

OLATHE PUBLIC SCHOOLS USD #233  
**AGREEMENT NUMBER 0220205**

AMMENDMENT NO. 1

CONTRACT TITLE: Multi-Functional Devices & Managed Print Services

CONTRACTOR: RICOH USA, Inc.  
300 Eagleview Blvd  
Exton, PA 19341

Contract 0220205 is amended to change the following items in Section 1-22 and Section 27 in the Request for proposal as well as Section 2 in the Master Contract effective immediately:

ORDER OF PRECEDENCE: Notwithstanding any other provision in this Agreement, to the extent any terms contained in the various documents to this Agreement, the following shall be the order of controlling precedence: Contractor supplemental documents (including Contractor proposed lease, maintenance & service agreements), Form DA-146a, Olathe Public Schools USD 233 General Terms and Conditions and the Request for Proposal submission.

  
\_\_\_\_\_  
John Hutchison  
Deputy Superintendent

4/10/2023  
\_\_\_\_\_  
Date

June 13, 2023

Ricoh USA, Inc.  
Steve Bissey  
Director, Public Sector  
300 Eagleview Blvd  
Exton, PA 19341

Subject: Olathe Public Schools USD #233 Agreement Number 0022025 – Amendment Two

The District (Unified School District No. 233 of Johnson County, Kansas) is providing notice of intent to execute the first extension to the initial term of the above agreement for a three (3) year term, through October 1, 2030, per the Terms of Agreement. Enclosed is one original Amendment to be executed in accordance with the Olathe Public Schools Request for Proposals (RFP) Number 22-025. After the documents are signed by an authorized representative of your company, please return to me at the following address:

Olathe Public Schools USD #233  
Attn: Scott Carpenter  
14160 S. Black Bob Rd.  
Olathe, KS 66062  
[sacarpenter@olatheschools.org](mailto:sacarpenter@olatheschools.org)

Thank you for your interest in doing business with the Olathe Public Schools. If you have any questions, please contact me at (913) 780-8045 or [sacarpenter@olatheschools.org](mailto:sacarpenter@olatheschools.org).

Scott Carpenter, CPPO  
Assistant Director of Business and Financial Services - Procurement

Attachment/s

**OLATHE PUBLIC SCHOOLS USD #233**  
**AMENDMENT TWO to**  
**AGREEMENT NUMBER 0022025**

This Amendment Two to Agreement Number 0022025 (the “Agreement”) is made by and between the Unified School District No. 233 of Johnson County, Kansas, a public school district organized and existing under the constitution and laws of the State of Kansas (the “District”) and RICOH USA (the “Contractor”), in accordance with the terms and conditions of the District’s Request for Proposals Number 22-025 **Master Agreement for Multi-Functional Devices and Managed Print Services**, which is incorporated herein by this reference (the “Request for Proposals”).

1. AGREEMENT TO PERFORM WORK

Contractor hereby agrees to provide or furnish Multi-Functional Devices and Managed Print Services to the District, all as specified in the Request for Proposals.

Contractor agrees to perform such work in accordance with this Agreement, as supplemented and described in Section 2 hereof.

2. INCORPORATION

This Amendment to the Agreement is supplemented by the Request for Proposals, Contractor’s response to the Request for Proposals dated June 22, 2022, all negotiated exhibits dated October 11, 2022, any previous amendments, and the Contractual Provisions Attachment (Form DA-146a, Rev. 07-19), all of which are incorporated herein by this reference. To the extent such terms, conditions, or provisions may be in conflict or be inconsistent, their order of authority shall be as follows: a) Contractual Provisions Attachment (Form DA-146a, Rev. 07-19); b) the Agreement; c) the Request for Proposals; and d) Contractor’s response to the Request for Proposals and all negotiated exhibits dated June 22, 2022 and all negotiated exhibits dated October 11, 2022.

3. NOTICES

Any notice under this Agreement shall be in writing and be delivered in person or by public or private mail, or by courier service, or by certified mail with return receipt requested, or by email. All notices shall be addressed to the respective parties at the following addresses or at such other addresses as the parties may from time to time direct in writing:

If to the District:

Olathe Public Schools USD #233  
Attn.: Scott Carpenter, CPPO  
14160 S. Black Bob Rd.  
Olathe, KS 66062  
Phone: (913) 780-8045  
sacarpenter@olatheschools.org

If to the Contractor:

Contractor Name:	Ricoh USA, Inc.
Attn to:	Mike Stowell
Address:	300 Eagleview Blvd
City, State, Zip:	Exton, PA 19341
Phone:	(913) 485-6852
Email:	Mike.Stowell@ricoh-usa.com

Any notice shall be deemed to have been given on the earlier of: (a) actual delivery or refusal to accept delivery, (b) the date of mailing by certified mail, or (c) the day email delivery is verified. Actual notice, however, and from whomever received, shall always be effective.

#### 4. INVOICES

All invoices must contain the District's Agreement number or purchase order (PO) number, an itemization of materials and services, and a notation of the correct Agreement pricing.

Invoices for payment must be submitted by the Contractor to:

Olathe Public Schools USD #233  
Accounts Payable  
PO Box 2000  
Olathe, KS 66063-2000  
accountspayable@olatheschools.org

Requests for additional compensation will be rejected by the District unless otherwise provided in this Agreement of the Request for Proposals.

Payments shall be due and payable within (30) days after acceptance of such goods or services or after receipt of properly completed invoice, whichever is later. No advance payment shall be made for goods or services furnished pursuant to this Agreement.

#### 5. TERM OF AGREEMENT

The first renewal term of this agreement shall add three (3) years, extending the current term through October 1, 2030. The term of this agreement may, if mutually agreed, also be extended by a remaining two (2) year term, for a total of two (2) additional years, provided the Contractor receives written notice of each extension at least one hundred twenty (120) days prior to the expiration date of such term or extension. Any amendments to the agreement will be incorporated during the extension period. During extension periods, all terms and conditions of this Agreement shall remain in effect.

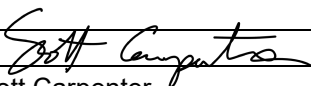
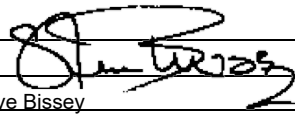
#### 6. ENTIRE AGREEMENT

This Agreement constitutes the entire Agreement between the parties with respect to the matter addressed herein. No change thereto shall be valid unless communicated in writing in the agreed manner and signed by the District and the Contractor.

The effective date of this amendment is May 26, 2023.

Olathe Public Schools USD #233

CONTRACTOR

Signature		Signature	
Print	Scott Carpenter	Print	Steve Bissey
Title	Asst. Director of Business & Finance	Title	Director, Corp. & Public Sector Contract Strategy
Date	June 13, 2023	Date	7/05/23