

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

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.

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

Attachment/s

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.

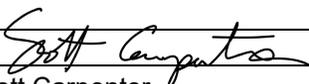
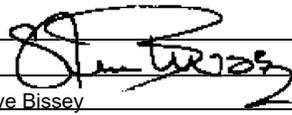
6. ENTIRE AGREEMENT

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