Contract No.: CPSC-Q-10-0058

Effective Date: 04/01/2010

Award/Order Number: CPSC-F-10-0041

Solicitation Number: GS-25F-0062L

Termination Ceiling Charge Schedule is attached hereto and made a part hereof. See attached Quote dated 03/31/2010.

Contractor shall provide the following Fixed 48 month Federal Operating Lease (with full maintenance and consumable supplies, parts and labor, excluding paper and staples) for the following copier in accordance with GS-25F-0062L.

DUNS Number: [Redacted]

(Use Reverse and/or Attach Additional Sheets as Necessary)
<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>SCHEDULE OF SUPPLIES/SERVICES</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0001</td>
<td>Xerox 4127 Copier/Printer with/Integrated Copy/Print Controller. Includes High Capacity Feeder, D4 Stapler Finisher 2-3 hole punch - Network ready; maintenance and supplies (does not include paper or staples) 75,000 copies per month. Pricing includes Open Market trade in of Xerox 4110CP serial# WEY0777753 as of payment #48. Customer Education &amp; Analyst Services.</td>
<td>12</td>
<td>MO</td>
<td>1,331.76</td>
<td>15,981.12</td>
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<tr>
<td>0002</td>
<td>Additional Copy Charge</td>
<td>1</td>
<td>LT</td>
<td>2,000.00</td>
<td>2,000.00</td>
</tr>
</tbody>
</table>

CPSC Project Officer: Cynthia Warren 301-504-7117

Deliver copier to:

Consumer Product Safety Commission

Continued ...

32a. QUANTITY IN COLUMN 21 HAS BEEN ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS

☐ RECEIVED  ☐ INSPECTED  ☐ NOTED

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32c. DATE

32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE

32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE

33. SHIP NUMBER 34. VOUCHER NUMBER 35. AMOUNT VERIFIED CORRECT FOR

36. PAYMENT  ☐ COMPLETE  ☐ PARTIAL  ☐ FINAL

37. CHECK NUMBER

38. SIR ACCOUNT NUMBER 39. SIR VOUCHER NUMBER 40. PAID BY

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT

41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER

41c. DATE

42a. RECEIVED BY (Print)

42b. RECEIVED AT (Location)

42c. DATE REC'D (YY/MM/DD) 42d. TOTAL CONTAINERS
<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>SUPPLIES/SERVICES</th>
<th>QUANTITY</th>
<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
<td>0003</td>
<td>Xerox 4127 Copier/Printer with /Integrated Copy/Print Controller.</td>
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<td>1,331.76</td>
<td>0.00</td>
</tr>
<tr>
<td>0004</td>
<td>Additional Copy Charge</td>
<td>1</td>
<td>LT</td>
<td>2,000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>0005</td>
<td>Xerox 4127 Copier/Printer with Integrated Copy/Print Controller.</td>
<td>12</td>
<td>MO</td>
<td>1,331.76</td>
<td>0.00</td>
</tr>
<tr>
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<td>2,000.00</td>
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</tr>
<tr>
<td>0007</td>
<td>Xerox 4127 Copier/Printer with/ Integrated Copy/Print Controller.</td>
<td>12</td>
<td>MO</td>
<td>1,331.76</td>
<td>0.00</td>
</tr>
</tbody>
</table>

Copier Pick up: Xerox 4110 copier/printer should be picked up at the time of delivery.

First Option Period: 05/01/2011 - 04/30/2012

Includes High Capacity Feeder, D4 Stapler Finisher 2-3 hole punch - Network ready; maintenance and supplies (does not include paper or staples) 75,000 copies per month.
Amount: $15,981.12 (Option Line Item) 05/01/2011

Second Option Period: 05/01/2012 - 04/30/2013

Includes High Capacity Feeder, D4 Stapler Finisher 2-3 hole punch - Network ready; maintenance and supplies (does not include paper or staples) 75,000 copies per month.
Amount: $15,981.12 (Option Line Item) 05/01/2012

Third Option Period: 05/01/2013 - 04/30/2014

Includes High Capacity Feeder, D4 Stapler Finisher 2-3 hole punch - Network ready; Continued ...

Copier Pick up: Xerox 4110 copier/printer should be picked up at the time of delivery.
maintenance and supplies (does not include paper or staples) 75,000 copies per month.  
Amount: $15,981.12 (Option Line Item)  
05/01/2013

<table>
<thead>
<tr>
<th>ITEM NO.</th>
<th>SUPPLIES/SERVICES</th>
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<th>UNIT</th>
<th>UNIT PRICE</th>
<th>AMOUNT</th>
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</thead>
<tbody>
<tr>
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<td>Additional Copy Charge</td>
<td>1 LT</td>
<td>2,000.00</td>
<td>0.00</td>
<td></td>
</tr>
</tbody>
</table>

The total amount of award: $71,924.48. The obligation for this award is shown in box 26.
LC 1A CONTRACTOR'S NOTE

Deliveries and/or shipments shall not be left at the Loading Dock. All deliveries shall be considered “inside deliveries” to the appropriate room at the Consumer Product Safety Commission (CPSC) and in accordance with the instructions below. When scheduling deliveries the purchase order number shall always be referenced and all packages shall clearly display the Purchase Order Number on the outside of the cartons and/or packages, to include the packing slip.

ATTENTION GOVERNMENT VENDOR:

A. DELIVERY INSTRUCTIONS:

1. DELIVERY INSTRUCTIONS FOR LARGE OR HEAVY ITEMS:

If the shipment or item being delivered requires use of a loading dock, advance notification is required. The contractor shall contact the Shipping and Receiving Coordinator at (301) 366-7018 or Ronald Welch (301) 504-7091, forty-eight (48) hours in advance of the date the items are to arrive to schedule use of the loading dock.

LOADING DOCK HOURS OF OPERATION:
9:00 am to 11:00 am or 1:30 pm to 4:00 pm
Monday through Friday (except holidays)

Please notify contact person if there is a change in the delivery date. For changes, delays, or assistance please contact CPSC as follows:

Facilities Management Support Services (301) 504-7091
And Project Officer: Wanda Spinner (301) 504-7111

Upon arrival, the driver should contact the CPSC Guard, 301-504-7721, at the loading dock to obtain assistance in using freight elevators and to gain access to CPSC security areas.

2. DELIVERY INSTRUCTIONS FOR SMALL ITEMS

When delivering or shipping small items, the contractor and/or carrier service shall report to the 4th floor lobby, North Tower, 4330 East West Highway, to sign in with the CPSC guard. Upon completion of signing in, the contractor shall deliver all shipments to the Mail Room, Room 415. After delivery, delivery personnel shall promptly depart the building.

MAIL ROOM HOURS OF OPERATION:
Monday through Friday (except holidays) – 7:30 am to 5:00 pm
B. BILLING INSTRUCTIONS

Pursuant to the Prompt Payment Act (P.L. 97-177) and the Prompt Payment Act Amendments of 1988 (P.L. 100-496) all Federal agencies are required to pay their bills on time, pay interest penalties when payments are made late, and to take discounts only when payments are made within the discount period. To assure compliance with the Act, vouchers and/or invoices shall be submitted on any acceptable invoice form which meets the criteria listed below. Examples of government vouchers that may be used are the Public Vouchers for Purchase and Services Other Than Personal, SF 1034, and Continuation Sheet, SF 1035. At a minimum, each invoice shall include:

1. The name and address of the business concern (and separate remittance address, if applicable).
2. Taxpayer Identification Number (TIN).
3. Invoice date (use of invoice number in addition to invoice date is prudent but not required).
4. The contract or purchase order number (see block 2 of OF347 and block 4 of SF1449 on page 1 of this order), or other authorization for delivery of goods or services.
5. Description, price and quantity of goods or services actually delivered or rendered.
6. Shipping cost terms (if applicable).
7. Payment terms.
8. ACH Vendor Information which includes: the Financial Institution, routing transit number, and depositor account number. In addition please specify whether account is a checking account or savings account.
9. Other substantiating documentation or information as specified in the contract or purchase order.
10. Name, title, phone number and mailing address of responsible official to be notified in the event of a deficient invoice.

ORIGINAL VOUCHERS/INVOICES SHALL BE SENT TO:

Accounting Officer
Div. of Financial Services, Room 522
U.S. Consumer Product Safety Commission
4330 East-West Hwy
Bethesda, MD 20814
Invoices not submitted in accordance with the above stated minimum requirements will not be processed for payment. Deficient invoices will be returned to the vendor within seven days or sooner. Standard forms 1034 and 1035 will be furnished by CPSC upon request of the contractor.

Inquiries regarding payment should be directed to the Finance Office at 301-504-7172 or 301-504-7130.

C. PAYMENT

Payment will be made as close as possible to, but not later than, the 30th day after receipt of a proper invoice as defined in “Billing Instructions,” except as follows:

When a time discount is taken, payment will be made as close as possible to, but not later than, the discount date. Discounts will be taken whenever economically justified. Otherwise, late payments will include interest penalty payments. Inquiries regarding payment should be directed to the Accounting Officer at (301) 504-7203 or 301-504-7130 or at the following address:

Accounting Officer
Div. of Financial Services, Room 522
U.S. Consumer Product Safety Commission
4330 East-West Hwy
Bethesda, MD 20814

Complaints related to the late payment of an invoice should be directed to Deborah Peebles Hodge, Director, Division of Financial Services at the same address (above).

D. INSPECTION & ACCEPTANCE PERIOD

Unless otherwise stated in the Statement of Work or Description, the Commission will ordinarily inspect all materials/services within three (3) working days after the date of receipt. The CPSC contact person will transmit disapproval, if appropriate. If other inspection information is provided in the Statement of Work or Description, it is controlling.

E. ALL OTHER INFORMATION RELATING TO THE PURCHASE ORDER

Contact: Renita Smith (301) 504-7045

F. PROCESSING INSTRUCTIONS FOR REQUESTING OFFICES

The Purchase Order/Receiving Report (Optional Form 347 or Standard Form 1449) must be completed at the time the ordered goods or services are received. Upon receipt of the goods or services ordered, each item should be inspected, accepted (partial or final) or rejected. The Purchase Order/Receiving Report must be appropriately completed, signed
and dated by the authorized receiving official. In addition, the acceptance block shall be completed (Blocks 32 a, b & c on the SF 1449 and column G and page 2 of the OF 347). The receiving report shall be retained by the requesting office for confirmation when certifying invoices.

G. PROPERTY/EQUIPMENT PURCHASES

In the case of Purchase Orders/Receiving Reports involving the purchase and receipt of property/equipment, a copy of the Purchase Order/Receiving Report must also be immediately forwarded directly to the Administrative Services Specialist (Ron Welch) in the Facilities Management Support Services Branch (Room 416). The transmittal of Purchase Orders/Receiving Reports to the property management officer is critical to the integrity and operation of CPSC’s Property Management System. Receiving officials should also forward copies to their local property officer/property custodian consistent with local office procedures.

H. 52.217-9 Option to Extend the Term of the Contract. (Mar 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 60 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 48 months.

(End of clause)
GSA Operating Lease Termination Ceiling Charge Schedule

Customer Name: U. S. CONSUMER PRODUCT SAFETY COMMISSION
Configuration: 4127CPG (TAA 4127 COPIERPTR)

<table>
<thead>
<tr>
<th>Payment #</th>
<th>Term Ceiling Charge</th>
<th>Payment #</th>
<th>Term Ceiling Charge</th>
<th>Payment #</th>
<th>Term Ceiling Charge</th>
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<tr>
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<td>96</td>
<td>$0.00</td>
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</tbody>
</table>

This Termination Ceiling Charge schedule is provided in accordance with the terms of Special Item Number 51 58 and 51 58a, "Ordering Instructions (5) the Contracting Officer shall insert the agreed upon termination ceiling charge for the first year in the order and modify it for successive years upon availability of funds."
# Lease Pricing PROPOSAL

Presented to U. S. CONSUMER PRODUCT SAFETY COMMISSION

By Lisa Wilson
On 3/31/2010


---

## Solution

<table>
<thead>
<tr>
<th>Item</th>
<th>Product Description</th>
<th>Agreement Information</th>
<th>Trade Information</th>
<th>Requested Install Date</th>
</tr>
</thead>
</table>
| 1. 4127CPG (TAA 4127 COPIER/PTR) | - High Capacity Feeder  
- D4 Stapler Finisher 2-3 Hole  
- Customer Ed  
- Analyst Services | Lease Term: 48 months  
Purchase Option: FMV | Open Market Items  
- Xerox 4110CP S/N WEG077753  
Trade-In as of Payment 48 | 4/30/2010 |

## Monthly Pricing

<table>
<thead>
<tr>
<th>Item</th>
<th>Lease Minimum Payment</th>
<th>Print Charges</th>
<th>Maintenance Plan Features</th>
</tr>
</thead>
</table>
| 1. 4127CPG | $1,331.76  
1: Total  
75,001+ | 1 - 75,000  
Included  
$0.0063 | - Consumable Supplies Included for all prints  
- Pricing Fixed for Term |
| Total | $1,331.76 | Minimum Payments (Excluding Applicable Taxes) |  |

---

All information in this proposal is considered confidential and is for the sole use of U. S. CONSUMER PRODUCT SAFETY COMMISSION. If you would like to acquire the solution described in this proposal, we would be happy to offer a Xerox order agreement. Pricing is subject to credit approval and is valid until 4/30/2010.

For any questions, please contact me at (202) 962-7560.