GEN	WCS-General Fund	
	2LCU.408	10/13/2017		10/13/2017 Oct 2017 Payroll	59.00
	2SUMINR.408	10/13/2017		10/13/2017 Oct 2017 Payroll	438.87
	2SUMRDV.408	10/13/2017		10/13/2017 Oct 2017 Payroll	2.61
				Check Total	500.48
00048798		10/12/2017	WCSINTER	Wakefield School-Interim	
	4449	09/27/2017		10/10/2017 Harvest Moon - PK Field Trip	225.00
	4450	09/27/2017		10/10/2017 NE Wrestling Camp Reg	100.00
	4451	09/27/2017		10/10/2017 Walmart- Classroom Supplies-CH	36.70
	Aug17-1	08/07/2017		10/10/2017 Pitney Bowes - Postage	400.00
	Aug17-2	08/15/2017		10/10/2017 Pitney Bowes - Postage	400.00
	Sept17	09/18/2017		10/10/2017 Pitney Bowes - Postage	400.00
				Check Total	1,561.70
1 - GENERAL FUND Totals:					253,743.01

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Check Number

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Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Checks Printed

2 - LUNCH FUND

Bank Account :B - Iowa-Nebraska State Bank

00004407	09/15/2017	PEPSI		Pepsi-Cola of Siouxland Inc	
Sept2017	09/15/2017		09/15/2017	Milk Machine Repair	430.00

Check Total 430.00

2 - LUNCH FUND Totals: 430.00

Total of Checks Printed: 430.00

Report Total: 430.00

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Dep. Invoice	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

2 - LUNCH FUND

Bank Account :B - Iowa-Nebraska State Bank

00004408	10/11/2017	BLUECROS		Blue Cross and Blue Shield of NE	
3BCBS.408	10/13/2017		10/13/2017	Oct 2017 Payroll	1,215.86
3DENT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	57.34
Check Total					1,273.20

00004409	10/11/2017	MADINATI		Madison National Life	
2SALP.408	10/13/2017		10/13/2017	Oct 2017 Payroll	12.56
2SUPP.408	10/13/2017		10/13/2017	Oct 2017 Payroll	4.20
3LIFE.408	10/13/2017		10/13/2017	Oct 2017 Payroll	29.25
Check Total					46.01

00004410	10/11/2017	VSP		Vision Service Plan	
2VISR.408	10/13/2017		10/13/2017	Oct 2017 Payroll	24.63
Check Total					24.63

00004411	10/12/2017	APPEARA		Appearra	
0242158	09/07/2017		10/10/2017	Mops, Towels & Aprons	34.93
0243787	09/14/2017		10/10/2017	Mops, Towles & Aprons	30.82
0245565	09/21/2017		10/10/2017	Mops, Towels & Aprons	33.69
0247307	09/28/2017		10/10/2017	Mops, Towels & Aprons	31.24
Check Total					130.68

00004412	10/12/2017	AXISPLUS		AxisPlus Benefits	
2MEDR.408	10/13/2017		10/13/2017	Oct 2017 Payroll	125.00
Check Total					125.00

00004413	10/12/2017	BRAUFOOD		Braunger Foods	
546010	09/06/2017		10/10/2017	Food/Supplies	639.25
5467521	09/13/2017		10/10/2017	Food/Supplies	364.46
547474	09/20/2017		10/10/2017	Food	317.48
548165	09/27/2017		10/10/2017	Food/Supplies	446.25
Check Total					1,767.44

00004414	10/12/2017	CENTERP		CenterPoint Energy Services Retail LLC	
2849913-2	09/29/2017		10/09/2017	NGM811131 Aug Natural Gas	35.14
Check Total					35.14

00004415	10/12/2017	EARTHBAK		Earthgrains Baking Companies, Inc.	
54164418482	09/06/2017		10/10/2017	Bread	183.48
54164418593	09/12/2017		10/10/2017	Bread	250.83
54164418645	09/15/2017		10/10/2017	Bread	154.66
54164418844	09/26/2017		10/10/2017	Bread	215.33
Check Total					804.30

00004416	10/12/2017	GREEFRUI		Greenberg Fruit Co.	
603600	09/08/2017		10/10/2017	Fruit	639.83

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Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
Check Total					639.83
00004417	10/12/2017	HILADAIR		Hiland Dairy	
432218	09/01/2017		10/10/2017	Milk/Juice	294.18
432266	09/05/2017		10/10/2017	Milk/Juice	304.22
432310	09/08/2017		10/10/2017	Milk/Juice	340.19
432359	09/12/2017		10/10/2017	Milk/Juice	481.33
432401	09/15/2017		10/10/2017	Milk/Juice	340.20
432453	09/19/2017		10/10/2017	Milk/Juice	387.25
432497	09/22/2017		10/10/2017	Milk/Juice	366.49
432550	09/26/2017		10/10/2017	Milk/Juice	362.08
432594	09/29/2017		10/10/2017	Milk/Juice	305.13
Check Total					3,181.07
00004418	10/12/2017	HOBART		Hobart Sales And Service	
OC76532	09/20/2017		10/10/2017	Service Call	386.76
Check Total					386.76
00004419	10/12/2017	MGTRUS		MG Trust Company	
2403B.408	10/13/2017		10/13/2017	Oct 2017 Payroll	200.00
2403BROTH.408	10/13/2017		10/13/2017	Oct 2017 Payroll	100.00
Check Total					300.00
00004420	10/12/2017	NEBRASK3		IA/NE State Bank	
2FICA.408	10/13/2017		10/13/2017	Oct 2017 Payroll	445.42
2FICM.408	10/13/2017		10/13/2017	Oct 2017 Payroll	104.16
2USIT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	622.21
3FICA.408	10/13/2017		10/13/2017	Oct 2017 Payroll	445.42
3FICM.408	10/13/2017		10/13/2017	Oct 2017 Payroll	104.16
Check Total					1,721.37
00004421	10/12/2017	NEBRASK4		Nebraska Dept Of Revenue	
2NEIT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	164.79
Check Total					164.79
00004422	10/12/2017	NEBRASK5		Nebraska Retirement System	
2NTRT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	668.16
3NTRT.408	10/13/2017		10/13/2017	Oct 2017 Payroll	674.84
Check Total					1,343.00
00004423	10/12/2017	NEBRCOM		Nebraska Food Distribution	
21627	10/02/2017		10/10/2017	Commodities	186.70
Check Total					186.70
00004424	10/12/2017	PACNSAVE		Pac N Save, Inc.	
0444	09/11/2017		10/09/2017	PT Conf Supplies	39.03
Check Total					39.03

ALL Data

Check Register

Arranged by:
Check Number

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	
00004425	10/12/2017	PEGLSYSC		Sysco Lincoln	
161470166	09/08/2017		10/10/2017	Scale Portion	292.07
161471371	09/08/2017		10/10/2017	Food/Supplies	1,646.80
161481980	09/15/2017		10/10/2017	Food/Supplies	1,821.91
161493087	09/22/2017		10/10/2017	Food/Supplies	1,971.77
161504453	09/29/2017		10/10/2017	Food/Supplies	1,403.31

Check Total 7,135.86

2 - LUNCH FUND Totals: 19,304.81

Total of Checks Printed: 273,047.82

Check Register

Direct

Dep.	Check Number	Check Date	Vendor ID	Vendor Name	Amount
Invoice	Invoice Date	PO Number	PO Date	Description	

Deposit Emails

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

E	00004426	10/12/2017	HSA-CARRSH	State Nebraska Bank	
	3HSASC.408	10/13/2017		10/13/2017 Oct 2017 Payroll	267.89

Check Total 267.89

E	00004427	10/12/2017	HSACARSLA	Iowa-Nebraska State Bank	
	3HSACARSLA.40	10/13/2017		10/13/2017 Oct 2017 Payroll	95.01
	8				

Check Total 95.01

E	00004428	10/12/2017	HSATSOD	State Nebraska Bank	
	3HSATSOD.408	10/13/2017		10/13/2017 Oct 2017 Payroll	95.01

Check Total 95.01

1 - GENERAL FUND Totals: 457.91

Total of Deposit Emails: 457.91

Report Total: 273,505.73

Check Register

Direct

Dep. Check Number Invoice	Check Date Invoice Date	Vendor ID PO Number	Vendor Name PO Date	Description	Amount
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Checks Printed

1 - GENERAL FUND

Bank Account :A - Iowa-Nebraska State Bank

00048799	10/17/2017	FAREPHYS	Faith Regional Physician Services, LLC		
Acct 50034	10/01/2017		10/17/2017	BT Driver Physical	43.00
			Check Total		43.00
00048800	10/17/2017	HOUGHTON	Houghton Mifflin Harcourt Publishing Co		
710080963	10/11/2017		10/17/2017	Fastt Math Next Gen Sub	300.00
			Check Total		300.00
00048801	10/17/2017	JWPEPP	J.W. Pepper & Son, Inc		
03539992	10/11/2017		10/17/2017	Vocal Music	90.98
			Check Total		90.98
00048802	10/17/2017	LINWELD	Matheson Tri-Gas Inc		
16317235	10/12/2017		10/17/2017	ITE Gases	147.76
			Check Total		147.76
00048803	10/17/2017	NEBFCCLA	Nebraska FCCLA		
Aug2017	08/18/2017		10/17/2017	FACS Fall Wkshp - M Galles	10.00
			Check Total		10.00
00048804	10/17/2017	STAPLES	Staples Credit Plan		
1903855301	09/20/2017		10/17/2017	Scanner	259.99
1903864231	09/20/2017		10/17/2017	Poster Board	6.99
1907493471	09/26/2017		10/17/2017	Scotch Tape	14.99
1909311171	09/28/2017		10/17/2017	Chair Mat	29.99
1910795051	09/29/2017		10/17/2017	USB Wall Chargers	73.43
1910919381	09/30/2017		10/17/2017	Desktop Calendars	18.58
1911725281	10/02/2017		10/17/2017	Apple Lightning Cable	124.95
			Check Total		528.92
1 - GENERAL FUND Totals:					1,120.66
Total of Checks Printed:					1,120.66
Report Total:					1,120.66

ALL Data

Cash Summary Report

Arranged by:
Fund ID

Date Range: 09/01/2017 thru 09/30/2017

Fund	Beginning	Revenue	Expenditures	Other	Ending	Encumbrances	Payables	Unencumbered
1	GENERAL FUND							
	400,084.67	1,416,270.94	-439,655.92	0.00	1,376,699.69	0.00	0.00	1,376,699.69
2	LUNCH FUND							
	99,029.70	22,642.50	-14,779.16	0.00	106,893.04	0.00	0.00	106,893.04
3	BOND FUND							
	38,557.80	7.51	0.00	0.00	38,565.31	0.00	0.00	38,565.31
4	COOPERATIVE FUND							
	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5	DEPRECIATION FUND							
	702,868.85	413.84	0.00	0.00	703,282.69	0.00	0.00	703,282.69
6	EMPLOYEE BENEFIT FUND							
	21,499.47	2.56	0.00	0.00	21,502.03	0.00	0.00	21,502.03
7	SPECIAL BUILDING FUND							
	580,404.43	19,516.93	0.00	0.00	599,921.36	0.00	0.00	599,921.36
8	QUALIFIED CAPITAL PURPOSE UNDE							
	144,060.78	32,019.69	0.00	0.00	176,080.47	0.00	0.00	176,080.47
9	Interim							
	4,405.09	-0.02	-761.70	0.00	3,643.37	0.00	0.00	3,643.37
Report Totals:	1,990,910.79	1,490,873.95	-455,196.78	0.00	3,026,587.96	0.00	0.00	3,026,587.96

BUDGET REPORT
September 30, 2017

		Annual Budget	Monthly Expense	YTD	Budget Balance	Percent Remain
1100	General Ed	2,771,124.00	225,582.55	225,582.55	2,545,541.45	91.86%
1125	Flex Funding	32,541.00	3,322.38	3,322.38	29,218.62	89.79%
1150	LEP Plan	170,091.00	14,163.71	14,163.71	155,927.29	91.67%
1160	Poverty Plan	229,162.00	18,742.97	18,742.97	210,419.03	91.82%
1180	Technology	189,988.00	5,047.39	5,047.39	184,940.61	97.34%
1190	Pre-School	75,221.00	5,216.61	5,216.61	70,004.39	93.06%
1200/91	Special Education	1,027,807.00	42,537.73	42,537.73	985,269.27	95.86%
2100	Guid/Support Services	184,452.00	12,598.49	12,598.49	171,853.51	93.17%
2212/22	Staff Dev/Media Center	79,781.00	3,892.59	3,892.59	75,888.41	95.12%
2310	Board of Ed	48,375.00	231.00	231.00	48,144.00	99.52%
2320	Superintendent	168,916.00	13,355.83	13,355.83	155,560.17	92.09%
2330	District Legal Services	20,000.00	239.00	239.00	19,761.00	98.81%
2400	Principal	307,321.00	25,654.72	25,654.72	281,666.28	91.65%
2510	Business	123,162.00	30,447.22	30,447.22	92,714.78	75.28%
2600	Plant Oper/Maint	455,449.00	21,950.31	21,950.31	433,498.69	95.18%
2750/60	Transportation	257,990.00	8,656.78	8,656.78	249,333.22	96.64%
3135	High Ability Grant	7,757.00	646.09	646.09	7,110.91	91.67%
4200	Title I Part A	81,516.00	6,727.96	6,727.96	74,788.04	91.75%
4310	Title II Part A	10,901.00	0.00	0.00	10,901.00	100.00%
4400	ECSE/IDEA	102,979.00	0.00	0.00	102,979.00	100.00%
4700	Perkins Grant	2,500.00	0.00	0.00	2,500.00	100.00%
4925	Title III - Limited English	13,931.00	642.59	642.59	13,288.41	95.39%
4992	REAP Grant	28,000.00	0.00	0.00	28,000.00	100.00%
6000	Summer School	11,380.00	0.00	0.00	11,380.00	100.00%
8000	Transfers	95,000.00	0.00	0.00	95,000.00	100.00%

TOTAL	6,495,344.00	439,655.92	439,655.92	6,055,688.08	93.23%
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PREVIOUS YEAR	6,378,506.00	445,897.03	445,897.03	5,932,608.97	93.01%
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GENERAL FUND - #195103
TREASURER'S REPORT AS OF SEPTEMBER 30, 2017

BALANCE AS OF SEPTEMBER 1, 2017		\$400,084.67
REVENUE		
WCS-General - Limited Computer Use	59.00	
Various Summer Insurance Premium Reimb.	441.48	
L Siebrandt Health/Dental/Vision Ins Prm	708.46	
Winside Schools - Edmark Reading Program	200.00	
Moody & Youngmeyer annual life insurance prem	189.00	
NE NPD - Backpack Program	300.00	
Personal Copies/Fax	0.80	
ESU #1 Migrant Summer School Reimb	3,813.33	
CNA Textbooks	67.50	
Allen Schools - 1/2 A Borg Conference/Travel Reim	251.50	
Student iPad Insurance	1,550.00	
SON - State Aid	56,940.00	
SON - IDEA Reimb	98,600.00	
SON - Title I Reimb	40,892.00	
SON - Title I Accountability Reimb	7,204.00	
Thurston County - Proceeds	84,792.74	
Dixon County - Proceeds	748,626.67	
Wayne County- Proceeds	374,803.79	
Bank - Interest	598.41	
TOTAL REVENUE		<u><u>\$1,420,038.68</u></u>
EXPENSES		
September Payables	261,157.45	
September Payroll	182,266.21	
TOTAL EXPENDITURES		<u><u>\$443,423.66</u></u>
TOTAL		<u><u>\$1,376,699.69</u></u>
 GENERAL FUND AS OF SEPTEMBER 30, 2017		 \$1,376,699.69

Current Cash Balance Report

Date: 09/01/2017 thru 09/30/2017

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
A ATHLETICS					
100 FOOTBALL	727.36	0.00	245.17	0.00	482.19
105 JH FOOTBALL	0.00	0.00	0.00	0.00	0.00
110 VOLLEYBALL	3,387.93	9,125.00	7,378.75	0.00	5,134.18
115 JH VOLLEYBALL	0.00	0.00	0.00	0.00	0.00
120 GIRLS GOLF	0.00	0.00	0.00	0.00	0.00
125 BOYS BASKETBALL	2,772.97	0.00	0.00	0.00	2,772.97
130 GIRLS BASKETBALL	1,145.12	0.00	0.00	0.00	1,145.12
135 JH BOYS BASKETBALL	0.00	0.00	0.00	0.00	0.00
140 JH GIRLS BASKETBALL	0.00	0.00	0.00	0.00	0.00
145 TRACK	0.00	0.00	0.00	0.00	0.00
150 JH TRACK	0.00	0.00	0.00	0.00	0.00
155 BOYS GOLF	0.00	0.00	0.00	0.00	0.00
160 NEW UNIFORMS	2,778.38	0.00	1,065.00	0.00	1,713.38
170 WRESTLING	1,893.89	0.00	0.00	0.00	1,893.89
175 GEN ATHLETICS	15,718.66	17,342.49	6,693.26	0.00	26,367.89
180 JH WRESTLING	0.00	0.00	0.00	0.00	0.00
190 ACTIVITY PASSES	0.00	0.00	0.00	0.00	0.00
A ATHLETICS Totals:	28,424.31	26,467.49	15,382.18	0.00	39,509.62
B CLASSES					
200 CLASS OF 2019 (11th Grade)	552.44	2,816.50	0.00	0.00	3,368.94
205 CLASS OF 2020 (10th Grade)	101.39	0.00	0.00	0.00	101.39
210 CLASS OF 2021 (9th Grade)	315.41	0.00	0.00	0.00	315.41
211 CLASS OF 2022 (8th Grade)	211.31	0.00	0.00	0.00	211.31
212 CLASS OF 2023 (7th Grade)	0.00	0.00	0.00	0.00	0.00
235 CLASS OF 2017	0.00	0.00	0.00	0.00	0.00
236 CLASS OF 2018	0.00	0.00	0.00	0.00	0.00
B CLASSES Totals:	1,180.55	2,816.50	0.00	0.00	3,997.05
C ORGANIZATIONS					
301 POWER DRIVE	1,140.74	0.00	0.00	0.00	1,140.74
302 FFA	205.42	0.00	0.00	0.00	205.42
303 Speech Club	3,203.10	0.00	0.00	0.00	3,203.10
305 DISTRICT 7 FCCLA	1,208.31	0.00	0.00	0.00	1,208.31
306 MUSIC BOOSTERS	0.00	0.00	0.00	0.00	0.00
310 NATIONAL HONOR SOCIETY	3,727.93	0.00	547.66	0.00	3,180.27
315 FBLA	63.50	105.00	240.00	0.00	-71.50
320 ANNUAL	-4,164.21	35.00	0.00	0.00	-4,129.21
325 TOTAD	577.22	0.00	0.00	0.00	577.22
330 FCCLA	2,269.50	4,633.10	3,035.95	0.00	3,866.65
335 STUCO	1,317.66	0.00	249.97	0.00	1,067.69
340 SPEECH & DRAMA	-1,971.01	0.00	0.00	0.00	-1,971.01
345 ONE ACT	-521.40	0.00	441.63	0.00	-963.03
346 ART CLUB	1,343.69	0.00	0.00	0.00	1,343.69
385 LIBRARY	1,436.26	0.00	126.00	0.00	1,310.26
395 HOMECOMING	-697.29	738.86	704.51	0.00	-662.94
501 HIGH SCHOOL SWING CHOIR	1,036.57	0.00	0.00	0.00	1,036.57
553 ELEMENTARY STUCO	743.01	0.00	0.00	0.00	743.01
C ORGANIZATIONS Totals:	10,919.00	5,511.96	5,345.72	0.00	11,085.24
D CONCESSIONS					
400 CONCESSIONS	0.00	3,013.70	4,056.63	0.00	-1,042.93
D CONCESSIONS Totals:	0.00	3,013.70	4,056.63	0.00	-1,042.93

ALL Data

Current Cash Balance Report

Date: 09/01/2017 thru 09/30/2017

Arranged by:
Group ID and Activity Number

Activity Number and Name	Beginning Cash	Receipts	Disbursements	Adjustments	Cash Balance
E MISC					
350 SCHOLARSHIPS	0.00	0.00	0.00	0.00	0.00
502 YOUTH FOUNDATION	750.00	0.00	0.00	0.00	750.00
503 LOUNGE	2,166.49	0.00	65.85	0.00	2,100.64
505 CHECKING INTEREST	12,357.13	17.71	0.00	0.00	12,374.84
510 CD INTEREST	2,592.30	0.00	0.00	0.00	2,592.30
520 ELEMENTARY	6,647.72	303.00	100.20	0.00	6,850.52
540 POP FUND	9,529.72	0.00	114.50	0.00	9,415.22
550 STUDENT FEES	240.00	0.00	0.00	0.00	240.00
555 WAKEFIELD PLAYGROUND FUND	500.00	0.00	0.00	0.00	500.00
560 MEMORIALS	200.00	0.00	0.00	0.00	200.00
576 PE UNIFORMS	482.00	119.00	540.00	0.00	61.00
577 STATE TOURNAMENTS	1,376.34	0.00	0.00	0.00	1,376.34
E MISC Totals:	36,841.70	439.71	820.55	0.00	36,460.86
Z Inactive					
215 CLASS OF 2005	0.00	0.00	0.00	0.00	0.00
220 CLASS OF 2006	0.00	0.00	0.00	0.00	0.00
225 CLASS OF 2007	0.00	0.00	0.00	0.00	0.00
226 CLASS OF 2008	0.00	0.00	0.00	0.00	0.00
227 CLASS OF 2009	0.00	0.00	0.00	0.00	0.00
228 CLASS OF 2010	0.00	0.00	0.00	0.00	0.00
229 CLASS OF 2011	0.00	0.00	0.00	0.00	0.00
230 CLASS OF 2012	0.00	0.00	0.00	0.00	0.00
231 CLASS OF 2013	0.00	0.00	0.00	0.00	0.00
232 CLASS OF 2014	0.00	0.00	0.00	0.00	0.00
233 CLASS OF 2015	0.00	0.00	0.00	0.00	0.00
234 CLASS OF 2016	0.00	0.00	0.00	0.00	0.00
300 VOCAL/INSTRUMENTAL CONTESTS	0.00	0.00	0.00	0.00	0.00
355 ENTREPRENEURSHIP	0.00	0.00	0.00	0.00	0.00
360 CINCO DE MAYO	0.00	0.00	0.00	0.00	0.00
365 VICA	0.00	0.00	0.00	0.00	0.00
370 EMBROIDERY	0.00	0.00	0.00	0.00	0.00
390 STUDENT ASSISTANCE	500.00	500.00	0.00	0.00	1,000.00
405 CONSTRUCTION	0.00	0.00	0.00	0.00	0.00
551 5TH BUSINESS FAIR	0.00	0.00	0.00	0.00	0.00
552 TITLE I CARNIVAL	0.00	0.00	0.00	0.00	0.00
575 Wakefield VB	0.00	0.00	0.00	0.00	0.00
Z Inactive Totals:	500.00	500.00	0.00	0.00	1,000.00
Report Totals:	77,865.56	38,749.36	25,605.08	0.00	91,009.84

SELECTED

Receipt History Detail

Arranged by:
Receipt Date

Receipt Date	Receipt Number	Deposit Slip Number	Received From	Receipt Description	Amount
09/01/2017	000000		FCCLA	Dues and TShirts	1,057.50
09/01/2017	000000		FBLA	Dues	105.00
09/01/2017	000000		NSAA	16-17 Royalties	31.49
Date Total for 09/01/2017:					1,193.99
09/06/2017	000000		PE	Uniforms	51.00
09/06/2017	000000		VB	Sales/Clothing	8,498.00
09/06/2017	000000		Lutheran High Northeast/Ponca	VB Entry Fee	220.00
09/06/2017	000000		VB	Warm Ups	380.00
Date Total for 09/06/2017:					9,149.00
09/07/2017	000000		VB	Sales/Clothing	247.00
09/07/2017	000000		PE	Uniforms	14.00
Date Total for 09/07/2017:					261.00
09/08/2017	000000		Act Pass	Beaty	110.00
09/08/2017	000000		Concessions	NHS	1,135.65
09/08/2017	000000		VB	Gate	1,778.00
Date Total for 09/08/2017:					3,023.65
09/11/2017	000000		Pierce, Lyons, Cedar, Homer	VB Invite	340.00
09/11/2017	000000		Concessions	FCCLA	1,024.30
09/11/2017	000000		VB	Gate	1,111.00
Date Total for 09/11/2017:					2,475.30
09/12/2017	000000		PE	Uniform	6.00
09/12/2017	000000		Ekberg	Act Pass	130.00
09/12/2017	000000		Presbyterian Church	Student Assistance	500.00
Date Total for 09/12/2017:					636.00
09/13/2017	000000		Act Pass	Tinsley/Kaufman	200.00
09/13/2017	000000		Concessions	STUCO	853.75
09/13/2017	000000		VB	Gate	757.00
09/13/2017	000000		Act Pass		40.00
Date Total for 09/13/2017:					1,850.75
09/15/2017	000000		Act Pass	Erb/Gustafson	100.00
09/15/2017	000000		Elementary	Pop	303.00
09/15/2017	000000		Laurel	VB Invite	110.00
09/15/2017	000000		FCCLA	Sales	2,764.00
09/15/2017	000000		FB Gate	Parents Night	1,159.00
Date Total for 09/15/2017:					4,436.00
09/19/2017	000000		PE	Uniforms	14.00
Date Total for 09/19/2017:					14.00
09/22/2017	000000		Mark Bejot	Yearbook	35.00
Date Total for 09/22/2017:					35.00
09/25/2017	000000		PE	Uniforms	28.00
09/25/2017	000000		HC	Dance	738.86
09/25/2017	000000		FB Gate		1,256.00
09/25/2017	000000		FCCLA	Coin War	811.60
Date Total for 09/25/2017:					2,834.46
09/28/2017	000000		School District of Wakefield	Transfer to Activities	10,000.00
09/28/2017	000000		Jr Class	Sales	2,816.50
09/28/2017	000000		PE	Uniform	6.00
Date Total for 09/28/2017:					12,822.50

SELECTED

Receipt History Detail

Arranged by:
Receipt Date

Receipt Date	Receipt Number	Deposit Slip Number	Received From	Receipt Description	Amount
09/30/2017	000000		Interest	September 2017	17.71
Date Total for 09/30/2017:					17.71
Report Total:					38,749.36

Check Summary Report

Date: 09/01/2017 thru 10/04/2017

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
09/01/2017						
009069	C	09/01/2017	Awards Unlimited Inc		VB Awards	206.35
009073	C	09/01/2017	Sysco		Concessions	288.86
009071	C	09/01/2017	Lori Harding		Theraband	36.36
009072	C	09/01/2017	Northeast Community College		Meagan Borg/Scholarship	250.00
009070	C	09/01/2017	EPIC Sports		Practice FB Jerseys	245.17
009074	C	09/01/2017	Northeast Community College		Savannah Nelson Scholarship	250.00
009075	C	09/01/2017	Northeast Community College		Rachel Backman Scholarship	100.00
009076	C	09/01/2017	Northeast Community College		Savannah Nelson Scholarship	100.00
09/01/2017 Total:						1,476.74
09/06/2017						
009077	C	09/06/2017	Hauff Mid-America Sports			752.55
009079	C	09/06/2017	Pepsi-Cola of Siouxland		Pop	1,837.25
009080	C	09/06/2017	Tom Nitzschke		VB Official	180.00
009078	C	09/06/2017	Carol Manganaro		VB Official	180.00
009081	C	09/06/2017	Paul Eaton		VB Official	180.00
009082	C	09/06/2017	Monty Miller		VB Official	180.00
09/06/2017 Total:						3,309.80
09/07/2017						
009083	C	09/07/2017	Nebraska FBLA		FLC Registration	240.00
09/08/2017						
009090	C	09/08/2017	Tom Nitzschke		VB Official	250.00
009088	C	09/08/2017	Monty Miller		VB Official	250.00
009086	C	09/08/2017	Roger Lueth		JV & JH FB Official	90.00
009087	C	09/08/2017	Carol Manganaro		VB Official	250.00
009091	C	09/08/2017	Ron Williams		JH & JV FB Official	90.00
009089	C	09/08/2017	Mike Mogus		JH & JV FB Official	90.00
009085	C	09/08/2017	Paul Eaton		VB Official	250.00
009084	C	09/08/2017	Chad Clay		JH & JV FB Official	90.00
09/08/2017 Total:						1,360.00
09/12/2017						
009096	O	09/12/2017	Derek Jueden		FB Official	100.00
009094	O	09/12/2017	Jason Folkers		FB Official	100.00
009095	C	09/12/2017	Hauff Mid-America Sports		VB Cart	137.45
009098	C	09/12/2017	Monty Miller		VB Official	120.00
009099	C	09/12/2017	Roger Bentz			100.00
009093	C	09/12/2017	Paul Eaton		VB Official	120.00

Check Summary Report

Date: 09/01/2017 thru 10/04/2017

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
009097	C	09/12/2017	Landon Jensen		FB Official	100.00
009092	C	09/12/2017	Tyson Bodlak		FB Official	100.00
09/12/2017 Total:						877.45
09/15/2017						
009101	C	09/15/2017	Stadium Sports		PE Uniforms	540.00
009100	C	09/15/2017	SIDELINES Bar & Grille		Pizza	683.50
09/15/2017 Total:						1,223.50
09/19/2017						
009102	C	09/19/2017	Dramatic Publishing Co		One Act	441.63
09/20/2017						
009110	O	09/20/2017	Paul Teaford		FB Official	100.00
009106	V	09/27/2017	Matt Kienow		FB Official	0.00
009104	C	09/20/2017	Iowa-Nebraska State Bank		HC Dance	250.00
009105	C	09/20/2017	Iris Borg		Runza	66.49
009103	C	09/20/2017	Pat Henderson		BC VB Official	70.00
009108	C	09/20/2017	Steve Greve		B/C VB Official	70.00
009107	C	09/20/2017	Lyle Mead		FB Official	100.00
009109	C	09/20/2017	Steve Sunde		FB Official	100.00
009111	C	09/20/2017	Chris Wooldrik		FB Official	100.00
09/20/2017 Total:						856.49
09/22/2017						
009115	O	09/22/2017	Roger Lueth		JHJV/FB Official	90.00
009120	O	09/22/2017	Ron Williams		JH/JV FB Official	90.00
009118	O	09/22/2017	David Olvera		HC Dance	300.00
009112	O	09/22/2017	Nick Curnyn		JHJV/FB Official	90.00
009119	C	09/22/2017	Stadium Sports		TShirts	486.50
009113	C	09/22/2017	Hauff Mid-America Sports		Tape/TDY Football	963.35
009114	C	09/22/2017	Logan Valley Golf Course		17-18 School Year	600.00
009116	C	09/22/2017	Mike Mogus		JHJV/FB Official	90.00
009117	C	09/22/2017	Megan Virgil		Homecoming/STUCO	130.10
09/22/2017 Total:						2,839.95
09/27/2017						
009122	O	09/27/2017	Hauff Mid-America Sports		JH VB and GBB Uniforms	1,065.00
009125	O	09/27/2017	Wal-Mart Community		Concessions	1,711.94
009121	O	09/27/2017	Dollar General		VB Tournament	10.00
009123	O	09/27/2017	Matt Kienow		FB Official	100.00
009126	O	09/27/2017	Clubs Choice		Fundraising	1,728.15

SELECTED Data

Check Summary Report

Arranged by:
Check Date

Date: 09/01/2017 thru 10/04/2017

Check Number	Status	Check / Void Date	Vendor Name	PO Number	Description	Amount
009124	C	09/27/2017	VISA			1,720.43

09/27/2017 Total: 6,335.52

09/28/2017

009128	O	09/28/2017	Fan Cloth		VB Fundraiser	6,518.00
009127	C	09/28/2017	Iowa-Nebraska State Bank		Start Up Bag for Book Fair	126.00

09/28/2017 Total: 6,644.00

Report Total: 25,605.08

Quarterly Copier Volume - Marco Pricing

	7/25/16 - 10/24/16	10/24/16 - 1/23/17	1/23/17 - 4/24/17	4/24/17 - 7/24/17	Monthly Avg
Elementary 654 # of Copies	187,058	141,330	156,211	60,797	45,450
B/W Allowance	120,000	120,000	120,000	120,000	
B/W Overage	67,058	21,330	36,211	(59,203)	
	\$ 0.00869	\$ 0.0095590	\$ 0.0095590	\$ 0.0095590	
	\$ 582.73	\$ 203.89	\$ 346.14	\$ (565.92)	
High School C554e # of Copies	146,642	96,752	115,192	41,897	33,374
B/W Allowance	111,000	111,000	111,000	111,000	
B/W Overage	35,642	(14,248)	4,192	(69,103)	
	\$ 0.00880	\$ 0.009680	\$ 0.009680	\$ 0.00968	
	\$ 313.65	\$ (137.92)	\$ 40.58	\$ (668.92)	
High School C554e # of Copies	13,447	12,223	12,201	9,936	3,984
Color Allowance	14,400	14,400	14,400	14,400	
Color Overage	(953)	(2,177)	(2,199)	(4,464)	
	\$ 0.06600	\$ 0.07260	\$ 0.07260	\$ 0.07260	
	\$ (62.90)	\$ (158.05)	\$ (159.65)	\$ (324.09)	

*The dollar amounts in red are copies we paid for but did not use.

*The dollar amounts in black are additional fees we had to pay for going over our allowed number of copies.

Company	Devices	Monthly Black/White Volume	Monthly Color Volume	Monthly B/W Allowance	Color Quarterly Allowance	B/W Rate	Color Rate	B/W Overage Cost	Color Overage Cost	Monthly Total
Marco - Current	Konica Minolta Bizhub 654	44,617		40,000		\$ 0.009559		\$ 346.14		382.36
Marco - Current	Konica Minolta Bizhub C554e	31,682	3,855	37,000	4,800	\$ 0.009680	\$ 0.0726	\$ 40.58		721.88
										579.67 Standard Payment
										35.00 Supply Freight Fee
										<u>\$ 1,718.91</u> Lease Payment

Currently we pay for the B/W and Color allowances monthly regardless of how many are used. If more are used, we pay and overage fee. If less are used, we are paying for copies we did not make.

Marco - Proposed	Konica Minolta Bizhub 654			72,999		\$ 0.0066		\$ 38.44		520.23
Marco - Proposed	Konica Minolta Bizhub C554e				3,740	\$ 0.0066	\$ 0.0459		\$ 11.20	182.87
										588.98 Standard Payment
										<u>1,292.08</u> Lease Payment

The current monthly average for the past 12 months is 78,823 BW and 3,984 color. This contact would allow for 72,999 BW and 3,740 colored copies monthly 10% increase each year

PrintSmart	Xerox D95	44,617				\$ 0.00550				245.39
PrintSmart	Xerox 7970	31,682	3,855			\$ 0.00650	\$ 0.0590			433.38
										540.00 Standard Payment
										185.00 Papercut (optional)
										<u>\$ 1,403.77</u> Lease Payment

Other than the monthly standard payment, we would only pay for the copies made. We currently have our small printers contracted through PrintSmart. If we got two color printers, the monthly standard payment would increase to \$566.00. Only one 7970 is available, so the second machine would be a Xerox 7855. In order to limit the number of color copies per individual, papercut would have to be added which is an additional \$185.00/month. This feature allows "Follow You Print" and mobile printing accounting. ROI could be \$232.50/month

Executive Technologies	Kyocera CS6501			74,000		\$ 0.003		\$ 14.47		14.47
Executive Technologies	Kyocera CS6551				4,000	\$ 0.003	\$ 0.03			
										1,304.00 Standard Payment
										<u>\$ 1,318.47</u> Lease Payment

Contract would allow for 74,000 total BW copies and 4,000 color copies monthly. The current monthly average for the past 12 months is 78,823 BW and 3,984 color. Therefore we would have BW overages every month and would be paying for color copies we do not use.

Eakes	Sharp MX-M654N			76,000		\$ 0.00599		\$ 16.91		16.91
Eakes	Sharp MX-5070N				3,500	\$ 0.03990			\$ 19.31	19.31
										1,245.21 Standard Payment
										<u>\$ 1,281.43</u> Lease Payment

Contract would allow for 76,000 total BW copies and 3,500 colored copies monthly. Anything over those would be charge at the overage rates. The current monthly average for the past 12 months is 78,823 BW and 3,984 color. The account is tried up at the end of the contract year, so the summer months should offset the high volume months during the school year. Locked price - no annual increase

RTI	HP Color MFP E87660z			100,000	5,000					
	HP Color MFP E87660z									<u>\$ 1,475.00</u> Lease Payment

Both the machines in Elementary and High School would be color with booklet maker finishers. Contract is all inclusive and would allow for 100,000 BW and 5,000 colored copies monthly, and cover cost of staples. **There are no overage costs.** If more than the allowed copies are made, RTI assumes the cost - there is no additional cost to the district. *Their bid includes the maximum buyout quoted from Marco. Any savings from negotiating that price down, would be passed along to us.* Locked price - no annual increase



Wakefield Community School
802 Highland Street
Wakefield, NE 68784
Tuesday, October 17, 2017

Please see below the proposed equipment and financials we discussed.

EQUIPMENT PROPOSED

Quantity	Model	Description
1	MX-M654N	65 PPM Monochrome Workgroup Document System
1	MX-FN17	Inner Finisher
1	MX-5070N	50 PPM BW/50 PPM Color Workgroup Document System
1	MX-FN27	50-sheet Staple Inner Finisher
1	MX-DE25	Stand/1x550 sheet Paper Drawer

Lease Payment	Lease Term
\$1,245.21 With lease buyout. Includes service and supplies.	60

MAINTENANCE AND SUPPLIES

The maintenance agreement for this proposal includes:

- Up to 76,000 mono images per month with additional mono pages billed quarterly at \$0.00599 per page.
- Up to 3,500 color images per month with additional color pages billed quarterly at 0.03990 per page .
- Parts, labor, image drums, connectivity support and consumable supplies (excluding paper and staples).

Thank you for this opportunity. If you have any questions, please contact me at (402) 640-2096 or thoiem@eakes.com.

Sincerely,

Tom Hoiem
Eakes Office Solutions

EXECUTIVE SUMMARY

Wakefield Community School

Prepared For: Mark Bejot

Prepared By: Tom Hoiem

CURRENT EQUIPMENT AND COST OF OPERATION FOR WAKEFIELD COMMUNITY SCHOOL

Unit	Location	Monthly Mono Volume	Mono CPP	Monthly Color Volume	Color CPP	Operation Cost
Konica Minolta Bizhub 654E	Elementary Office	41,000	\$0.01507	0	\$0.00000	\$617.70
Konica Minolta Bizhub C554e	High School Office	35,000	\$0.01556	3,300	\$0.06756	\$767.70

COST OF OWNERSHIP SUMMARY

The table below summarizes Wakefield Community School's current situation based on our Document Analysis Study of your 2 total units.

	Mono	Color
Monthly page production	76,000	3,300
Monthly spending	\$1,162.44	\$222.96
Average cost per page	\$0.01530	\$0.06756

Total Cost of Ownership \$1385.40

CURRENT SITUATION VS PROPOSED SOLUTIONS

CURRENT SITUATION

Category	Total Units	Mono Cost of Ownership	Color Cost of Ownership
All	2	\$1,162.44	\$222.96
Totals:	2		

Total Current Cost: \$1,385.40

PROPOSED NEW SOLUTION

Quantity	Model Number	Description
1	MX-M654N	65 PPM Monochrome Workgroup Document System
1	MX-5070N	50 PPM BW/50 PPM Color Workgroup Document System

New Proposed Monthly Cost \$1,203.29

FINANCIAL SUMMARY

The end result of our Document Analysis Report is a recommendation to enhance performance, efficiency, and cost savings – or implement a comprehensive overhaul to achieve efficiency while reducing costs and increasing your return on investment. The financial summary below outlines the monetary impact of our analysis.

SAVINGS/INVESTMENT

Total Current Costs	\$1,385.40
Total Proposed Cost	\$1,203.29
Monthly Savings	\$182.11
Yearly Savings	\$2,185.32
Term of Lease Savings	\$10,926.60

FINAL RECOMMENDATIONS

Below are our recommendations and implementation plan for you to increase productivity and reduce costs associated with your document output:

- ✓ **Install equipment in September**

Client Authorization

Date

Service Solutions



Eakes
office solutions



COMPLETE SERVICE

A multi-function printing device, MFP, is like a car. As your car needs gas to run, your MFP needs toner and paper to run. And we all know that our car needs periodic maintenance; an oil change, more windshield washer fluid, rotating the tires and so on. So does your MFP.

With your car, you had to learn how to drive. Even an experienced driver needs to get the hang of the latest and greatest features of their new car. So do you with your MFP.

With Eakes Service Engineers and Technology Consultants, you get the complete package.

Our Service Engineers keep your MFP at optimum performance. Our Technology Consultants provide training on how to get the most out of your MFP.



"Maintenance is done by knowledgeable technicians and done promptly. Thank you for making maintenance of copiers and printers easy for us."

Sandy Borden
Chief Financial Officer
Brodstone Memorial Hospital



Technology Consultants - Ron, Rob, Christian

"Every time we have asked a tech to come out for service, they arrived quicker than expected and are always professional, kind and helpful to me and our staff."

Pippa Miller
Office Manager
Horizons Community Church

EAKES SERVICE

For the Eakes Service staff, Optimum Performance is the end game that keeps your organization running.

Advanced Service Dispatch

Within minutes of your call or email to us, a Service Engineer is notified.

Remote Service

With today's technology, some service calls can be completed quickly by our Service Engineers accessing devices remotely. That's fast service.

Expertise

Industry experience, we've got it! With over 40 Service Engineers averaging 19 years in the industry, that's 785 years of technical expertise.

Continuing Education

The Service Engineers are continuously training with the manufacturers, Eakes Technical Trainer and our pooled resources internally. Every week they participate in a technical service conference call to learn how others are finding solutions today.

Team Leadership

The Service team is lead by a dynamic duo with over 50 years technical experience at Eakes. They provide support directly to the technical team in the field.



Mike Nierman, Administrative Service Manager
Steve Faber, Technical Service Manager



"Quick response time has always been the case and down time is rare if ever. Their products have proven to be very reliable."

Mitch Ayers
General Manager
Hiland Dairy



Eakes
office solutions



We are in your communities...

Locally owned company
225 employees & local residents
Since 1945
Support education
Volunteerism
United Way
Chamber memberships
Nebraska tax revenues



Eakes
office solutions

SHARP®

HIGH-SPEED MONOCHROME WORKGROUP DOCUMENT SYSTEMS



MX-M654N MX-M754N



The Sharp MX-M654N and MX-M754N monochrome workgroup document systems deliver high productivity and strong versatility.

POWERFUL PERFORMANCE WITH EXCEPTIONAL IMAGE QUALITY

The MX-M654N and MX-M754N monochrome workgroup document systems offer powerful multitasking workflow features and exceptional image quality at speeds up to 75 pages per minute. Designed for large workgroups and departmental environments, these models combine a versatile modular design with tablet-style menu navigation and powerful output capabilities that can help virtually any office accomplish more in less time.

Key Features

- **Easy to Operate** – Sharp's tablet-style touch-screen display offers a user-friendly graphical interface enabling quick access to features and functions when setting up jobs.
- **Advanced Workflow Capabilities** – Equipped with the latest version of Sharp OSA[®] technology and Cloud Portal Office content management for easy integration with network applications and cloud services.
- **Standard Wireless Networking** – Provides flexible access from mobile devices for scanning and printing directly to the MFP using Sharpdesk[®] Mobile, a free downloadable app.

The MX-M654N and MX-M754N monochrome workgroup document systems also support Sharp's industry-leading security features, which include standard 256-bit data encryption and up to **10 times overwrite protection** and a convenient **End-of-Lease** feature that erases all data, address books, and personal information at time of trade in.



in-tuitive

DESIGNED TO DELIVER PERFORMANCE AND PRODUCTIVITY



TABLET-STYLE MENU NAVIGATION

ENHANCED INTEGRATION WITH NETWORK APPLICATIONS AND CLOUD SERVICES

POWERFUL FINISHING CAPABILITIES

STANDARD WIRELESS NETWORKING

An advanced design plus multi-functional capability allow you to meet tomorrow's document needs today.

- Flexible modular design provides a **selection of configurations** from basic workgroup copying and printing to **professional folding** and **booklet making**
- **3,200-sheet** standard paper capacity **expandable to 6,700 sheets** with options
- **Versatile paper handling** system feeds up to **80 lb. cover** through the paper trays and up to **110 lb. cover** through the bypass tray
- Standard **150-sheet duplexing document feeder** scans both sides of a document in a single pass at speeds up to **200 images per minute (IPM)**
- Large 10.1" (diagonally measured) **tablet-style touch-screen display** offers **image preview** feature with flick, tap and slide navigation, and pinch-and-zoom capability



- **1200 x 1200 dpi printing** provides clear, crisp images even on jobs with fine detail
- Network ready **PCL®6** and **genuine Adobe® PostScript®3™** printing systems give you the added assurance that your documents will print exactly as you expect
- **On-the-fly toner cartridge replacement** while your job is running helps maximize your productivity.
- Supports **Cloud Portal Office**, a content management software service from Sharp for storing and sharing scanned documents and other electronic files
- Supports Sharp's **enhanced security platform** with **standard 256-bit data encryption**, up to **10 times overwrite protection**, and convenient **End-of-Lease** feature
- Standard **Compact PDF** feature dramatically reduces the file size of scanned color documents, resulting in decreased network traffic and **more efficient use of disk and cloud storage**
- Full-size, **retractable keyboard** allows quick and easy data entry



INNOVATIVE FEATURES TO ENHANCE YOUR WORKFLOW



Available paper capacity stores up to 6,700 sheets.



Built-in wireless network interface offers a point-to-point mode for convenient scanning and printing from mobile devices.



Work more efficiently and collaborate more easily with Cloud Portal Office.

A flexible design from paper handling to networking – the MX-M654N and MX-M754N monochrome workgroup document systems will exceed your expectations.

A Smart Touch-Screen Helps You Get Your Work Done Fast

The MX-M654N/M754N document systems feature a **10.1"** (diagonally measured) **high-resolution LCD** that goes beyond basic touch-screen menu navigation. With advanced features that include **flick, tap, slide, pinch and zoom**, you can quickly access the powerful functions of this series. In addition, a **tilting display panel** provides enhanced accessibility. A built-in full-size retractable keyboard makes data entry quick and easy.

Configurations for Virtually Any Size Office or Workgroup

Sharp understands the importance of productivity, which is why the MX-M654N/M754N document systems offer up to **6,700-sheet paper capacity** and support media types up to **80 lb. cover** (220 gsm) through the paper drawers and **up to 110 lb. cover** (300 gsm) through the bypass tray. For high productivity in small spaces, add the **500-sheet inner finisher**, or for more advanced configurations, add one of the floor-standing saddle-stitch and stacking finishers.

Standard Wireless Networking for Today's Contemporary Office Environments

The MX-M654N/M754N document systems offer several secure methods to connect to your network environment. You can choose a traditional wired Ethernet connection or you can use the **built-in wireless network interface** to connect to a wireless network. For environments that use a wired connection but would like to also provide scanning and printing to mobile users, the Sharp wireless network interface can be configured in a **point-to-point mode**. This convenient feature enables users to scan or print directly to the machine using **Sharpdesk Mobile**, a free downloadable app available for most common mobile devices.*

Connect Your Workforce with Cloud Portal Office and Collaborate More Easily

Cloud Portal Office is a comprehensive document storage and sharing service that provides a convenient way to **seamlessly connect to your business content** and easily **share and collaborate** with team members. You can also capture, index and archive both paper and electronic documents in a single repository. Most importantly, IT administrators can **manage and control user access** in order to safeguard company data. The MX-M654N/M754N are Cloud Portal Office ready, and include 1 user license with 1 GB of storage for 1 year.



* Go to www.sharpsusa.com for a list of supported operating systems.

HIGH IMPACT VERSATILITY AND SCALABILITY

The MX-M654N/M754N monochrome document systems utilize a powerful multi-processor controller designed to quickly execute complex print and copy jobs at speeds up to 75 ppm.

versatile design

Duplexing Single Pass Feeder (DSPF)
Standard 150-sheet dual head document feeder scans both sides of a document in a single pass at speeds up to 200 IPM.

Advanced Network Scanning
Sharp's ImageSEND™ feature provides one-touch document distribution to multiple destinations.

Easy-to-Use Smart Touch-Screen
10.1" (diagonally measured) high-resolution touch-screen with tablet-style menu navigation makes it easy to access features.

High Quality Printing
1200 x 1200 dpi resolution produces razor-sharp documents. Genuine Adobe PostScript drivers offer extensive job control.

Built-in Retractable Keyboard
Full size QWERTY keyboard enables easy data entry.

Enhanced Security Features
256-bit data encryption and 10 times data overwrite, as well as Sharp's convenient End-of-Lease feature.

In-line Stapling
Produce professional-looking corner-staple or edge-staple documents up to 100 pages.

Saddle-Stitch Finishers
Make high quality saddle-stitch booklets up to 80 pages long.

On-board Document Storage
Sharp's easy-to-use Document Filing System enables users to store frequently used files.

100-Sheet Multi-Bypass
Feeds paper from 5-1/2" x 8-1/2" to 12" x 18" and media up to 110 lb. cover (300 gsm).

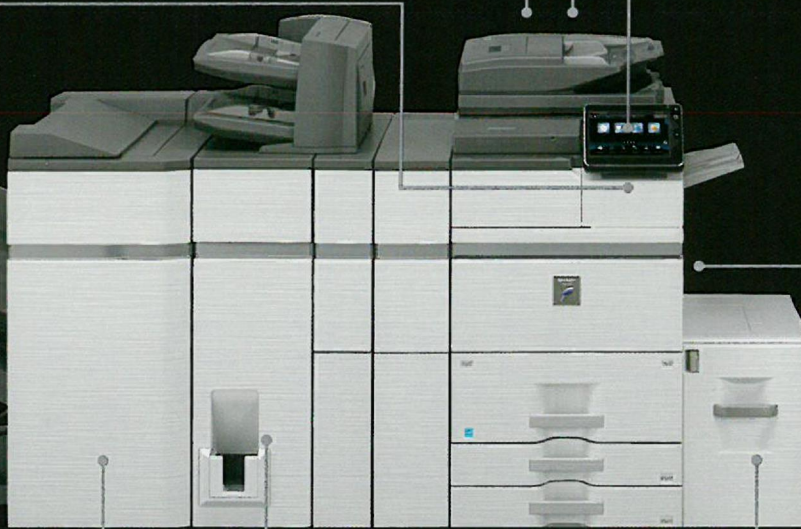
Multiple Finishing Options
Sharp gives you a choice of five high-performance finishers to give your documents a professional look. Choose from a compact inner finisher to a high capacity, floor-standing saddle-stitch finisher.

Multi-folding Unit
Provides a variety of folds, including Z-fold, C-fold, accordion-fold, double-fold, and half-fold.

Large Capacity Cassette
Available large capacity cassettes add an additional 3,000 to 3,500 sheets of paper for a total on-line capacity of up to 6,700 sheets.



The MX-M754N shown with compact inner finisher.





Streamline your document workflow and enhance productivity with Sharp OSA technology.

Integrating with Network Applications and Cloud Services Has Never Been So Easy

With standard Application Communication and External Accounting modules, the MX-M654N/M754N document systems offer **enhanced document workflow capabilities** to help businesses leverage their network infrastructure, cloud-enabled services and more.* While others are limited to a small circle of productivity, the Sharp OSA development platform allows businesses to leverage the power of their network applications, back-end systems, even cloud-enabled services, right from the touch-screen panel.

Save Time, Increase Efficiency

Save time and increase the efficiency of everyday tasks with Sharp OSA technology. Any MX-M654N/M754N anywhere in the organization can display choices that were once only available on a desktop PC. With virtually seamless **one-touch access** to business applications via Sharp OSA integration, you can start and finish a document distribution task without worry.

**Some features require optional equipment and/or software/services.*

Customized Integration

Sharp OSA technology also provides **powerful customization**. With the ability to personalize applications and processes specific to your business, Sharp OSA technology can help eliminate redundancy and **streamline workflow**, helping to save time and **optimize productivity**. The latest version of Sharp OSA technology can reach beyond the firewall, enabling cloud-based applications over the Internet. And since Sharp OSA technology utilizes industry-standard network protocols such as SOAP and XHTML, third party software developers can deliver customized solutions to your business faster than ever.

The Convenience You Want with the Security You Need

The MX-M654N/M754N document systems enabled with the Sharp OSA development platform are the logical choice for providing fast, **flexible access to documents and applications** no matter where you are in the office. You also get the **controlled access** and **tracking ability** you require with **tighter integration** capabilities for **network security** and accounting applications.



ADVANCED DEVICE MANAGEMENT TOOLS MAXIMIZE EFFICIENCY

The MX-M654N/M754N monochrome series document systems enhance operational efficiency through versatile device management capabilities.



Sharp Remote Device Manager (SRDM)*

Make management of your MX-M654N/M754N simple and straightforward with Sharp Remote Device Manager (SRDM). This easy-to-use software allows you to take control of the versatile system features and simplifies installation and management.

- With **Printer Status Monitor**, network users can view printer conditions, check paper levels, toner, and more, all through an easy-to-use interface.
- With Sharp Remote Device Manager, administrators can easily manage the setup, configuration, device settings, cloning and more. Advanced features such as **Remote Front Panel** allow administrators and support personnel to view and control the LCD panel of the machine remotely from virtually any PC on the network. Plus, with event-driven, real-time service alerts, administrators and supervisors can achieve higher productivity. Now it is easier than ever to view service logs, click counts, history reports and more.
- Experience the convenience of an **Embedded Web Page** right from your desktop. This advanced web-based management tool allows users to create and manage their own network **scanning destinations**, profiles and web links. Administrators can access device settings, quality control, account information and security settings.

Take Charge of Usage and Costs

With Sharp's device management system, administrators and supervisors can **define user groups** on the MX-M654N/M754N to manage and restrict features, such as copying, scanning or printing. Easily set up a custom user group to manage page counts (copy, print, scan or fax operations). This helps to simplify cost management of imaging. The MX-M654N/M754N can store profiles for up to 1,000 users.

24/7 Training with My Sharp™ Web-based Support

Managing all of the advanced features of your Sharp product is simple and easy. Ask your Authorized Sharp Dealer about the **My Sharp** website. This dedicated customer training website is customized to your MX-M654N/M754N and allows you to locate resources and find information specific to your configuration, truly helping you maximize your investment.



SHARP



Standard retractable keyboard simplifies data entry.

**Not available at time of launch.*

HEIGHTENED SECURITY HELPS PROTECT YOUR BUSINESS



To help protect your data, the MX-M654N/M754N offer several layers of **standard security**, making Sharp the optimum choice to help protect employees' privacy and intellectual property. As a leader in office equipment security, Sharp makes it easy for virtually any business or government entity to safely deploy digital copying, printing, scanning and faxing.

Authority Groups

Advanced account management enables administrators to set authority groups for access to features of the MX-M654N/M754N. Administrators can control which department, for instance, has full access to copying, printing, scanning and/or fax. Walk-up users enter a Code, Local Name and Password, or LDAP User Authentication to access the features assigned to their group.

Data Overwrite and Encryption

To help protect your data, the MX-M654N/M754N can encrypt document data using **AES (Advanced Encryption Standard) 256-bit encryption**. The MX-M654N/M754N can also erase the temporary memory on the hard drive by overwriting the encrypted data up to **ten times**, offering a heightened level of assurance. A convenient **End-of-Lease** feature overwrites all data, including document filing, user data, job status, date and address book.

Network Scanning Access Control

To help protect your network from unauthorized E-mail communications, the MX-M654N/M754N support **User Authentication**, requiring users to login before performing any network scanning operations.

Control Device Access Over the Network

To help restrict access to the device over the network, the MX-M654N/M754N offer IPsec, SMB and extended support for **SSL Encryption** (Secure Sockets Layer), **IP/MAC address** filtering, IEEE 802.1x authentication, protocol enable/disable and port management for maximum security.

Documents Remain Confidential

The MX-M654N/M754N offer **Confidential Printing**, which when used, requires users to enter a PIN code in order to print a queued document. To help protect your direct-print documents from unauthorized viewing, the MX-M654N/M754N offer encrypted PDF printing and scanning. Additionally, **Secure Fax Release** ensures received fax documents are held in memory until an authorized user enters a PIN code, so that compliance with healthcare regulations such as the Health Insurance Portability and Accountability Act (HIPAA) is easier.

Tracking and Auditing Information

Legislation and industry policies require companies to be more aware of information flow from their offices. Sharp offers both built-in and additional hardware/software, which allows users to control, access and track usage of each device on the network.*

Data Security Kit (Optional)

For maximum protection, the optional data security kit offers additional features, such as Data Overwrite On-demand and at Power Up, Document Filing access control, Restricted Status Display and List Printing.

These scalable security offerings aim to protect your intellectual property, preserve confidential information and help your business meet regulatory requirements such as HIPAA and the Gramm-Leach-Bliley Act (GLB). For additional information visit: www.sharppusa.com/security.

*Some features require optional equipment and/or software.

ENVIRONMENTAL COMMITMENT



An Environmentally Responsible Approach to Product Design

The MX-M654N/M754N utilize Sharp's advanced micro-fine toner technology, which offers a lower consumption rate and produces less waste than conventional toners, resulting in longer replacement intervals. Sharp supplies are packaged using fully recyclable materials. Long-life consumable parts help minimize service intervals and down time, resulting in lower operating costs. With two different energy saving modes, power can be reduced or shut off at set intervals. The MX-M654N/M754N document systems are ENERGY STAR® qualified and RoHS compliant to restrict the use of hazardous substances. Sharp business products are EPEAT® certified.



Toner Recycling Program

As part of our commitment to helping preserve the environment, Sharp offers our customers zero-waste-to-landfill recycling for Sharp consumables, including cartridges, bottles, toner collection containers and drum units. Sharp encourages customers to recycle their used Sharp toner cartridges in bulk by providing a pre-paid Recycling Kit for their return to our facility.

Environmental Leadership

As a testament to our commitment to the environment, Sharp is a multi-year winner of the ENERGY STAR annual Excellence in Energy Proficiency Product Design. Sharp is also a multi-year winner of the SmartWay® Excellence Award, which recognizes companies for conserving energy and lowering greenhouse gas emissions in logistics and transportation. Sharp was also a previous recipient of the Excellence in Partnership Green Contractor Award and the Evergreen Award from the General Services Administration (GSA) and the Coalition for Government Procurement. These awards recognize environmentally responsible businesses and their efforts on recycling, waste reduction and affirmative procurement practices.

Global Initiatives

Sharp is committed to environmental sustainability and corporate responsibility including planning, design, manufacturing, distribution and product end-of-life management. For more information about Sharp's environmental leadership including information about energy efficient products, electronics or toner cartridge recycling, please visit www.sharppusa.com/environment.

MX-M654N/M754N SPECIFICATIONS

Main Specifications

MX-M654N/M754N	Base models include multitasking controller, 150-sheet DSPF, copying, PCL [®] 6 and PostScript [®] 3 [™] printing systems, network scanning, document filing, 320 GB HDD, wireless NIC, auto duplexing, 2,100-sheet tandem paper drawer, 2 x 500-sheet paper drawer and a 100-sheet bypass tray.	
Type	Monochrome multi-function digital document system	
Display	10.1" (diagonally measured) color dot matrix high-resolution touch panel tilting display, 1024 x 600 dots (W-VGA)	
Functions	Copy, print, network print, network scan, document filing and fax ¹	
Copy System	Dry electrostatic transfer/Dual component developer/Magnetic brush development/OPC drums/Belt type fusing/white LED exposure	
Originals	Sheets and bound documents	
Original Sizes	5 1/2" x 8 1/2", 8 1/2" x 11", 8 1/2" x 11" R, 8 1/2" x 14", 11" x 17"	
Copy Size	Min. 5 1/2" x 8 1/2", Max. 11" x 17" + 12" x 18"	
Copy Speed	65/75 ppm (8 1/2" x 11") ²	
Multiple Copy	Max. 9,999 copies	
First Copy Time (in Seconds)²	MX-M654N	MX-M754N
	Platen Glass	3.9
	DSPF	5.9
		5.4
Warm Up Time	20 seconds ²	
Magnification	25% to 400% in 1% increments (with document feeder 25%-200%)	
Original Feed	150-sheet DSPF with original size detection	
Scan Speed	Up to 100 IPM ³ simplex, up to 200 IPM ³ duplex	
Paper Capacity	Standard: 3,200 Sheets/Maximum: 6,700 Sheets	
Paper Feed System	Standard: Tandem Tray 1 - 1,250 sheets (letter size), Tandem Tray 2 - 850 sheets (letter size) + (2) 500-sheet paper drawers (letter/legal/ledger/statement) and 100-sheet bypass tray (letter/legal/ledger/statement). Optional: 3,500-sheet large capacity tray (letter) or 3,000-sheet large capacity tray (ledger).	
Paper Weights and Types	Tandem drawers: 16 lb. bond to 28 lb. bond. Paper drawers: 16 lb. bond to 80 lb. cover. Other paper types include plain, recycled, letterhead, pre-printed, pre-punched, and color paper. Bypass tray: 16-28 lb. bond (plain paper), 15-16 lb. bond (thin paper), 80-110 lb. cover (heavy paper), tab paper (letter). Also label paper, gloss paper, recycled, letterhead, pre-printed, pre-punched, color paper and OHP film.	
Duplexing	Standard automatic duplex copying and printing	
CPU	Up to 1.8 GHz multi-processor design	
Interface	RJ-45 Ethernet (10/100/1000Base-T), USB 2.0 (2 host ports, front and rear), USB 2.0 (1 device port, rear)	
Memory	Standard 3 GB copy/print (shared)	
Hard Disk Drive	320 GB	
Copy Resolution	Scan: B&W/color: 600 x 600 dpi Copy Output: 1200 x 1200 dpi	
Copy Modes	Monochrome/Grayscale	
Exposure Control	Auto, Text, Text/Photo, Text/Printed-Photo, Printed-Photo, Photo, Modes	
Map, Pale-Color Document, Settings: Auto or 9 step manual		
HalfTone	256 gradations/2 levels (monochrome)	
Copy Features	Scan-Once Print-Many, electronic sorting, offset-stacking, Auto Paper Selection (APS), Auto Magnification Selection (AMS), Auto Tray Switching (ATS), black-white reversal, blank page skip, book copy, book divide, card shot, center erase, centering, cover pages, dual page copy, edge erase, image edit, image preview, insert pages, job build, job programs, margin shift, mirror image, mixed size original, multi-page enlargement, original count, pamphlet style, proof copy, repeat layout, reserve copy, rotated copy, stamp, stamp custom image, suppress background, tab copy, tab-paper insertion, tandem copy, toner save mode, transparency inserts, watermark, 2-in-1 / 4-in-1 / 8-in-1 multi shot	
Account Control	Up to 1,000 users. Supports user-number authentication, login name/password or login name/LDAP password	
Output Tray Capacity	Main output tray (top): 250 sheets (face down); optional right side exit tray: 100 sheets (face down)	
Firmware Management	Flash ROM with local (USB), network update capability and firmware update 1 to N with SRDM (Sharp Remote Device Manager)	
Device Setup	Web-based management/cloning with user/administrator level login	
Service/Functions	Remote front panel, remote access to service logs and click counts	
Accessibility	Tilt front panel, adjustment of key touch sound and speed, concave key, document feeder free stop, job programs, remote front panel, universal grip for paper trays, and disable screen timeout	
Features		
Environmental Standards	International Energy Star Program Ver. 2.0, European RoHS	
Power	AC 110-127 VAC, 60 HZ, 16 Amps	
Power Consumption	1.92 kW or less	
Weight	Approx. 366 lbs.	
Dimensions	Approx. 26 1/8" (w) x 30 3/8" (d) x 48" (h)	

Network Printing System (standard)

PDL	Standard PCL [®] 6 compatible, genuine Adobe [®] PostScript [®] 3 [™] , optional XPS
Resolution	1200 x 1200 dpi
Print Speed	65/75 pages per minute (8 1/2" x 11") ²
Print Drivers	Windows Server [®] 2003-2008, Windows Server 2003-2012 x64, Windows 7, Windows 7 x64, Windows 8, Windows 8 x64, Windows 8.1, Windows 8.1 x64, MAC OS X (including 10.4-10.10) Auto configuration, bar code font printing, carbon copy print, chapter inserts, confidential print, continuous printing, custom image registration, different cover page/last page/other page, document control, document filing, duplex printing, electronic sorting, folding, form overlay, hidden pattern print, image rotation, image stamp, image type, job bypass print, job retention, layout print, margin shift, multiple pamphlet, network tandem print, N-up printing, offset stacking, page interleave, pamphlet style, poster print, proof print, print and send, print mode, punching, stapling, tab paper print, tab printing, toner save mode, transparency inserts, tray status, user authentication, watermarks, zoom print ¹
Direct Printing	File Types: TIFF, JPEG, PCL, PRN, TXT, PDF, Compact PDF, PDF/A Encrypted PDF, PostScript and XPS ¹ Methods: Sharpdesk Mobile, FTP, SMB, Web page, E-mail and USB
Resident Fonts	80 outline fonts (PCL), 139 fonts (PS)
Interface	RJ-45 Ethernet 10/100/1000 Base-T, USB 2.0
Operating Systems	Windows Server 2003-2012, Windows Vista, Windows 7, Windows 8, Windows 8.1, MAC OS X 10.4, X10.5, X10.6, X10.7, X10.8, X10.9, X10.10, Novell [®] Netware [®] Unix [®] , Linux [®] and Citrix [®] (XenApp 5.0, 6.0, 6.5) and Windows Terminal Services, SAP device types ¹
Network Protocols	TCP/IP (IPv4, IPv6, IPSEC) SSL (HTTP, IPP, FTP), SNMPv3, SMTP, POP3, LDAP, 802.1x for Windows and Unix, LPD and LPR for Unix, iPS/SPX [®] for Novell environments, EtherTalk [®] AppleTalk [®] for Macintosh [®] environments ¹
Printing Protocols	LPR, IPP, IPPS, PAP, Raw TCP (port 9100), FTP, POP3, HTTP, and Novell Pserver/Rprinter
Network Security	IP/MAC address filtering, protocol filtering, port management, user authentication and document administration ¹
Security Standards	IEEE-2600 [™] -2008, DoD (NSTISSP) #11, CAC/PIV access control ¹

Network Scanning System (standard)

Scan Modes	Standard: Color, monochrome, grayscale
Optical Resolution	600 dpi
Output Modes	600 dpi, 400 dpi, 300 dpi, 200 dpi, 150 dpi, 100 dpi
Image Formats	Monochrome: TIFF, PDF, PDF/A, Encrypted PDF, XPS Color: Grayscale, Color TIFF, JPEG, PDF, PDF/A, Compact PDF, Encrypted PDF, XPS; Internet Fax: TIFF-FX, TIFF-F, TIFF-S ¹
Image Compression	Monochrome Scanning: Uncompressed, G3 (MH), G4 (MR/MMR) Color/Grayscale: JPEG (high, middle, low) Internet Fax mode: MH/MMR (option)
Scan Destinations	E-mail, Desktop, FTP, Folder (SMB), USB, Internet fax (option), Super G3 fax (option)
One-touch Destinations	Up to 2,000 (combined scan destinations)
Group Destinations	Up to 500
Programs	48 (combined)
Max. Jobs	Up to 100
Network Protocols	TCP/IP and SSL (includes HTTP, SMTP, LDAP, FTP, POP3), SMB, ESMT and 802.1x
Network Security Software	E-mail server user authentication for LDAP and Active Directory Sharpdesk [®] desktop personal document management software (1 user license included), Sharpdesk Mobile (download)

B&W Super G3 Fax Kit (option)

Transmission Mode	Super G3, G3
Modem Speed	33.6 KBPS ¹
Compression	JBIG, MMR, MR, MH
Methods	
Scanning Method	Sheet fed simplex or duplex or book
Max. Resolution	400 dpi
Transmit Speed	Approx. 2 seconds with Super G3/JBIG ⁴

inserter (MX-CF11 option)

Type	Standing, 2 Trays
Paper Capacity	Upper Tray: 200 Sheets; Lower Tray: 200 Sheets (20 lb. bond)
Paper Weight	16 lb. bond to 100 lb. Bristol (paper feeding)
Paper Size	Up to 12" x 18"
Power Consumption	70 W or Less
Power Source	24 Volts (supplied by main unit)
Dimensions	21 1/2" (w) x 30" (d) x 50 1/2" (h)
Weight	Approx. 100 lbs.

Multi-folding Unit (MX-FD10 option)

Type	Floor Standing
Dimensions	13 1/2" (w) x 30 1/2" (d) x 41 1/2" (h)
Weight	Approx. 146 lbs.
Power Source	Powered by MX-FN21/FN22 finisher
Power Consumption	Maximum: Standby: 23 W or less; Operation: 150 W or less
Folding Modes	2-fold, C-fold, accordion fold, double-fold, half-fold

4K Stacking 100-Sheet Staple Finisher (MX-FN21 option)

Type	4,000-sheet console staple finisher (100-sheet stapling)
Output Trays	Upper tray: Moving offset tray (up to 1,500 letter size sheets) Middle tray: 250 sheets (letter size, non-stapled) Lower tray: Moving offset tray (up to 2,500 letter size sheets)
Stapling Capacity	Up to 100 sheets (letter)
Stapling Media	Plain paper, letter/legal/ledger size or mixed
Stapling Positions	1 front, 1 rear, or 2 point stitching
Power Source	120 VAC, 60 HZ, 15 Amps
Power Consumption	200W
Weight	Approx. 134.5 lbs.
Dimensions	Approx. 30 3/4" (w) x 30" (d) x 41" (h) (with tray extended)

4K Stacking 100-Sheet Staple/Saddle Stitch Finisher (MX-FN22 option)

Type	4,000-sheet console staple finisher (100-sheet stapling)
Output Trays	Upper tray: Moving offset tray (up to 1,500 letter size sheets) Middle tray: 250 sheets (letter size, non-stapled) Lower tray: Moving offset tray (up to 2,500 letter size sheets)
Stapling Capacity	Up to 100 sheets (letter)
Stapling Media	Plain paper, letter/legal/ledger size or mixed
Stapling Positions	1 front, 1 rear, or 2 point stitching
Saddle Stitch	Center stitch/center fold (2 staples) letter/legal/ledger
Saddle Stitch	Up to 5 sets (16-20 sheets)/10 sets (11-15 sheets per set)/15 sets (6-10 sheets per set)/25 sets (1-5 sheets per set)
Max. Sets	
Power Source	120 VAC, 60 HZ, 15 Amps
Power Consumption	200W
Weight	Approx. 238 lbs.
Dimensions	Approx. 30 3/4" (w) x 30" (d) x 41" (h) (with tray extended)

Optional Equipment

MX-LC15	Large Capacity Tray (letter)
MX-LC16	Large Capacity Tray (ledger)
MX-LT10	Long Paper Feeding Tray
MX-TR16	Right Side Exit Tray
MX-TU15	Center Exit Tray
MX-FN17	Inner Finisher ¹
MX-FN19	4K Stacking 50-sheet Staple Finisher ¹
MX-FN20	4K Stacking 50-sheet Staple/Saddle Stitch Finisher ¹
MX-FN21	4K Stacking 100-sheet Staple Finisher ¹
MX-FN22	4K Stacking 100-sheet Staple/Saddle Stitch Finisher ¹
MX-PN12B	3-Hole Punch Unit (MX-FN19, MX-FN20)
MX-PN13B	3-Hole Punch Unit (MX-FN21, MX-FN22)
MX-RB13	Relay Unit ¹
MX-RB15	Curf Connection Unit ¹
MX-RB23	Paper Pass Unit ¹
MX-RB24	Paper Pass Unit ¹
MX-TM10	Trimmer Unit (requires MX-FN22)
MX-CF11	2-Tray Inserter Unit ¹
MX-FD10	Multi-folding Unit ¹
AR-SC2	Staple Cartridge (for MX-FN19/FN20)
AR-SC3	Staple Cartridge (for MX-FN20)
MX-SCX1	Staple Cartridge (for MX-FN22)
MX-SCX2	Staple Cartridge (for MX-FN21/FN22)
MX-PUX1	XPS Expansion Kit (requires MX-565XPS1GB)
MX-565XPS1GB	1GB Memory Upgrade (required for MX-PUX1)
MX-PF10	Barcode Font Kit
MX-FX11	Fax Expansion Kit
AR-SU1	Stamp Unit (requires AR-SV1 Stamp Cartridge)
AR-SV1	Stamp Cartridge (required for AR-SU1 Stamp Unit)
MX-FWX1	Internet Fax Expansion Kit
MX-FR47U	Commercial Data Security Kit (available shortly after launch)
MX-EC50	CAC Reader (requires Data Security Kit)
MX-EB12N	Mirroring Kit
MX-AMX1	Application Integration Module
DVENDFS	Generic Vendor Interface Kit
Supplies	
MX-754NT	Toner Cartridge
MX-754NV	Developer
MX-754DR	Drum
MX-700HB	Toner Collection Container

¹ Some features require optional equipment. See your local dealer.

² May vary depending on product configuration, machine settings and operating and/or environmental conditions.

³ Actual transmission time will vary based on line conditions.

⁴ Based on Sharp Standard Test Chart with approximately 700 characters, letter size in standard resolution.



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SHARP®

ADVANCED SERIES COLOR DOCUMENT SYSTEMS



MX-5070N MX-6070N

The Sharp Advanced Series color document systems deliver cutting-edge integration and powerful productivity.

THE NEW BENCHMARK OF INNOVATION

advanced

The Sharp MX-5070N and MX-6070N Advanced Series color workgroup document systems offer stunning color output with exceptional ease of use. These new models are designed to provide customers with a seamless, intuitive experience, and the confidence in knowing their jobs will come out right the first time, every time. The new color Advanced Series focuses on user operability and draws inspiration from the latest networking and imaging technologies available today, all to create a document system that delivers the productivity you need, with the reliable performance you want.

Key Features

- **Ease of Use** – Sharp's customizable touchscreen display offers a user-friendly graphical interface with a clean design, simplified Easy Modes and integrated operation guides.
- **Integration** – Equipped with the latest version of Sharp OSA® technology for easy integration with network applications and cloud services, these models can unlock advanced capabilities to help you better manage your workflow.
- **Productivity** – An integrated walk-up motion sensor and an easy-to-use graphical interface combine with a 15-second warm up time to create a workflow experience with virtually no waiting time.

The MX-5070N and MX-6070N color Advanced Series offer customers powerful multitasking features enabling them to quickly execute the ever-changing workflow tasks of today's busy office environments. And with Sharp's industry-leading security features, you can rest assured that your intellectual property is protected from the first day of operation to the time of trade-in.



DESIGNED TO DELIVER PERFORMANCE AND PRODUCTIVITY

An advanced design plus multifunctional capability allow you to meet tomorrow's document needs today.

- Automatic **walk-up motion sensor** wakes the machine, and it's ready within 15 seconds.
- Built-in **retractable keyboard** simplifies email address and subject line entries as well as repetitive scanning tasks and user authentication.
- Large 10.1" (diagonally measured) **customizable touchscreen display** with a clean design enables easy access to features and functions when setting up jobs.

EASY-TO-USE DESIGN

ENHANCED INTEGRATION AND WIRELESS CAPABILITY

VERSATILE PRODUCTIVITY

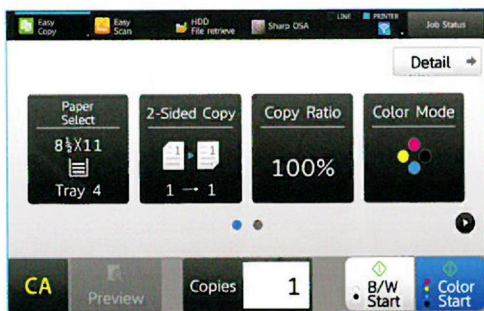


- Sharp's **Color Consistency System** with next generation image process control delivers high quality color output and maintains optimum color balance and toner density page after page.
- Easily **access popular cloud applications**, including Microsoft® OneDrive® for Business, SharePoint® Online and Google Drive™ with Sharp's Cloud Connect features.
- **Cloud Portal Office**, a content management software service from Sharp for storing and sharing scanned documents and other electronic files, helps keep your whole team connected.
- **Standard security platform** includes 256-bit encryption, up to 10-times data overwrite and an End-of-Lease feature that erases all data and personal information at trade-in.
- Standard **150-sheet duplexing document feeder** scans both sides of a document in a single pass at speeds up to **200 images per minute (ipm)**, putting less wear on the feeder and your originals, and giving you more time to spend on other tasks.
- **Compact PDF** feature dramatically reduces the file size of scanned color documents, resulting in decreased network traffic and more efficient use of disk and cloud storage.
- Flexible paper handling system supports media up to **110 lb. cover (300 gsm)** and up to **12" x 18"** through the paper trays, allowing you to print on a wide variety of media.



Provides up to six paper sources with available 550 + 2,100-sheet split tandem paper drawers and 3,000-sheet large capacity cassette.

ADVANCED FUNCTIONALITY – INTUITIVE DESIGN



Easy Copy Screen offers the most commonly used settings.



Standard Copy Screen offers more advanced features.



Built-in wireless network interface for convenient scanning and printing from mobile devices.

From paper handling to networking, the MX-5070N and MX-6070N color Advanced Series will exceed your expectations.

Simple and Intuitive Operation

From the most basic of copy functions, to the most complex scan jobs, the color Advanced Series will perform them with ease and efficiency. Walk up to the control panel, and the machine senses you approaching and **automatically wakes up**. Within seconds from the time you place your originals in the feeder and select your settings, it's ready to print. Use one of the **Easy Modes** for fast, simple operation, with basic functions displayed in **large, clearly-labeled tiles** and keys. And for more advanced features, just touch the "Details" button—it's that easy.

A "Well-connected" Device

Connecting a multifunction printer (MFP) to your wireless network and accessing it from mobile devices has never been so easy with the color Advanced Series' standard wireless networking features. Print from or scan to popular cloud services such as **Microsoft OneDrive for Business**, **SharePoint Online**, and **Google Drive** with Sharp's **Cloud Connect** features. **Single Sign-on (SSO)** support for accessing these services makes scan-to-folder and scan-to-email operations simpler than ever. Even printing from your desktop is made easier with Sharp's **Serverless Print Release** function. **Easily send a job to one device, and print it on another** when and where it's most convenient for you.

The Productivity You Need, the Performance You Want

When it's time to get the job done, the Advanced Series color document systems are outstanding performers. Quickly scan documents at speeds up to **200 images per minute**. Built-in optical character recognition (OCR) can convert your scanned documents into **text-searchable PDFs** or **Microsoft Office** file formats, simplifying your workflow. Use the **manual stapling** feature on select finishers to restaple your originals. **Multiple finishing options** give you the output you require, be it stacked, stapled or saddle-stitched. There's even an available built-in **stapleless staple** feature, which can bind up to five sheets of paper by adding a crimp to the corner of the set, saving regular staples for larger sets.



MX-6070N shown with compact inner finisher.



MX-6070N shown with 3K saddle stitch finisher and large capacity cassette.

HIGH IMPACT VERSATILITY AND SCALABILITY

The MX-5070N/6070N Advanced Series color document systems provide high-performance functionality adaptable to your business needs.

innovative features

Duplexing Single Pass Feeder (DSPF)

Standard 150-sheet dual head document feeder scans both sides of a document in a single pass.

Advanced Network Scanning

Sharp's ImageSEND™ feature provides one-touch distribution to email, network folders, cloud applications and more.

Easy-to-Use Smart Touchscreen

Tablet-style menu provides quick access to features and functions.

High Quality Printing

1200 x 1200 dpi resolution produces razor-sharp documents. True Adobe® PostScript® 3™ drivers offer extensive job control.

Built-in Retractable Keyboard

Full-size QWERTY keyboard enables easy data entry.

On-board Document Storage

Sharp's easy-to-use Document Filing System enables users to store frequently used files.

In-line Stapling

Produce professional-looking corner-staple or edge-staple documents up to 65 pages.

Walk-up Motion Sensor

Detects walk-up users and wakes the machine from sleep mode, making it ready for use within 15 seconds.

Manual Stapler

Manual stapling feature makes it easy to re-staple originals after scanning.

Toner Hopper

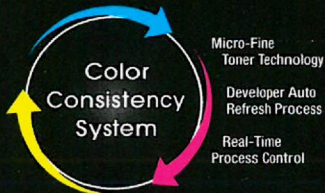
Lets you change toner on-the-fly to help maximize productivity.

Saddle Stitch Finishers

Make high quality booklets up to 80 pages.

Enhanced Security Features

256-bit data encryption with up to 10-times data overwrite, as well as Sharp's convenient End-of-Lease feature.



Sharp's Color Consistency System combines Micro-fine Toner with Developer Refresh and advanced Image Process Control. These processes help ensure color output is always at peak performance.

Advanced Finishing

Sharp gives you a choice of five high-performance finishers to give your documents a professional look. Choose from a compact inner finisher to a high capacity, floor-standing saddle stitch finisher.

Flexible Paper Handling

Paper drawers feed up to 12" x 18" and support media up to 300 gsm. 550-sheet capacity makes it easy to reload a full ream of paper. A high capacity split tandem drawer is also available.

Large Capacity Cassette

Large capacity cassette option adds an additional 3,000 sheets of paper for a total on-line capacity of up to 6,300 sheets.

ENHANCED COLLABORATION FOR STREAMLINED WORKFLOWS



Scan and convert documents to popular file formats seamlessly with Sharp's built-in OCR function.



Distribute, access and print documents more easily.



With Serverless Print Release technology you can securely print a job and release it from any of six color Advanced Series models.

Powerful document workflow solutions help you work more efficiently.

Simplify Managing Different File Types with Intelligent Image Processing

Easily scan and **convert documents** to popular file formats including **Microsoft Word**, **PowerPoint®** and **Excel®**, as well as a variety of **PDF formats** such as Searchable PDF, Encrypted PDF, Compact PDF and others. You can also direct print these same file types from thumb drives, cloud applications and mobile devices. This function is enabled via **DirectOffice™** technology. With this much flexibility, you can speed through your workflow tasks faster than ever!

Distribute, Access and Print Your Documents with Ease

Sharp makes it easy to send documents to the destinations you need, and goes beyond traditional network scanning with standard **Email Connect** and **Cloud Connect** features. With Email Connect, scan to email is seamlessly integrated with Microsoft Exchange and Gmail™. With Cloud Connect, you can easily scan to and print from **Microsoft OneDrive for Business**, **SharePoint Online** and **Google Drive** without additional middleware. Sharp also makes it easy to **collaborate and share documents** with **Cloud Portal Office** document storage and sharing service. Capture, index and archive your documents easily and securely.

Scan and Print Files Easily from Mobile Devices

The Advanced Series color document systems also make it easy to scan and print files from tablets and smart phones using **Sharpdesk® Mobile**, a free downloadable app available for most common mobile devices.¹ The color Advanced Series also supports popular mobile technologies such as **AirPrint®**, **Mopria™**, **Android™ printing framework** and **Google Cloud Print™**. You can print locally from your device or download files from supported cloud applications. Since the color Advanced Series can connect to mobile devices through a **point-to-point wireless connection**, there is no interference with your corporate network.

Flexible Printing Solutions Help Speed Up Your Office Productivity

The color Advanced Series come standard with **true Adobe PostScript 3** and **PCL 6** printing systems to help you speed through all of your output needs with accuracy. To help streamline your jobs, these powerful performers include **Serverless Print Release technology**, enabling you to securely print a job and release it from up to six color Advanced Series models on your network. And with Google Cloud Print web printing service, you can print from Chromebook™ notebook computers, PCs and more from virtually anywhere.

Simplify Complex Business Workflows

Sharp OSA technology can help your business leverage the power of your network applications, back-end systems and cloud services.³ Easily automate complex processes and help eliminate redundant tasks. Create your own custom integrations or take advantage of the growing portfolio of Sharp OSA applications available from Sharp Partner Program members.



¹ Go to www.sharpsusa.com for a list of supported devices and operating systems.

² Some features require optional equipment and/or software/services.

TAKING CARE OF BUSINESS SAFELY AND SECURELY

Manage your device, help safeguard your data, help protect your business.

Businesses require that the devices on their networks are properly managed and closely monitored to ensure their data remains uncompromised. To help achieve this, the MX-5070N/6070N Advanced Series offer powerful device management utilities, web-based customer training and advanced, **multi-layered security features**.

With the **Sharp Remote Device Manager (SRDM)***, administrators can take control of system features and simplify installation and management. SRDM makes it easy to view service logs, click counts, history reports and more. Its event-driven service alerts help you monitor the device and maximize uptime. The **Remote Front Panel** feature allows administrators to view and control the machine's LCD panel from a PC to troubleshoot issues and train operators remotely. Sharp also offers both **built-in** and additional **auditing hardware and software to control, access and track usage** of each device on the network.* And with **My Sharp™**, you get a dedicated training website customized to your model and configuration to help you understand and utilize all of the advanced features of your Sharp product, including those for security.



To help protect employees' privacy and intellectual property, the color Advanced Series is armed with a variety of security measures, including features such as **data encryption**, **data overwrite protection** and **data erase**. Multiple **security protocols** help restrict access to the device while in operation, and a convenient **End-of-Lease** feature overwrites all data at time of trade-in. **Authority Groups** help manage and restrict specific copying, printing, scanning and fax features to safeguard data and control costs. The **Admin Audit Log** feature allows IT administrators to track activity on the device. **Confidential Printing** and **Secure Fax Release** help ensure that sensitive documents are kept safe by requiring users to enter a PIN code in order to print them. For advanced security, these models support Active Directory user authentication and secure single sign-on to network folders and emails. For an optimized workflow experience, ID card authentication can also be activated.



These scalable security offerings aim to **protect your intellectual property**, preserve confidential information and help your business meet regulatory requirements including the Health Insurance Portability and Accountability Act (HIPAA) and the Family Educational Rights and Privacy Act (FERPA). For additional information visit: www.sharppusa.com/security.

**Some features require optional equipment and/or software.*

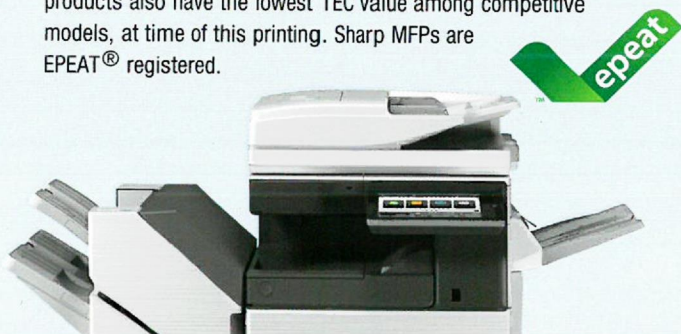
ENVIRONMENTAL COMMITMENT



An Environmentally Responsible Approach to Product Design

Sharp is committed to environmental sustainability and corporate responsibility including planning, design, manufacturing, distribution and product end-of-life management. Sharp adheres to Green Products Guidelines in pursuit of these commitments. These guidelines include designing products that consume less power, using recycled materials, reducing the amount of material used in products and packaging, and labeling the type of materials used. Sharp also aims to design products that are upgradable, easy to repair and easy to take apart for recycling.

The MX-5070N/6070N document systems are ENERGY STAR® qualified and RoHS compliant to restrict the use of hazardous substances. These products also have the lowest TEC value among competitive models, at time of this printing. Sharp MFPs are EPEAT® registered.



Toner Recycling Program

As part of our commitment to helping preserve the environment, Sharp offers our customers zero-waste-to-landfill recycling for Sharp consumables, including cartridges, bottles, toner collection containers and drum units. Sharp encourages customers to recycle their used Sharp toner cartridges in bulk by providing a pre-paid recycling kit for their return to our facility.

Environmental Leadership

As a testament to our commitment to the environment, Sharp is a multi-year winner of the ENERGY STAR annual Excellence in Energy Proficiency Product Design. Sharp is also a multi-year winner of the SmartWay® Excellence Award which recognizes companies for conserving energy and lowering greenhouse gas emissions in logistics and transportation.

For more information about Sharp's environmental leadership including information about energy efficient products, electronics or toner cartridge recycling, please visit www.sharppusa.com/environment.

MX-5070N/6070N SPECIFICATIONS

Main Specifications

MX-5070N/6070N	Base models include multitasking controller, 150-sheet DSPF, PCL 6 and Adobe PostScript® 3™ printing systems, network scanning, auto duplexing, 1 x 550-sheet paper drawer, 100-sheet bypass tray. Black and color developer is included. Color multi-function digital document system	
Type	10.1" (diagonally measured) color dot matrix high-resolution touch panel tilting display. 1024 x 600 dots (W-SVGA)	
Display	Copy, print, network print, network scan, document filing and fax ¹	
Functions	Dry electrostatic transfer/Dual component developer/ Magnetic brush development/OPC drums/Belt fusing/white LED exposure	
Copy System	Sheets and bound documents	
Originals	11" x 17"	
Max. Original Size	11" x 17"	
Copy Size	Min. 5½" x 8½", Max. 12" x 18"	
Copy Speed	50/60 ppm B&W/Color (8½" x 11")	
Multiple Copy	Max. 9,999 copies	
First Copy Time	MX-5070N	MX-6070N
Seconds²	Platen Glass Mono 3.7 Color 4.8	Mono 3.7 Color 4.8
	DSPF Mono 6.2 Color 8.1	Mono 6.2 Color 8.1
Warm Up Time	15 seconds or less	
Magnification	25% to 400% in 1% increments (with DSPF 25%-200%)	
Original Feed	150-sheet DSPF with original size detection.	
Scan Speed	Copy: Up to 200 ipm (B&W)/106 ipm (Color) Scan: Up to 200 ipm (B&W/Color)	
Original Sizes	5½" x 8½", 8½" x 11", 8½" x 11" R, 8½" x 14", 11" x 17"	
Paper Capacity	Standard: 650 Sheets/Maximum: 6,300 Sheets	
Paper Feed System	Standard: (1) 550-sheet paper drawer (letter/legal/ledger/statement size) and 100-sheet bypass tray (letter/legal/ledger/statement/envelope size). Optional: Single, double, or triple drawer paper deck (550, 1,100, or 1,650 sheets), split tandem paper drawer (2,100 sheets letter only) plus (1) 550-sheet paper drawer (letter/legal/ledger/statement size).	
Paper Weights and Types	Paper drawers: 18 lb. bond to 110 lb. cover. Split Tandem Tray: 18 lb. bond to 28 lb. bond. Other paper types include plain, pre-printed, recycled, pre-punched, letterhead and color paper. Bypass tray: 16-28 lb. bond (plain paper), 13-16 lb. bond (thin paper), 28 lb. bond-110 lb. cover (heavy paper), 20-24 lb. bond (Monarch/Com-10 envelope), tab paper (letter). Also label paper, gloss paper, pre-printed, recycled, pre-punched, letterhead, color paper and OHP film.	
Duplexing	Standard automatic duplex copying and printing	
CPU	Up to 1.9 GHz multi-processor design	
Interface	10/100/1000 Base-T Ethernet, USB 2.0: 2 host ports (front and rear), 1 available device port (rear), wireless 802.11 a/b/g/n	
Memory	Standard 5 GB copy/print (shared)/Hard Disk Drive: 500 GB	
Hard Disk Drive	500 GB	
Copy Resolution	Scan: Up to 600 x 600 dpi (B&W/Color) Output: Up to 1200 x 1200 dpi (B&W), up to 600 x 600 dpi (Color)	
Color Modes	Auto Color Selection (ACS), Full Color Mode, Monochrome (B/W)	
Exposure Control	Modes: Automatic, Text, Text/Photo, Text/Printed-Photo, Printed-Photo, Photo, Map, Pale-Color Document. Settings: Auto or 9 step manual	
Halftone	256 gradations/2 levels (monochrome)	
Copy Features	Scan-Once Print-Many, electronic sorting, offset-stacking, Auto Color Selection (ACS), Auto Paper Selection (APS), Auto Magnification Selection (AMS), Auto Tray Switching (ATS), black-white reversal, blank page skip, book copy, book divide, card shot, center erase, centering, cover pages, dual page copy, edge erase, image edit, image preview, insert pages, job build, job programs, margin shift, mirror image, mixed size original, multi-page enlargement, original count, pamphlet style, proof copy, repeat layout, reserve copy, rotated copy, stamp, stamp custom image, suppress background, tab copy, tab-paper insertion, tandem copy, toner save mode, transparency inserts, watermark, 2-in-1 / 4-in-1 / 8-in-1 multi shot	
Account Control	Up to 1,000 users. Supports user-number authentication, login name/password or login name/LDAP password	
Output Tray	Center Exit Tray (Main): 250 sheets (face down) Job Separator (Upper Tray): 100 sheets (face down) Right Side Exit Tray: 100 sheets (face down)	

Main Specifications (continued)

Cloud Supported Services	Sharp Cloud Portal Office, Google Cloud Print, Google Drive, OneDrive for Business, SharePoint Online
Network Protocols	TCP/IP (IPv4, IPv6, IPsec), HTTP/HTTPS, IPP/IPP-SSL, FTP/FTPS, SNMPv3, SMTP/SMTP-SSL, POP3/POP3-SSL, LDAP/LDAP-SSL, 802.1x for Windows/Unix
Network Security	Includes IP/MAC address filtering, protocol filtering, port control, user authentication (local/LDAP/Active Directory [®]), TLS Encryption, Kerberos support
Firmware Management	Flash ROM with local (USB), network update capability and firmware update 1 to N with SRDM (Sharp Remote Device Manager)
Device Setup	Web-based management/cloning with user/administrator level login
Service/Functions	Remote Front Panel, remote access to service logs and click counts
Accessibility Features	Free stop tilting front panel, adjustment of key touch sound and speed, concave key, document feeder free stop, job programs, remote front panel, universal grip for paper trays and disable screen timeout
Environmental Standards	International Energy Star Program Ver. 2.0, European RoHS, Blue Angel (RAL-UZ171)
Power Source	110-127 V AC, 60 HZ, 20 A Receptacle
Power Consumption	1.92 kW or less
Weight	Approx. 198 lbs.
Dimensions	Approx. 24" (w) x 26" (d) 33" (h)

Network Printing System

PDL	Standard PCL® 6 compatible, Adobe® PostScript® 3™
Resolution	1200 x 1200 dpi
Print Speed	50/60 pages per minute (8½" x 11")
Print Drivers	Windows Vista, Windows 7, Windows 8, Windows 8.1, Windows 10, Windows Server® 2008, Windows Server 2008 R2, Windows Server 2012, Windows Server 2012 R2, Windows PPD, MAC OS X® (including 10.4 to 10.11), all MAC PPD, Linux® PPD
Mobile Printing	AirPrint, Android printing framework (Sharp Print Service Plugin), Mopria Print Service, Sharpdesk Mobile ³
Print Features	Auto configuration, serverless print release, bar code font printing, carbon copy print, chapter inserts, color adjustment settings, color mode, confidential print, continuous printing, custom image registration, different cover page/last page/other page, document control, document filing, duplex printing, electronic sorting, folding, form overlay, hidden pattern print, image rotation, image stamp, image type, job bypass print, job retention, layout print, margin shift, multiple pamphlet, network tandem print, N-up printing, offset stacking, page interleave, pamphlet style, poster print, proof print, print and send, punching, stapling, tab paper print, tab printing, toner save mode, transparency inserts, tray status, user authentication, watermarks, zoom print
Direct Printing	File Types: TIFF, JPEG, PCL, PRN, TXT, PDF, Compact PDF, Encrypted PDF, PostScript, DOCX, XLSX, PPTX, and PNG. Methods: FTP, SMB, Web page, Email and USB memory
Resident Fonts	80 outline fonts (PCL), 139 fonts (PS)
Interface	RJ-45 Ethernet 10/100/1000 Base-T, USB 2.0, Wireless
Operating Systems and Environments	Windows Vista, Windows 7, Windows 8, Windows 8.1, Windows 10, Windows Server® 2008, Windows Server 2008 R2, Windows Server 2012, Windows Server 2012 R2, Mac OS X 10.4-10.11, UNIX®, Linux, Citrix® (XenApp 5.0-7.6), Windows Remote Desktop Services, SAP device types ¹
Printing Protocols	LPR, IPP, IPPS, PAP, Raw TCP (port 9100), FTP, POP3, HTTP, Novell Pserver/Rprinter, LPD and LPR for Unix

Network Scanning System

Scan Modes	Standard: Color, monochrome, grayscale
Max. Original Size	11" x 17"
Optical Resolution	600 dpi
Output Modes	600 dpi, 400 dpi, 300 dpi, 200 dpi, 150 dpi, 100 dpi
Image Compression	Monochrome Scanning: Uncompressed, G3 (MH), G4 (MR/MMR) Color/Grayscale: JPEG (high, middle, low) Internet Fax mode: MH/MMR (option) ¹

Network Scanning System (continued)

Image Formats	Monochrome: TIFF, PDF, PDF/A, Encrypted PDF, XPS, Searchable PDF, DOCX, XLSX, PPTX, TXT, and RTF. Color/Grayscale: TIFF, JPEG, PDF, PDF/A, Compact PDF, Encrypted PDF, XPS, Searchable PDF, DOCX, XLSX, PPTX, TXT and RTF. Internet Fax: TIFF-FX, TIFF-F, TIFF-S ¹
Scan Destinations	Email, Desktop, FTP, Folder (SMB), USB, Internet fax (option), Super G3 fax (option)
One-touch Destinations	Up to 2,000 (combined scan destinations)
Group Destinations	Up to 500
Programs	48 (combined)
Max. Jobs	Up to 100
Enhanced Email Integration	Standard Gmail connector, standard Exchange connector (on-premises)
Scanning Protocols	HTTP/HTTPS, FTP/FTPS, SMTP/SMTP-SSL/ESMTP, SMB, POP3, LDAP, S/MIME
Software	Sharpdesk® desktop personal document management software (1 user license included), Sharpdesk Mobile (download)

Optional Equipment

MX-60ABD	Deluxe Copier Cabinet Base (with front door)
MX-DE25	Stand/1 x 550-sheet Paper Drawer
MX-DE26	Stand/2 x 550-sheet Paper Drawers
MX-DE27	Stand/3 x 550-sheet Paper Drawers
MX-DE28	Stand/1 x 550 + 2,100-sheet Split Tandem Paper Drawers
MX-DE29	Low Stand/1 x 550-sheet Paper Drawer
MX-LC17	3,000-sheet Large Capacity Cassette (letter, requires MX-DE25/26/27/28) ⁵
MX-LT10	Long Paper Feeding Tray
MX-FN27	50-sheet Staple Inner Finisher
MX-FN28	1K Stacking 50-sheet Staple Finisher
MX-FN29	1K Stacking 50-sheet Staple/Saddle Stitch Finisher
MX-FN30	3K Stacking 65-sheet Staple Finisher ⁴
MX-FN31	3K Stacking 65-sheet Staple/Saddle Stitch Finisher ⁴
MX-RB25	Paper Pass Unit (required for MX-FN28/29/30/31)
MX-PN14B	3-Hole Punch Unit (requires MX-FN27)
MX-PN15B	3-Hole Punch Unit (requires MX-FN28/29)
MX-PN16B	3-Hole Punch Unit (requires MX-FN30/31) ⁵
MX-SCX1	Staple Cartridge for MX-FN27/28/29
AR-SC2	Saddle-stitch Staple Cartridge for MX-FN29
MX-SC11	Staple Cartridge for MX-FN30/31
MX-SC12	Saddle-stitch Staple Cartridge for MX-FN31
MX-TR19	Right Side Exit Tray
MX-TR20	Job Separator Tray
MX-TU16	Center Exit Tray
MX-UT10	Utility Table
MX-FX15	Fax Expansion Kit
MX-FWX1	Internet Fax Kit
MX-PF10	Bar Code Font Kit
AR-SU1	Stamp Unit (requires AR-SV1 Stamp Cartridge)
AR-SV1	Stamp Cartridge
MX-AMX1	Application Integration Module
MX-FRS2U	Commercial Data Security Kit (not available at time of launch)
DVENDFS	Generic Vendor Interface Kit

Supplies

MX-60NTBA	Black Toner Cartridge
MX-60NTCA	Cyan Toner Cartridge
MX-60NTMA	Magenta Toner Cartridge
MX-60NTYA	Yellow Toner Cartridge
MX-60NVBA	Black Developer
MX-60NVSA	Cyan/Magenta/Yellow Developer
MX-60NRSA	Drum
MX-607HB	Toner Collection Container

¹ Some features require optional equipment. See your local dealer.

² May vary depending on product configuration, machine settings and operating and/or environmental conditions.

³ Go to www.sharpsusa.com for a list of supported devices and operating systems.



SHARP

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1-800-BE-SHARP • www.sharpsusa.com

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PROPOSAL FOR

Wakefield Community School

Attn: Mark Bejot & Becky Gothier



8/17/2017

712-277-8218

www.etibusiness.com

www.facebook.com/ExecutiveTechnologiesInc/

Why Executive Technologies

At the core of our business is an IT foundation that is instrumental in how we operate, service our customers, and conduct business. This core is the fundamental way we evaluate, consult, and support every phase of our customer's needs. We build custom-tailored business solutions that streamline productivity and package all of your technology needs in a "One Stop Shop". Our certified technical staff will implement solutions that focus on what really matters, growing your business. Let us put our experience to work for you.

We are passionately committed to assist all that comes in contact with our Company, whether it is employees, clients, potential clients, vendors, lenders, their families and/or all the communities we serve, in achieving or exceeding their personal and professional goals and objectives through the utilization of our People, Knowledge, Skills, Systems, Technology, Products and Services.

We are positioned as the professionals to call for any copying, faxing, imaging, and/or printing hardware, whether it is black & white or full color, all supplies related to printing, and all service related to printers, copiers, and faxes. Our focus is growing our business through our staff and by providing our customers with the best technology support answers that they may need. We lead the industry with the latest in software and printing solutions that provide our customers with total solutions. In addition, we also provide website solutions, web development and web hosting, network-related support, service, administration and installation, including hardware.

Our staff of technicians and business consultants can customize a hardware/software solution to meet your most demanding needs.



Our Story

Executive Copy Systems was founded in 1969 in Sioux City, Iowa. As a local business that provided copiers, typewriters, and office supplies, we grew to be a strong member of the Siouxland business community.

In 1994 Kevin Grosvenor purchased Executive and directed the company through the most important change the industry had seen. In the 90's, digital imaging was being introduced as an alternative to traditional analog copiers. These "connected" products could not only copy, but print and scan. Early on, Kevin recognized the benefits this could bring to his clients and Executive became one of the first companies in Western Iowa to introduce the new systems.

In the 2000's technology continued to explode. It wasn't long before more printing was being done than copying. Businesses were fully utilizing IT products and services. Simply, technology became the infrastructure of a business. Again, Kevin recognized the shift in how businesses operated and introduced new products and services. IT support, telephone solutions including VoIP, surveillance systems, and network support were all new offerings. At the same time, the company's name was changed to Executive Technologies, Inc. to better represent the full breadth of its products and services.

In 2010, our current President, Dave Strohman, was introduced as the V.P./Managing Partner for ETI. Dave took over the daily operations of the business. His experience in the industry was just what ETI needed to expand to the next level. Dave focused his attention on developing a strong leadership team and expanding the company's footprint. In addition, he developed strong vendor relationships that allowed ETI to support significant and rapid growth. In the last six years, the company has become one of the premier technology organizations in the Upper Midwest with three locations and clients in seven states. In addition, new services have been introduced including printer fleet management and web site design and hosting.

ETI continues to build on the basic principle that if we develop our people, we will develop the business. This is reflected in the recognition our people and our company have received.

- ENX Magazine Elite Dealer 2016
- Great America Leasing Dealer of Distinction 2011-2015
- Great America Inaugural WOW Award winner 2015
- Copystar/Kyocera Certified Document Solutions Provider 2014-2015
- Top Copystar Technician – Mark Lacy 2014
- Leading Kyocera Regional Sales Production- Jason Coglianese 2013-2016

Our Mission and Belief

ETHICS:

We will rise to the challenge through teamwork, motivation, enthusiasm and urgency with mutual respect to everyone. Professionalism, dependability and good communication skills are at the core of all our employees.

WORK ETHIC:

We will rise to the challenge through teamwork, motivation, enthusiasm and urgency with mutual respect to everyone. Professionalism, dependability and good communication skills are at the core of all our employees.

ACCOUNTABILITY:

We will take ownership, recognize problems and identify solutions through a series of checks and balances. We have an obligation to our staff and clients to hold ourselves to a high standard of accountability.

CUSTOMER:

Understanding customer's perceptions helps us to acknowledge their needs and provide professional help. By detecting issues early on, we can show empathy and follow through to completion. We understand that as a business of people, we must put service before ourselves.

CULTURE:

Culture is the character of ETI! We believe this is not just a job, but a family. We show it through concern for our employees, their families and the communities we serve. We will create an enthusiastic and fun Atmosphere that allows balance between work and life, and provide employees with quality compensation, and proper development....all with an open door.



The difference between playing to win and playing not to lose is the difference between success and mediocrity. Take risks, make tough decisions, live on the edge and make a difference. People who play it safe continually miss opportunities and seldom make progress.



Community Outreach

At, ETI, our employees are committed to making a difference in the communities we serve. Every team member is provided paid time off to contribute their time and talent to a local charity. Simply, we appreciate the blessings we have and are honored to be able to help those less fortunate.

ETI is a proud member of the Siouxland, Clear Lake, and Austin Chambers of Commerce.



- Siouxland Soup Kitchen
- Goodwill of the Great Plains
- American Red Cross
- The Gospel Mission
- On-Target for Vets
- St. Luke's Health Foundation
- Youth Gone Wild
- June E. Nylén Cancer Center
- Sioux City North High School
- Siouxland Stars Youth Baseball
- Girlfriends of Girls, Inc.
- Hope Haven
- Pink in the Rink
- Sioux City Boys Club
- Siouxland Sleepout
- Big Brothers/Big Sisters

Proposed Product Details & Benefits



Overview

Executive Technologies is pleased to submit this proposal for products and services to support Wakefield Community School in improved customer and employee satisfaction through our superior solutions, training, and post-sales support. We look forward to implementing your new CS 6551 & SC 6501. We have partnered with hundreds of the best businesses throughout the Upper Midwest and are anxious to do the same with Wakefield Community School.

The Solution Basics

- ETI All-inclusive Managed Print Program. The most cost-effective way to manage document related costs.
- Facilitate better use of the assets and their capabilities through a better understanding of your current processes.
- Provide a seamless implementation with total solution training.
- Implement ongoing reviews and provide superior post-sales support.

The Benefits

- No capital expense.
- One point of accountability and contact.
- Automated meter reads and online device management.
- Simple spreadsheet billing with a combined pool of pages allowed.
- State-of-the-art systems.
- Highest priority service and supply response.

Service Expectations



We are positioned as the professionals to call for any copying, faxing, imaging, and or printing hardware whether it is black & white or full color, all supplies related to printing, and all service related to printers, copiers, and faxes. Our focus is growing our business through our staff and by providing our customers with the best technology support that they may need. We lead the industry with the latest in software and printing solutions that provide our customers with total solutions. In addition, we also provide network related support, service, administration and installation, including hardware. Our staff of technicians and business consultants can customize a hardware/software solution to meet your most demanding needs.

- Document workflow, business applications, and IT integration support
- Local and global device and software customization capabilities
- Web-based calls and supply orders.
- • Two hour response time from technician to evaluate problem.
- • Four hour average on-site response time.
- Automated meter reads and audit software.
- Quarterly account reviews of volumes and account needs.
- One point of contact for everything. One phone number for service, supplies and customer service.
- Questions will always be answered by a live person. No impersonal automated systems.
- Hotline support – Remote Installation, support and diagnostics
- Field Support – Regionally based across the Americas
- In-house Quality Assurance



KYOCERA FLEET SERVICES

Minimize downtime. Maximize... everything.



Every business depends on documents – that is why every business needs its document infrastructure to run smoothly, cost-effectively, and continuously. And that's why there's KYOCERA Fleet Services (KFS).

KFS is a comprehensive remote monitoring solution that is cost-effective for both customer and dealer. Technicians can monitor devices in real-time, anticipate issues, even update firmware remotely during off-peak hours – maximizing uptime, making sure business gets done.

KFS also provides comprehensive usage data: Which devices get used the most? Which the least? Is there too much color printing? Or not enough? Over time, the entire document infrastructure can be optimized to best meet the unique and evolving needs of every organization.

KFS is hosted off-site in the highly secure Microsoft Azure cloud, minimizing burden on IT staff.

More consistent uptime for all Kyocera devices in your fleet

- ▶ Real-time device diagnostics and alerts
- ▶ Convenient firmware updates
- ▶ Remote error resolution, code-resetting
- ▶ Ongoing monitoring of supply levels
- ▶ Fewer on-site visits

Deeper understanding of needs through robust usage data

- ▶ Identify trends, user requirements
- ▶ Right-size devices across your fleet
- ▶ Detailed analytics and customizable graphic reports
- ▶ Optimize device configuration to meet constantly evolving needs

Available to dealer technicians or in-house administrators

- ▶ KFS can be adapted to any customer need
- ▶ Virtually eliminates need for maintenance by end-users





A KFS CASE STUDY



UPTIME IS EVERYTHING

A Kansas City-based company relies on its Kyocera MFP fleet to process 65,000 pages per month.



EVENT WARNING

The email alert was generated automatically by the KFS Remote Monitoring System.



INSTANT ANALYSIS

An MFP in the sales department was at-risk for hard-drive disk failure.



RAPID RESPONSE

An on-site visit was scheduled for that morning; the technician arrived with all necessary components on-hand.



DOWNTIME MINIMIZED

Through KFS, the dealer was able to resolve the potential issue in a single visit, minimizing MFP downtime and maximizing customer productivity.

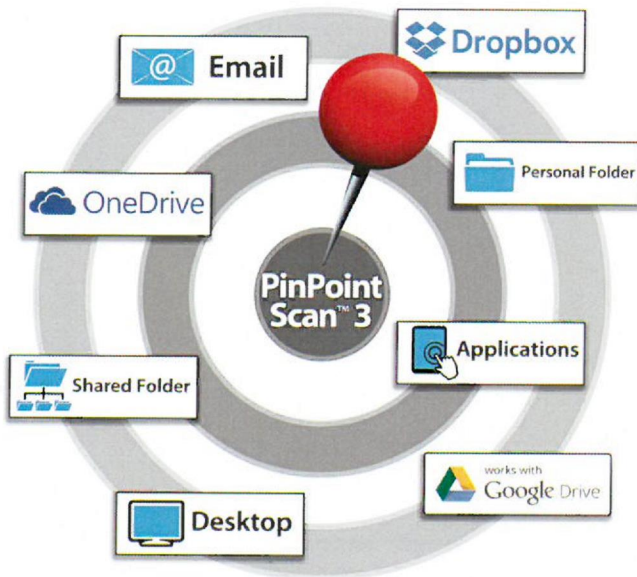




PINPOINT
SCAN™ 3

PERSONALIZED SCANNING MADE SIMPLE.

EASY, INDIVIDUALIZED SCANNING ACROSS THE ORGANIZATION.



USERS ACROSS YOUR ORGANIZATION CAN USE PINPOINT SCAN TO SIMPLY SEND DOCUMENTS TO ANY ONE OF THEIR PERSONALIZED DESTINATIONS THROUGH A SINGLE, EASY-TO-INSTALL APPLICATION.

KYOCERA brings speed and flexibility to one of your most essential workflow functions with PinPoint Scan™ 3, powered by HyPAS. With one easy-to-install application, your employees will have their own personalized scanning solution designed to fit their unique workflow needs.

Instead of restrictive scan to email or scan to shared folder methods, employees can now scan directly to any number of locations on their PC or Mac quickly and securely from a network-connected KYOCERA MFP. Personalized scanning destinations can be easily created and managed without the need for IT intervention. These destinations then become simple one-touch buttons on the MFP control panel. When employees want to scan a document, all they have to do is access the PinPoint Scan 3 application on the KYOCERA MFP, enter their pin code, select a destination, and they're ready to go! A single MFP license supports any number of users on the same network.

PinPoint Scan 3 also protects confidential documents, since all communication between the MFP and the receiving device is encrypted. In addition, businesses can easily integrate with existing HID cards to further streamline workflow and enhance document security.

KEY BENEFITS

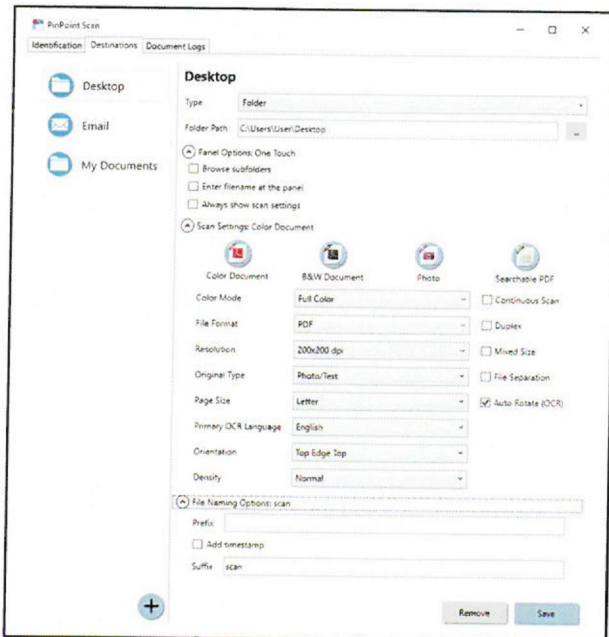
- › **Secure** - SSL-encrypted communication
- › **Simple design** - Enter a unique PIN to scan
- › **Personalized scanning** - Each employee can scan to customized destinations
- › **Flexible destinations** - Scan to almost any destination on your PC or Mac
- › **Scan to applications** - Send documents directly to your document processing system and jump start your workflow

 **KYOCERA**
Document Solutions

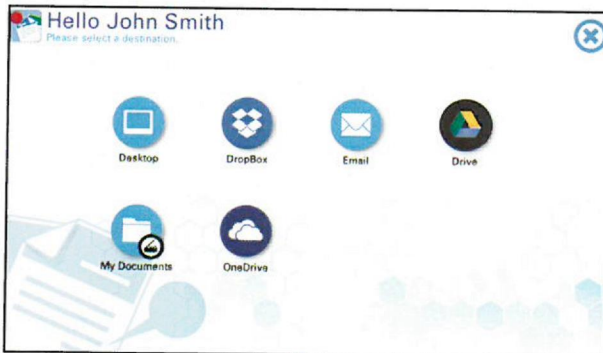
PINPOINT SCAN™ 3

HYPAS

KYOCERA's HyPAS (Hybrid Platform for Advanced Solutions) is a powerful and scalable software solution platform. Through direct enhancement of the MFP's core capabilities, to the integration with widely accepted software applications, HyPAS will enhance your specific document imaging needs, resulting in improved information sharing, resource optimization and document workflows.



PinPoint Scan 3's robust new feature set makes it easy to create and manage individualized scanning from the desktop



Easy access to PinPoint Scan 3 destinations from the MFP control panel

KEY FEATURES

- › New streamlined user interface
- › Supports PDF, JPEG, TIFF, and Searchable PDF*
- › Supports most default scanning options: Resolution, Original Type, Page Size, Density, Duplex, Mixed Size, File Separation, Auto Rotate (OCR), and more
- › Automatically integrates with Dropbox, Google Drive, and Microsoft One Drive**
- › File naming options: File names can be setup to have a combination of user defined prefix, suffix and an auto-generated timestamp

HOW IT WORKS

1. Create your PIN and personal scanning destinations using the PinPoint Scan 3 app on your PC or Mac
2. Open the PinPoint Scan 3 app on your KYOCERA HyPAS MFP and enter your PIN
3. Select from your personal destinations, and scan!

SYSTEM REQUIREMENTS

- › Network connected KYOCERA HyPAS MFP
- › PC application compatible with Windows 7/8/10 & Windows Server 2008/2012
- › Apple Mac application compatible with OS 10.10 and 10.11
- › License required per MFP
- › Supports multiple PCs/Macs
- › Supported file format: PDF, JPEG, TIFF, and Searchable PDF*

* Scan Extension Kit required for Searchable PDF.

** A Dropbox, Google Drive, or Microsoft One Drive desktop application and account is required.

For the latest on connectivity visit www.kyoceradocumentsolutions.com/us
Specifications and design are subject to change without notice.
HyPAS and PinPoint Scan 3 are trademarks of KYOCERA.
All other trademarks are the property of their respective owners.

KYOCERA Document Solutions America, Inc. Headquarters: 225 Sand Road, Fairfield, NJ 07004-0008, USA
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The Cost and Savings

The following details the cost and pricing for delivery of the products and services outlined in this proposal.

Current Monthly Cost	\$1,683.91
CS 6551	Included
37,000 Black and White and 4000 Color Images (overages \$.003 B&W and \$.03 Color)	Included
CS 6501	Included
37,000 Black and White (overages \$.003 B&W)	Included
Proposed Monthly Price	\$1,304.00

MONTHLY SAVINGS: \$379.91

5 YEAR SAVINGS: \$12,269.00

- Replace/Upgrade machines in 3-4 yrs!
- Change rates by 5% each yr
Annual - Increase.
- Contract is umbrella between the machines

Conclusion

Dear Mark & Becky,

We look forward to working with Wakefield Community School and supporting your efforts to improve your processes and costs through our recommended program. We are confident that we can meet the challenges ahead, and stand ready to partner with you in delivering an effective solution.

You will enjoy the following benefits while immediately recognizing the savings:

- No capital expense.
- One point of accountability and contact.
- Automated meter reads and online device management.
- Simple spreadsheet billing with a combined pool of pages allowed.
- State-of-the-art systems.
- Highest priority service and supply response

The following is our proposed implementation schedule:

- **8/17/2017** – Sign paperwork and finalize agreements
- **8/31/2017** – Installation and training (schedule to be finalized)
- **9/14/2017** – Account Follow-up and training updates
- **Quarterly** reviews thereafter (To be scheduled)

Thank you,

Mike Bauer
Account Executive
(712) 253-6852



Kyocera Technology

› PRINT › COPY › SCAN › FAX

CS 6551ci

COLOR MULTIFUNCTIONAL
SYSTEM

POWERING COLOR PERFORMANCE... COMPANY-WIDE.



*Toner - is included
Staples? Dist Pay*

- › Crisp Output Up to 65 Pages per Minute
- › Color/B&W Scan up to 200 ipm
- › Intuitive and Customizable Touch Screen Control Panel
- › Advanced Finishing Options to Power Workflow
- › Robust and Scalable Business Applications
- › Standard 270-Sheet Dual Scan Document Processor
- › Optional Fiery Printing System for Advanced Color
- › Tab Printing Available Through Multi Purpose Tray
- › Standard Searchable PDF Capability
- › Apple AirPrint™ Enabled for a Mobile Printing Solution



Kyocera Technology

ONLY FROM KYOCERA

KYOCERA Document Solutions is a global leader in the digital imaging industry, with an award-winning line of document solutions that consistently set the standard for high performance, superior image quality, workflow-supportive applications, ease-of-use and durability. We get to the heart of your critical business challenges, with a personalized, single source approach that helps streamline your entire document workflow to reduce costs, increase workplace productivity and efficiency, and deliver exceptional results you can count on.

BASIC SPECIFICATIONS

Configuration: Color Multifunction System – Print/Scan/Copy/Optional Fax

Pages per Minute:

Black – Letter: 65 ppm, Legal: 39 ppm,
Ledge: 32 ppm, 12" x 18": 32 ppm (print only)
Color – Letter: 65 ppm, Legal: 39 ppm,
Ledge: 32 ppm, 12" x 18": 32 ppm (print only)

Warm Up Time: 60 Seconds or Less (Power On)

First Page Out:

Copy: 5.4 Seconds or Less Black, 6.2 Seconds or Less Color;
Print: 5.3 Seconds or Less Black, 6.3 Seconds or Less Color

Resolution / Bit Depth: 600 x 600 dpi;
9600 x 600 dpi interpolated / 8 bit depth

Memory / Hard Disk Drive: 4 GB RAM Standard / 320 GB HDD

Duplex: Standard Stackless Duplex Supports Statement to
12" x 18", 16 lb Bond – 140 lb Index (60-256gsm)

Standard Output Tray:

Lower Tray: Statement – 12" x 18" / 250 Sheets,
up to 12" x 48" Banner / Single Sheet
Upper Tray: Statement – 12" x 18" / 100 Sheets
Right Tray: Statement – 12" x 18" / 70 Sheets

Electrical Requirements: 120V, 60Hz, 12.0A and 120V, 60Hz, 8.0A;
220-240V, 50Hz, 10.0A

Dimensions / Weight:

Footprint: 26.97" x 31.54" x 41.46";
with Control Panel: 40.91" x 31.54" x 53.04" / 418.88 lbs

Maximum Monthly Duty Cycle: 350,000 Pages per Month

PAPER SUPPLY

Standard Paper Sources:

Dual 500 Sheet Trays, Dual 1,500 Sheet Trays, 150 Sheet MPT,
Auto Selection/Switching

Optional Paper Sources:

Dual 500 Sheet Trays (PF-730(B)), Dual 1,500 Sheet
Trays (PF-740(B)); Side LCTs: 500 Sheet Multimedia
Tray (PF-780(B)), 3,000 Sheet Large Capacity Tray (PF-770)

Paper Capacity:

Standard: 4,150 Sheets; Maximum: 7,650 Sheets

Paper Size: Trays 1, 2, PF-730(B), PF-780(B); 5.5" x 8.5" – 12" x 18";
PF-740(B), PF-770: 8.5" x 11"; MPT: 5.5" x 8.5" – 12" x 18"
(Multiple Sheets); Up to 12" x 48" Banner (Single Sheet)

Paper Weight:

Trays: 16 lb Bond – 140 lb index (60-256gsm);
MPT: 16 lb Bond – 110 lb Cover (60-300gsm)

Input Materials:

Bond Paper, Recycled Paper, Transparencies, Cardstock,
Envelopes, Labels / Tabs

SECURITY SPECIFICATIONS

Standard: Local Authentication, Network Authentication (IPsec,
HTTPS, LDAP over SSL, SNMPv3); Secure Print (IPP over SSL);
Scan to e-mail (POP3/SMTP over SSL); Scan to FTP (FTP over SSL);
Scan to SMB/PC/USB; SSL

Optional: Data Security Kit (E): Network Data Encryption, HDD
Overwrite Mode, HDD Data Encryption

Specifications and design are subject to change without notice.

For the latest on connectivity visit www.copystar.com

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KYOCERA Document Solutions America, Inc.

Headquarters: 225 Sand Road, Fairfield, NJ 07004-0008, USA

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HARNESS THE POWER OF YOUR COPYSTAR MFP
WITH CUSTOMIZED BUSINESS APPLICATIONS



KYOCERA CLOUD CONNECT: Easily print from and scan directly to the cloud while on the go from your Copystar MFPs.



KYOCERA MOBILE PRINT: Simply and conveniently print files, web pages, and images using your smartphone or tablet.



DMS LINK: Simplify document workflow through digital imaging, distribution, retrieval and long-time archival.



PINPOINT SCAN: Scan from your MFP to your PC with added speed, functions and versatility.



SHAREPOINT CONNECTOR: Enhance collaboration utilizing your Copystar MFPs and your existing Microsoft SharePoint Server.

PRINT SPECIFICATIONS

Standard Controller: Freescale QorIQ P1022 (Dual Core) / 1,067MHz

PDLs / Emulations: PRESCRIBE, PCL6 (5e, XL), KPD L3 (PS3), XPS;
Optional (UG-34): IBM ProPrinter, Line Printer, LQ-850

Fonts: 136 KPD L3, 93 PCL6, 8 Windows Vista, 1 Bitmap

Windows® OS Compatibility: Windows XP/2003/Vista/2008/7/8
Server 2008 R2 / Server 2012

Novell OS Compatibility: Novell NetWare 3.x/4.x/5.x/6.x

Mac OS Compatibility: Mac OS 10.x; AirPrint™ Enabled

UNIX OS Compatibility: Sun OS 4.1.x; Solaris 2.x; AIX; HP-UX (LPR)

Interfaces: Standard: 10/100/1000BaseTX, Hi-Speed USB 2.0,
4 USB Host Interfaces, 2 Expansion Slots

Optional: 10/100/1000BaseTX (IB-50 for Dual NIC);

Optional: IEEE 802.11 b/g/n (IB-51 for Wireless LAN Interface)

Network Print and Supported Protocols:

TCP/IP, NetBEUI, FTP, LPR, IPv6, IPsec, SSL, WSD Print

Drivers: KX Driver, Mini Driver, KX Driver for XPS, XPS Mini Driver,
Network Fax Driver, PPD for MAC

Utilities: KYOCERA Net Admin, KYOCERA Net Viewer, PDF Direct
Print, Command Center RX

SCAN SPECIFICATIONS

Scan Type: Color and Black & White Scanner

Scan Resolution: 600 dpi, 400 dpi, 300 dpi, 200 dpi,
200 x 100 dpi, 200 x 400 dpi

File Formats: BW: TIFF, XPS, PDF, PDF/A;

Color: TIFF, JPEG, XPS, PDF, PDF/A

PDF Extension: High Compression PDF, Encrypted PDF,
Searchable PDF (OCR)

Scan Speeds:

Simplex: 120 ipm BW/ Color (300 dpi);

Duplex: 200 ipm BW / Color (300 dpi)

Connectivity / Supported Protocols: 10/100/1000BaseTX, TCP/IP

Scanning Functions: Scan to Folder (SMB), Scan to e-Mail, Scan to
FTP, Scan to FTP over SSL, Scan to USB, WSD Scan, TWAIN Scan

Original Size: Through DP: Statement to 11" x 17";

Glass: up to 11" x 17"

Driver: TWAIN/WIA Driver

COPY SPECIFICATIONS

Image Mode: Text, Photo, Text/Photo, Auto, Manual, Map

Continuous Copy: 1 – 9,999 / Auto Reset to 1

Additional Features: Positive/Negative Reverse, Mirror Image,
Rotate Copy, Border Erase, Split Copy, Electronic Sort, Margin
Shift, Page Number, Form Overlay, XY Zoom, Prevent Bleed
Through, Text Stamp, Bates Stamp, Blank Page Skip

Job Management: 1,000 Department Codes, Job Programs, Job
Build, Shortcut Keys, Repeat Copy

Color Adjustment: One Touch, Hue, Auto Exposure, Sharpness

Magnification / Zoom: Full Size, 4 Reduction, 4 Enlargement
Preset Ratios, 25 – 400% in 1 step increments

Document Box: Custom Box, Job Box, Removable Memory Box,
Fax Box (with optional Fax System)

DOCUMENT PROCESSOR STANDARD DSDP

Type / Capacity: Dual Scan Document Processor / 270 Sheets

Acceptable Originals: 5.5" x 8.5" – 11" x 17"

Acceptable Weights (Simplex / Duplex):

Simplex: 9.5 lb Bond – 80 lb Cover (35-220gsm);

Duplex: 13 lb Bond – 80 lb Cover (50-220gsm)

FAX SPECIFICATIONS

Fax Type: Fax System W(B) / Internet Fax Kit (A) (requires Fax
System W(B))

Compatibility / Data Compression: G 3 Fax / MMR, MR, MH, JBIG

Transmission Speed / Modem Speed: Approximately 3 seconds
per page / 33.6 Kbps

Fax Memory: Standard: 12 MB; Maximum: 120 MB

Driver: Network Fax Driver

Fax Functions: Duplex TX/RX, Confidential RX/TX, F-Code RX/TX,
Broadcasting, Fax Box, Dual Fax

OPTIONAL 4,000 SHEET FINISHER DF-790(C)

Stack / Staple Capacity: Main Tray: 4,000 Sheets;

Sub Tray (B): 200 Sheets; Sub Tray (C): 100 Sheets / 65 Sheets
(up to 24 lb Bond (90gsm))

Paper Size: 5.5" x 8.5" – 12" x 18"

Paper Weight: 16 lb Bond – 110 lb Cover (60-300gsm)

Edge Staple Position: 3 Positions: Top Left, Bottom Left, Center Bind

Optional Multi-bin Mailbox: MT-730(B) Includes 7 Trays;

Supports 16 lb Bond – 90 lb Index (60-163gsm) Stack

Capacity per bin: 100 Sheets: 5.5" x 8.5", 8.5" x 11"; 50 Sheets:
8.5" x 14", 11" x 17"

Optional Punch: PH-7A 2 and 3 Hole Punch Unit, Supports

8.5" x 11" – 11" x 17"; 13 lb Bond – 110 lb Cover (45-300gsm)

Optional Booklet Folder / Tri-fold Unit: BF-730 Booklet Folder

Supports 8.5" x 11", 8.5" x 14", 11" x 17"; 16 lb Bond – 24 lb Bond
(60-90gsm) 16 sheets; 25 lb Bond – 28 lb Bond (91-105gsm)

13 sheets; Fold booklet – no staple: 16 lb Bond – 24 lb Bond
(60-90gsm) 5 sheets; 25 lb Bond – 72 lb Index (91-120gsm)

3 sheets; 32 lb Bond – 110 lb Cover (121-256gsm) 1 sheet;

Trifold: 16 lb Bond – 24 lb Bond (60-90gsm) 5 sheets;

25 lb Bond – 72 lb Index (91-120gsm) 3 sheets

25 lb Bond – 72 lb Index (91-120gsm) 3 sheets

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25 lb Bond – 72 lb Index (91-120gsm) 3 sheets





Kyocera Technology

› PRINT › COPY › SCAN › FAX

CS 6501i

BLACK & WHITE
MULTIFUNCTIONAL SYSTEM



POWERING PERFORMANCE... COMPANY-WIDE.



- › Crisp Output Up to 65 Pages per Minute
- › Color Scan up to 100 ipm; B&W up to 180 ipm
- › Intuitive and Customizable Touch Screen Control Panel
- › Advanced Finishing Options to Power Workflow
- › Robust and Scalable Business Applications
- › Standard 270-Sheet Dual Scan Document Processor
- › Statement – 12" x 18" Printing from the Paper Trays
- › Tab Printing Available through Multi Purpose Tray
- › Standard Searchable PDF Capability
- › Apple AirPrint™ Enabled for a Mobile Printing Solution








Kyocera Technology

ONLY FROM KYOCERA

KYOCERA Document Solutions is a global leader in the digital imaging industry, with an award-winning line of document solutions that consistently set the standard for high performance, superior image quality, workflow-supportive applications, ease-of-use and durability. We get to the heart of your critical business challenges, with a personalized, single source approach that helps streamline your entire document workflow to reduce costs, increase workplace productivity and efficiency, and deliver exceptional results you can count on.

HARNESS THE POWER OF YOUR COPYSTAR MFP WITH CUSTOMIZED BUSINESS APPLICATIONS

-  **ACCUSENDER:** Efficiently scan and distribute large files without unwanted size limitations.
-  **PRESERVDox:** Securely augment business continuity initiatives.
-  **DMS LINK:** Simplify document workflow through digital imaging, distribution, retrieval and long-time archival.
-  **PINPOINT SCAN:** Scan from your MFP to your PC with added speed, functions and versatility.
-  **KYOCERA HOMEPOINT:** Securely browse document folders from any networked Copystar MFP.

BASIC SPECIFICATIONS

Configuration: Black & White Multifunctional System – Print / Scan / Copy / Optional Fax
Pages Per Minute: Letter: 65 ppm; Legal: 39 ppm; Ledger: 32 ppm; 12" x 18": 32 ppm (print only)
Warm Up Time: 30 Seconds or Less (Power On)
First Page Out:
 Copy: 5.2 Seconds or Less; Print: 5.8 Seconds or Less
Resolution / Bit Depth: 600 x 600 dpi; 9600 x 600 dpi interpolated / 8 bit depth
Memory / Hard Disk Drive: 3 GB RAM Standard / 320 GB HDD
Duplex: Standard Stackless Duplex Supports Statement to 12" x 18", 16 lb Bond – 140 lb Index (60 – 256gsm)
Optional Output Tray:
 Copy Tray (D) Main Tray: Statement - 12" x 18" / 250 Sheets (80gsm), up to 12" x 48" Banner / Single Sheet
 Sub Tray: Statement - 12" x 18" / 100 Sheets (80gsm)
Electrical Requirements: 120V, 60Hz, 16.0A; 220-240V, 50Hz, 9.5A
Dimensions / Weight:
 Footprint: 26.97" x 28.47" x 41.46";
 with Control Panel: 40.91" x 28.47" x 53.03" / 341.72 lbs
Maximum Monthly Duty Cycle: 350,000 Pages Per Month

PAPER SUPPLY

Standard Paper Sources:
 Dual 500 Sheet Trays, Dual 1,500 Sheet Trays, 150 Sheet MPT, Auto Selection/Switching
Optional Paper Sources:
 Side LCTs: 500 Sheet Multi-Media Tray (PF-780(B)) + Dual 500 Sheet Trays (PF-730(B)) or Dual 1,500 Sheet Trays 8.5" x 11" (PF-740(B)); 3,000 Sheet Large Capacity 8.5" x 11" Tray (PF-770)
Paper Capacity:
 Standard: 4,150 Sheets;
 Maximum: 7,650 Sheets
Paper Size: Trays 1, 2, PF-730(B), PF-780(B): 5.5" x 8.5" – 12" x 18"; Trays 3, 4, PF-740(B), PF-770: 8.5" x 11"; MPT: 5.5" x 8.5" – 12" x 18" (Multiple Sheets)
Paper Weight:
 Trays: 16 lb Bond – 140 lb Index (60 – 256gsm);
 MPT: 16 lb Bond – 110 lb Cover (60 – 300gsm)
Input Materials:
 Bond Paper, Recycled Paper, Transparencies, Cardstock, Envelopes, Labels / Tabs

SECURITY SPECIFICATIONS

Standard: Local Authentication, Network Authentication (IPsec, HTTPS, LDAP over SSL, SNMPv3); Secure Print (IPP over SSL); Scan to e-mail (POP3/SMTP over SSL); Scan to FTP (FTP over SSL); Scan to SMB/PC/USB; SSL
Optional: Data Security Kit (E): Network Data Encryption, HDD Overwrite Mode, HDD Data Encryption

PRINT SPECIFICATIONS

Standard Controller: Freescale QorIQ P1022 (Dual Core) 1,067MHz
PDLs / Emulations: PRESCRIBE, PCL6 (5e, XL), KPDL3 (PS3), XPS; Optional (UG-34): IBM ProPrinter, Line Printer, LQ-850
Fonts: 136 KPDL3, 93 PCL6, 8 Windows Vista, 1 Bitmap
Windows® OS Compatibility: Windows XP/2003/Vista/2008/7/8 Server 2008 R2 / Server 2012
Novell OS Compatibility: Novell NetWare 3.x/4.x/5.x/6.x
Mac OS Compatibility: Mac OS 10.x, AirPrint Enabled
UNIX OS Compatibility: Sun OS 4.1.x; Solaris 2.x; AIX; HP-UX (LPR)
Interfaces: Standard: 10/100/1000BaseTX, Hi-Speed USB 2.0, 4 USB Host Interfaces, 2 Expansion Slots; Optional: 10/100/1000BaseTX (IB-50 for Dual NIC); Optional: IEEE 802.11 b/g/n (IB-51 for Wireless LAN Interface)
Network Print and Supported Protocols: TCP/IP, NetBEUI, FTP, LPR, IPv6, IPsec, SSL, WSD Print
Drivers: KX Driver, Mini Driver, KX Driver for XPS, XPS Mini Driver, Network Fax Driver, PPD for MAC
Utilities: KYOCERA Net Admin, KYOCERA Net Viewer, PDF Direct Print, Command Center RX

SCAN SPECIFICATIONS

Scan Type: Color and Black & White Scanner
Scan Resolution: 600 dpi, 400 dpi, 300 dpi, 200 dpi, 200 x 100 dpi, 200 x 400 dpi
File Formats: Black and White: TIFF, XPS, PDF, PDF/A; Color: TIFF, JPEG, XPS, PDF, PDF/A
PDF Extension: High Compression PDF, Encrypted PDF, Searchable PDF (OCR)
Scan Speeds:
 Simplex: 100 ipm BW, 70 ipm Color (300 dpi);
 Duplex: 180 ipm BW, 100 ipm Color (300 dpi)
Connectivity / Supported Protocols: 10/100/1000BaseTX, TCP/IP
Scanning Functions: Scan to Folder (SMB), Scan to e-Mail, Scan to FTP, Scan to FTP over SSL, Scan to USB, WSD Scan, TWAIN Scan
Original Size: Through DP: Statement to 11" x 17"; Glass: up to 11" x 17"
Driver: TWAIN/WIA Driver

COPY SPECIFICATIONS

Image Mode: Text, Photo, Text/Photo, Auto, Manual, Map
Continuous Copy: 1 – 9,999 / Auto Reset to 1
Additional Features: Positive/Negative Reverse, Mirror Image, Rotate Copy, Border Erase, Split Copy, Electronic Sort, Margin Shift, Page Number, Form Overlay, XY Zoom, Prevent Bleed Through, Text Stamp, Bates Stamp, Blank Page Skip
Job Management: 1,000 Department Codes, Job Programs, Job Build, Shortcut Keys, Repeat Copy
Magnification / Zoom: Full Size, 4 Reduction, 4 Enlargement Preset Ratios, 25 – 400% in 1 step increments
Document Box: Custom Box, Job Box, Removable Memory Box, Fax Box (with optional Fax System)

DOCUMENT PROCESSOR

Type / Capacity: Standard Dual Scan Document Processor / 270 Sheets
Acceptable Originals: 5.5" x 8.5" – 11" x 17"
Acceptable Weights (Simplex / Duplex):
 Simplex: 9.5 lb Bond – 80 lb Cover; (35 – 220gsm)
 Duplex: 13 lb Bond – 80 lb Cover (50 – 220gsm)

FAX SPECIFICATIONS

Fax Type: Fax System W(B) / Internet Fax Kit (A) (requires Fax System W(B))
Compatibility / Data Compression: G3 Fax / MMR, MR, MH, JBIG
Transmission Speed / Modem Speed: Approximately 3 seconds per page / 33.6 Kbps
Fax Transmission Selection: Normal/ Fine/ Super Fine/ Ultra Fine
Fax Memory: Standard: 12 MB; Maximum: 120 MB
Driver: Network Fax Driver
Fax Functions: Duplex TX/RX, Confidential RX/TX, F-Code RX/TX, Broadcasting, Fax Box, Dual Fax

OPTIONAL 4,000 SHEET FINISHER DF-790(C)

Stack / Staple Capacity: Main Tray: 4,000 Sheets; Sub Tray (B): 200 Sheets; Sub Tray (C): 100 Sheets / 65 Sheets (up to 24 lb Bond (90gsm))
Paper Size: 5.5" x 8.5" – 12" x 18"
Paper Weight: 16 lb Bond – 110 lb Cover (60 – 300gsm)
Edge Staple Position: 3 Positions: Top Left, Bottom Left, Center Bind
Optional Multi-bin Mailbox: MT-730(B) Includes 7 Trays; Supports 16 lb Bond – 90 lb Index (60 – 163gsm) Stack Capacity per bin: 100 Sheets: 5.5" x 8.5", 8.5" x 11"; 50 Sheets: 8.5" x 14", 11" x 17"
Optional Punch: PH-7A 2 and 3 Hole Punch Unit, Supports 8.5" x 11" – 12" x 18"; 13 lb Bond – 110 lb Cover (45 – 300gsm)
Optional Booklet Folder / Tri-fold Unit: BF-730 Booklet Folder Supports 8.5" x 11", 8.5" x 14", 11" x 17"; 16 lb Bond – 24 lb Bond (60 – 90gsm) 16 sheets; 25 lb Bond – 28 lb Bond (91 – 105gsm) 13 sheets; Fold booklet – no staple: 16 lb Bond – 24 lb Bond (60 – 90gsm) 5 sheets; 25 lb Bond – 72 lb Index (91 – 120gsm) 3 sheets; 32 lb Bond – 110 lb Cover (121 – 256gsm) 1 sheet; Trifold: 16 lb Bond – 24 lb Bond (60 – 90gsm) 5 sheets; 25 lb Bond – 72 lb Index (91 – 120gsm) 3 sheets

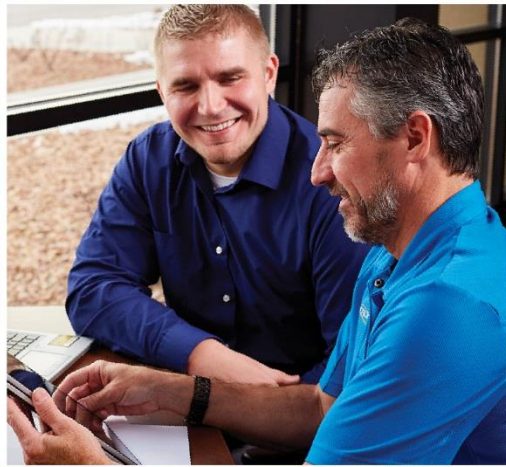
ADDITIONAL OPTIONS

Data Security Kit Provides Security Overwrite and Encryption for Print, Copy, and Scan, Optional Fax Memory, Original Hardcopy Holder (Document Tray), Card Authentication Kit (B), Banner Guide (A), Keyboard Holder (C)

Specifications and design are subject to change without notice. For the latest on connectivity visit www.copystar.com
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 MAC and AirPrint are trademarks of Apple, Inc.
 Other trademarks are the property of their respective owners.

KYOCERA Document Solutions America, Inc.
 Headquarters: 225 Sand Road, Fairfield, NJ 07004-0008, USA
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COPIER/PRINTER RECOMMENDATION

A Proposal for: Wakefield Community School

802 Highland St.
Wakefield, NE 68784
402-287-2012

Date: 10/13/2017

Expiration Date: 11/13/2017

Technology Advisor: Andi White

Phone: 800-847-3001 ext. 3710

Email: andi.white@marconet.com

Web: www.marconet.com

taking technology further

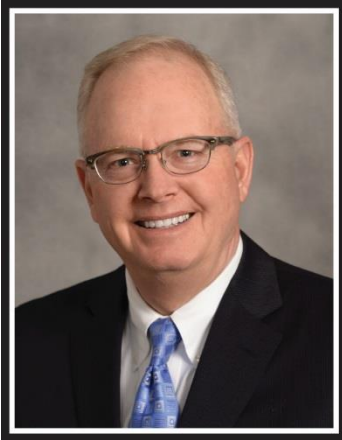
MANAGED SERVICES
CLOUD SERVICES
BUSINESS IT SERVICES
CARRIER SERVICES
COPIERS & PRINTERS



marconet.com



Here are just a few reasons why partnering with Marco for your technology services is the right decision.



“When you work with Marco, you get our very best every day—our best people, our best support services and the best technology in the industry. Because consistently outperforming your expectations is the key to building strong partnerships.”

Jeff Gau, CEO

To learn more about Marco's high-performance

Our employees love what they do and it shows

Our fun, flexible and family-friendly workplace has earned us a generous list of awards. Marco has consistently been named as a top workplace by the Star Tribune, Minneapolis St. Paul Business Journal and Minnesota Business.

Committed to our communities

Marco donates up to 5% of its annual profits to the communities we serve. We also sponsor events, participate in fundraisers and encourage employees to volunteer on and off company time.

Customer survey process to ensure we're doing things right

We have consistently been sending out monthly surveys and measuring the results since 1994 to make sure we're doing everything we can to keep our customers happy. We're proud to say that 90% of customers surveyed say they would recommend Marco.

Quality assurance program to keep us sharp

We use Lean continuous improvement principles to keep us focused on working smarter. Because the more efficiently we operate on the inside, the better service we offer on the outside.

510 certified systems engineers and technical representatives

You have access to a depth of technical expertise to help you stay on top of the latest technologies. Our technical staff is certified at the highest levels for their area of expertise because your business deserves nothing less.

Real-time service dispatching with GPS software

We use real-time GPS technology to determine which resource is closest to your location. That means quicker on-site service and more efficient use of everyone's time.

Convenient online services

Marco's online services make it easy to send a service request, order supplies and check your account history in real time.

Quick response to your service requests

Our full-time dispatchers and help desk representatives consistently maintain a 98% live call answer rate and resolve 97% of service issues remotely so you experience less down time. We use real-time GPS technology to determine which resource is closest to your location when on-site service is needed.

Industry leading partnerships

You benefit from the innovation and resources of our industry leading partners. Together we are committed to helping you connect the right technology to achieve your business goals.

RECOMMENDED PRINT SOLUTION

ITEM	DESCRIPTION	QUANTITY
	KONICA BIZHUB C558 55-PPM COLOR MFP	1
	KONICA BIZHUB 654E B&W MFP W/4GB MEMORY	1

LEASE PROGRAM

Leasing allows you to build equity in your new digital system without paying the initial capital investment. Marco offers flexible lease plans to accommodate your budget. Following are lease options for your consideration:

- **60 Month FMV Lease\$588.98/ Month**
 - **Includes satisfying existing lease agreement on current Konica’s**
 - **Includes trade in value of current equipment.**

DELIVERY, INSTALLATION, INITIAL SUPPLIES AND INITIAL TRAINING

Delivery, Installation, Initial Supplies & Initial Training.....Included

SERVICE AND SUPPLIES

The service and supply contract includes all parts, labor, mileage, drums, toner, and developer—except paper and staples.

Maintenance for New Konica MFP’sTBD / Month

- Black and White Prints **included** per Month: TBD
- Black and White Print Overages: \$0.0066
- Color Prints **included** per month: TBD
- Color Prints Overages: \$0.0459
 - Cost per pages quoted above are based on current contract and average monthly volumes

The above pricing does not include applicable sales tax.

Prices quoted are subject to change and should be verified before placing your order.

Accepted by: _____ Date: _____

By signing this proposal, you are authorizing Marco Technologies LLC to order, install and invoice the above listed equipment.

Konica C558 Specifications:

- **55** Black and White Pages Per Minute
- **55** Color Pages Per Minute
- 150 Sheet Bypass Tray
 - (2) 500 Sheet Paper Tray's
 - (1) 2,500 Sheet Large Capacity Tray (8.5x11 only)
- 300 Sheet Single Pass Duplexing Document Feeder
 - Scans 2 sided documents in a single pass
 - Blank Page Removal Feature
- Up to 12x18 Paper Size
- Reduction Enlargement Capabilities
- Automatic Duplexing
- Network Printing (PCL and Post Script)
- Network Scanning in **Color**
 - Scan to E-Mail/Network Folder/USB Device/LDAP
- External Stapling Finisher with Sort/Collate Options
 - 2/3 hole punch kit
- Banner Printing Capabilities
- Mailbox/ User Box Storage
- Mobile Print Capabilities

**Konica 654E Specifications:**

- **65** Black and White Pages Per Minute
- 150 Sheet Bypass Tray
- (2) 500 Sheet Paper Tray's
- (1) 1,500 Sheet Paper Tray
- (1) 1,000 Sheet Paper Tray
 - 150 Sheet Single Pass Duplexing Document Feeder
 - Scans 2 sided documents in a single pass
 - Blank Page Removal Feature
- Up to 12x18 Paper Size
- Reduction Enlargement Capabilities
- Automatic Duplexing
- Network Printing (PCL and Post Script)
- Network Scanning in **Color**
 - Scan to E-Mail/Network Folder/USB Device/LDAP
- Banner Printing Capabilities
- Mailbox/ User Box Storage
- Mobile Print Capabilities



Cost Justification Summary

Current Solution				Proposed Solution			
Konica C554E				Konica C558 & 654E			
Monthly Volume		Click Rate	Payment	Monthly Volume		Click Rate	Payment
B/W	30,595	0.00968	\$ 296.16	B/W	72,999	0.0066	\$ 481.79
Color	3,740	0.0726	\$ 271.52	Color	3,740	0.0459	\$ 171.67
Total Service			\$ 567.68	Total Service			\$ 653.46
Konica 654							
Monthly Volume		Click Rate	Payment	Monthly Volume		Click Rate	Payment
B/W	42,404	0.009559	\$ 405.34				
Total Service			\$ 405.34				
Monthly Lease Payment			\$579.67	Monthly Lease Payment			\$588.98
Current Total Payment			\$ 1,552.69	New Total Payment			\$ 1,242.44
Avg. Savings per month			\$ (310.25)				

Marco

Agreement Number(s): 015-0878612-000

Quote For: Wakefield Community School District 60 R

Quote Reference Number: 1087219

Quote Date: 10/12/2017

Quote Expiration Date: 11/11/2017

Quote Detail - by Quote Type

	Buyout	Return
Total	\$28,414.33	\$25,486.85

Important Messages

Quote(s) includes only the agreement(s) and equipment specifically listed below.

This quote DOES NOT include final overage charges.

**Final overage charges will be invoiced separately. **

This quote DOES NOT include return shipping costs, those are the responsibility of the customer.

Return instructions will follow once final payment has been received.

Please send payment along with a copy of this payoff quote to:

Marco
Attn: Melissa Collins
4510 Heatherwood Rd
PO Box 250
St Cloud, MN 56302



If you are sending in your quote payment please include a copy of this quote, or detach the below portion and include with your check. Please remit your payment to the following:

Agreement Number(s)

015-0878612-000

Agreement & Equipment Detail

Agreement 015-0878612-000

Customer Details

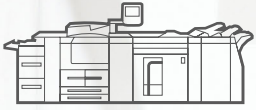
Customer Name:	Wakefield Community School District 60 R	Contact Name:	Accounts Payable
Billing Address:	PO Box 330 Wakefield NE 68784-0330	Contact Number:	402-287-2012

Equipment Details

Description	Model	Serial Number	Asset Address
Konica Minolta Copie	bizhub C554e	A5AY011002009	802 Highland St Wakefield NE 68784-5097
Konica Minolta Copie	bizhub C654	A5YN011002879	802 Highland St Wakefield NE 68784-5097

To the extent the agreement to which this buyout quote applies is not a conditional sale or equipment financing agreement, the recipients of this buyout quote are hereby notified that the issuer of the buyout quote (the "Seller") has assigned to Account Services Exchange LLC, a qualified intermediary, as part of an Internal Revenue Code Section 1031 like-kind exchange program, Seller's rights (but not its obligations) to sell any office and/or communication equipment described in the agreement.

Xerox® D95/D110/D125
Copier/Printer



Xerox® D95/D110/D125
Copier/Printer
The power to print more
for less, and excite
your customers.



Print faster. Print for less. Thrill your customers.

For printing-intensive environments, such as pay-for-print shops and centralized reprographic departments, and in education, healthcare and many other industries, we engineered the Xerox® D95/D110/D125 Black and White Copier/Printer to excel at what's most important: increasing productivity, reducing costs and exceeding your customers' demanding expectations. Count on superior performance, renowned Xerox® dependability and ease-of-use, plus versatile, state-of-the-art finishing capabilities and the ability to add industry-leading integrated workflow-optimization solutions.

The Xerox® D95/D110/D125 helps you grow your business because you're free to focus on what you do best: producing great work. We'll help you produce it faster and more affordably.

The Xerox® D95/D110/D125 Copier/Printer delivers a portfolio of the industry's most innovative features and capabilities, with the flexibility to choose your print speed, server options, and the media feeding and finishing capabilities that make the most sense for your business or organization:

- Fast print speeds of up to 95, 110 or 125 pages per minute (ppm).
- High-performance copying/scanning at up to 200 images per minute (ipm). Plus, single-pass color scanning maintains your original document's appearance as you save it to your desktop, network or other location.
- A state-of-the-art integrated controller comes standard. Plus, the D95/D110/D125 also offers a choice of two powerful servers designed to meet your individual needs.
- Proven reliability and industry-leading support. Count on the D95/D110/D125 to deliver a long life of peak performance.
- Unparalleled ease-of-use.
- Outstanding image quality with excellent registration.
- A robust set of in-line finishing options to expand your applications capabilities.
- Multiple feeding and paper-handling options to boost both your productivity and your ability to deliver results-oriented output.



Xerox-exclusive EA Toner technology plays an integral role in the D95/D110/D125 Copier/Printer's delivery of superior image-quality:

- Emulsion Aggregation (EA) Toner is chemically grown, resulting in the smallest, most uniformly shaped particles for razor-sharp line work.
- You get the highest levels of detailing, with the sharpest text and halftones, and deep, solid blacks.
- Higher toner yields mean longer print runs with fewer operator interventions.
- Longer photoconductor life and lower toner requirements per page further enhance the D95/D110/D125 Copier/Printer's contribution to environmental sustainability.

Innovative production solutions to ensure a greener today and tomorrow.

For more information about our commitment to environmental sustainability, visit www.xerox.com/environment.

Grow your business with performance and reliability you can count on.

Designed for fast-paced environments of all types—from commercial print shops and pay-for-print retail outlets to law offices and school districts—the D95/D110/D125 Copier/Printer excels anywhere speed, image quality and ease-of-use play key roles in improving efficiency and reducing costs.

Speed and Productivity

Time is money, and the D95/D110/D125 Copier/Printer helps you save both.

- High-speed print engines deliver output up to 95, 110 and 125 pages per minute.
- A fast, single-pass, color dual-head scanner—which means each original is only scanned once—scans at speeds up to 200 images per minute.
- Concurrent scan/receive, RIP and print processing provide maximum throughput.
- The 250-sheet Automatic Document Feeder ensures that even the largest, most complex jobs run with optimum speed and efficiency.
- The Build Job feature enables easy programming of different types of pages in one document, with no manual collation required regardless of the job's complexity.
- Convert hard-copy pages to TIFF, JPEG and PDF files that you can store in folders for fast reprint or send directly to an FTP location or an email distribution list.
- Standard color scanning allows full-color communication via email or digital file distribution (JPEG, TIFF, PDF) for fast, inexpensive collaboration.

Image Quality

When printing is your business, the D95/D110/D125 Copier/Printer's unsurpassed image quality goes a long way toward winning repeat customers.

- 2400 x 2400 dpi print resolution delivers consistent, high-quality reproduction of text, solids, photos and graphics, with exceptional registration for polished, professional results.
- Color scanning with 600 x 600 dpi with 8-bit gray (256 shades) scan resolution produces copy output that truly matches the original.

Ease-of-use

With a minimal learning curve, the D95/D110/D125 Copier/Printer quickly begins delivering an exceptional return on your investment.

- With a large, full-color touch screen, the user interface allows simple programming of sophisticated jobs, with intuitively located buttons and a look and feel that matches your other Xerox® devices for immediate familiarity.
- Load-while-run, unload-while-run and change-while-run capabilities mean you can load paper or unload finished documents while the copier/printer is running. This ensures more continuous operation and higher productivity.
- With multiple destination options, users can quickly scan and save or scan and send documents in one easy step. Innovative Job Flow Sheets make it possible by automatically emailing or distributing jobs to designated locations.
- Print from and save to any standard USB drive device* for easy walk-up convenience.
- The Copier/Printer accepts any data stream, anytime, including Adobe® PostScript®, PDF, PCL, LCDS, IPDS, VIPP® and PPML.
- A small footprint means you can place the device conveniently close to users while taking up less of your office's valuable square footage.



Reliability

At Xerox, we strive to help your business or institution produce exceptional output faster and more cost effectively. But productivity and bottom-line savings mean nothing unless you can also count on consistent reliability. That's why every component within the D95/D110/D125 Copier/Printer has been engineered for maximum uptime and long-life durability.

Xerox® Service: All the support you'll need

Count on our world-class service to support you in many ways:

- 24/7 support ensures that our service experts are available to assist you no matter when the need arises.
- We've made it easy for you to perform routine maintenance and tune-ups yourself and maximize your uptime via the Xerox® Productivity Plus Integrated Maintenance Program.
- Automatic Meter Reads (AMR) ensure accurate billing (where available).

* Optional

Excite your customers and win more jobs.

Create applications for your specific business needs or targeted toward a diverse range of industries with the D95/D110/D125 Copier/Printer. Its powerful media handling, feeding and finishing capabilities give you the flexibility to produce dynamic finished products—at your point of need—that meet your internal requirements, excite your customers, and drive new business and revenues your way.

Plus, you can choose from a broad array of media in a variety of weights and sizes, including approved coated stocks.

Feeding and paper handling highlights:

- Increase productivity with uninterrupted long runs by adding an optional letter-size high-capacity feeder, or a choice of one- or two-tray* oversized high-capacity feeder to accommodate standard, oversize and custom stock.
- Attract attention and maximize the impact of your high-value documents by adding full-color covers or inserts (up to 200 sheets) via the standard post-process inserter.
- Use the bypass tray to run additional sizes and weights (up to 250 sheets).

Expand your capabilities with the D95/D110/D125 Copier/Printer's in-line finishing options:

- Collating helps you quickly organize your jobs.
- Variable length stapling (up to 100 sheets) — 24 staple choices yield top-quality stapled sets.
- Hole punching—2/3—saves time and costs.
- The Interface Module acts as a “communications hub” whenever you elect to have more than one finisher connected to your copier/printer. It enables key functions such as media cooling, decurling and finisher module communications.
- GBC® AdvancedPunch™* offers a versatile range of punching styles so you can create documents in-house that are ready for professional binding. Easily blends printing, collating and punching to save time, maximize productivity and lower costs.

- The High-Capacity Stacker* neatly stacks up to 5,000 letter-size sheets. A removable cart included for easy transport and unloading. Handles even your largest jobs.
- Bi-folding, C-folding, Z-folding and Engineering Z-folding (tabloid folded to fit into letter-size document sets) saves time and enhances your productivity.
- Booklet finishing options are ideal for large booklets and calendars—up to 25 sheets (100 imposed pages):
 - The Booklet Maker Finisher provides excellent handling of approved coated stocks. Offers saddle-stitch and bi-fold capabilities.
- SquareFold® Trimmer Module creases cover sheets and performs face trimming to ensure a professional finish. Control trim and degree of square fold, creating square-spine booklets that can be opened flat and are easy to handle, stack and store.
- The Plockmatic Pro30™ Booklet Maker* lets you fold a single sheet, or saddle stitch and fold from 2 sheets to 30 sheets, producing up to a 120-page (20 lb. bond / 75 gsm) booklet. Expand your booklet-making capabilities by adding the SquareFold® Trimmer and Cover Feeder (available with Standard Finisher Plus configurations only).
- The Xerox® Tape Binder* binds booklets of up to 125 sheets of 20 lb. (75 gsm) paper. Create professional looking documents that get results: sales proposals, annual reports, course packs or any other materials your business or organization publishes.
- Produce printed and bound documents at the touch of a button with the GBC® eBinder 200™*. This automated solution enables stylishly bound ‘lay-flat’ and wraparound books. The eBinder 200™ enables the punching and binding of a large variety of stocks, including covers and tabs up to 80 lb. (216 gsm). The system’s small footprint also makes it a solution that easily fits into any environment.

Xerox® Paper and Specialty Media

See the difference quality makes™

Our digitally optimized papers and specialty media products are specifically engineered in concert with the Xerox® D95/D110/D125 Copier/Printer to provide you with superior productivity, reliability and flexibility. Choose from a broad selection of paper and specialty media (DocuMagnets™, window clings, accordion pictures, and many more), in a full range of weights and sizes, to create a variety of print applications and finished documents. For more information, visit us at www.xerox.com.

Feeding Options



2-Tray High-Capacity Feeder
2,000 sheets each tray
(4,000 sheets total): Letter-size



Oversized High-Capacity Feeder
2,000 sheets: Up to 13 x 19.2 in.



2-Tray Oversized High-Capacity Feeder*
2,000 sheets each tray (4,000 sheets total): Up to 13 x 19.2 in.

* D110 and D125 configurations only.

Flexibility for every environment.



- 1** 2-Tray Oversized High-Capacity Feeder*
- 2** 250-sheet bypass tray
- 3** Scanner (up to 200 ipm) with standard color scanning
- 4** Print resolution up to 2400 x 2400 dpi
- 5** 1,100-sheet letter-size tray
- 6** 1,600-sheet letter-size tray
- 7** 2 550-sheet trays standard and custom sizes up to 13 x 19.2 in.
- 8** Interface module
- 9** GBC® AdvancedPunch™*
- 10** High-Capacity Stacker*
- 11** Optional folder C-fold, Z-fold, Engineering Z-fold
- 12** 200-sheet standard post process inserter
- 13** Booklet Maker Finisher Hole punch 500-sheet top tray
- 14** Xerox® SquareFold® Trimmer Module

Finishing Options



Standard Finisher with Optional C/Z Folding

- 2/3-hole punching, 3,000-sheet stacking, 200-sheet interposing, single or dual 100-sheet variable length stapling



Booklet Maker Finisher with Optional C/Z Folding

- All the features of the Standard Finisher plus 2,000-sheet stacking tray, booklet making up to 25 sheets (100 pages)



Interface Module and GBC® AdvancedPunch™*



Interface Module and High-Capacity Stacker*

- 5,000-sheet offsetting output stacking



Xerox® SquareFold Trimmer

- Available with Booklet Maker Finisher, SquareFold up to 25 sheets (100 pages) for face trimming between 2-20 mm

Advanced Finishing Options*



Standard Finisher Plus

- Includes Standard Finisher features with optional C/Z folding plus DFA (Document Finishing Architecture) required to support one additional advanced finishing option



GBC® eBinder 200™*

- Stacking, punching and GBC booklet binding



Xerox® Tape Binder*

- Binds booklets of up to 125 sheets of 20 lb. (75 gsm) paper
- Individual tape refill provides (425) 11 in. binds
- Compatible with Plockmatic Pro30™ Booklet Maker



Plockmatic Pro30™ Booklet Maker*

- Several options available including SquareFold, Cover Feeder, Face Trimmer and Bleed Trim Unit
- Combine with Xerox® Tape Binder for even more booklet making capabilities

* D110 and D125 configurations only.

Choice of print servers expands your capabilities.

Standard Integrated Copy/Print Server

You'll get a simple workflow with an easy-to-use touch screen, excellent features and a small footprint:

- **Superior scanning.** Create text-searchable files at the device for easy retrieval—compression technology reduces network load for fast transmission.
- **Remotely manage your device.** CentreWare® IS Embedded Web Server automates installation, troubleshooting feature set-up and upgrading.
- **Multiple Sets of Copies with Separators.** Make multiple collated or uncollated sets separated by slip sheets for efficient distribution.
- **Security.** A large set of security features is packed into one compact device, including Secure Print, data encryption/overwrite capabilities and optional removable hard drives.
- **Copy and Save/Print and Delete Modes.** Select “copy and save” on the touch screen and, as you copy, document images and settings are saved to a mailbox/folder on the internal server.
- **Thumbnail Preview.** See a thumbnail view of your copy/scan job right at the touch screen.
- **Bates Stamping.** Built-in Bates Stamping feature generates copies with customized alpha-numeric descriptors on each page.
- **Extensible Interface Platform® (EIP).** EIP is a software platform that allows productivity-enhancing solutions to be easily accessed right at the copier/printer's touch screen interface. Learn more about our many solutions offerings by visiting www.xerox.com/software-solutions.



Integrated Copy/Print Server

Optional Xerox® FreeFlow® Print Server

You'll get unmatched power and synergy across our entire monochrome, color and highlight color portfolio on top of a superior feature set:

- **Process Speed and Capacity.** Simultaneously receive, RIP and print several jobs at once or one long streaming job.
- **Submit Jobs from Anywhere.** For example, submit from desktop applications, host-based TCP/IP connections, the web, CD-ROMs, portable USB devices and optional FreeFlow Suite components.
- **Scalability.** You begin with production power and a familiar workflow at a great price; add only those feature licenses that you need to meet your application requirements.
- **Automated Job Ticketing and Customized Job Workflows.** Queues and hot folders let you streamline your workflow with minimal operator intervention.
- **Print What You Want, When You Want and Where You Want.** Native acceptance of most transactional data streams, including IPDS, LCDS and VIPP.
- **Excellent Halftone Rendering of Photos.** Enhanced ability to reproduce photos in halftones enables you to create high-end marketing materials with superior black and white imagery.
- **Quickly Add Exception Pages.** Save time and increase productivity by specifying multiple page ranges for a particular exception—no need for separate exceptions for each page range.
- **Strong Security.** Provided via UNIX-based platform and flexible control to define settings for users and groups.



Xerox® FreeFlow Print Server

Optional Xerox® EX Print Server, powered by Fiery®

You'll get powerful productivity with the Fiery workflow when demanding turnaround times, flexible make-ready and high-quality output are needed:

- **Speed and Productivity.** Advanced hardware and core technology optimize throughput to keep the copier/printer running at rated speeds.
- **Familiar Fiery User Interface.** The Fiery® Command WorkStation's® intuitive interface makes complex tasks simple, regardless of the operator's experience, while the flexible software adapts to any environment.
- **Manage One or All of Your Fiery-Driven Printers Across Your Enterprise.** Centralize job management. Connect to all Fiery servers on the network, color and monochrome.
- **Enhanced Productivity.** Advanced queue management capabilities reduce bottlenecks and minimize downtime.
- **FreeFlow Enablement, Automatic Job Submission.** Reduce transaction costs and job setup time for PC and Mac® users.
- **Variable Information capability** with open, scalable workflow tools, from entry-level to advanced, supporting FreeForm™, PPML, PDF/VT, VI Compose, and Specialty Imaging features such as MicroText marks and Correlation marks.
- **Optional Fiery SeeSequence Impose.** Advanced imposition features in a visual interface.
- **Optional Fiery SeeSequence Compose.** Visually-based job preparation, layout and composition tasks.
- **Optional Fiery ImageViewer for Black and White.** Powerful preview of ready-to-print jobs and black adjustment tools reduce waste and minimize mistakes.



Xerox® EX Print Server, powered by Fiery

The right applications for your environment.

The D95/D110/D125 lets you do more. Develop innovative applications now and in the future.

Education

Applications include teacher curriculum materials, workbooks, student directories, coursepacks and yearbooks.

- Teachers and others can create multiple collated or uncollated sets with slip sheets for classroom handouts; sets can be finished with hole-punch or staple.
- Lay-flat binding provides 360-degree rotation.
- Fast copy speed and broad media capacity gives teachers and assistants more time in the classroom.
- Create envelope-ready correspondence using the optional C- and Z- folder.
- Achieve better, more effective communications with full-color scanning and scan-to-email capabilities.
- Create low cost memory books and insert color where needed.

Legal, Insurance and Healthcare

Applications include evidentiary, discovery and case management documents, schedules and newsletters.

- Built-in Bates Stamping lets you generate copies with customized 16-digit alphanumeric descriptors on each page.
- Reduce-to-Fit feature enables edge-to-edge copying.

- Achieve consistently high productivity with high speed.
- Increase productivity when you work with Document Processing, Archiving and Stamping software.
- Flexible in-line finishing make it easy to create professionally bound documents in-house.
- Communicate faster and more effectively via scan to email.
- Create both office publications and transactional print documents.

Quick, Franchise or Enterprise/In-plant Printers

Applications include complex jobs, manuals, collaterals, calendars, catalogs, newsletters and forms.

- Produce the high-quality output your customers demand.
- Meet aggressive turnaround times.
- Offer more applications and services (optional Full Color Scan Enablement Kit), including professionally bound, lay-flat documents and neat square fold booklets.
- Offer personalization using optional one-to-one software.
- Supports coated/extra-heavyweight media.

Service Bureau or Data Center

Applications include statements, bills and schedules.

- Create tape-bound books and manuals.
- The optional FreeFlow® Print Server delivers native transaction (IPDS/LCDS) publishing and personalized data stream printing support.
- High reliability ensures you meet tight deadlines.
- Create high-value, high-impact applications on the spot using color insertion, personalization and in-line finishing.

Office

Applications include newsletters, handouts, presentations, reports and correspondence.

- Ease-of-use ensures copying, scanning and printing are no-stress activities.
- Expansive media capacity, more pick points, and in-line hole-punch, stapling, folding and booklet-making options reduce labor and ensure consistent results.
- GBC® eBinder 200™ enables you to make on-the-fly changes to presentations and reports and quickly produce bound documents.
- Security features protect your data; copy, scan and print data can be encrypted or overwritten to meet your corporate security standards.



Collate



Tabs



Squarefold Trim Booklet



Bi-Fold, C-Fold, Z-Fold



Die Set Punch



Color Inserts, Staple and Engineering Z-Fold

Specifications for the Xerox® D95/D110/D125 Copier/Printer

Print Engines

- Monochrome Xerographic Engine
- Print Speeds
 - 95/110/125 ppm - 8.5 x 11 in. (A4)
 - 56/69/78 ppm - 8.5 x 14 in. (B4)
 - 50/55/62 ppm - 11 x 17 in. (A3)
 - 34/34/34 ppm - 12 x 18 in. (SRA3)
- First-copy-out Time
 - D95: 4.2 seconds or less
 - D110/D125: 3.5 seconds or less
- Simplex or duplex printing
- Up to 1200 x 1200 dpi RIP resolution and up to 2400 x 2400 dpi resolution with halftone screen 106 lpi (default) or 150 lpi (high quality mode)
- Front to back registration
 - D95: +/- 1.8 mm
 - D110/D125: +/- 1.0 mm
- Automatic Meter Read (AMR) capable (where available)
- Print from/Save to USB (optional)

Document Storage

- 80 GB or larger Hard Drive with 14.6 GB for document storage

Scanner/Document Handler

- Dual Head Scanner – up to 200 ipm black and white scanning, simplex/duplex
- Optical 600 x 600 dpi 8-bit Gray (256 shades) scan resolution
- Scans in industry standard PDF, JPEG, TIFF or multi-page TIFF; supports LDAP
- Scan to Email with Mail Delivery Notification
- Scan to Network File Server
- 250-sheet Duplex Automatic Document Feeder
- Throughput sizes: 5 x 8 in. to 11 x 17 in. (A5 to A3)
- Throughput weights:
 - Simplex or duplex: 16 lb. bond to 110 lb. index (52 to 200 gsm)
- Optional PDF Scan Kit

Paper Handling

Stock weights and capacity:

- **Tray 1*:** 1,100 sheets – Standard selectable sizes: Letter (8.5 x 11 in.), A4 (8.27 in. x 11.69 in.), JIS B5 (7.17 x 10.12 in.), Executive (7.25 x 10.5 in.)
- **Tray 2*:** 1,600 sheets – Standard selectable sizes: Letter (8.5 x 11 in.), A4 (8.27 in. x 11.69 in.), JIS B5 (7.17 x 10.12 in.), Executive (7.25 x 10.5 in.)
- **Tray 3-4*:** 550 sheets each – 5.5 x 7.2 in. to 13.0 x 19.2 in. (140 x 182 mm (A5) to 330 x 488 mm (SRA3))
- **Tray 5 Bypass Tray:** 250 sheets – 3.93 x 5.82 in. to 13 x 19.2 in. (100 x 148 mm to 330 x 488 mm); 16 lb. bond to 140 lb. index (52 gsm to 253 gsm)
- **Optional High-Capacity Feeder:** 2 trays, 2,000 sheets each – 8.5 x 11 in. (A4); 16 lb. bond to 80 lb. cover (52 to 216 gsm)
- **Optional 1-Tray Oversized High-Capacity Feeder:** 2,000 sheets – 7.16 x 8.26 in. to 13 x 19.2 in. (182 x 210 mm to SRA3); 18 lb. bond to 110 lb. cover (64 to 253 gsm)
- **Optional 2-Tray Oversized High-Capacity Feeder:** 4,000 sheets – 7.16 x 7.16 in. to 13 x 19.2 in. (182 x 182 mm to SRA3); 16 lb. bond to 110 lb. cover (52 to 253 gsm)
- **Coated Stocks:** Refer to Customer Expectation Document for approved Xerox® coated stocks

*Capacity based on 16 lb. bond to 80 lb. cover (52 gsm to 216 gsm)

**Available with D110 and D125 configurations only

***Refer to the Install Planning Document for installation details

Standard Finisher

- Multi-position stapling: single or dual 100-sheet variable length
- 2- and 3-hole punch (North America); 2- and 4-hole punch (Europe and South America); 4-hole Swedish punch
- Stacker capacity: 3,000 sheets (20 lb. / 80 gsm); Top tray: 500 sheets (20 lb. / 80 gsm)
- 200-sheet interposer for pre-printed and full-bleed sheets – 8.5 x 11 in. to 11 x 17 in. (A4 to A3); 16 lb. bond to 90 lb. cover (52 to 220 gsm)

Booklet Maker Finisher

Includes features of the Standard Finisher with a 2,000-sheet stacker tray plus:

- Automatically creates booklets of up to 25 sheets (100 imaged sides with saddle stitching) – 8.5 x 11 in., 8.5 x 14 in., 11 x 17 in., 12 x 18 in., 13 x 18 in. (A4, B4, A3, SRA3)

Xerox® SquareFold® Trimmer Module

- Square fold up to 25 sheets (100 pages)
- Face trim between 2 to 20 mm in 0.1 mm increments
- 64 to 300 gsm (uncoated); 106 to 300 gsm (coated)
- Accepts paper sizes: 8.5 x 11 in. SEF to 13 x 18 in. (216 x 279 mm to 330 x 457 mm)
- Available with Booklet Maker Finisher only

Optional High-Capacity Stacker with rollaway cart**

- 5,000-sheet offsetting output stack tray; 7.2 x 8.3 in. to 13 x 19.2 in. (B5 LEF to SRA3)
- 500-sheet top tray and includes one rollaway cart; additional carts available

Optional Folder

- C-fold and Z-fold 8.5 x 11 in. (A4)
- Print on inside or outside of folded paper
- Folds 11 x 17 in. (A3) Z-fold for insertion into letter (A4) document sets (Engineering Z-fold)
- Available with Standard Finisher, Booklet Maker Finisher and Standard Finisher Plus

GC® AdvancedPunch™**

- Paper supported: 8.5 x 11 in. (A4) Long Edge Feed (11 in. (297 mm) side only)
- 20 lb. bond to 80 lb. cover (75 to 216 gsm)
- Several customer replaceable Die Sets available

Additional (DFA) Finishing Solutions

Standard Finisher Plus

- Stacker capacity of 2,000 sheets (20 lb. bond / 80 gsm)
- Same features as Standard Finisher with integrated DFA architecture required to enable a variety of third-party inline finishing options including those listed below:

GC eBinder 200™**

- Stack, punch and bind lay flat (8.5 x 11 in. (A4)) booklets
- Self-adjusting bind elements (one-size-fits-all) available in black, navy blue, white and frost/clear

Xerox® Tape Binder**

- Binds 10-125 sheets of 20 lb. (75 gsm) paper
- Individual tape refill provides 425 11 in. binds
- Can be combined with the Plockmatic Pro30™ Booklet Maker

Plockmatic Pro30™ Booklet Maker**

- Saddle stitch and fold from 2 sheets to 30 sheets, producing up to a 120-page (20 lb. bond / 80 gsm) booklet or simply fold a single sheet
- Can be combined with the Xerox® Tape Binder

Data Security

- Standard Secure Print, Authentication with LDAP/Kerberos/SMB/CAC, Password Protected PDF, FIPS 140-2 encryption, S/MIME Encrypted Email, IPsec, 802.1X, SNMP v3.0, Email over SSL, Image Overwrite (3x or 1x, Immediate, Scheduled, On Demand) Hard Disk Data Encryption, Audit Log Optional CAC, Secure Access Unified ID System®
- IPv6 Ready
- 256 Bit Encryption
- Common Criteria Certified (pending)

Electrical Requirements***

- Print Engine:
 - 208 – 240 VAC, 60/50 Hz, 15/13 amp service
 - KVA Rating: Max Power Consumption: 2.8 – 3.1 KVA
 - Agency certification: ENERGY STAR®, CSA, Europe: CE, NEMKO, WEEE compliance
- Optional Feeding/Finishing:
 - Each module requires 100 – 240 VAC, 60/50 Hz power

Print Servers

Standard Integrated Copy/Print Server

Hardware Specifications

- 80 GB Hard Disk Drive, 2 GB RAM
- 10.4 in. color, touch screen flat-panel display
- Ethernet interface (10 MBTX/sec and 100 MBTX/sec)

Optional Xerox® FreeFlow® Print Server

Optional Xerox® EX Print Server, powered by Fiery®

For details regarding print server capabilities and specifications, please visit www.xerox.com.

For more information, visit us at www.xerox.com, call **1-800-822-2200** in the U.S. or **1-800-668-0199** in Canada or contact your Authorized Xerox® Reseller.



Xerox® WorkCentre®
7970
Tabloid-size
Color
Multifunction Printer



Xerox® WorkCentre® 7970 Color Multifunction Printer

Discover new ways to work.





To excel in business today you need industry leading performance and convenience features that streamline processes and increase productivity.

Xerox, as your technology partner, will provide you with solutions that get things done. On time and without a second thought.

You can be confident that wherever you are, your documents will be printed, scanned or faxed to the appropriate location. Whether in the same building or across the world. And be assured that what you need for your meeting will always be ready. Xerox provides you with a complete solution that's scalable, giving you the time to concentrate on what matters – your business.

The solution: Xerox® ConnectKey® Technology and the Xerox® WorkCentre® 7970.



Be ready to respond.

An opportunity can present itself when least expected and you need to have the technology and solutions at hand to react quickly. Xerox gives you the tools to streamline workflows, create new efficiencies, and take the productivity of your team to a higher level.

Easy: From Start to Finish

The Xerox® WorkCentre® 7970 enhances office productivity with fast copy and print speeds up to 70 ppm in black-and-white and color, making it the perfect device for large workgroups and many document-intensive environments.

In addition, the brightly illuminated 9-inch color touch screen provides personalization of existing workflows.

Scan better and faster.

Onboard scanning solutions are standard with such features as Optical Character Recognition with searchable PDF creation, Secure PDF and Scan to Email and Network. Plus, single pass scanning simultaneously scans both sides of two-sided documents allowing them to be scanned, copied, emailed and digitally distributed quicker than ever before.

Limitless Possibilities

Transform the way your business gets vital work done with the power of Xerox® Workflow Solutions, built on our Xerox Extensible Interface Platform®. Choose the right solution that fits your business, whether it's hosted within the cloud or locally on your server.

Some examples of Xerox® Workflow Solutions users can access via the color touch screen interface:

- **Xerox® ConnectKey® for SharePoint® or Xerox® ConnectKey® for DocuShare®.** Scan files directly into Microsoft® SharePoint or Xerox® DocuShare® and other Windows® folders. Plus, you can go beyond basic file storage and PDF creation by automatically converting documents to intelligent, structured data with easy file naming and routing tools.

- **Xerox® ConnectKey® Share to Cloud.**

Our cloud-based scanning solution provides easy, secure, scalable scanning to popular cloud-based repositories such as Google Docs™, Salesforce.com, Office 365 and Dropbox™, using custom-designed workflows that leverage our Xerox Extensible Interface Platform technology.

Learn more about Xerox® Workflow Solutions at www.office.xerox.com/software-solutions.



Single Touch Scanning

Use the Single Touch Scan feature to create a dedicated, easy-to-locate scan button directly on the color touch screen interface. Assign the Single Touch Scan button its own scanning workflow for fast document distribution and archiving.



Access from anywhere.

The world has become your office. Your office is the coffee shop, an airport lounge, or the back of a cab. The Xerox® WorkCentre® 7970 lets you work where and when you want. It's accessible and easy to use, enabling you to complete your work no matter where you are.



Remote Control Panel

Remotely operate the WorkCentre 7970 control panel from any office PC as though you were standing at the device. The Remote Control Panel makes it easier and more convenient to train users and for IT staff to remotely view and monitor the user interface. And during a remote session, walk-up users are notified at the device to prevent simultaneous system changes. Plus, advanced print drivers and free device management tools let you remotely monitor real-time performance and available resources for greater uptime.

Direct Access from Anywhere

The WorkCentre 7970 gives your office staff the luxury of controlling device functions from any workstation. Plus, mobile professionals can access the communication tools and productivity solutions regardless of location.

- **Xerox® Mobile Print and more.** Take the mystery and anxiety out of wireless and mobile device printing. Xerox has all the options to enable secure, accurate printing from most mobile devices, to any printer or multifunction printer, regardless of brand. Get industry-leading accuracy when printing native Microsoft® PowerPoint®, Word® and other standard files. Plus, Xerox offers IT-friendly optional capabilities such as PIN code access, multiple mobile operating systems and more. Whether offsite or onsite, learn more about why Xerox is the only choice for today's mobile professionals by visiting www.xerox.com/mobile.

- **Mopria™ certified.** The WorkCentre 7970 supports the new Mopria standards that help simplify printing from mobile devices.
- **Apple® AirPrint™.** Print email, photos and important office documents directly from your Apple iPhone® or iPad® with no drivers to install and no cables to connect. With AirPrint, your iPhone or iPad automatically locates and connects to the AirPrint-enabled WorkCentre 7970 device over your office Wi-Fi network.
- **Optional Wi-Fi connectivity.** Administrators can connect the WorkCentre 7970 anywhere, without the need for network cabling.



Create a secure environment.

The Xerox® WorkCentre® 7970 multifunction printer can help safeguard your devices, your data and your business. Xerox offers advanced solutions from security industry leaders that protect your assets against data breaches, prevent unauthorized access and keep you one step ahead of security threats.

- **Prevent unauthorized access.** Permit only authorized users to access the device with user permissions, network authentication, IP filtering, and smart card, role-based and function-level login.
- **Protect your confidential information.** Safeguard all sensitive data with encrypted PDF files for scanning; complete hard drive encryption, compliant with the 256-bit AES FIPS 140-2 standard; and Image Overwrite with a 3-pass scrub process to ensure total deletion of all data fragments.
- **Gain complete visibility.** Prevent IP theft and ensure non-repudiation by having total visibility into the device and network. With security policy management and tracking of all activity on the device with Audit Log, you can know who accessed what, when.
- **Stay compliant with regulations.** WorkCentre 7970 devices comply with the latest security standards across industries, including government, finance and healthcare. These include Common Criteria (undergoing evaluation), HIPAA, Data Protection Act, COBIT and more. These devices can conform to any standard, with controls available to match your needs.
- **Manage threats proactively.** As new threats emerge, Xerox proactively monitors security clearinghouses for new vulnerabilities and provides patches when necessary, ensuring your equipment stays current and your data is kept safe. Plus, you can receive up-to-the-minute updates via RSS feeds and stay informed via www.xerox.com/security.



Powerful Partnerships

The WorkCentre 7970 includes McAfee® technology integration, resulting in the industry's first lineup of multifunction printers that protect themselves from potential outside threats. McAfee's whitelisting technology ensures only safe, pre-approved files or functions are executed on your devices, minimizing the need to manually update software levels against new security threats. Also, seamless integration with the Xerox® Managed Print Services toolset and McAfee ePolicy (ePO) allows for easy tracking and monitoring.

Plus, automatic Cisco® TrustSec Identity Services Engine (ISE) integration provides comprehensive visibility of all ConnectKey enabled MFPS' endpoints to enforce IT-centric security policies and compliance.



High impact. Affordable price.

Make a lasting first impression with robust color documents from the Xerox® WorkCentre® 7970 multifunction printer. Deliver results while minimizing costs with tools that let you choose when, where and how much color you use.

Crisp, Vivid Color

The Xerox® WorkCentre® 7970 multifunction produces unrivaled color documents with the simple touch of a button.

- **Colorful results.** Print brilliant, eye-catching images on a wide variety of stock sizes and paper weights. As large as 12.6 x 19 inches (320 x 483 mm) and up to 300 gsm.
- **Finished with finesse.** The WorkCentre 7970 produces professional looking output with a multitude of finishing capabilities, including saddle-stitched booklet making, Z and C folding, hole punching and multi-position stapling.
- **High-resolution output.** 1200 x 2400 dpi, photo quality color images and crisp text gives your documents clarity and impact.

- **It's all in the details.** Digital Image Registration Control Technology and advanced print heads ensure consistently exceptional image registration.
- **Customize your print driver settings for economy and efficiency.** For example, choose N-up for printing multiple pages on a single sheet as your default. Adjust settings for specific applications, such as always printing emails in black-and-white.
- **Print responsibly.** By default, our print driver is set to two-sided printing, and the Earth Smart feature allows you to select other default settings that encourage responsible usage, such as no printing banner pages.
- **Manage and track device usage.** Xerox® Standard Accounting provides reports for greater cost control of all device functions. Advanced solutions from Xerox Business Innovation Partners deliver even more helpful tools for larger office environments.



Keep your costs under control.

User Permissions allow the ability to restrict access to print features by user, group, time of day, or by application. For example, rules can be set so that all Microsoft® Outlook® emails automatically print in duplex mode and in black-and-white; and all PowerPoint® presentations print in color.



Xerox® WorkCentre® 7970
Optimized for:



Scanning



Sustainability



Security



Networking



Solutions



Wi-Fi

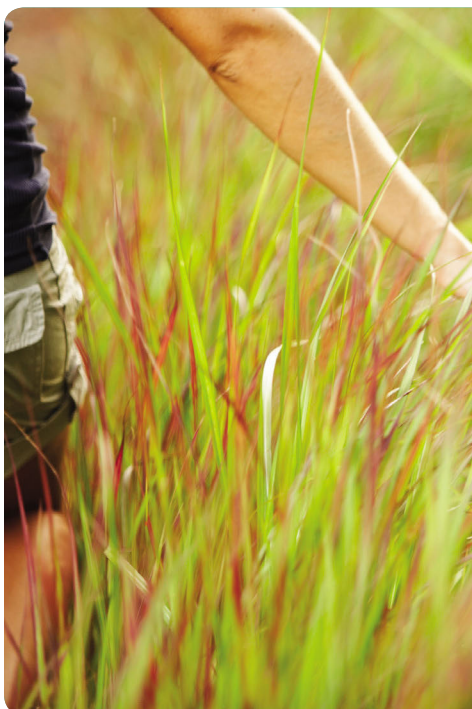
- 1 High Capacity Feeder***. Holds 2,000 sheets of letter / A4 paper, increasing the maximum paper capacity to 5,140 sheets.
- 2 Exceptional media flexibility.** The WorkCentre 7970 handles a wider range of media types and weight from more trays than most devices in its class. It supports up to 300 gsm and media sizes up to 12.6 x 19 in (320 x 483 mm).
- 3 Print envelopes easily** using our optional envelope tray (replaces Tray 1).

- 4 Dual-head, single pass scanner** saves time by simultaneously scanning both sides of two-sided documents at up to 133 impressions per minute.
- 5 Large work surface** (included with Convenience Stapler) gives you plenty of room to sort documents.
- 6 BR Finisher*** gives you advanced finishing functions at a great value.

- 7 BR Booklet Maker Finisher*** provides advanced finishing with booklet making capabilities.
- 8 C Fold / Z Fold Unit*** adds Z-folding, Letter Z-folding and Z half folding to the BR Finisher or BR Booklet Maker Finisher.



* Optional



Environmental Features

Greatly reduce your energy consumption with the WorkCentre 7970.

Conserve Energy with Green Technologies

- **EA Toner.** Our EA Toner with ultra low-melt technology achieves minimum fusing temperature at 68 degrees F (20 degrees C) lower than conventional toner for even more energy savings and brilliant glossy output even on ordinary paper.
- **Induction heating.** The newly developed, heat-efficient IH fuser does not require preheating, which helps reduce power consumption in standby mode by 44% compared to a resistance heating device. Plus, the device recovers from energy saver mode in less than 10 seconds.
- **LED scanner.** The power consumption of the scanner using LED lighting is 1/3 of traditional scanners using fluorescent lamps.

Manage Resource Usage and Print Responsibly

- **Energy Management.** With Cisco® EnergyWise, enabled by Xerox® Power MIB (Management Information Base), you can control, manage and report your device's power consumption information, and set optimal power states and timeout intervals.
- **Earth-smart printing.** Our innovative new Earth Smart feature allows you to choose the most environmentally sensitive options for your print jobs.
- **ENERGY STAR® and EPEAT qualified.** WorkCentre 7970 devices meet the stringent ENERGY STAR requirements for energy use and the EPEAT comprehensive environmental rating system.

The WorkCentre 7970 Colour Multifunction Printer is built on Xerox® ConnectKey® Technology. For more information, go to www.xerox.com/connectkey.

Device Specifications		WorkCentre 7970
Speed		Up to 70 ppm color and black-and-white
Duty Cycle ¹		Up to 300,000 pages / month
Hard Drive / Processor / Memory		Minimum 160 GB / 1.2 GHz Dual-core / 2 GB system plus 1 GB page memory
Connectivity		10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Optional Wi-Fi (with Xerox® USB Wireless Adapter)
Controller Features		Unified Address Book, Remote Control Panel, Online Support (accessed from user interface and print driver), Configuration Cloning
Copy and Print		
Copy and Print Resolution		Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 2400 dpi
First-print-out Time (as fast as)		6.9 seconds color / 4.2 seconds black-and-white
Page Description Languages		Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6, XML Paper Specification (XPS®) (Optional)
Print Features		Print from USB, Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Status, Scaling, Job Monitoring, Color By Words
Mobile Printing		Apple® AirPrint™, Xerox® PrintBack, Xerox® Mobile Print Solution (Optional), Xerox® Mobile Print Cloud (Optional), Mopria™ Certified
Scan	Standard	Destinations: Scan to Mailbox, Scan to USB, Scan to Email, Scan to Network; File Formats: PDF, PDF/A, XPS, JPEG, TIFF; Convenience Features: Scan to Home, Single Touch Scan, Searchable PDF, Single/Multi-Page PDF / XPS / TIFF, Encrypted / Password Protected PDF, Linearized PDF / PDF/A
	Optional	Software Packages: ConnectKey® for SharePoint®, ConnectKey® for DocuShare®, ConnectKey® Share to Cloud, Xerox® Scan to PC Desktop® SE and Professional, other solutions available through various Xerox Business Innovation Partners
Fax	Standard	Internet Fax, Fax Build Job, Network Server Fax Enablement
	Optional	Fax Forward to Email or SMB, Walk-up Fax (one-line and two-line options, includes LAN Fax)
Security	Standard	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant), Common Criteria Certification (ISO 15408) ² , Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Identity Services Engine (ISE) Integration, Network Authentication, SSL, SNMPv3, Audit Log, Access Controls, User Permissions
	Optional	McAfee Integrity Control, Xerox Secure Access Unified ID System®, Smart Card Enablement Kit (CAC/PIV/.NET)
Accounting	Standard	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement
	Optional	Equitrac Express®, Equitrac Office®, Equitrac Professional®, YSoft® SafeQ®, other network accounting solutions available through various Xerox Business Innovation Partners
Paper Input	Standard	Single-pass Duplex Automatic Document Feeder: 130 sheets; Speed: up to 133 ipm (duplex); Sizes: 5.5 x 8.5 in. to 11 x 17 in. / 148 x 210 mm to 297 x 420 mm Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.9 in. to 12.6 x 19 in. / 89 x 98 mm to 320 x 483 mm (SEF) Tray 1: 520 sheets; Custom sizes: 5.5 x 7.2 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm (SEF) Tray 2: 520 sheets; Custom sizes: 5.5 x 7.2 in. to 12 x 18 in. / 140 x 182 mm to SRA3 (SEF) High Capacity Tandem Tray (Total 2,000 sheets): One 867-sheet paper tray and one 1,133-sheet paper tray; Sizes: 8.5 x 11 in. / A4
	Optional	High Capacity Feeder (HCF): 2,000 sheets; Sizes: 8.5 x 11 in. / A4 long edge feed Envelope Tray: Up to 60 envelopes: #10 commercial, Monarch, DL, C5, Large U.S. Postcard, A6, Custom sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in. / 98 x 148 to 162 x 241 mm
Paper Output / Finishing	Standard	Dual Offset Catch Tray: 250-sheets each Face up Tray: 100 sheets
	Optional	BR Finisher: 3,000-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching BR Booklet Maker Finisher: 1,500-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching plus saddle-stitch booklet making and V-folding C Fold / Z Fold Unit: Adds Z-folding, Letter Z-folding, Letter C-folding to the BR Finisher and BR Booklet Maker Finisher Convenience Stapler: Staples 50 sheets (based on 75 gsm), includes Work Surface

¹ Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.; ² Undergoing evaluation.

Other Awards



BLI 2013 Outstanding Achievement in Innovation Award for Xerox® ConnectKey® Share to Cloud Solution

[Article](#) [Certificate](#)



BLI 2013 Pick of the Year Award for Xerox® Mobile Print Cloud – Outstanding Small Business Mobile Print Solution

[Article](#) [Certificate](#)



BLI 2014 Pick of the Year Award for Xerox® Mobile Print Solution – Outstanding Enterprise Mobile Print Solution

[Article](#) [Certificate](#)



BLI 2014 Document Imaging Solutions Line of the Year Award

[Article](#) [Certificate](#)

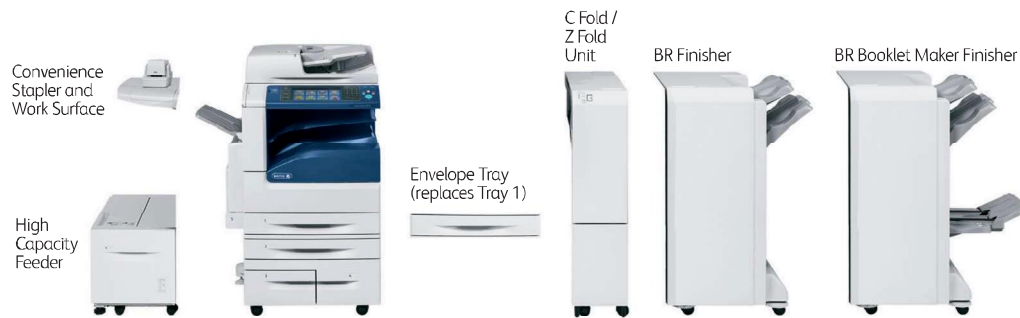
For more detailed specifications, go to www.xerox.com/office/WC7900Specs. Build and configure your own Xerox® WorkCentre 7970 Color Multifunction Printer at www.buildyourownxerox.com/connectkey.



Xerox® WorkCentre® 7970

Color Multifunction Printer

The WorkCentre 7970 Color Multifunction Printer is built on Xerox® ConnectKey® Technology. For more information, go to www.xerox.com/connectkey.



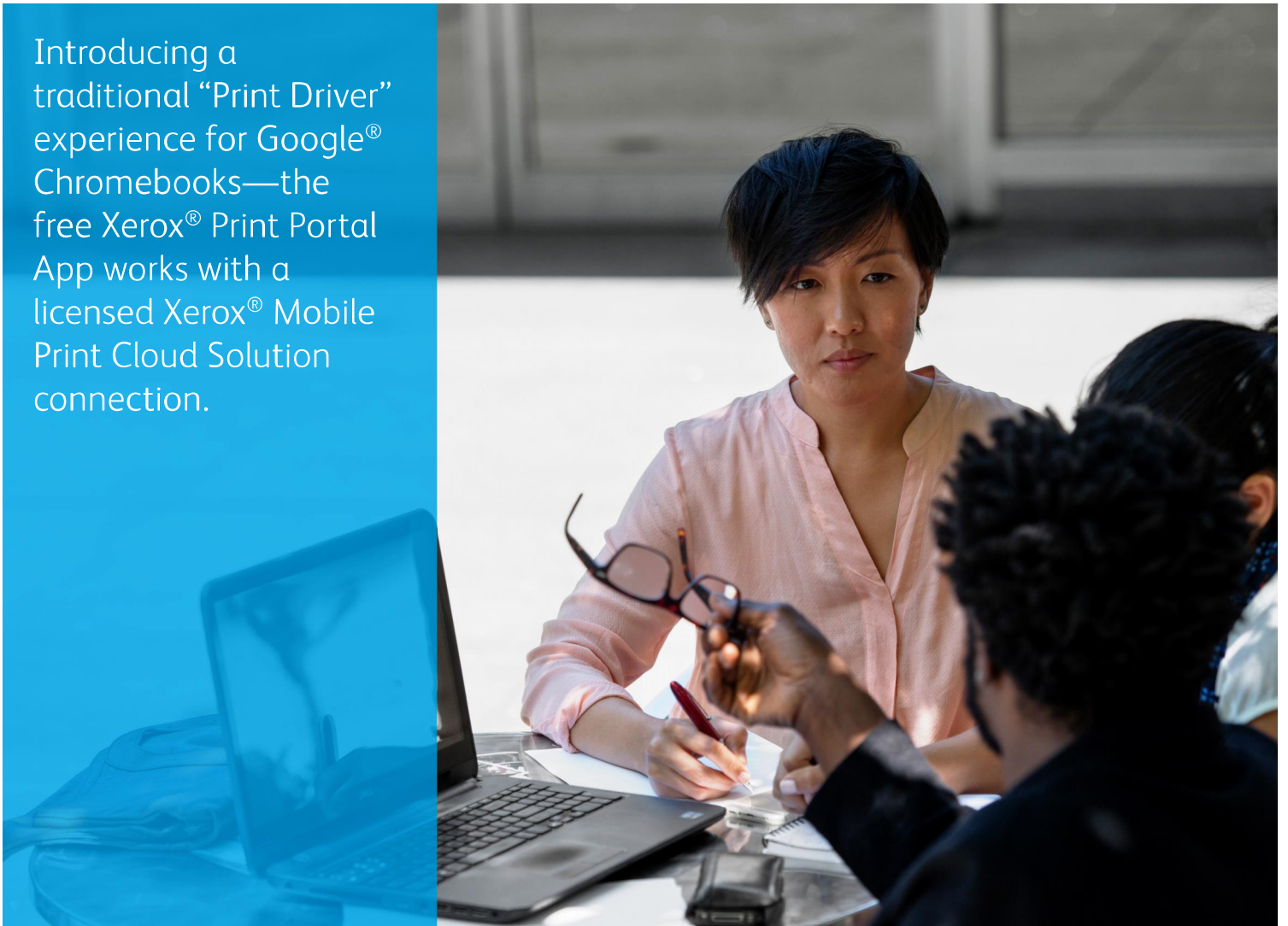
System Specifications	WorkCentre 7970
Speed Color / Black-and-white	Up to 70 / 70 ppm
Monthly Duty Cycle¹	Up to 300,000 pages
Recommended Average Monthly Print Volume²	10,000 to 40,000 pages
Hard Drive / Processor / Memory	Minimum 160 GB / 1.2 GHz Dual-core / 2 GB system plus 1 GB page memory
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 Direct Print, Optional Wi-Fi (with Xerox® USB Wireless Adapter)
Controller Features	Unified Address Book, Remote Control Panel, Online Support (accessed from the user interface and print driver), Configuration Cloning
Copy and Print	
Copy and Print Resolution	Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 2400 dpi
First-print-out Time Color / Black-and-white	As fast as 6.9 seconds / 4.2 seconds
Page Description Languages	Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6, XML Paper Specification (XPS®) (Optional)
Print Features	Print from USB, Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Status, Scaling, Job Monitoring, Color By Words
Mobile Printing	Apple® AirPrint™, Xerox® PrintBack, Xerox® Mobile Print Solution (Optional), Xerox® Mobile Print Cloud (Optional), Mopria™ certified
Scan	
Standard Features	Destinations: Scan to Mailbox; Scan to USB, Scan to Email, Scan to Network; File Formats: PDF, PDF/A, XPS, JPEG, TIFF; Convenience Features: Scan to Home, Single Touch Scan, Searchable PDF, Single/Multi-Page PDF / XPS / TIFF, Encrypted / Password Protected PDF, Linearized PDF / PDF/A
Optional Features	Software Packages: ConnectKey® for SharePoint®, ConnectKey® for DocuShare®, ConnectKey® Share to Cloud, Xerox® Scan to PC Desktop® SE and Professional, other solutions available through various Xerox Business Innovation Partners
Fax	
Standard Features	Internet Fax, Fax Build Job, Network Server Fax Enablement
Optional Features	Fax Forward to Email or SMB, Walk-up Fax (one-line and two-line options, includes LAN Fax)
Security	
Standard Features	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant), Common Criteria Certification (ISO 15408) (undergoing evaluation), Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Identity Services Engine (ISE) Integration, Network Authentication, SSL, SNMPv3, Audit Log, Access Controls, User Permissions
Optional Features	McAfee Integrity Control, Xerox Secure Access Unified ID System®, Smart Card Enablement Kit (CAC/PIV/.NET)
Accounting	
Standard Features	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement
Optional Features	Equitrac Express®, Equitrac Office®, Equitrac Professional®, YSoft® SafeQ®, other network accounting solutions available through various Xerox Business Innovation Partners

Copy Features	<p>Annotation and Bates™ stamping (with color capability and font size adjustment) Authentication for Services (i.e. Color Copy) Auto Paper Select Auto Reduction & Enlargement to fit selected paper size Auto Tray Switching Automatic 2-sided/Duplex Booklet Creation Build Job: (Enables page-level programming and also lets you proof each section or delete last section as the job is built) Collation Covers (Front only, front and back, back only, printed inside and out: Blank or Printed) Dividers (blank) Edge Erase Features Help (Intuitive text and graphic descriptions) ID Card Copy Image Quality Adjustments Image Shift (with Auto Center option) Invert Image (negative or mirror image) Large Job Interrupt Multi-up (up to 15 columns by 15 rows) Sample Set Save Job Settings Single Color Stapling Transparencies</p>
Xerox® Copier Assistant®	<p>Xerox® Copier Assistant® Software provides a PC-based alternative to the user interface touch screen. Used in conjunction with a customer-supplied PC attached via the USB port, this software supports text-to-speech, screen magnification and easy PC keyboard access to basic and advanced copy features. Section 508 compliant. For more information or to download Xerox® Copier Assistant for free, visit www.xerox.com</p>
Print	
Print Resolution	<p>Up to 1200 x 2400 dpi</p>
Print Features	<p>Application Defaults Banner Sheet Enable / Disable Bi-directional Status Custom Color Options (Color By Words) Cover Selection Delay Print (specific time) User Permissions Image Options (Toner Saver, Resolution (Standard, Enhanced, High) Job Identification (Print ID or Banner, Print ID in margins on first page only or all pages) Layout / Watermark (N-up (up to 16 pages per sheet), Multi-up, Booklet layout / finishing, Fit to new paper size) Overlays Paper Selection by Attribute LAN Fax (requires optional Fax Kit) Sample Set Saved Job (color jobs can be printed as monochrome) Secure Print with Timed Deletion Special Pages (exception page programming: covers, inserts, exception pages) Store and Recall Driver Settings Sustainability Features (Xerox® Earth Smart Settings, Duplex, N-up, Turn-off Banner and Print ID, Smart Sample Set, Hold All Jobs)</p>
Print from USB	<p>Allows walk-up printing from Type A USB port on front panel Supports direct printing from computer via Type B USB port Supported file formats: PDF, JPEG, TIFF, PS, XPS®, PCL Color jobs can be printed as black-and-white</p>
Operating Systems	<p>Microsoft® Windows® XP SP3 (32- and 64-bit) Windows Server 2003 (32- and 64-bit) Windows Server 2008 and R2 (32- and 64-bit) Windows Server 2012 and R2 Windows Vista SP2 (32- and 64-bit) Windows 7 (32- and 64-bit) Windows 8 (32- and 64-bit) Windows 8.1 (32- and 64-bit) Mac OS 10.7, 10.8, 10.9 Linux® Redhat® Fedora® Core 19 x86 Ubuntu® 13.10 x64 openSUSE® 13.1 x64</p>
Network Protocols	<p>TCP/IP: HTTP/HTTPS, Internet Printing Protocol, LPR/LPD, Raw Socket Printing/Port 9100, IPv4/IPv6, WSD NetWare: Bindery and NDS IPX/SPX, NDPS®/NEPS (with Server Gateway) AppleTalk®: EtherTalk® Microsoft Windows Networking over IP Bonjour® IPv6 Secure FTP Most protocols not in use can be disabled</p>

Chromebook™ Printing with Xerox® Mobile Print Solution

Printing with a Chromebook just got a whole lot easier. Introducing a Chrome™ App that allows any Chromebook to send to any Xerox® and nearly any non-Xerox® MFP.

Introducing a traditional “Print Driver” experience for Google® Chromebooks—the free Xerox® Print Portal App works with a licensed Xerox® Mobile Print Cloud Solution connection.



Chromebook™ Printing— A Traditional Print Driver Experience

A new addition to the Xerox® Mobile Print landscape, the Google Chrome™ Store now carries a Xerox® app that integrates seamlessly with Chrome Operating System (Chrome OS™). This enables a traditional “PC Print Driver” experience for Chromebook users—and allows you to set policies for security, accounting and tracking.

How the Chromebook App Works

- The app is downloaded from the Chrome App store. This app works and looks like a traditional PC/Mac® Printer Driver.
- The app interfaces with the Xerox® Mobile Print Cloud site or Mobile Print Solution (on-premises). Pre-requisite: A licensed version of Xerox® Mobile Print.
- Integrates in conjunction with Xerox® Secure Print, Xerox® Standard Accounting, Equitrac Office®, Ysoft SafeQ®, Pharos® and more.

The Xerox® Mobile Print Portal requires the use of our Xerox® Mobile Print Solutions currently available on www.xerox.com/mobile and enables smartphone, tablet, Chrome and Chromebook users to connect with network printers for a simple, convenient and secure method to print.

What the Chromebook App Can Do

- Print to Xerox®, Fuji Xerox and non-Xerox® multifunction printers including HP®, Ricoh®, Epson®, Canon® and other network print devices.
- Print Adobe® Acrobat®, email, text, Open Office and basic Microsoft® Office formats.
- Select print options such as 1-sided/2-sided, color/black and white, stapled and page range.
- Print documents immediately by selecting a specific Xerox® Mobile Print printer or upload them securely for release later by printing to the Xerox® Mobile Print printer.
- Add and manage the Xerox® Mobile Print printers you want displayed in the Chrome printer selection.

How to Get Started with the Xerox® Print Portal

1. Obtain your Company Code information for your Xerox® Mobile Print Solution.
2. Download and install the Xerox® Mobile Print Portal App for Chrome. Register and log in to Xerox® Mobile Print using your Company Code and Credentials.
3. Optionally add specific printers to your printer list to print directly from Chrome.
4. Use the native print in the Chrome menu or app (i.e., Google Docs™) to start the print workflow.
5. All printers displayed as selections from the Xerox® Mobile Print Portal client will be shown with a Xerox® Mobile Print label. Select an available printer, printer options and release your document.

Xerox® ConnectKey®-Enabled Multifunction Printers

- Xerox® WorkCentre® 3655 and 3655i Multifunction Printers
- Xerox® WorkCentre® 5865/5875/5890® and 5865i/5875i/5890i Multifunction Printers
- Xerox® WorkCentre® 5945/5955 and 5945i/5955i Multifunction Printers
- Xerox® WorkCentre® 6655 and 6655i Color Multifunction Printers
- Xerox® WorkCentre® 7220/7225 and 7220i/7225i Color Multifunction Printers
- Xerox® WorkCentre® 7830/7835/7845/7855 and 7830i/7835i/7845i/7855i Color Multifunction Printers
- WorkCentre® 7970 and 7970i Color Multifunction Printers

Visit www.xerox.com/mobile for more information on Xerox® Mobile.

Print Cancel

Destination XR0000AAFA0A57 PS
Change...

Pages All
 e.g. 1-5, 8, 11-13

Copies 1 + -

Layout Portrait ▾

Color Color ▾

Options Two-sided

+ More settings

Demonstration and Discussion
xerox.honeycast.com/20161011/

Works with nearly all Xerox®
and all Non-Xerox® printers
and MFPs.

WorkCentre®
7830/7835/7845/7855
Tabloid-size
Color
Multifunction Printer



Xerox® WorkCentre® 7800 Series Multifunction Printer

Transform the way you work.



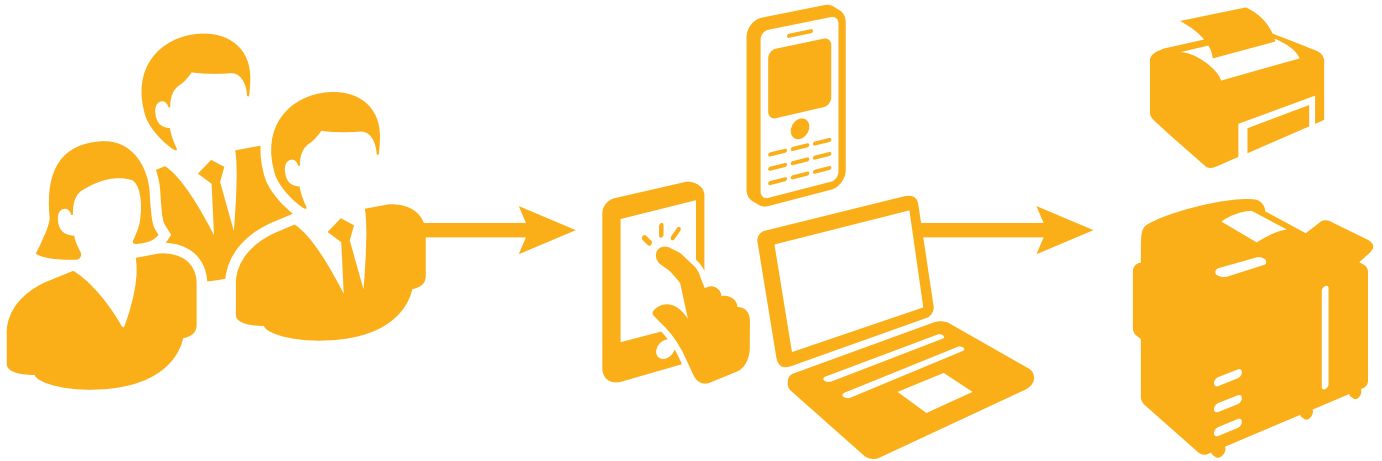


The smartest technology investments do more than pay for themselves. Ideally, they integrate and streamline multiple office processes, simplify complex tasks, and free up company resources so you can devote more energy to growing your business.

And in today's competitive environment, choosing the right technology provider means getting more than the latest bells and whistles. You need a complete solution that delivers efficiencies you never imagined – one that solves problems now, while also providing the framework you need to stay one step ahead of potential workflow obstacles.

You need more than a technology vendor. You need a partner who helps you find new ways to get more work done in less time.

You need the solutions powered by Xerox® and our WorkCentre® 7830/35/45/55.



Xerox is here so you can connect anywhere.

Real business is not limited to the workplace. And with Xerox in your office, the freedom of uninhibited mobility empowers the confidence to do what you do best wherever your real business takes you.

Freedom in the Office and Room to Roam

When at the workplace, the Xerox® WorkCentre® 7800 series gives your office staff the luxury of controlling device functions from any workstation. Plus, mobile professionals can stay connected to the communications tools and productivity solutions offered by the WorkCentre 7800 series – for more flexibility regardless of location.

- **Optional Wi-Fi connectivity.** Administrators can connect the WorkCentre 7800 series devices anywhere, without the need for network cabling.

- **Xerox® Mobile Print and more.** Take the mystery and anxiety out of wireless and mobile device printing. Xerox has all the options to enable secure, accurate printing from most mobile devices, to any printer or multifunction printer, regardless of brand. Get industry-leading accuracy when printing native Microsoft® PowerPoint®, Word® and other standard files. Plus, Xerox offers IT-friendly optional capabilities such as PIN code access, multiple mobile operating systems and more. Whether offsite or onsite, learn more about why Xerox is the only choice for today's mobile professionals by visiting www.xerox.com/mobile.
- **Xerox® PrintBack.** When you're working offsite, use PrintBack with your iPhone, iPad or Android-based mobile device to print documents back at your office with the WorkCentre 7800 series.



Remote Control Panel

Remotely operate the WorkCentre 7800 series' control panel from any office PC as though you were standing at the device. The Remote Control Panel makes it easier and more convenient to train users and for IT staff to remotely view and monitor the user interface. And during a remote session, walk-up users are notified at the device to prevent simultaneous system changes. Plus, advanced print drivers and free device management tools let you remotely monitor real-time performance and available resources for greater uptime.



Enabling more time for the work that matters most.

The business world is complex enough – your business processes don't have to be. Xerox gives you the tools and technologies that make it possible to automate common office workflows, to turn challenges into routine tasks, and to greatly simplify the ways in which you share business-critical information.



Single Touch Scanning

Use the Single Touch Scan feature to create a dedicated, easy-to-locate scan button directly on the color touch screen interface. Assign the Single Touch Scan button its own scanning workflow for fast document distribution and archiving.

Easy at Your Point of Need

The brightly illuminated color touch screen provides easy access to a wealth of workflow-optimizing capabilities. Onboard scanning solutions come standard, and require no extra software or middleware: Single Touch Scan; on-box Optical Character Recognition with searchable PDF creation; secure PDF; print from and scan to USB device; Scan to Email, Mailbox, and Network. Plus, single pass scanning simultaneously scans both sides of two-sided documents, while high-compression technology reduces file sizes.

Extend Your Possibilities

Transform the way your organization gets vital work done with the power of Xerox® Workflow Solutions, built on the Xerox® EIP® platform. Whether scanning and managing documents on your office network or a hosted cloud on the Internet, you can access scan workflow solutions right from any WorkCentre® 7800 series device. Plus, EIP Serverless technology allows creation of applications to run on ConnectKey™ MFPs, without the need for additional IT infrastructure.

This allows you to simplify and personalize the usability of your device with a range of capabilities from support applications to scanning.

These are just a few of the many examples of Xerox® Workflow Solutions users can access via the color touch screen interface:

- **Xerox® ConnectKey™ for SharePoint®.** Scan files directly into Microsoft® SharePoint and other Windows® folders. Plus, you'll go beyond basic file storage and PDF creation by automatically converting documents to intelligent, structured data with easy file naming and routing tools.
- **Xerox® ConnectKey Share to Cloud.** Our cloud-based scanning solution provides easy, secure, scalable scanning to popular cloud-based repositories such as Google Docs™, Salesforce.com, Office 365 and Dropbox™, using custom-designed workflows that leverage our Xerox® EIP technology.

Learn more about Xerox® Workflow Solutions at www.office.xerox.com/software-solutions.



Unrivaled security for total peace of mind.

Business data is your company's lifeblood. That's why Xerox engineered the Xerox® WorkCentre® 7800 series devices with the most complete range of advanced features, technologies, and solutions from security-industry leaders that safeguard your critical information from all potential points of vulnerability.

- **Protect your confidential information.** Safeguard all sensitive data with encrypted PDF files for scanning; complete hard drive encryption, compliant with the 256-bit AES FIPS 140-2 standard; and Image Overwrite with a 3-pass scrub process to ensure total deletion of all data fragments.
- **Prevent unauthorized Access.** Permit only authorized users to access the device with Xerox® user permissions, network authentication, IP filtering, and smart card, role-based and function-level login.
- **Manage threats proactively.** As new threats emerge, Xerox proactively monitors security clearinghouses for new vulnerabilities and provides patches when necessary, ensuring your equipment stays current and your data is kept safe. Plus, you can receive up-to-the-minute updates via RSS feeds and stay informed via www.xerox.com/security.
- **Stay compliant with regulations.** WorkCentre 7800 series devices comply with the latest security standards across industries, including government, finance and healthcare. These include Common Criteria (pending), HIPAA, Data Protection Act, COBIT and more. These devices can conform to any standard, with controls available to match your needs.
- **Gain complete visibility.** Prevent IP theft and ensure non-repudiation by having total visibility into the device and network. With security policy management and tracking of all activity on the device with Audit Log, you can know who accessed what, when and details of every interaction with the device.



Powerful Partnerships

Xerox® ConnectKey™ MFPs include McAfee® technology integration, resulting in the industry's first lineup of multifunction printers that protect themselves from potential outside threats. McAfee's whitelisting technology ensures only safe, pre-approved files or functions are executed on your devices, minimizing the need to manually update software levels against new security threats. Also, seamless integration with the Xerox® MPS toolset and McAfee ePolicy (ePO) allows for easy tracking and monitoring.

Plus, automatic Cisco® TrustSec Identity Services Engine (ISE) integration provides comprehensive visibility of all ConnectKey MFPs' endpoints to enforce IT-centric security policies and compliance.



Promote your strong image and minimize costs.

The print quality you need to succeed. With the Xerox® WorkCentre® 7800 series multifunction printer, you'll achieve high-impact color documents that impress customers and deliver results – while minimizing costs.

Take Color to a Whole New Level

The Xerox® WorkCentre 7800 series, with advanced Hi-Q LED technology, helps you create professional-looking documents at the touch of a button.

- **High-resolution output, highly impactful documents.** With 1200 x 2400 dpi, photo-quality color images and rich, crisp text, your output always makes a huge impact.
- **Always accurate image quality.** The WorkCentre 7800 series multifunction printer employs advanced print heads with Digital Image Registration Control Technology, which ensures consistently outstanding image registration.
- **Impressive results.** Print brilliant, attention-grabbing images on a variety of stock as large as 12.6 x 19 in. and on paper weights up to 300 gsm, and take advantage of impressive finishing capabilities from saddle-stitch booklets to folded brochures.
- **Harness the power of EFI Fiery®.** Upgrading your WorkCentre 7800 series with an EFI Fiery network server gives you a host of benefits including easy-to-use color management tools, enhanced productivity and security features and flexible workflow tools.
- **Keep your costs under control.** User Permissions allow the ability to restrict access to print features by user, group, time of day, or by application. For example, rules can be set so that all Outlook® emails automatically print in duplex mode and in black and white; and all PowerPoint presentations print in color.

Color By Words: Unique Color Control

Have you ever wanted to change the color of one object or area in a printout without affecting the rest of the page? With the Color By Words feature there is no need to go back to square one and manipulate source files. You simply select the desired color modifications from a drop-down list, and Color By Words will adjust your printout.



Original photo not right? Use the Color By Words drop-down list and choose "yellow-green colors a lot more green," and "red colors a lot more vivid." Picture-perfect results.



Xerox® WorkCentre® 7800 Series Optimized for



Networking



Scanning



Security



Solutions



Sustainability



Wi-Fi

1 High Capacity Feeder holds 2,000 sheets of paper. Choose our 2,180-sheet capacity (3 Tray option) or our 3,140-sheet capacity (High-Capacity Tandem Tray option) model, then add our High Capacity Feeder to bring maximum capacity to 5,140 sheets.

2 Exceptional media flexibility. The WorkCentre 7800 series handles a wider range of media types and weight from more trays than most devices in its class. It supports up to 300 gsm and media sizes up to 12.6 x 19 in.

3 Print envelopes easily using our optional envelope tray (replaces Tray 1).

4 Large work surface (included with Convenience Stapler) gives you plenty of room to sort documents.

5 Dual-head, single pass scanner on the WorkCentre 7845/7855 saves time by simultaneously scanning both sides of two-sided documents at up to 160 impressions per minute.

6 Office Finisher LX* (not shown) gives you advanced finishing functions at a great value.

7 Integrated Office Finisher* (not shown) provides 500-sheet stacking and 50-sheet, single-position stapling.

8 Professional Finisher* adds 50-sheet multiposition stapling, hole punch, V-fold and saddle-stitch booklet making.



* Optional



Environmental Features

The WorkCentre 7800 series delivers cutting-edge reductions in energy consumption.

Conserve Energy with Green Technologies

- **EA Toner.** Our EA Toner with ultra low-melt technology achieves minimum fusing temperature at 68 degrees F (20 degrees C) lower than conventional toner for even more energy savings and brilliant glossy output even on ordinary paper.
- **Induction heating.** The newly developed, heat-efficient IH fuser does not require preheating, which helps reduce power consumption in standby mode by 44 % compared to a resistance heating device. Plus, the device recovers from sleep mode in less than 10 seconds.

- **LED scanner.** The power consumption of the scanner using LED lighting is 1/3 of traditional scanners using fluorescent lamps.

Manage Resource Usage and Print Responsibly

- **Energy Management.** With Cisco® EnergyWise, enabled by Xerox® Power MIB (Management Information Base), you can control, manage and report your device's power consumption information, and set optimal power states and timeout intervals.
- **Earth-smart printing.** Our innovative new Earth Smart feature allows you to choose the most environmentally sensitive options for your print jobs.

WorkCentre 7800 series multifunction systems are powered by the Xerox® ConnectKey™ Controller. These simple-to-implement systems give you real, practical solutions that easily streamline how you communicate, process and share important information, simplify complex paper-driven tasks, and drive down costs while keeping your data secure. For more information, go to www.xerox.com/connectkey.

Device Specifications		WorkCentre 7830	WorkCentre 7835	WorkCentre 7845	WorkCentre 7855
Speed		Up to 30 ppm color and black-and-white	Up to 35 ppm color and black-and-white	Up to 45 ppm color and black-and-white	Up to 50 ppm color Up to 55 ppm black-and-white
Duty Cycle ¹		Up to 90,000 pages / month	Up to 110,000 pages / month	Up to 200,000 pages / month	Up to 300,000 pages / month
Hard Drive / Processor / Memory		160 GB / 1.2 GHz Dual-core / 2 GB system plus 1 GB page memory			
Connectivity		10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Optional Wi-Fi (with Xerox® USB Wireless Adapter)			
Controller Features		Unified Address Book, Remote Control Panel, Online Support, Configuration Cloning			
Optional Controller		EFI Server			
Copy and Print					
Copy and Print Resolution		Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 2400 dpi			
First-print-out Time (as fast as)		9 seconds color / 7.7 seconds black-and-white		7.5 seconds color / 6.4 seconds black-and-white	7.1 seconds color / 5.9 seconds black-and-white
Page Description Languages		Adobe® PostScript® 3™, PDF, PCL® 5c / PCL 6 emulations, XML Paper Specification (XPS®) (Optional)			
Print Features		Print from USB, Secure Print, Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Bi-directional Status, Scaling, Job Monitoring, Color By Words, Xerox® PrintBack			
Mobile Printing		Xerox® Mobile Print® (Optional), Xerox® Mobile Print Cloud® (Optional)			
Scan	Standard	Scan to Network, Scan to Email, Scan to Folder, Scan to SMB or FTP, Text Searchable PDF, PDF/A, XPS, Linearized PDF, JPEG, TIFF, Scan to USB Memory Device, Single Touch Scanning, TWAIN Support			
	Optional	ConnectKey for SharePoint®, ConnectKey Share to Cloud, Xerox® Scan to PC Desktop® SE and Professional, numerous solutions available through various Xerox® Business Innovation Partners			
Fax	Standard	Internet Fax, Fax Build Job, Network Server Fax Enablement (solutions available through various Xerox® Business Innovation Partners)			
	Optional	Fax Forward to Email or SMB, Walk-up Fax (one-line and two-line options, includes LAN Fax)			
Security	Standard	McAfee® Embedded, McAfee ePolicy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant), Common Criteria Certification (ISO 15408) ² , Secure Print, Secure Fax, Secure Scan, Secure Email, Cisco® TrustSec Identity Services Engine (ISE) Integration, Network Authentication, SSL, SNMPv3, Audit Log, Access Controls, User Permissions			
	Optional	McAfee Integrity Control, Xerox Secure Access Unified ID System® with Follow-You Print™, Smart Card Enablement Kit (CAC/PIV, .NET)			
Accounting	Standard	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email)			
	Optional	Equitrac Office®, Equitrac Professional®, YSoft® SafeQ®, other network accounting solutions available through various Xerox® Business Innovation Partners			
Paper Input	Standard	Duplex Automatic Document Feeder: 110 sheets; Speed: up to 70 ipm (simplex); Sizes: 5.5 x 8.5 in. to 11 x 17 in. / 148 x 210 mm to 297 x 420 mm		Single-pass Duplex Automatic Document Feeder: 130 sheets; Speed: up to 160 ipm (duplex); Sizes: 5.5 x 8.5 in. to 11 x 17 in. / 148 x 210 mm to 297 x 420 mm	
		Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.9 in. to 12.6 x 19 in. / 89 x 98 mm to 320 x 483 mm Tray 1: 520 sheets; Custom sizes: 5.5 x 7.5 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm			
	Choose One	3 Tray Option (Total 2,180 sheets): Adds three 520-sheet paper trays; Sizes: 5.5 x 7.2 in. to 12 x 18 in. / 140 x 182 mm to SRA3		NA	
		High Capacity Tandem Tray Option (Total 3,140 sheets): Adds one 520-sheet paper tray, one 867-sheet paper tray and one 1,133-sheet paper tray; Sizes: 8.5 x 11 in. / A4			
	Optional	High Capacity Feeder (HCF): 2,000 sheets; Sizes: 8.5 x 11 in. / A4 long edge feed Envelope Tray: Up to 60 envelopes: #10 commercial, Monarch, DL, C5, Large U.S. Postcard, A6, Custom sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in. / 98 x 148 to 162 x 241 mm			
Paper Output / Finishing	Standard	Dual Offset Catch Tray: 250-sheets each Face up Tray: 100 sheets			
	Optional	Office Finisher LX: 2,000-sheet stacker, 50 sheets stapled, 2-position stapling, optional hole-punch, optional booklet maker (score, saddle stitch) Integrated Office Finisher (optional with 7830/7835): 500-sheet stacker, 50 sheets stapled, single-position stapling Professional Finisher: 1,500-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and hole punch, saddle-stitch booklet maker, V-Fold Convenience Stapler: staples 50-sheets (based on 75 gsm), includes Work Surface			

¹ Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.; ² Certification pending

Go to www.xerox.com/office/WC7800Specs for more detailed specifications and capabilities.



Complete control over Print, copy, scan and fax.

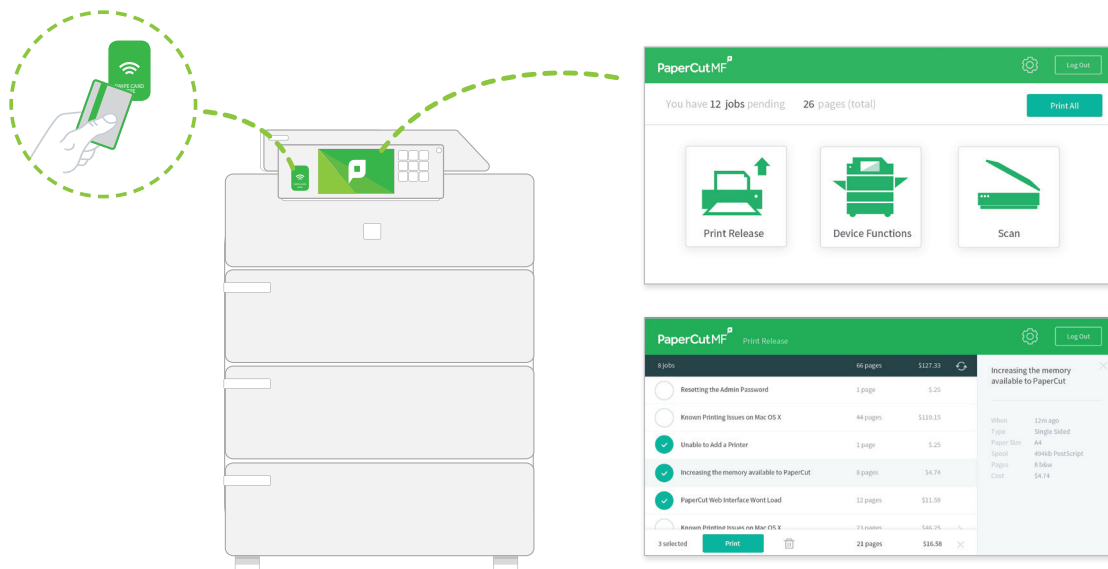
PaperCut MF is a simple, low cost software application that lets you take control and manage your printers, copiers and multi-function devices.

Eliminate waste, encourage responsible behavior and make users and departments accountable for their print usage.

PaperCut MF includes embedded software that runs on your copier/ MFD to enable tracking, control and secure print release directly from the device's panel.

PaperCut MF is suitable for sites of any size, with a cross-platform and vendor-neutral approach to technology and device support. PaperCut's solutions are currently in use in over 50,000 sites worldwide and translated into 20 languages, making PaperCut MF a product you can trust with a high return-on-investment.

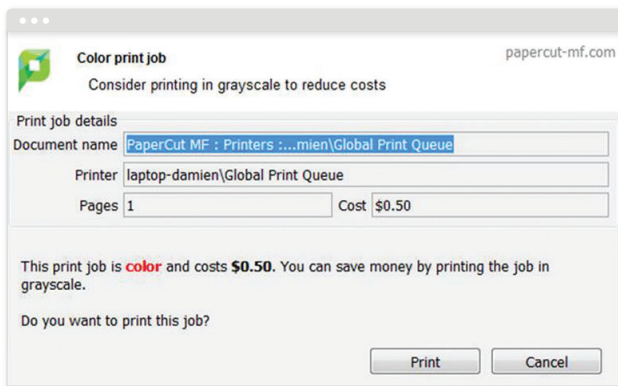
- ▶ Track all MFDs / Printers
- ▶ Secure Print Release
- ▶ Control and Report Use
- ▶ Recover Costs
- ▶ Enforce Print Policy
- ▶ Minimize Waste
- ▶ Enable BYOD Printing



Intuitive & Easy to use

PaperCut MF is regarded as the simplest system of its type to deploy and manage. System administrators have full access to administration and configuration via a familiar web interface. It offers:

- ▶ User directory (eg. Active Directory and others) integration and automatic user account creation
- ▶ Secure print release and Find-Me printing
- ▶ Administrator dashboard with real-time status updates
- ▶ Print Archiving: Review job content visually
- ▶ Optional client and account billing
- ▶ Ability to encourage responsible use via popup notifications



Powerful Job Scripting

Advanced scripting can be used to define and finely tune your printing policy, and support your organization in eliminating waste and changing user behavior.

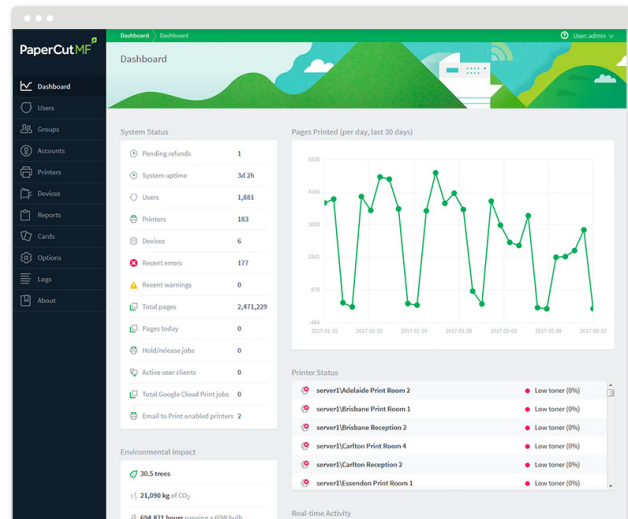
With PaperCut you can:

- ▶ Automatically route large jobs to detected high volume printers
- ▶ Discourage printing of emails via popup print policy warnings
- ▶ Convert jobs to grayscale and duplex
- ▶ Discourage or disable color printing by user group
- ▶ Least cost routing (suggest more cost effective devices based on conditions)
- ▶ Allow free printing (e.g. during class times)
- ▶ Define action by job attribute, user / group, period of day, device feature / type.

Web Based Administration

PaperCut MF provides "out of the box" browser-based administration access from any network location enabling centralized management of every user and device. Web technologies make cross-platform support easy as there is no need for additional software to be installed and no web server configuration.

A key feature of the administration interface is the dashboard tab – an easy-to-read single page view of the printing environment for administrators. The Dashboard page utilizes a number of gadgets to present key real time information such as system activity and status updates, along with trend information and statistics from past activity such as number of pages printed and environmental impact measures.



Detailed Reporting

PaperCut includes over 80 one-click reports available for online viewing, printing or export. Reports address all areas ranging from detailed page logs to summaries by user, department, device or environmental impact. Administrators can create ad-hoc reports by applying filter conditions and reports can be emailed to specified people on a regular schedule.

More information is at www.papercut.com/tour/report/

'Find-me' Printing

PaperCut's Find-Me printing feature enables users to print to a global virtual queue. Jobs are paused and only printed when the user releases the job at any compatible MFD/printer:

- ▶ Improved document security and convenience.
- ▶ Reduce IT administrators need to manage multiple print drivers and queues for both workstations and notebooks.
- ▶ Find-Me printing minimizes waste and has been shown to reduce printing output by up to 20% in busy office environments.
- ▶ Support for multiple release methods ranging from auto release on authentication to active release job-by-job.



Secure Print Release

Today's MFDs are smarter. They have touch screens and the ability to run software directly on the device's panel. PaperCut leverages this technology to bring new features to each device.

One of the key features is user authentication – only allowing device access to authorized users. At the simplest level users can authenticate with network username and password via an onscreen keyboard. In addition many environments will implement ID card authentication. Card numbers can be extracted from your network's user directory or a database (e.g. door access control system), alternatively users can self-associate their card on first-use.

Card types include magnetic stripe, proximity (HID, Mifare & Legic) and bar codes, and PaperCut supports many brands of USB card readers including RFIdeas, Elatec and OmniKey. Off the shelf standard USB and network card readers are available from leading suppliers. PaperCut have a global network of hardware experts (Authorized Solutions Centers) should you require technical assistance, advice or onsite support of both software and hardware.

Print Archiving & Watermarking

PaperCut administrators can utilise these features to ensure users are answerable to their printing.

PaperCut's Print Archiving empowers approved administrators to browse and review the content of print activity within their environment. Alongside the powerful tracking and reporting functionality built into PaperCut, this gives system administrators a wide range of auditing functions.

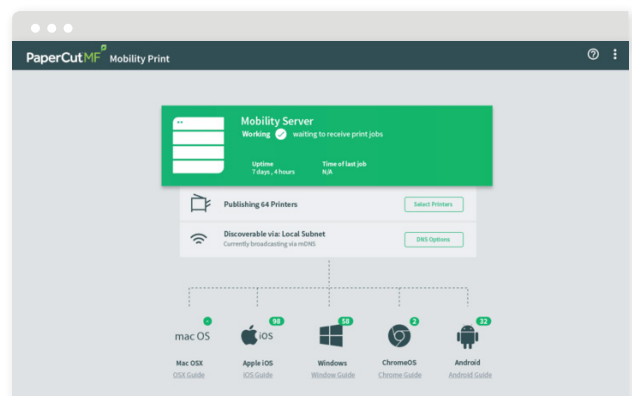
Watermarking can automatically add a username or other metadata to the bottom of every page e.g. to indicate the document owner. Watermarking may include a unique digital signature which allows you to track document origin to enhance security and encourage responsible printing.



Solve mobile and BYOD printing

Managing printing is getting hard! As more and more mobile devices enter the market, people's desire to print from these continues to increase. PaperCut has a range of simple solutions to allow users to print from whatever BYOD or mobile device at their disposal. No matter the operating system, their location, the file format or the brand of printer our solutions can manage it.

Our latest offering Mobility Print allows users to quickly discover and print to any printer, without requiring any assistance. It takes away the complexities when working across different platforms and devices, while still providing the benefits of PaperCut's standard print charging/accounting/ quota process.

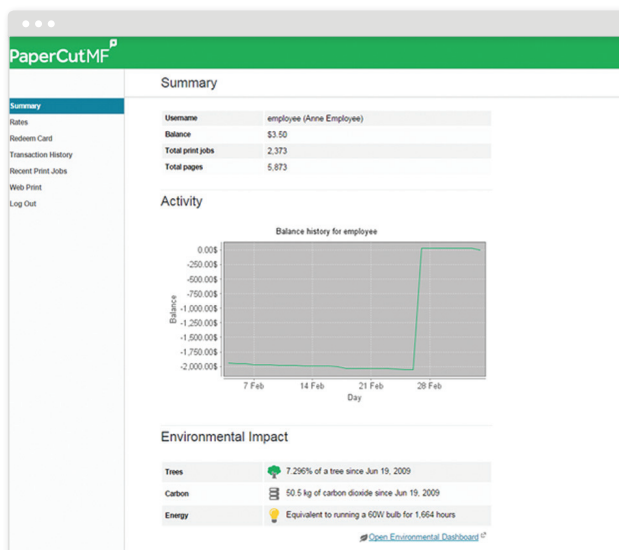


Managing Quotas

Users can operate in either credit or debit, with defined account rules including how and how often an account is credited. Use network groups to define how additional quota/credit is assigned. Use network groups to define how additional quota/credit is assigned; for example, allow a specific group of users to accumulate their quota while others operate on a "use it or lose it" basis.

User Web Interface

End users have access to a set of web tools to track their own activity in real-time, query their account balances, and view their transactions – without the need for intervention from administrators. The end user interface is fully customizable, so you can design a look and feel to match your website or intranet pages.

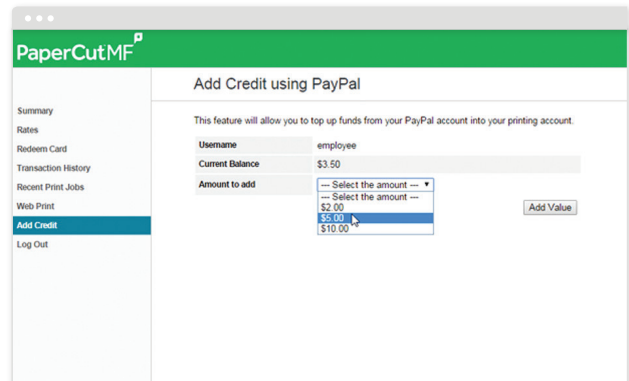


Pre-Paid / Top-Up Cards

PaperCut MF comes with a simple to implement voucher system for purchasing additional print credit. Administrators can print out a batch of single-use cards with a pre-defined value. Users redeem cards by entering the card's unique code on a web page.

Payment Gateways

Give end users the ability to make payments into their PaperCut account using payment gateways. Payment gateways allow third party systems to connect to PaperCut in a supported manner. Common gateways include leading providers like PayPal and Authorize.Net which allow real-time online payments via credit card. PaperCut also supports closed or internal payment systems such as a main college funds account. Hardware gateways are available to support a range of cash loaders, self-service kiosks and bill and coin boxes. For hardware, please refer to a PaperCut MF Authorized Solution Center.



End users can easily manage their account balances and add credit via online and onsite methods



sales@acd-inc.com
acd-inc.com | 800.990.2234

Wakefield Current Costs

Wakefield Current Costs								
Current Devices	Monthly B/W Volume	Included	Quarterly B/W Allowance	Overage			B/W Rate	Overage
KM Bizhub 654	44617	40000	120,000	13851			\$0.009559	\$ 132.40
KM Bizhub C554e	31682	37000	111000	-15954			\$0.009680	0.00
	Monthly Color Volume		Quarterly B/W Allowance				Color Rate	\$ -
	3855	4800	14,400	-2835			\$0.0726	0
							Monthly Base	\$ 1,417.83
							Total	\$ 1,550.23
				\$149.06				
				\$27.44				
Total								
Not received				\$176.51				

Proposed Costs

Proposed Costs								
Current Devices	Monthly Black Volume	Monthly Color Volume	Color Rate				B/W Rate	TOTAL AVG
Xerox D95	44617						\$0.00550	\$ 245.39
Xerox 7970	31682	3855	\$0.0590				\$0.00650	\$ 433.38
								\$ 540.00
Monthly Base								
Total								\$ 1,218.77

60 Month Agreement

Pricing Based on a maximum buyout of \$6960.00

A measurement of space where the 654 is now would have to be done before install.

Both devices are in demo status, but have never been owned.



Grouped Pool Billing Schedule

COMPANY ID
Wakefield Public

CONTRACT NO.

Agreement

This Grouped Pool Billing Schedule is to be attached to and become part of the Equipment Description for the Agreement dated _____ by and between the undersigned and Riverside Technologies, Inc. The Cost Per Print Charges and Monthly Payment shall be determined under the Schedule. If there is any provision in this Schedule which conflict with a provision in the Agreement, the provision in this Schedule shall govern.

TERM AND PAYMENT SCHEDULE

Term* 60 Monthly Payment* 1475 Print B&W Allowance 100,000 Print Color Allowance 5,000

SUPPLIES COVERAGE LEVELS (Please Check One):

All Inclusive B&W Inclusive No Supplies Included

(If none is checked, no supplies will be included.)

POOL 1

	<i>Make/Model/Accessories</i>	<i>Serial #</i>	<i>Starting Meter B&W</i>
1.	_____	_____	_____
2.	_____	_____	_____
		Minimum # of Prints – Color _____	Excess Print Charge – Color* _____
		Minimum # of Prints – B&W _____	Excess Print Charge – B&W* _____

POOL 2

	<i>Make/Model/Accessories</i>	<i>Serial #</i>	<i>Starting Meter B&W</i>
1.	_____	_____	_____
2.	_____	_____	_____
		Minimum # of Prints – B&W _____	Excess Print Charge – B&W* _____

POOL 3

	<i>Make/Model/Accessories</i>	<i>Serial #</i>	<i>Starting Meter B&W</i>
1.	_____	_____	_____
2.	_____	_____	_____
		Minimum # of Prints – B&W _____	Excess Print Charge – B&W* _____

POOL 4

	<i>Make/Model/Accessories</i>	<i>Serial #</i>	<i>Starting Meter B&W</i>
1.	_____	_____	_____
2.	_____	_____	_____
		Minimum # of Prints – B&W _____	Excess Print Charge – B&W* _____




Grouped Pool Billing Schedule

COMPANY ID
Wakefield Public

CONTRACT NO.

VERIFICATION

This Grouped Pool Billing Schedule is hereby verified as correct by the undersigned, who acknowledges receipt of a copy.

Print Name: **Mark Bejot** Signature:  Title: **Superintendent**
Customer: **Wakefield Community Schools** Date: _____

COMPANY ID
Wakefield Public

CONTRACT NO.

Schedule "C"

This document is written in "Plain English." The words **you** and **your** refer to the customer. The words **we, us, our** and **Owner** refer to **Riverside Technologies, Inc.** Every attempt has been made to eliminate confusing language and create a simple, easy-to-read document.

CUSTOMER INFORMATION

<i>FULL LEGAL NAME OF CUSTOMER</i>				
Wakefield Community Schools District 60 R				
<i>CITY</i>	<i>STATE</i>	<i>ZIP</i>	<i>PHONE</i>	<i>FAX</i>
Wakefield	NE	68784	(402)287-2012	(402)287-2014
<i>EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE)</i>				
802 Highland St				

OPTION ONE:

FULL LEGAL NAME OF CUSTOMER

Herby authorizes Riverside Technologies, Inc. to bill and collect Maintenance Coverage charges in addition to the payment listed on the MAP Agreement. Riverside Technologies, Inc. will bill and collect the following payments:

\$ _____ Agreement payment per month.

\$ _____ Advance Copier/Printer Support Agreement charge per month.

\$ _____ Total payment per month.

OPTION TWO:

FULL LEGAL NAME OF CUSTOMER

Will be using their existing Preferred Service Agreement for any Advance Copier/Printer Support charges.

OPTION THREE:

FULL LEGAL NAME OF CUSTOMER

Will be purchasing a new Imager Preferred Agreement for any Advance Copier/Printer Support charges.

OPTION FOUR:

FULL LEGAL NAME OF CUSTOMER

Declines all coverage at this time and understands that by doing so all network printing and/or scanning issues that require support by Riverside Technologies, Inc. will be billed at prevailing rates for both phone and on site support.




Schedule "C"

COMPANY ID
Wakefield Public

CONTRACT NO.

VERIFICATION

This Grouped Pool Billing Schedule is hereby verified as correct by the undersigned, who acknowledges receipt of a copy.

Print Name: **Mark Bejot** Signature:  Title: **Superintendent**
Customer: **Wakefield Community Schools** Date: _____

Managed Account Program

The words **you** and **your** refer to the customer. The words **Owner, we, us** and **our** refer to **Riverside Technologies, Inc.** Every attempt has been made to eliminate confusing language and create a simple, easy-to-read document.

CUSTOMER INFORMATION

<i>FULL LEGAL NAME OF CUSTOMER</i>				
Wakefield Community Schools District 60 R				
<i>CITY</i>	<i>STATE</i>	<i>ZIP</i>	<i>PHONE</i>	<i>FAX</i>
Wakefield	NE	68784	(402)287-2012	(402)287-2014
<i>EQUIPMENT LOCATION (IF DIFFERENT FROM ABOVE)</i>				
802 Highland St				

EQUIPMENT WITH CONSOLIDATED MINIMUMS

<i>Make/Model/Accessories</i>	<i>Serial #</i>	<i>Starting Meter B&W</i>	
1. _____			
2. _____			
Cost Per Print – Color* _____	Monthly Payment* _____	Minimum # of Prints – Color _____	Excess Print Charge – Color* _____
OR	OR	OR	
Cost Per Print – B&W* _____	Monthly Payment* _____	Minimum # of Prints – B&W _____	Excess Print Charge – B&W* _____

EQUIPMENT WITH CONSOLIDATED MINIMUMS

<i>Make/Model/Accessories</i>	<i>Serial #</i>	<i>Starting Meter B&W</i>	
1. _____			
2. _____			
Cost per Print – B&W* _____	Monthly Payment* _____	Minimum # of Prints – B&W _____	Excess Print Charge – B&W* _____

FREQUENCY OF MINIMUM PAYMENT

Please Check One: Monthly Quarterly Semi Annually Annually

METER READING FREQUENCY

Please Check One: Monthly Quarterly Semi Annually Annually

TERM AND PAYMENT SCHEDULE

Number of Months _____ Security Deposit* _____ (plus applicable taxes)

SUPPLIES COVERAGE LEVELS Please Check One: All Inclusive B&W Inclusive No Supplies Included
(if none is checked, no supplies will be included)

OWNER ACCEPTANCE

Print Name: Kevin Heiss Signature: Title: President

Owner: Riverside Technologies, Inc. Date:

PRIVACY AND INFORMATIO SECURITY

You acknowledge that the equipment you have received may be equipped with a hard drive that may store personal and confidential information ("PCI") and you understand the privacy and information security risks associated with PCI that may be stored on your Equipment. You agree to be responsible for safeguarding any PCI and you agree to indemnify and hold RTI harmless from any loss, misappropriation or breach of the PCI that may be stored on your Equipment.

This Grouped Pool Billing Schedule is hereby verified as correct by the undersigned, who acknowledges receipt of a copy.

CUSTOMER ACCEPTANCE

By signing below, you certify all conditions and terms of this Agreement on the FRONT and BACK have been reviewed and acknowledges. By providing a telephone number for a cellular phone or other wireless device, you are expressly consenting to receiving communications (for NON-marketing or solicitation purposes) at that number, including, but not limited to, prerecorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system from Lessor and its affiliates and agents. This Express Consent applies to each telephone number that you provide to us now or in the future and permits such calls. These calls and messages may incur access fees from your cellular provider. By signing below, you acknowledge, accept, and agree to the terms and conditions listed on this page and page 2 of this Agreement.

CONTINUING GUARANTY

As additional inducement for us to enter into the Agreement, the undersigned ("you") unconditionally, jointly and severally, personally guarantees that Customer will make all payments and meet all obligations required under this Agreement any supplements fully and promptly. You agree that we may make other arrangements including compromise or settlement with the Customer and you waive all defenses and notice of those changes will remain responsible for the payment and obligations of this Agreement. We do not have to notify you if the Customer is in default. If you or the customer default, you will immediately pay in accordance with the default provision of the Agreement all sums due under the terms of the Agreement and will perform all the obligations of the Agreement. If it is necessary for us to proceed legally to enforce this guaranty, you expressly consent to the personal jurisdiction, venue, choice of law and jury trial waiver and agree to pay all costs, including attorney's fees incurred in enforcement of this guaranty. It is not necessary for us to proceed first against the Customer before enforcing this guaranty. By signing this guaranty, you authorize us to obtain credit bureau reports for credit and collection purposes.

Print Name: Mark Bejot Signature:  Title: Superintendent

Customer: Wakefield Community Schools Date:



COMPANY ID
Wakefield Public

CONTRACT NO.

Recommendation

ITEM	DESCRIPTION	QUANTITY
	HP Color LaserJet Managed Flow MFP E87660z w/Booklet Finisher/HolePunch/Dual Cassette Feeder/scanner	2

Specifications:

- Tray capacity 2,180
- Mono and color ppm 60/ 60
- Hard drive size in GB 640
- ADF sheet capacity 240
- simplex/duplex ipm 120/ 240

Service and Supplies

The service and supply contract includes all parts, labor, mileage, drums, toner, and developer- except paper and staples.

SERVICE AND SUPPLIES.....\$

- Phone support is included.
- Onsite support is included.

Riverside Technologies will buyout the negotiated price from the school district to the current service provider. RTI will make the check payable to the School.

Any savings beyond the \$28,414.00 will be discounted /renegotiated into their contract. I.e., Negotiate it down \$5000.00 less, divided into 60 months= Less \$83.33 per month.

Customers may also choose to purchase an Advanced Copier/Printer Support Agreement and future onsite/phone service.

Accepted by: _____ Date: _____

By signing this proposal, you are authorized Riverside Technologies, Inc. to order, install and invoice the above listed equipment.



AptaFund

Comprehensive Financial Management
System for Schools

Technology & Architecture (AptaFund)

- **Microsoft SQL Database** – one of the most popular software platforms.
- **Reports**– Uses Excel and Word (PO's, Teacher Contracts)
- **Internet Based**
 - accessible anytime anywhere via the web
 - handles multiple users very well

Technology & Architecture

(FA2)

- **Fox Pro Database**
 - No longer supported by Microsoft
 - No further enhancements slated
 - FA2 over 25 years old
- **Reports** – Does not utilize Excel, must convert
- **Client Based**
 - not accessible via the web
 - does not handle multiple users well

Deployment Options AptaFund

- Hosted by Harris
- High reliability and Biometric secured Data Centers
- Disaster recovery – Servers at two locations
- All system hardware (servers) and software provided by Harris
- We do the updates, backups, and tax tables
- Data is backup to the transaction – can not loose data

Deployment Options FA2

- Locally Hosted
- No disaster recovery
- District provides system hardware (servers) and software.
- District does the updates, backups, and tax tables

Included Modules in AptaFund

- **General Ledger**
- **Human Resources** – salary schedules, certification tracking, teacher contracts, position control
- **Payroll**
- **Purchasing** – Including Web Requisitions with eCommerce ability
- **Accounts Payable**
- **Capital Assets & Inventory**
- **Cash Receipts**
- **Budgeting** – with budget development module
- **Document Scanning and Attachments**
- **Employee Services Portal** (optional)
- **Leave Request with Employee Service Portal**

***All Modules contained in one DB**

Included Modules FA2

- **General Ledger**
- **Payroll**
- **Accounts Payable**
- **Cash Receipts**
- **Budgeting – No budget development module**

Pricing Model AptaFund

- No Increase in Annual Maintenance
 - All AptaFund modules Included
 - All updates and enhancements Included
 - Unlimited toll-free and online help
 - Hosting of program on secure data centers
 - Harris provides maintenance of program (updates, backup, and tax tables)



Implementation Plan

District Project Manager

Application Consultant

Implementation Plan

AptaFund Setup

Welcome

The ***AptaFund Implementation Plan*** is a state-specific guide to setting up AptaFund for your school, district, or charter. Business process decisions play a big part in setup, and this guide provides you with the basic information needed to begin using your new system.

Data Imports

Depending on the exporting capabilities of the legacy accounting system, data can be imported into the AptaFund database using the Data Import screen found in the AptaFund Administration folder. Please refer to the *AptaFund Implementation Data Workbook* for data mapping information for the export file worksheets.

QuickBooks – we will work with you to try to get data out of your system. We would need to pull information either in a text or excel format for import into AptaFund.

Getting Help

As you proceed through the steps to configure AptaFund, refer to the online help system, ***AptaFund User's Guide***, for the details necessary to complete a process. This guide is found in the ***My AptaFund*** Dashboard Menu.

Employee Self Service

AptaFund has an Employee Self Service Module Available. In this module, the employee can, view their Paychecks, Leave balances, W2 forms, Year to Date Totals and District Documents. They can also enter Leave Requests. These requests are then sent to their supervisor for approval. They can be approved or denied. If approved, the date and time will be automatically entered into Payroll/HR Leave Detail for tracking. Staff may also enter purchase requisitions through this module. The requisition can also be approved or rejected, and there can be many approval levels. Once approved the Requisition automatically becomes a Purchase Order and is available to the Business office to issue. The Requisition process can either use Account Code Security, or by-pass entering the account code. The Business office would then enter the appropriate account code before the PO can be issued.

Preparation

You will have an initial phone call with the AptaFund Project Manager – See Project Management Check list for topics that will be discussed during phone call.

After that call is complete, you will have a phone call with your Applicant Consultant to prepare for the Implementation.

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Implementation Plan AptaFund Setup

Preparation and Security

Preparing for Implementation

- Gathering information from the legacy system
- Establish a legacy system cutoff date
- When you implement, makes a difference in how transactions are imported from the legacy system
 - FY or on a Quarter
 - FY during a Quarter
 - Calendar year

Determining Security Levels and Access

- Module Security
- Account Code Security
- Approval Hierarchy

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Implementation Plan

AptaFund Setup

Module Overview

Banking & COA

- Account Structure
- Element Value Maintenance – Balancing Accounts
 - Import Elements from State Accounting Handbooks
 - Add Local Elements defined
 - Import Legacy Chart of Accounts with Custom Descriptions
- Setup Banks and Bank accounts

Budget

- Import Budget Data
 - Expense
 - Revenue

HR, Payroll, ESS

- General Settings
- Employee Calendars
- Salary Schedules – Certified, Classified, Supplemental
- Master Position Definitions
- Employee Data/Employee Addresses
- Employee Job Assignments
- Payroll Cycles – Pay Dates
- Payroll Settings
- Define Leave Types
 - Import Leave Balances
- Define Deductions and Benefits
- Assign Deductions – Fixed, Percentage, W4, Direct Deposit, GTL
- W2 Import
- Configure ESS Users and Permissions
- Configure Leave Approval Process and Approvers
- Paycheck and Liability Check Setup

Purchasing & Payables

- General Settings
- Shipping Destinations
- Purchase Order Configuration

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Implementation Plan

AptaFund Setup

- Order Receipt – This module can be configured for auto-receiving
- AP Check Configuration
- Configure Purchasing Approval Process and Approvers
- Define Account Code Security and Assign to Staff
- Manage Requisitioners – Assign Approval Process
- Vendor Management – Import Vendors from legacy system active from prior 3 years
- Vendor 1099 – Update information from Legacy System
- Capital Asset setup (Optional)

Accounts Receivable

- **Billing Module** (Optional) **Note:** There is an extra setup fee for using this module
- Cash Receipts Configuration
- Define Customers (AR) Revenue Sources (Cash Receipts reporting)

Administration

- Manage Signatures
- Manage Logos
- Data Import
- Security
 - Manage Users
 - Manage Security Templates

Implementation Plan

AptaFund Setup

Implementation Preparation

The AptaFund Implementation will start with a phone call with the business manager and any staff that will be helping with the implementation.

The Harris Application Consultant will review the following Information Collection Check List.

Users for AptaFund

- Send a list of Business office Staff who will be using AptaFund.
- Send a list of Staff that will be entering Requisitions.
 - First Name, Last Name, Entering Requisitions, Approver – *E-mail in an Excel Worksheet.*
- Send a List of Staff that will be using ESS (Employee Self Service) to see Paystubs and Leave Balances and Requests.
 - First Name, Last Name, e-mail address E-mail an excel worksheet

Checks

*****Important*** You will need to purchase new check stock for AptaFund**

- **AP and Payroll Liability Checks** - The check will be on the top and there will be 2 stubs. You will need Harris Forms to print the check number at the top right of the check and they will also need to print the MICR line. The rest of the check and stubs will be blank. If you would like a logo on your check, you will need to give them your logo and site address information.
- **Blank Check Stock** – you can also order blank check stock. AptaFund will print all other information on the checks and stubs. For this option you will need to order the magnetic toner to print the checks. You can still have the district logo and Site information preprinted on the check. The rest will be blank.
- **Payroll Checks** - The check will still be on the top and there will be 1 stub. If all of your checks go through the same bank account, you can just order one type of check stock and the paycheck stub can just print on the bottom two stubs as one stub. Otherwise, you can purchase separate checks for Payroll. If you would like a logo on your checks, you will need to send that to Harris forms with your site information.
- **Check Envelopes** - For these checks, the window needs to be 1/2 inch from the bottom of the envelope so the address will show correctly. If the envelopes you have currently have are something different, you will need to order new envelopes.
- **Signatures for Checks** – Send signatures on a blank sheet of paper. Identify Titles and the order they should print and which checks they should print on. Identify if a blank line is needed for manual signatures. Also identify the signature for the Purchase order. AptaFund can only accommodate up to 3 signatures.

Note: There is about a 3 week turn-around time on the checks. Make sure you order these in plenty of time. Contact Harris Forms to order checks 800-259-8222. Harris forms will send you a proof, please forward this to your Harris application consultant to verify that the layout is correct before you confirm your order.

Payroll and HR Information

- **Salary Schedules** – Send schedules for Certified, Classified (if using), Supplemental Pay (Coaches and Sponsors. If possible, e-mail an electronic copy, Excel preferred.
- **Staff Calendars**, i.e. working days for certified and classified employees – *Scan and e-mail*

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Implementation Plan

AptaFund Setup

- **Calendar of Pay Dates** (including extra pays)
- **Current PO** – Paper copy of PO. Scan and e-mail
- **PO Signature** – Send Signature on a blank sheet of paper. Scan and e-mail.
- **eSupport** – Send a list of users who will contact eSupport help desk. – *send e-mail address and phone number.*

Budget

- If you can supply us your revenue and expense budget account codes and budget amounts, we can import into AptaFund.
 - FA2 Customers – Run the Expense Budget report, export to Excel and e-mail. Make sure your budget is updated in FA2.
 - FA2 Customers – Run the Revenue Budget report, export to text file and e-mail. Make sure your budget is updated in FA2.

*****Important***** After we pull your data, please keep track of any changes: W4 info, address changes for employees and vendors, any new vendors, deduction changes, salary changes.

Implementation Plan

AptaFund Setup

Database Request

- Request Database
- Name of Database
- Pull Data from Legacy System (Stan)
- Send ESS users to Stan
- AE – If using AE HR Jobs must map to AE Job and Pay cycles

Database Setup

- Setup Structure
- Import Elements (State Accounting Handbook)
- Add locally defined elements use in Chart of Accounts
 - Enter Balancing Accounts

- Cash Accounts
 - AP Disbursement
 - Direct Deposit Disbursement
 - Payroll Disbursements
 - Payroll Liability Disbursements

Note: CD Accounts can just be entered with a Cash Asset Account Assigned. Interest can be entered through a JE in the **General Ledger>Actual- Journal Entry**

- Liability Accounts
 - AP Liability
 - Salary and Wages Payable
 - AP Payroll Liability (not a balancing account but different from AP Liability)
 - Fund Balance Retained Earnings
 - Reserve for Encumbrance
 - Closing Fund Balance (Some states require more than one closing Fund Balance)
 - Budget Control
- Setup Accounting Cycles
 - Add Pre-encumbrance Period
 - Add Post (audit periods)
 - Import (COA) with Custom Descriptions
 - Make changes in Legacy system before COA Import

Acceptance Testing

- Structure
- Elements
- Rollup Hierarchy
- COA

If there are any major changes, a new database may need to be created. This must be determined before any additional setup takes place.

Implementation Plan

AptaFund Setup

Vendor Management

- Import Vendors and Vendor Addresses
 - Pull Vendors that have activity in the prior 3 years
 - Run Script to Share addresses where Primary and Payment are the same.

Acceptance Testing

- *Review vendors*
- *Review 1099 vendors*
- *Review DBA vendors*
- *Review Debit/Credit Vendors*
- *Add Payroll Vendors*
 - *Direct Deposit*
 - *GTL*
 - *Review HSA Vendors*

Manage Employees

- Import Employees
- Employee Addresses
 - Contact – Emergency Contact info
- Custom Fields
 - Retirement Fields
 - Years of Service – District, State, Career
 - TB Test Date
 - Fingerprint Date
 - Employee Leave Groups
 - Gender
 - Ethnicity
 - Hire Date
 - Birthdate
 - Classification – Certified, Classified, Other
 - Passed Paraprofessional Test
 - Certification

Manage Users

- Import Users from Customer list that will be using ESS
 - Employee First Name, Last Name, E-mail Address
 - Review E-mail addresses
 - Employees have to have unique e-mail Addresses. (Husband and wife cannot have same e-mail address in ESS)
- Invite Fund Admin to use AptaFund – and other employees that will be helping with the database setup.
 - Setup Permissions for Business Office Staff

Acceptance Testing

- *Review Employees/Addresses*
- *Identify missing info*
- *Manage Users*

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Implementation Plan

AptaFund Setup

Setup with Customer in WebEx Session

- Review Functionality
 - Dashboard Modules
 - Login and Log out
 - Filters
 - Display Tables
 - Basic Data Entry

Configuration Screen Setup > Administration Module

- **System Configuration**
- **Custom Numbering**
 - **Employee Number** - When Stan does the Employee import he adds an Employee Number to each employee. (He sorts the employees by hire dates and then gives them numbers they are usually 5 characters and begin with a 1. Employee numbers have to begin with a 1 for integration with AE. After the employee import, sort the employee number column and enter the **Next Number** field.
 - **Purchase Order Number** – These sometimes have a prefix added ex. 15-#####. When you do the cutover from the legacy system, you can add the next number from their system or start the numbering again. **Note:** If a user deletes a PO they will need to come into this screen and re-adjust the next number so they won't have a gap in the PO numbers. (Auditors don't like missing numbers.)

Administration

Account Code Security

- Setup Account Code Security Groups if needed for Requisitioning. (This may be delayed until later in the setup process.) Customers should define these groups, so they will know how to adjust and assign them when staff start entering Requisitions.
- Requisitions can be entered without Account Codes – If chosen, Account Code Security will not be needed.)

Manage Users

- Assign all Module Permissions
- Assign Account Code Security – If needed for Requisitioning

Approval Process - Requisition

- Create Approvers
- Create Levels
- Create Approval Process
- Assign Process to employees in **Manage Requisitioners**

Approval Process – Leave (This must be setup after Leave Types have been identified and Annual Accruals are defined in Payroll Configuration.)

- Create Approvers
- Create Levels
- Create Approval Process
- Assign Leave Types/Employee Groups to Leave Approval Process in **ESS>Employee Group Leave Details**

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Implementation Plan

AptaFund Setup

Banking & COA

Bank Setup

Bank Account Management

Bank

- Bank Name
- Routing Number
- Fractional Transit No. (Tiny numbers at top right on check)
- Bank Address>**Address Button** (Usually only enter City, State, Zip)

Bank Detail

- Account Number
- Description
- Opening Date (Go live date)
- Opening Balance (From Bank Statement) Ending balance from month prior to go-live date.
- Add Available Signatures from the drop-down Signature fields.
- Assign Element Value Pairs
 - Fund and Controlling Cash Element (defined in Element Value Maintenance)

Note: CD Accounts can just be entered with a Cash Asset Account Assigned. Interest can be entered through a JE in the **General Ledger>Actual- Journal Entry**

Budget & GL

Budget Management

- Import Budget –Budget Import Expense and Revenue are both entered in the import worksheet as positive numbers.
- Customer - Review and Adopt Budget (Make sure to change date to begin of the fiscal year.)

HR Payroll Setup

Human Resource Configuration - Review with Customer WebEx

— General Tab –

- **Add Departments (used in Approval Processes)**
- **Add Sites**
- **Employee Groups** – Used for Leave type Groups (Sick, Personal, Vacation Must match AE)
- **Institutions** – Used for CO and PA (there is an import for this)
- **Degrees** – Used for State Reporting
- **Extended Leave** – Default set in Base Database
- **Salary Schedules** – Imported
 - Salary
 - Hourly
 - Supplemental

Acceptance Testing for Salary Schedules

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Implementation Plan

AptaFund Setup

- **Calendars** – Review with Customer WebEx (Test calendar total contract days by setting up a Test Master Position)
 - Customer enters additional Calendars
 - Certified need specific calendars so Total Contract days can pull onto Contracts.
 - Classified can have a 12 mo Calendar. (If using payroll encumbrances, you may need to have separate calendars so encumbrances aren't too high.)

Master Position Management – PS has Master Import by state for this –Customer will delete Master Positions not using

- KS – use SO66 to verify position
- NE – State defined positions & #
- IA – BEDS list of Position Names
- PA – PIMS positions
- CO – CDE position names
- NY – Civil Service titles
- Customer will edit each position record
 - Begin date, End Date
 - Encumber Yes/No
 - FTE
 - Hours Per Day
 - Assign Calendar
 - Custom Fields if applicable
 - Verify total contract days
 - Controlled Yes/No (If yes you need to enter a median salary amount and Configure the Position Management worksheet import.
 - CA – Custom Fields
 - PA – Custom Fields

Master Position Management

- Review all Master Positions with Payroll Periods to make sure they will be paid correctly.
- Enable Master Positions.

Acceptance Testing

Position Control – If using Position Control, Applicant Consultant will define additional steps necessary.

Employee Job Assignment WebEx with Customer

- Add Jobs to each employee. This will be a manual process.
- Add Designation (Optional)
- Update Hours Per Day
- Update Begin and End Dates
- Update Job Type (Hourly (N), Salary (E), Daily (D))

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Implementation Plan AptaFund Setup

- Update if Job is Primary
- Add Salary Schedule (if using) Name, Grade, Step
- Add Custom Field Information
- Verify Account Code
- PS Staff will import jobs when complete or these can be manually entered into the AptaFund Screens.

Acceptance Testing

- Customer will verify all jobs once imported
 - Employee Job Grid Report
 - Employee by Element Report
 - Job Addenda Summary Report
- Mass Approve Jobs – when verification is complete.

Payroll

Payroll Configuration WebEx with Customer

- Review General Tab
 - Direct Deposit setup
- Create Payroll Cycles – **These must be created before Jobs can be approved.** They must also match pay periods of AE if using, or will be using.
- Review Payroll Checks
- Review Liability Checks

Leave Setup – Consult User Help Guide for further setup information.

- Verify Employee Group definitions – HR Configuration
- Add Leave Types
 - Enter Units Days/Hours
 - Must match AE if importing classified leave
 - Prorate by FTE Yes/No
 - Display on Paycheck
 - No or When Used

Note: Yes means that it will show on paystubs whether the employee has leave or not.

- Add Employee Groups for each Leave Type
 - Annual total
 - Can be based on Years of Service
 - Accrual Cap
 - Leave Distribution
 - Evenly over Contract – Leave Accrues over the course of the employees contract – from the job begin and end date.
 - Evenly over Pay – Leave is accrued over the number of payroll periods in which the employee is paid. If an employee is added late in the accounting cycle or only works a few

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Implementation Plan

AptaFund Setup

payroll periods, the leave will be distributed over the available periods, even if there are only a few.

- Front-Load – Employees are given the annual total on the first payroll period that they earn salary.
 - Back-Load – Employee are given the annual total on the last payroll period they can earn salary
 - None – Used when tracking leave only, annual totals are not given.
 - Legacy – Used for situations where an employee has earned leave previously that is still available to take, but that will no longer accrue.
- Rollover Cap
 - Overflow Cap
 - Overflow Leave Type
 - Cascade

—

Deductions and Benefits

- Manually enter each deduction/benefit. There should be a report from Quickbooks that we could use to help with this.
- Verify Amounts
- Add Begin and End dates if deduction is taken only for a certain number of pays.
- Add State Unemployment (PS)
- Add Retirement Deductions (PS)

Manage Deductions

Once you have all the deduction titles from Deduction Set Items worksheet, these are the deduction names that will be used when setting up the Manage Deduction Screen.

- Create System Deductions (More Button)
- Add Sub Codes used on W2 (Employee W-2 Information Screen>W-2 Box Subcodes button)
- Payroll Config – **Allow Full Deduction Mask** – Change to Yes.
- Import Retirement Deductions from PS worksheets.

Manage Deductions Setup with Customer

- Create Deductions and Benefits – There is an import for this, but the Copy feature in this screen; it is sometimes easier than export.
- Add Vendor
- Choose Type: Deduction, Benefit, Taxable Benefit, FTE Benefit (This is used if it is an employer deduction/benefit)
- Calculation – Fixed Amount, Percentage
- Deduct Order – Pre-Social Security (125 Cafeteria Plan), Pre Tax (403b, retirement), Post Tax
- Default – check box if this should be on every new deduction set (usually only on State Unemployment type deductions).

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Implementation Plan

AptaFund Setup

- Variable – check box if all employees associated will have a different amt. (TSAs, Life Ins, etc.) If unchecked then you must enter an amount in the employee and/or employer pay period amount.
- Choose Vendor
- Jobs/Addenda – Exclude jobs for Percentage deductions, i.e. Retirement Deductions
- Set Annual Cap if using caps: Calendar, Fiscal
- Rollover – Click Check Box if deduction will rollover
- Retirement – Click Check Box if box 13 should be checked on the W-2, this is used on Retirement Deductions.
- Enter W-2 Box No.
- Enter W-2 Sub Code (Check legacy W2 file so Sub Codes match)
 - TSA – 12 G
 - Dependent Care Box 10
 - Retirement - 14 and Sub Code
 - Health Ins – 12 DD
 - Dues – 14 and Sub Code
- Affects State Taxable Income – The system will automatically set this when choosing Deduction Order. Change if necessary. (NY and KS change this)
- Affects Disposable Income – Used for Garnishments – Pre-Social Security and Pre-Tax are usually set to yes. This can vary by how Garnishment defines Disposable Income.
- Employee Liability Element Value (PS will help configure this – Customer must verify)
- Expenditure Element Value
- Employer Liability Element Value (PS will help configure this – Customer must verify)
- Add any Monthly Caps (Optional)
- Add any Yearly Caps (Optional)
- Add any Multi-Year Caps (Optional)
- Add any Period % Caps (Optional)
- 457 – If using this type of deduction – Payroll Configuration field **Section 457 Plan** must be set to **Yes**. Then W-2 Box 12 G can be selected.
- On line Payments – Change Vendors to Debit Vendors in Vendor Management, if you don't want to print out a check. (In FA2, they often printed a check, but never sent it. Used for proof of payment.
- Unemployment Cap – Must be set as an amount (% of earnings) – Can't just enter threshold amount.
- HSA – Employees must be setup as Vendors – one or more deductions are add for each employee/employer contribution.
- Adjustment Deductions – Add for Deductions that often need corrections.
- Garnishments – Add necessary garnishments.
- Enable All Deductions – after all are verified. Deduction must be disabled before edit is available.

Acceptance Testing

Purchasing & Payables

Purchasing Configuration

General Tab

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Implementation Plan

AptaFund Setup

- Units of Measure – Add in list box.
 - Sample units: each, box, case, dozen, hours, miles, months, pkg, reams
- Review with Customer

Shipping Destinations

- Add Shipping Destinations – will be used on Purchase Orders

Purchase Orders

- Review PO template
- Send District Logo for PO (Optional)

A/P Warrants (Checks)

- Review Check Template

Purchase Requisition

- Submit requisition without Account Code option

AR

Cash Receipts Configuration

- Review Configuration Settings

Customer Management

- Enter Revenue Sources – This allows for additional reporting options

The above setup will complete the Test Training Database. Modifications can be added to the production database as determined in training.

Implementation Plan AptaFund Setup

AptaFund On-site or WebEx training

Day One

User Interface

User Permissions, Account Code Security

Vendor Management

Purchasing & Payables

Day Two

HR Config

Calendar

Master Positions

Salary Schedules

Manage Employees

Employee Jobs

Employee Contracts

Employee Certificates

Day Three

Payroll Config

Manage Deductions

Deduction Assignment

Employee Payroll Information

Employee Payroll Jobs

Fixed Amount Deductions

Percentage Deductions

Payroll Liabilities

Manage Payroll

Manage Payroll Vouchers

Employee W2 Information

Day Four

Banking & COA

Structure Maintenance

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Implementation Plan AptaFund Setup

Element Value Maintenance – Hierarchy, Balancing Accounts

Accounting Cycle

Chart of Accounts

Account Mapping

Bank Account Management

Bank Account Register – Reconciling

Day 5

Budget & GL

Budget Management

Budget Development (if working)

General Ledger Views

Journal Entry Screen

AR

Customer Management

Cash Receipts

Reporting

State Reporting

Administration

User Settings

ESS

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Implementation Plan AptaFund Setup

After training, PS will make necessary adjustments to the Production Database if necessary.

On the Job Training – WebEX – 24 hours additional PS

First Payroll

First AP run

Manage Users review - Permissions

Requisitioning/POs

Leave Request

Cash Receipts

After training, the Customer will have a handoff to support phone call.

Outstanding items –

Bank Reconciliation

Outstanding Checks

Opening Balances

Outstanding POs

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Software As A Service Agreement

This Software As A Service Agreement (the "Agreement"), is entered into on October 4, 2017 (the "Effective Date") by and between Wakefield Community School located at 800 Highland Wakefield, NE 68784-0575 ("Customer") and N. Harris Computer Corporation of 1 Antares Drive, Suite 400, Ottawa, Ontario K2E 8C4 ("Harris").

NOW THEREFORE, in consideration of the mutual covenants and obligations contained here and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. Definitions

The following terms shall have the meaning set out below; all other capitalized terms not otherwise defined in this Section shall have the meaning set forth in the Agreement:

- (a) **"Annual Subscription Fees"** means the annual subscription fees set out in Schedule "A" to this Agreement.
- (b) **"Change Order"** means any written documentation between the Customer and Harris evidencing their agreement to change particular aspects of this Agreement.
- (c) **"Completion of Services"** means the Professional Services are complete and shall be deemed to have occurred on the date which the Customer commences using the Services.
- (d) **"Confidential Information"** means, with respect to a party hereto, all information or material which: is (A) marked "Confidential," "Restricted," or "Proprietary Information" or other similar marking, (B) known by the parties to be considered confidential, proprietary, or is confidential under federal or state law or (C) which should be known or understood to be confidential or proprietary by an individual exercising reasonable commercial judgment in the circumstances. Confidential Information of Harris shall include, without limitation, the Software, the Documentation, and any information with respect to the Services that Harris may provide to Customer from time to time, including without limitation, all information disclosed by Harris relating to the security of its facilities, computer systems and products. Confidential Information does not include information to the extent that such information: (i) is or becomes generally known to the public by any means other than a breach of the obligations of a receiving party hereunder; (ii) was previously known to the receiving party as evidenced by its written records; (iii) is rightly received by the receiving party from a third party who is not under an obligation of confidentiality; or (iv) is independently developed by the receiving party without reference to or use of the other party's Confidential Information and which such independent development can be established using evidence that would be acceptable to a court of competent jurisdiction. Confidential Information of Harris shall include, without limitation, the Services, the Software, Documentation, and any information with respect to the Services that Harris may provide to Customer from time to time, including without limitation, the terms and conditions of this Agreement and all information disclosed by Harris relating to the security of its facilities, computer systems and products.
- (e) **"Data Conversion Fees"** shall have the meaning set forth in Section 10 of this Agreement.
- (f) **"Data"** means all data that is provided by Customer to Harris and all other content transmitted, posted, received or created through Customer's use of the Services or the Software.
- (g) **"Documentation"** means user guides, operating manuals, education materials, product descriptions and specifications, technical manuals, supporting materials, and other information relating to the Software or used in conjunction with the Software, whether distributed in print, magnetic, electronic, or video format, in

effect as of the date the Software are provided to the Customer.

- (h) **“Fees”** means the Annual Subscription Fees, Professional Services Fees, Conversion Costs and other Fees as may be further described and listed in Schedule “A” of this Agreement.
- (i) **“Professional Service(s)”** means those implementation, training, consulting and professional service(s) provided by the Harris Professional Services team as further described in Schedule “A” and Schedule “C” to this Agreement.
- (j) **“Professional Services Fees”** means the Professional Service(s) fees set out in Schedule “A” to this Agreement.
- (k) **“Services” and “Software Services”** each means the web-based service(s) commonly referred to as a “Software as a Service” (SaaS) solution to be provided by or on behalf of Harris under this Agreement that includes hosting, monitoring, operating and maintaining the Software as a service at a site owned or controlled by Harris and the delivery of non-exclusive access via the Internet to Customer to use the Software, as a service, granted to Customer pursuant to Section 2 hereof. The Services shall also include storing all data entered and maintained by Users through use of the Services.
- (l) **“Software”** means the software product(s) that are owned by Harris, delivered as a SaaS solution and listed in Schedule “A”.
- (m) **“Support Services”** means those support services to be provided by the Harris Support team as further described in Schedule “D” to this Agreement.
- (n) **“User”** means an employee or agent of Customer that has been authorized by the Customer in writing to access and use the Services.

2. Authorization

Subject to the terms and conditions of this Agreement, including without limitation, payment by Customer of the Professional Services Fees required for set-up and the Annual Subscription Fees, Harris hereby grants to Customer a personal, non-exclusive, non-transferable limited right during the Term (a) to allow Users to access and use the Services on an annual subscription basis and in accordance with the Documentation solely for Customer’s internal business purposes and (b) to use, copy and modify the Documentation solely for the purpose of creating and using internal training materials relating to the Services.

3. Fees

In consideration of receiving the Services and the Professional Services, Customer agrees to pay to Harris the Fees and all applicable travel and lodging expenses as described in Section 4 of this Agreement in accordance with the payment terms as defined in Schedule “A”.

The Annual Subscription Fees, Professional Services Fees and any other fees set out in this Agreement are exclusive of taxes. Customer agrees to pay all foreign, federal, state, provincial, county or local income taxes, value added taxes, use, personal, property sales and any other taxes, tariff, duty or similar charges that may be levied by a taxing authority (excluding taxes on Harris’ net income).

If any Fees are not paid when due, then at Harris’ discretion, (a) such Fees may accrue late interest at the rate of 1.5% (18% per annum) of the outstanding balance per month, or the maximum rate permitted by law, whichever is lower, from the date such fee was due until the date paid, and/or (b) Harris may suspend the Service, including all Customer access to the Service, pursuant to Section 16(b).

4. Travel and Lodging Expenses (If Applicable)

Travel and lodging expenses will be billed in conjunction with any Professional Services work performed at Customer's

offices by any Harris personnel. Harris travel expenses are billed to Customer for each Harris employee providing Professional Services as follows:

- Lodging and Hotel expenses: If the Harris employee must spend the evening.
- Airfare expenses: If the Harris employee must travel by air to reach Customer's offices.
- Rental Car or Taxi fees: As appropriate to travel to / from Customer's offices.
- Personal Vehicle expenses: If a Harris employee uses his/her personal vehicle, mileage will be charged at the currently published IRS reimbursement rate.
- Per Diem expenses: Fifty dollars (\$55) per day will be charged to cover meals and incidentals when an employee is at or traveling to and from Customer's offices. If an employee must travel on Saturday, Sunday, or a holiday, or is at Customer's office on a holiday, the Per Diem rate shall increase to one hundred ten dollars (\$110) per day for the corresponding days. Harris reserves the right to change the rates charged for reimbursable meals and incidentals.

Harris will use its reasonable efforts to minimize all travel and lodging expenses. Only actual travel and lodging expenses will be billed to the Customer.

5. Term

Unless terminated earlier in accordance with the terms hereof, this Agreement shall commence on the Effective Date and shall continue for a period of one (5) years from the date that the initial Services listed in Schedule "A" are installed in the Hosted environment (the "Initial Term"). After the Initial Term, the Agreement shall be automatically renewed for successive one (1) year periods (each a "Renewal Term") unless either party provides written notice to the other party of its intention not to renew within one hundred and twenty (120) days of the end of the then current term. The Initial Term and Renewal Term(s) shall collectively be referred to as the "Term".

6. Restrictions on Use

- (a) Except as expressly provided herein, Customer may not give away, rent, lease or otherwise sell, re-sell, sublicense, distribute or transfer the license rights granted under this Agreement or otherwise use the Software Services except as expressly permitted by this Agreement without the prior written consent of Harris.
- (b) Customer agrees that it will not reverse engineer, decompile, translate or otherwise attempt to derive, or permit or help others to derive the source code relating to all or any part of the Software or Software Services, or attempt to otherwise convert or alter the Software or Software Services into human readable code, except to the extent applicable law expressly prohibits the foregoing restriction.
- (c) Customer may duplicate Documentation, at no additional charge, for Customer's internal use so long as all required proprietary markings are retained on all duplicated copies.
- (d) No third party, other than duly authorized agents or employees of Customer authorized pursuant to Section 2 hereunder, shall have access to or use of the Software Services.
- (e) Customer shall not copy, frame or mirror any part or content of the Services, other than copying or framing on Customer's own intranets or otherwise for Customer's own internal business purposes.
- (f) Customer shall not access the Services in order to (i) build a competitive product or service; (ii) copy any features, functionality or graphics of the Software; or (iii) knowingly allow access to any competitor of Harris.
- (g) The Customer shall not transmit, upload, post, distribute, store or otherwise publish, through use of the Services, any data, material or Information that: (i) contains a software virus, Trojan horse, worm or other harmful or deleterious computer code, files or programs that may adversely affect any hardware or software, or that intercepts or misappropriates any data or information; (ii) is threatening, defamatory, libelous, harassing, profane, is an invasion of privacy, offensive, obscene or harmful; (iii) infringes or otherwise violates any patent, copyright, trademark, trade secret or other intellectual property or proprietary right of any third party; (iv) violates any law, statute, ordinance or regulation; or (v) includes unsolicited bulk e-mails, advertisements or solicitations.

- (h) Customer shall not knowingly transmit any data to the system used by Harris to provide the Services that contains software viruses or other harmful or deleterious computer code, files or programs.
- (i) Customer shall not interfere with or disrupt services or networks connected to the system used to provide the Services and shall not attempt to gain unauthorized access to the Services or such services or networks connected to the system used to provide the Services.
- (j) Customer shall not use the Services to store or transmit any material that is infringing, libelous, an invasion of privacy, obscene, offensive, harmful, illegal or would otherwise violate or infringe the rights of any third party.
- (k) Customer shall not provide the results of using the Services for the purposes of monitoring its availability, performance, functionality, benchmarking or competitive analysis to any third party.
- (l) In addition to its termination rights under Section 16, Harris may restrict or limit Customer's access to the Services if Harris reasonably determines that Customer has engaged in or is likely to engage in (whether knowingly or unknowingly) any prohibited conduct described herein and such conduct, in Harris' reasonable opinion poses any risk of any kind or nature to Harris or its service providers' network, business or other customers. As promptly as practicable after becoming aware of Customer's engagement in any such prohibited conduct, Harris will use reasonable efforts to notify Customer of the restriction or limitation to Customer's access to the Services and will promptly restore Customer's access after Harris has had reasonable assurance that such conduct has been permanently discontinued. In addition to and without limiting the foregoing, Harris reserves the right to refuse to post or to remove in whole or in part any information or materials provided or submitted by or on behalf of Customer in connection with its use of the Services that Harris determines, in its reasonable discretion, are either in violation of this Agreement or pose any risk of any kind or nature to Harris or its service provider's network, business or other customers.

7. Services Availability (SaaS)

- (a) Harris shall provide all facilities, equipment, and software required to make the Software Services available.
- (b) Harris shall use commercially reasonable efforts to make the Software Services available to Users twenty four (24) hours per day, seven (7) days per week; subject to the terms further defined in Schedule "B".
- (c) Harris reserves the right to have additional User acceptance criteria that may be applied to Users prior to their ability to have access to the Software Services. Harris shall inform Customer of such criteria but Harris shall be free to implement such criteria at any time without prior written warning to the Customer and/or to Users. Where Users do not accept such and/or agree to such criteria, Harris reserves its rights to not grant to such Users access to the Software Services. Harris reserves its rights to restrict access to the Software Services to Users for any violation of any additional terms and conditions to which such Users accept/agree to access the Software Services.
- (d) Harris shall provide installation, configuration, system administration and maintenance of the facilities and equipment and software required to operate and ensure availability of the Software Services. Customer, not Harris, shall be responsible for creating and maintaining all User account information and for performing all other application level system administration functions that are available within the Software Services.
- (e) Harris shall comply with the terms and conditions regarding access and use of Data as set out in Section 18 of this Agreement.
- (f) Customer acknowledges that in order to provide the Services Harris may be required to purchase access the Third Party Components. Customer further acknowledges that the availability of such Third Party Components is based solely on the best information available to Harris and its service providers as of the Effective Date including third party representations and government regulations and is subject to change during the Term with little or no advance notice. If any necessary Third Party Components are determined by Harris to be unavailable as a result of changes to any third party availability, governmental regulations or other condition or circumstance outside of Harris' control, then (a) Harris shall not be in breach hereof or otherwise liable for any failure or inability to provide the Services as a result of such unavailability of any Third Party Components; and (b) Harris may in its sole discretion modify, change or replace the applicable Third Party Components and otherwise attempt to mitigate the impact of the such unavailability of Third

Party Components, subject to the right to terminate set out in Section 16.

8. Customer Responsibilities

- (a) **Cooperation by Customer.** Customer acknowledges that the success and timeliness of the implementation process shall require the active participation and collaboration of Customer and its staff and agrees to act reasonably and cooperate fully with Harris to achieve the Completion of Services related to any Professional Services provided by Harris. To enable Harris to provide effective Support Services, the Customer will establish auto remote access based on remote access procedures compatible with Harris' practices.
- (b) **Project Manager.** Customer shall appoint a project manager who shall work closely with Harris to facilitate the successful completion of the implementation process and who shall be responsible for supervising Customer staff and ensure their co-operation with and participation in such process during any Professional Services engagement.
- (c) **Customer Equipment.** Customer agrees that it shall be responsible, at its sole expense, for providing all Internet access, including but not limited to obtaining, installing and maintaining all equipment, hardware, network, Internet or direct telecommunications connections and software applications (e.g. web browser) at Customer's facilities required for Users to access and use the Services. Harris shall not be responsible for the operation of any Internet, network or other communication services. Customer further acknowledges that access to and the operation of the Services requires Customer's and Users' hardware to be of sufficient quality, condition and repair, and Customer agrees to and/or to ensure that Users' maintain their applicable hardware in the appropriate quality, condition and repair at its sole cost and expense. These requirements may also be necessary in order to facilitate the achievement of Completion of Services related to any Professional Services supplied by Harris.
- (d) **Passwords.** Customer agrees to comply with all Harris security policies and procedures as provided to it and amended from time to time. Customer and its Users shall be responsible for keeping any and all passwords and user ID's assigned to it its Users secret and confidential. Customer agrees that it is and shall remain solely and completely liable for any communications or other uses that are made using Customer's or its Users' passwords and user ID's, as well as any obligation that may result from such use. Customer agrees to notify Harris in writing to change Customer or User's password(s) for any reason, including without limitation if it believes that a password has been stolen or might otherwise be misused. Customer agrees to notify Harris immediately of any unauthorized use of any password or user ID or any other breach of security suspected by Customer.
- (e) **Users.** The Customer is responsible for: (i) the actions of Users using the Services in accordance with this Agreement; (ii) ensuring that Users agree to any further terms and conditions as may be provided by Harris from time to time for Users; and (iii) informing Harris of any information about Users' actions that may affect either the Services or third party data contained in or used by the Services, or Harris' ability to provide the Services as contemplated by this Agreement.
- (f) **Compliance with Laws.** Customer represents and warrants to Harris that it and its Users will at all times be in compliance with all applicable local, state, provincial, federal and international laws including but not limited to those laws regarding restrictions on exports, defamation, libel, harm to reputation, invasion of privacy, misuse or failure to protect personal information, violation of secrecy, confidentiality, unfair competition and other situations which could generate liability.
- (g) **Data Security.** Customer acknowledges and agrees that use of or connection to the Internet is inherently insecure and provides opportunity for unauthorized access by a third party to Customer's and its Users' (as well as Harris') computer systems, networks and any and all information stored therein. Customer is solely responsible for ensuring that (i) Customer's computer systems are secure and protected from unwanted interference (such as "hackers" and viruses), (ii) all transmissions are screened for viruses or other harmful code prior to transmission to Harris' servers; and (iii) Data is encrypted.

HARRIS DOES NOT GUARANTEE THE PRIVACY, SECURITY, AUTHENTICITY, AND NON-CORRUPTION OF ANY INFORMATION TRANSMITTED OR STORED IN ANY SYSTEM CONNECTED TO THE INTERNET. WE SHALL NOT BE RESPONSIBLE FOR ANY ADVERSE CONSEQUENCES WHATSOEVER OF CUSTOMER'S OR ITS USERS' CONNECTION TO OR USE OF THE INTERNET, AND HARRIS SHALL NOT BE RESPONSIBLE FOR ANY USE BY CUSTOMER OR ANY USER OF CUSTOMER'S INTERNET CONNECTION IN VIOLATION OF ANY LAW, RULE OR REGULATION.

9. Delivery Schedule

The parties will mutually agree in writing upon a delivery schedule based on, among other things, the purchased modules, required training and availability of both Customer and Harris staff members.

10. Data Conversion Fees

Harris may offer data conversion services for the purpose of migrating existing Customer data to a format usable by the Purchased Service. The success of the data conversion effort is largely based on the format and quality of the Customer provided data. Unless otherwise indicated, converted data is strictly limited to non-dollar amounts and typically includes information such as names, addresses, and phone numbers. Only information explicitly listed in this Agreement will be converted. In certain instances, initial cost estimates for a data conversion may have been included in a Professional Services pricing proposal. Unless specifically included in this Agreement as part of Schedule "A", said cost estimates, and all prior data conversion cost estimates, are not binding nor are they incorporated into this Agreement. Accordingly, Harris shall notify Customer of the final data conversion fees and costs after the Customer provided sample data is examined by Harris to verify existing Customer data formats and data integrity; but before data conversion efforts are commenced. In such event, and upon receipt by Harris of notice in writing from Customer that said data conversion fees are acceptable, such data conversion fees (Data Conversion Fees) shall be in addition to all fees currently stated in this Agreement.

Any costs associated with obtaining the data from an existing Customer vendor are the responsibility of the Customer. Sample data shall be provided in standard fixed length format with ASCII display characters only. Data must be on a media formats readable by Harris.

In the event a data re-conversion is required, for whatever reason, Customer will be billed at the Professional Services Fee rate set out in Schedule "A" to this Agreement.

11. Forms

The use of Harris standard forms ensures compatibility with the Software Services. Customer agrees to use standard Harris forms for use with the Services. Customer may purchase standard forms from Harris and Harris agrees to provide said forms to Customer at a competitive price. Customer must notify Harris in writing in the event that Customer elects to order forms from a third-party forms provider so that Harris is able to confirm that said third-party provider forms are compatible with the Software Services. In the event that Customer purchases non-compatible forms and has not received written confirmation from Harris that said forms are compatible with the Services, Harris may be required to modify the Services to be compatible with the third-party provided forms. In such event, Harris may issue a Change Order to Customer for the purpose of completing modifications to the Services and underlying software. Said modifications shall be billed to Customer at the rate of one hundred-seventy five dollars (\$175) per hour; with a minimum of four (4) hours effort. Said Change Order must be executed by both parties prior to commencement of the corresponding Professional Services.

12. Professional Services & Support Services

- (a) **Professional Services and Support Services.** Subject to the terms and conditions of this Agreement, Harris shall provide the Professional Services to Customer in accordance with Schedules "A" and "C" and the Support Services in accordance with Schedule "D".
- (b) **Manner of Performance.** Harris shall perform the Professional Services in an efficient, competent and timely manner and exercise reasonable care, skill and diligence in the performance thereof. Harris shall determine in its sole discretion the manner and means by which the Professional Services shall be performed, with due consideration of adequate knowledge transfer to Customer personnel. Harris will communicate openly with Customer in its methodology, manner and means.
- (c) **Conduct on Customer's Premises.** In the event that Harris is required to perform Professional Services on Customer's premises, any such Professional Services shall be performed with Customer's full co-operation and on the premises of Customer or, if agreed to by both parties, at an alternate location. Harris agrees that, while

working on Customer's premises, each of its employees shall observe Customer's rules and policies provided to Harris in writing relating to conduct thereon.

13. Warranty and Warranty Disclaimer

- a) **Limited Warranty.** Harris warrants to Customer that the Services shall be performed at a level and shall substantially conform to the specifications, as stated in Harris' manuals and other documentation provided to Customer, provided that all use of the Services is for the purposes and in the environment for which they were designed and in accordance with such specifications. Customer's sole remedy in the event the Services do not conform to the foregoing limited warranty is for Harris to use commercially reasonable efforts to correct such non-conformance and the right to terminate this Agreement in accordance with Section 16(b).
- b) **Warranty Disclaimer.** TO THE GREATEST EXTENT PERMITTED BY LAW, EXCEPT FOR THE EXPRESS LIMITED WARRANTY SET OUT IN SECTION 13(A), THE SERVICES, THE SOFTWARE, THE SOFTWARE SERVICES, THE PROFESSIONAL SERVICES AND ANY OTHER PRODUCTS OR SERVICES PROVIDED UNDER THIS AGREEMENT ARE PROVIDED TO CUSTOMER "AS IS" AND THERE ARE NO OTHER WARRANTIES, REPRESENTATIONS OR CONDITIONS, EXPRESSED OR IMPLIED, WRITTEN OR ORAL, ARISING BY STATUTE, OPERATION OF LAW, COURSE OF DEALING, USAGE OF TRADE OR OTHERWISE, REGARDING THEM OR ANY OTHER PRODUCT, SERVICE OR MATERIAL PROVIDED HEREUNDER OR IN CONNECTION HEREWITH.

HARRIS, ITS LICENSORS AND SUPPLIERS DISCLAIM ANY IMPLIED WARRANTIES OR CONDITIONS REGARDING THE SOFTWARE, THE SOFTWARE SERVICES, THE SERVICES, THE PROFESSIONAL SERVICES AND ANY OTHER PRODUCTS, SERVICES AND MATERIALS PROVIDED HEREUNDER OR IN CONNECTION HEREWITH, INCLUDING, BUT NOT LIMITED TO, WARRANTIES OF MERCHANTABILITY, DURABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE OR NON-INFRINGEMENT.

HARRIS DOES NOT REPRESENT OR WARRANT THAT THE SERVICES OR THE SOFTWARE SERVICES SHALL OPERATE ERROR FREE OR UNINTERRUPTED, SHALL MEET ANY OR ALL OF CUSTOMER'S PARTICULAR REQUIREMENTS, THAT ALL ERRORS OR DEFECTS IN THE SERVICES OR SOFTWARE SERVICES CAN BE FOUND OR CORRECTED.

WITHOUT LIMITING THE FOREGOING, HARRIS DOES NOT MAKE ANY REPRESENTATIONS OR WARRANTIES WHATSOEVER WITH REGARD TO PRODUCTS OR SERVICES FROM THIRD PARTIES (INCLUDING WITHOUT LIMITATION THE THIRD PARTY COMPONENTS, THE HARDWARE, THE OPERATION OF THE INTERNET, NETWORK OR OTHER COMMUNICATION SERVICES) AND ASSUMES NO RESPONSIBILITY OR LIABILITY WITH RESPECT TO THE FOREGOING OR THE APPROPRIATENESS OF YOUR DATA MANAGEMENT SYSTEM OR THE ACCURACY OF DATA CONTAINED IN SUCH SYSTEM.

NO AGREEMENTS VARYING OR EXTENDING ANY EXPRESS WARRANTIES SET FORTH IN THIS AGREEMENT SHALL BE BINDING ON EITHER PARTY UNLESS IN WRITING AND SIGNED BY AN AUTHORIZED SIGNING OFFICER OF HARRIS.

14. Limitations on Liability

TO THE GREATEST EXTENT PERMITTED BY APPLICABLE LAW, CUSTOMER AGREES THAT THE ENTIRE LIABILITY OF HARRIS AND CUSTOMER'S EXCLUSIVE REMEDY WITH RESPECT TO THE SERVICES, THE SOFTWARE, THE SOFTWARE SERVICES, THE PROFESSIONAL SERVICES AND ANY OTHER PRODUCTS, MATERIALS OR SERVICES SUPPLIED BY HARRIS IN CONNECTION WITH THIS AGREEMENT FOR DAMAGES FOR ANY CAUSE AND REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING FUNDAMENTAL BREACH OR NEGLIGENCE, SHALL BE LIMITED TO ACTUAL DIRECT DAMAGES AND SHALL NOT EXCEED IN THE AGGREGATE THE ANNUAL SUBSCRIPTION FEES PAID BY CUSTOMER TO HARRIS UNDER THIS AGREEMENT.

CUSTOMER FURTHER AGREES THAT IN NO EVENT SHALL HARRIS BE LIABLE, REGARDLESS OF THE FORM OF ACTION, WHETHER IN CONTRACT OR IN TORT, INCLUDING FUNDAMENTAL BREACH OR NEGLIGENCE, FOR ANY INDIRECT, PUNITIVE, CONSEQUENTIAL, INCIDENTAL, SPECIAL, OR EXEMPLARY DAMAGES

WHATSOEVER, INCLUDING WITHOUT LIMITATION FOR LOST PROFITS, LOSS OF REVENUE, FAILURE TO REALIZE ANTICIPATED SAVINGS, LOST OR DAMAGED DATA, LOSS OF GOODWILL, BUSINESS OPPORTUNITIES OR REPUTATION, OR ECONOMIC LOSS, ARISING OUT OF OR IN CONNECTION WITH THIS AGREEMENT, EVEN IF IT HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH POTENTIAL LOSS OR DAMAGES, OR SUCH LOSSES OR DAMAGES ARE FORESEEABLE.

15. Change Order Process

With respect to any proposed changes to the Professional Services defined by this Agreement, the parties will cooperate in good faith to execute Change Orders in respect thereof, and will not unreasonably withhold approval of such proposed changes. If either party causes or requests a change in the allocation of the resources of Harris applied to a task, changes in completion schedules for individual tasks or for overall implementation, and changes in staffing that require Harris to provide additional work hours, Harris may propose a change to cover the additional work effort required of it. Approval of any such proposed changes will not be unreasonably withheld (it being acknowledged that any such material changes may require modifications to the consideration paid, and timelines governing the Professional Services), and any disputes regarding changes shall be handled initially by discussions between the parties which will be convened in good faith by the parties to resolve any such matters in dispute.

The following individuals are authorized to sign off on Change Orders on the Customer's behalf:

Name: _____ Title: _____

Name: _____ Title: _____

16. Cancellations and Termination

(a) Professional Services may be cancelled as follows:

Cancellation of any on-site Professional Services by Customer is allowed for any reason if done in writing more than fourteen (14) days in advance of such Professional Services. In the case of cancellation of Professional Services within fourteen (14) days or less of scheduled on-site Professional Services, Customer will be billed for any on-site fees, plus any non-recoverable costs incurred by Harris due to advance scheduling of travel. Additionally, Customer hereby acknowledges that cancellation of on-site services means that such on-site services will be rescheduled as Harris' then current schedule permits. Harris is not responsible for any delay in Customer's project resulting from Customer's cancellation of Professional Services. If additional services are required because the Customer was not adequately prepared for the on-site services, Harris will provide a Change Order to the Customer for the additional services.

(b) This Agreement may be terminated as follows:

- i. If either party is in material breach of any of its obligations or any provision under this Agreement, the other party must notify the breaching party in writing of such default (a **"Default Notice"**). Upon receipt of a Default Notice, the breaching party must correct the default at no additional cost to the other party within ninety (90) days, or issue a written notice of its own disputing the alleged default within thirty (30) days, of the date of receipt of a Default Notice. If the breaching party fails to correct the default within such ninety (90) day period, and did not issue a notice disputing the alleged default within such thirty (30) day period, the other party may terminate this Agreement upon written notice to the other party to that effect
- ii. If Customer has failed to pay any amounts when due under this Agreement, Harris shall have the right to (i) suspend performance of the Services (including Customer access to the Services) until all amounts are paid in full; and/or (ii) terminate this Agreement effective immediately upon written notice to Customer to that effect.
- iii. Harris may terminate this Agreement effective immediately upon written notice to Customer if Customer has breached its obligations of confidentiality or any intellectual property right or proprietary right of Harris.

- iv. Either party may terminate this Agreement effective immediately upon written notice to the other party if the other party: (i) becomes insolvent; (ii) becomes the subject of any proceeding under any bankruptcy, insolvency or liquidation law, whether domestic or foreign, and whether voluntary or involuntary, which is not resolved favorably to the subject party within ninety (90) days of commencement thereof; or (iii) becomes subject to property seizure under court order, court injunction or other court order which has a material adverse effect on its ability to perform hereunder.

17. Effects of Termination

In the event of termination or expiration of this Agreement:

- a) All rights granted to Customer in this Agreement shall immediately terminate and Harris will immediately cease to perform or provide the Services.
- b) Customer will pay all amounts due under this Agreement up to and through the date of termination and all costs reasonably incurred in collecting the amounts due to Harris (including court costs, attorney fees, and repossession charges to the extent not prohibited by law).
- c) Customer shall return to Harris or at Harris' option purge or destroy all copies of any Confidential Information of Harris in its possession or under its control (except as required under any statute or legislation related to retention requirements), and provide a duly authorized certificate of an officer of Customer confirming same within thirty (30) days.
- d) Except as otherwise provided in this Agreement, termination of this Agreement shall not affect any right of action of either party arising from anything which was done or not done, as the case may be, prior to the termination taking effect.
- e) Any cancellation and/or termination of this Agreement prior to the end of the Initial Term shall result in the following: an acceleration of all Annual Subscription Fees due for each year of the Initial Term not already invoiced and/or paid, which amount will be due immediately. This section will not affect Harris's right to collect any further invoiced amounts for other Professional Service Fees.
- f) Conditional upon Customer's payment of all Fees that are due to Harris, Harris will furnish the Customer with a copy of the Data in a format to be mutually agreed upon between the parties in writing (typically a .csv file). The anticipated services to provide a copy of the Data are one to two days and will be billed at Harris' then current daily rate. Upon receipt of notice from Customer confirming receipt of the Data, Harris shall destroy all copies of the Data and delete all Data on the database and an Officer of Harris shall certify the destruction and deletion to the Customer. Subject to any legal requirement that Harris must retain a copy of the Data, Harris shall not delete the Data for 90 days from the date of termination except: (i) where Harris has provided the Data to Customer pursuant to this Subsection; or (ii) where it has received written instructions from Customer to delete the Data. Following 90 days from the date of termination if Customer has not communicated with Harris regarding the Data, Harris shall have the right to delete all Data at any time as either required by law or as determined by Harris in its sole discretion. Notwithstanding the foregoing, Harris shall be permitted to delete all Data without providing notification to Customer and Harris shall not be required to adhere to the time frames detailed above where Harris is required by law to delete such Data.

18. Ownership

- (a) **By Harris.** Harris its service providers and licensors are and shall at all times remain the owner of all copyright, trademarks, trade secrets, patents and any other intellectual property rights in and to the Services, Software, Software Services, Software as a Service solution, and related documentation, materials, logos, names and other support materials provided pursuant to the terms of this Agreement. Customer shall acquire no right whatsoever to all or any part of the Services, Software, Software Services or underlying software except the limited right to access and use the Software Services in accordance with the terms of this Agreement and Harris and its licensors reserve all rights not expressly granted to Customer. Customer must fully reproduce any copyright or other notice marked on any part of the documentation or other materials on all authorized copies and must not alter or remove any such copyright or other notice. Customer hereby grants to Harris a royalty-free, worldwide, irrevocable, perpetual license to use and

incorporate into the Services, Software, Software Services, and underlying software any suggestions, ideas, enhancement requests, recommendations or other feedback provided by Customer relating to the operation of the Services or Software.

(b) Customer Data. As between Harris and Customer, all Data will remain the sole and exclusive property of Customer. Customer is solely responsible for ensuring the accuracy, quality, integrity, reliability, appropriateness and right to view and use the Data. Subject to the terms and conditions of the Agreement, Customer grants to Harris a world-wide, non-exclusive, royalty-free license to access the Data for the purpose of performing the Services. Access to the Data shall only be by Harris's employees and/or subcontractors whose job function requires access. Except as specified in this Agreement, Harris may not access the Data for any other purpose without the express written consent of Customer. Access to Data by any outside party shall only be in accordance with the terms of this Agreement or where required by law.

Customer grants to Harris a world-wide, non-exclusive, royalty-free license to aggregate or compile Data with the customer data of other customers using the Services so long as such aggregation or compilation omits any data that would enable the identification of Customer, its clients or any individual, company or organization ("Aggregated Data"). Harris shall have a worldwide, perpetual, royalty-free license to use, modify, distribute and create derivative works based on such Aggregated Data, including all reports, statistics or analyses created or derived therefrom. Additionally, Customer grants Harris the right to access Data to provide feedback to Customer concerning its use of the Services.

In the event that Harris will have access to "education records" for the Customer's students as defined under the Family Educational Rights and Privacy Act (FERPA), Harris acknowledges that for the purposes of this Agreement it will be designated as a "school official" with "legitimate educational interests" in the Client's Education records, as those terms have been defined under FERPA and its implementing regulations, and Harris agrees to abide by the FERPA limitations and requirements imposed on school officials. Harris will use the Education records only for the purpose of fulfilling its duties under this Agreement, and will not share such Data with or disclose it to any third party except as provided for in this Agreement, where required by law, or authorized in writing by Customer.

(c) Data and Privacy Policy of Customer

The Customer represents and warrants to Harris that:

- i. Data that is either provided to or acquired by Harris from Customer is owned exclusively by Customer and that the Customer has full right and title to provide the Data to Harris;
- ii. Data that is either provided to or acquired by Harris is subject to a privacy policy in effect as of the Effective Date and Customer's customers have provided to Customer their written consent for its collection, use and storage by Harris and its third-party service providers in accordance with this Agreement and in any jurisdiction in North America;
- iii. Customer complies with all applicable privacy legislation as of the Effective Date in the performance of its obligations hereunder in respect of any Data collected, used, transferred, created or disclosed pursuant to this Agreement; and
- iv. Customer will not provide Harris with data of any kind for which Harris either has no need or does not have the right to collect, use and store under the terms of this Agreement.

19. Confidential Information

The parties agree to keep confidential any and all Confidential Information with respect to the other party which it has received or may in the future receive in connection with this Agreement and shall only disclose such Confidential Information of the other party (i) to its agents, employees or representatives who have a need to know such information, for the purpose of performance under this Agreement and exercising the rights granted under this Agreement, and who have entered into a non-disclosure agreement at least as protective of the other party's Confidential Information as this Agreement, or (ii) to the extent required by applicable law or during the course of or in connection with any litigation, arbitration or other proceeding based upon or in connection with the subject matter of this Agreement, provided that the

receiving party shall give the disclosing party reasonable notice prior to such disclosure and shall comply with any applicable protective order or equivalent. The parties each agree to hold the other party's Confidential Information in confidence and to take all reasonable steps, which shall be no less than those steps it takes to protect its own confidential and proprietary information, to protect the Confidential Information of the other party.

In addition to any other restrictions on Harris' use of the Data, the confidentiality obligations above apply except to the extent that both parties agree that the Data may be subject to privacy laws providing for the owners of the Data to review such Data or to challenge the collection and storage of the Data. Customer shall indemnify and reimburse Harris in relation to all reasonable fees and other disbursements paid by Harris to comply with such requests, whether by an individual or a government body, or to challenge such requests at either Harris' or Customer's request. Customer represents and warrants to Harris that as of the Effective Date no individual, government body or third party has requested a review of the Data or challenged the collection and storage of the Data to be stored in the Software.

20. Indemnity

Customer is solely responsible for its Data, its use, and its Users' use, of the Services in any way, and all legal liability arising out of or relating thereto. Customer shall defend, indemnify and hold Harris and its third party service providers, if applicable, and each of their respective officers, directors, employees and agents (the "**Indemnities**") harmless from and against any and all losses, costs, damages and expenses (including reasonable attorney's fees) that the Indemnities may suffer in connection with any demands, claims, actions, suits or proceedings arising out of or in connection with (i) the use of the Services including but not limited to any Third Party Components by Customer or its Users; (ii) any breach by Customer or its Users of this Agreement; or (iii) Customer's Data, including but not limited to any third party claims that the inclusion, use, reference, incorporation of or linking to any third party materials or the Customer's Data violates such third party's copyright and/or other intellectual property, privacy or other rights, or that such use is illegal.

21. General

(a) Governing Law; Venue: This Agreement shall be governed by and construed in accordance with the laws of the state of Delaware and the federal laws of the United States applicable therein. This Agreement expressly excludes that body of law applicable to choice of law, the Uniform Commercial Code and the United Nations Convention on Contracts for the International Sale of Goods and any legislation implementing such Convention, if otherwise applicable. Customer and Harris hereby waive, to the fullest extent permitted by applicable law, the right to trial by jury in any action, proceeding or counterclaim filed by any party, whether in contract, tort or otherwise, relating directly or indirectly to this Agreement or any acts or omissions of Harris in connection therewith or contemplated thereby.

(b) Mediation: Except where this Agreement explicitly states that this Section does not apply, the parties agree to submit any claim, controversy or dispute arising out of or relating to this Agreement or the relationship created by this Agreement to non-binding mediation before bringing a claim, controversy or dispute in a court or before any other tribunal. The mediation is to be conducted by either an individual mediator or a mediator appointed by mediation services mutually agreeable to the parties. Such mediator shall be knowledgeable in software system agreements. The mediation shall take place at a time and location which is also mutually agreeable; provided; however, in no event shall the mediation occur later than ninety (90) days after either party notified the other of its desire to have a dispute be placed before a mediator. The costs and expenses of mediation, including compensation and expenses of the mediator (and except for the attorneys' fees incurred by either party), is to be shared by the parties equally. If the parties are unable to resolve the claim, controversy or dispute within ninety (90) days after the date either party provides the other notice of mediation, then either party may bring and initiate a legal proceeding to resolve the claim, controversy or dispute unless the time period is extended by a written agreement of the parties. Nothing in this Section shall inhibit a party's right to seek injunctive relief at any time.

(c) Notice

Any notice required or permitted to be given to any party to this Agreement shall be given in writing and shall be delivered either personally, mailed by prepaid registered post or sent by facsimile to the appropriate address or

facsimile number set out below. Any such notice shall be conclusively deemed to have been given and received on the day on which it is delivered or transmitted (or on the next succeeding business day if delivered or received by facsimile after 5:00 p.m. local time on the date of delivery or receipt, or if delivered or received by facsimile on a day other than a business day), if personally delivered or sent by facsimile or, if mailed, on the third business day following the date of mailing, and addressed, in the case of the Consultant, to:

N. HARRIS COMPUTER CORPORATION
1 Antares Drive, Suite 400
Ottawa, Ontario K2E 8C4
Attention: CEO
Telephone: 613-226-5511, extension 2149

and in the case of the Customer, to:

Wakefield Community School
800 Highland Wakefield, NE 68784-0575
Attention: Becky Gothier
Telephone: 402-287-2012

Each party may change its particulars respecting notice, by issuing notice to the other party in the manner described in this Section 21(c).

- (d) **Currency:** Unless otherwise indicated, all dollar amounts referred in this Agreement are in lawful money of the United States of America.
- (e) **Entire Agreement:** This Agreement together with the Schedules attached to this Agreement constitute the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, representations, negotiations, understandings, arrangements, and communications between the parties, both written and oral, relating to the subject matter hereof. No terms and conditions in any Customer orders, or in any other documentation employed by or on behalf of Customer in connection with this Agreement, regardless of the date of such documentation, will affect the terms of this Agreement, even if such document is accepted by the receiving party, with such provisions being deemed deleted. This Agreement may only be modified by a written amendment signed by an authorized representative of each of the parties.
- (f) **Waiver.** No waiver of any breach of any provision of this Agreement shall constitute a waiver of any prior, concurrent, or subsequent breach of the same or any other provisions hereof, and no waiver shall be effective unless made in writing and signed by an authorized representative of the waiving party.
- (g) **Assignment:** Customer may not assign any of its rights or duties under this Agreement without the prior written consent of Harris, such consent not to be unreasonably withheld. This Agreement shall inure to the benefit of and be binding upon the parties to this Agreement and their respective successors and permitted assigns.
- (h) **Severability:** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable under any applicable law, then such provision shall be deemed modified to the extent necessary in order to render such provision valid and enforceable. If such provision may not be so saved, it shall be severed and the remainder of this Agreement shall remain in full force and effect.
- (i) **Allocation of Risk:** Customer acknowledges and agrees that the warranty disclaimer and limitation of liability contained in this Agreement are fundamental elements of the basis of the bargain between Harris and Customer and set forth an allocation of risk reflected in the fees and payments due hereunder.
- (j) **Relationship:** The parties are and shall at all times remain independent contractors in the performance of this Agreement and nothing herein shall be deemed to create a joint venture, partnership or agency relationship between the parties. Neither party will have the power to bind the other party or to contract in the name of or create any liability against the other party in any way for any purpose. Neither party will be responsible for the acts or defaults of the other party or of those for whom the other party is law responsible.
- (k) **Equitable Relief:** Customer acknowledges and agrees that it would be difficult to compute the monetary loss to Harris arising from a breach or threatened breach of this Agreement by Customer and that, accordingly, Harris will

be entitled to specific performance, injunctive or other equitable relief in addition to or instead of monetary damages in the event of a breach or threatened breach of this Agreement by Customer.

- (l) **Force Majeure:** No default, delay or failure to perform on the part of Harris shall be considered a breach of this Agreement where such default, delay or failure is due to a force majeure or to circumstances beyond its control. Such circumstances will include, without limitation, strikes, riots, civil disturbances, actions or inactions concerning government authorities, epidemics, war, terrorist acts, embargoes, severe weather, fire, earthquakes, acts of God or the public enemy or default of a common carrier, unavailability of Third Party Components or other disasters or events.
- (m) **Survival:** Sections 1 (Definitions), 3 (Fees), 4 (Travel and Lodging Expenses), 6 (Restrictions on Use), 8(f) (Compliance with Laws), 8(g) (Security), 13 (Warranty and Warranty Disclaimer), 14 (Limitations of Liability), 17 (Effects of Termination), 18 (Ownership), 19 (Confidential Information), 20 (Indemnity), 21 (General) and any other provision of this Agreement which is required to ensure that the parties fully exercise their rights and their obligations hereunder shall survive any termination or expiration of this Agreement unless and until waived expressly in writing by the party to whom they are the benefit.
- (n) **Counterparts:** This Agreement may be executed in counterparts (whether by facsimile signature, PDF via email, or otherwise), each of which when so executed shall constitute an original and all of which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, Harris and the Customer have duly executed this Agreement to be effective on the Effective Date first written above.

N. HARRIS COMPUTER CORPORATION

Wakefield Community School

Signature

Signature

Name

Name

Title

Title

Date

Date

Schedule "A"
Fees and Payment Schedule *

Purchased Service: AptaFund

Professional Services: One Time Initial Set-up Fees	Days	Amount
Standard Data Conversion*	2.00	\$1,990
Installation and Activation of Software	0.50	\$495
Program Management/Business Process Review/Consulting	1.50	\$1,495
Training	6.00	\$5,770
FA2 Detailed History Conversion (Included current year and previous 3 years history)	3.00	\$2,400
Total One-Time Fees	13.00	\$12,150*
Annual Recurring Fees (includes support services)	Quantity	Amount
AptaFund Software Annual Subscription Fee	1	\$3,744
Employee Self Service	1	\$675

* All charges are exclusive of out of pocket expenses for Professional Services performed. Charges for actual and reasonable out-of-pocket expenses including, but not limited to, travel and lodging expenses will be billed monthly as incurred in accordance with prevailing IRS travel expense/mileage rates, and/or the best available price for coach airline travel and hotel rates. All pricing is exclusive of applicable sales, use or similar taxes. Customer is responsible for any such taxes that may apply; if Customer is tax exempt, evidence of such tax exemption must be provided. Lapsed payments may lead to denial of access to the Service in accordance with Section 16(b)(ii) of the Agreement.

PAYMENT TERMS:

The Annual Subscription Fee and Hosting Fees will be invoiced upon contract signing, and each anniversary date, and shall be due and payable thirty (30) days from date of invoice.

Professional Services Fees and any applicable travel and lodging expenses will be invoiced as incurred and shall be due and payable thirty (30) days from the date of invoice.

ADDITIONAL PROFESSIONAL SERVICE(S) FEES:

Additional Professional Services may be provided on-site or via the telephone. Professional Service work provided via telephone is billed at the rate of one hundred-fifty dollars (\$150) per hour. On-site work is billed at the daily rate of

one-thousand four-hundred dollars (\$1,400) plus travel, lodging and per diem expenses. Professional Services performed one year or more after the execution date of this Agreement shall be billed at the then current Harris Professional Services rate. Help line support and Support Services do not include training or other Professional Services.

Customer shall incur a seven-hundred fifty dollar (\$750) daily surcharge for any Professional Services provided on weekends or Harris recognized holidays; plus the corresponding standard Professional Services fees and any applicable travel charges per paragraph 4.

Professional Services include, but are not limited to, the following: software installation, configuration, data validation, system setup, system balancing, interface setup, interface testing, process training, application training and business requirements gathering.

Schedule "B"
Service Availability

Availability and Uptime Objectives:

1. Availability of the Services is defined as when the Software Services are operational and accessible via a public internet connection. The Services shall be unavailable during certain scheduled downtime periods for the purpose of conducting maintenance and upgrades to the Services.
2. Uptime is defined as the time that the Services are either available or in scheduled downtime. Specific Service Level Objectives relating to Uptime are as follows:
 - a. Routine scheduled downtime shall not exceed eight (8) hours per month, averaged over twelve (12) months. Scheduled downtimes shall occur, to the extent practicable, during the weekend hours from 10:00 p.m. Friday to 3:00 a.m. Monday Eastern Time.
 - b. Harris shall notify Customer a minimum of five (5) calendar days prior to any period of scheduled downtime.
 - c. Harris reserves the right to schedule downtime for emergency situations with less than five (5) advance calendar days' notice.

Harris shall make commercially reasonable efforts to achieve the service level objectives described herein.

3. Harris will not be responsible for any failure to meet the above Service Level Objectives if the failure is caused by:
 - a. Customer's network infrastructure (equipment, software or other technology), Customer's connection to the Internet or an Internet failure beyond the control of Harris;
 - b. A breach of the Agreement by Customer, its employees, subcontractors or agents ("Customer Representatives");
 - c. The negligence or intentional acts or omissions of Customer Representatives or Users;
 - d. Scheduled maintenance or other mutually agreed upon downtime; or
 - e. Any other force majeure event, as set out in Section 21(l) of the Agreement.

Schedule "C"
Professional Services

In order to achieve the Completion of Services, Harris agrees, subject to the terms and conditions of this Agreement, to perform the following Professional Services for Customer:

1. If applicable, oversee and implement the conversion of Customer's existing software application data and migration to the purchased Harris Services substantially in accordance with the below Implementation Process Timetable.
2. Install the purchased Software Services in Harris' hosted environment, perform the necessary set up and configuration operations, perform initial testing and parallel testing in accordance with below Implementation Process Timetable.
3. Provide the training substantially in accordance with the below Implementation Process Timetable.

IMPLEMENTATION PROCESS AND TIMETABLE

COMPLETION OF SERVICES – GLOBAL TIMETABLE

1. Project Commencement Date: TBD at Implementation Planning Meeting
2. Estimated Project Completion Date: TBD at Implementation Planning Meeting
3. Project Schedule: TBD at Implementation Planning Meeting

The parties shall each assign a project manager responsible for driving tasks and deliverables for their respective teams.

COMPLETION OF SERVICES – KEY PHASE TIMETABLES

1. Conversion Process

Projected Commencement Date:	TBD at Implementation Planning Meeting
Projected Completion Date:	TBD at Implementation Planning Meeting
Estimated Hours Required:	TBD at Implementation Planning Meeting

2. Installation/Setup

Projected Commencement Date:	TBD at Implementation Planning Meeting
Projected Completion Date:	TBD at Implementation Planning Meeting
Estimated Hours Required:	TBD at Implementation Planning Meeting

3. Training

The parties will mutually agree upon an appropriate training schedule based upon the purchased modules and the corresponding required skills and availability of Customer staff members.

- (a) Harris recommends a class size of eight (8) students. Customer may be assessed an additional charge at the then current Harris rates for class sizes larger than eight (8) students where it has been determined by Harris that an additional instructor is required.

- (b) Customer is required to make copies of the training manuals for the training classes. Photocopy, electronic duplication and distribution is subject to the confidentiality restrictions and obligations contained in this Agreement.
- (c) On-line reference documentation is available and may be printed by Customer solely for its internal use in accordance with Section 2 of this Agreement.

Schedule "D" Support Services

Standard Guidelines

The purpose of this Schedule "D" is to define:

- Harris' standard Support Services coverage (i.e. the Support Services that are included with the annual recurring subscription and hosting fees listed in Schedule "A"),
- Harris' call priorities process and escalation procedures, and
- Other relevant Support information.

Harris reserves the right to make modifications to this Schedule as required; provided, however, Harris shall not reduce the scope of Support Services provided hereunder without the prior consent of the Customer.

The services listed below are services that are included as part of Harris Support Services:

- 800 / 888 Toll Free Telephone support
- Software for Life Philosophy:
 - Guaranteed Support on the purchased Software Services for life, and
 - Seamless and Cost effective upgrade solutions to leverage technological advances.
- Technical troubleshooting & issue resolution
- E-mail support call logging and notification
- Free 24 x 7 online access to Support information
- Standard releases and updates:
 - Defect corrections (as warranted)
 - Planned enhancements
 - State and/or Federal mandated changes (charges may apply depending on scope)
 - Payroll regulated changes
 - Release notes

Support Hours

- Standard Support hours are from 8:00 a.m. EST to 8:00 p.m. EST, Monday to Friday, excluding designated company holidays as defined in this Schedule.
- Support hours may vary by specific product line.
- Weekend Support is available for an additional fee (and must be scheduled in advance).

Response Times

Harris uses commercially reasonable efforts to ensure that incoming calls are handled in the order that they are received. Please note that response times are dependent on the priority of a call and calls are escalated based on the urgency of the issue reported. Response time guidelines are as follows:

Priority 1: 1 - 4 hours

Priority 2: 1 - 8 hours

Priority 3: 1 - 24 hours

Call Priorities: Defined

In order to address Support calls efficiently, Harris' Support Services team will work with each customer to determine the severity of the incident reported and assign a priority level to each case. The priority level relates to the impact of the incident on a particular customer's ability to use Harris' products and/or solutions. Cases are then escalated through various levels of expertise for resolution. When a customer initially contacts our Support Services team about a problem and a trouble ticket is opened, the customer must set an initial Priority Level for the corresponding issue based upon Harris' incident case criteria as follows:

“Priority 1 - High” means a problem has occurred where (i) the customer's mission critical system(s) are down; or (ii) a substantial portion of the customer's mission critical data is at a significant risk of loss or corruption; or (iii) the customer has experienced a substantial loss of service; or (iv) the customer's business operations have been severely disrupted; and in each of the foregoing situations (i) through (iv), no workaround is immediately available.

Examples of a Priority 1 issue include:

- The System or Service is Down or inaccessible
- Inability to process payroll checks
- Inability to process accounts payable checks
- Inability to process bills
- System errors without workarounds
- Incorrect calculation errors impacting a majority of records
- Aborted postings or error messages preventing data integration and update
- Performance issues of severe nature impacting critical processes
- Hand-held interface issues preventing billing

“Priority 2 - Medium” means a problem has occurred where major functionality is severely impaired. The customer's operations can continue in a restricted fashion, although long-term productivity might be adversely affected.

Examples of a Priority 2 issue include:

- System errors that have workarounds
- Calculation errors impacting a minority of records
- Reports calculation issues
- Printer related issues (related to interfaces with our software and not the printer itself)
- Hand-held issues not preventing billing
- Performance issues not impacting critical processes
- Usability issues
- Workstation connectivity issues (Workstation specific)

“Priority 3 – Low” means a problem has occurred that has a limited adverse effect on the customer's business operations or (ii) a minor condition or documentation error that has no significant effect on the customer's operations; or (iii) a suggestion for new features or an enhancement regarding the Services.

Examples of a Priority 3 issue include:

- Report formatting issues
- Training questions, how to, or implementing new processes
- Aesthetic issues
- Recommendations for enhancements on system changes
- Questions on documentation

Call Process

All Support issues or questions must be initiated with a Support call via one of the following channels:

- Phone
 - eSupport (via website),
 - email, or
 - fax
-
- All calls must contain at a minimum: organization name, contact person, software or product name and version, module and/or menu selection, nature of issue, detailed description of the question or issue and any other information believed to be pertinent.
 - All calls are logged into Harris' support tracking database and users are provided with a call id to track their corresponding issue.
 - All calls are stored in a queue and calls are handled on a first-call first-response order.
 - As the assigned support representative investigates an issue, the user is contacted and advised on the issue status and the course of action that will be taken for resolution. If additional information is required, the user will be contacted by the assigned support representative to supply the information required.
 - All correspondence and actions associated with the call are tracked in Harris' support database. At any time, if applicable, a user may log onto Harris' support site to determine the status of their issue.
 - Once a call has been resolved, users receive an automated notification by email that the issue (and associated call) has been closed. The email notification contains the entire event history of the call from the time the call was created and leading up to the resolution of the call. Users also have the option of viewing both their open and closed calls, if available to the user, via the Harris' support website.
 - If an issue needs to be escalated to a development resource or programmer for resolution, the issue will be logged into our development tracking database and the user will be provided with a separate id number to track the progress of the issue. At this time, the support call will be closed and replaced by the development id number. The development id number will remain open until the issue has been completely resolved. Issues escalated to development will be scheduled for resolution based upon the nature and complexity of the issue.
 - Users may contact Support Services at their convenience for a status update on any development issues, or may log onto the Harris Support website to view your issues on-line.

Escalation Process

Harris' escalation process is defined below. This process has been put in place to ensure that issues are being dealt with appropriately. If at any time a user is not completely satisfied with the resolution of their issue, they are encouraged to escalate with Harris' Support Services organization as follows:

- Level 1:** Contact the Support Representative assigned to working on the issue
- Level 2:** Contact the Support Supervisor
- Level 3:** Contact the Director of Support
- Level 4:** Contact the Vice President of Support
- Level 5:** Contact the Executive Vice President of Harris School Solutions; Financial Solutions Group

Holiday Schedule

Below is a listing of Harris recognized holidays. Please note that Support Services is closed on the designated days as outlined below.

- New Year's Day
- President's Day
- Memorial Day
- Fourth of July
- Labor Day
- Columbus Day
- Thanksgiving Day
- Day after Thanksgiving
- Christmas Day
- Day after Christmas

Billable Support Services

The following is a list of services that are "out of scope" and not included in the Agreement; and are considered billable services.

- Extended telephone training
- Forms redesign or creation (includes Bill Prints, Notice Prints and Letters)
- Setup & changes to hand-held interface or creation of new interface
- Setup of new services or changes to services (PAP, ACH, etc.)
- File imports/exports - Interfaces to other applications
- Custom modifications (reports, bills, forms, reversal of customizations)
- Setting up additional companies / agencies / tokens / general ledgers
- Data conversions / global modification to setup table data
- Database maintenance, repairs & optimization
- Extended Hardware & Operating System support
- Upgrades & support of third party software
- Installations / re-installations (workstations, servers)
- Set-up or establishment of a test environment or database

Test Databases & Environments

Harris may need to support a particular customer by maintaining establishing an independent environment for testing purposes. This provides customers with the opportunity to test fixes, modifications, new business processes and/or scenarios without risking any potentially unwanted changes to a customer's live environment. The creation of Test Databases & Environments is a billable service, quotations & incremental maintenance rates will be provided on request.

Connection Methods

For certain applications, Harris may require that a communication link be established and maintained between Harris and the Customer site. It is the customer's responsibility to ensure the connection is valid at their location so that Harris Support staff is able to connect to the site and resolve any issues. Harris' supported methods of connection are: Direct internet, Direct Connection (modem) and Terminal Services (a backup connection may be required for file transfers).

Hardware and "Third Party Support" – if applicable

Harris is not responsible for providing Support on Third Party components, plug-ins or hardware systems.

Schedule "E"
Security

1. Harris shall store and process Data in accordance with commercially reasonable practices, including appropriate safeguards, to secure such Data from unauthorized access, disclosure, alteration and use.
2. Harris shall ensure that its employees and subcontractors who have potential access to Data have undergone appropriate background screening and possess the required qualifications to comply with the terms of this Agreement.
3. Response to Legal Orders, Demands or Requests for Data.
 - a. Where permitted by law Harris shall:
 - i. Promptly notify the Customer of any subpoenas, warrants, or other legal orders, demands or requests received by Harris seeking Data;
 - ii. Consult with the Customer regarding its response;
 - iii. Cooperate with the Customer's reasonable requests, at Customer's expense, in connection with efforts by the Customer to intervene and quash or modify the legal order, demand or request; and
 - iv. Upon the Customer's request, provide the Customer with a copy of its response.
 - b. If the Customer receives a subpoena, warrant, or other legal order, demand ("requests") or request seeking Data maintained by Harris, Customer will promptly provide a copy of the request to Harris. Harris will, where permitted by law, promptly supply Customer with copies of records or information required for the Customer to respond, and will cooperate with Customer's reasonable requests, and at Customer's expense, in connection with its response.

