



Form GSOP 1-PIN (04/98)

STATE OF CALIFORNIA  
 Department of General Services - Office of Procurement  
**PURCHASE ORDER**

<i>Purchase Order No.</i>	<i>Rev.</i>	<i>Date</i>
62248		6/30/2008

<i>Supplier No.</i>	<i>Solicitation No.</i>	<i>Delivery Date</i>	<i>FOB Point</i>	<i>Invoice Terms</i>
670970	57125	60 Days ARO	Destination	

FAR WEST BUSINESS SYSTEMS 2000 OUTRIGGER DR. ELDORADO HILLS, CA 95762  Phone: 916-933-6232	<i>S</i> DEPT CORRECTIONS & REHAB <i>h</i> CA OUT-OF-STATE CORR FAC <i>t</i> 10961 SUN CENTER DRIVE <i>i</i> RANCHO CORDOVA, CA 95670 <i>p</i> Attn: MATHHEW BOEHMER	<i>C</i> CORRECTIONS & REHAB <i>h</i> ADMIN ACCOUNTING OFFICE <i>a</i> PO BOX 187018 <i>t</i> SACRAMENTO, CA 95818-7018 <i>r</i> <i>e</i>		
	<i>Agency Billing</i>	<i>Agency Purchase Estimate</i>	<i>Purchase Estimate</i>	<i>Revision</i>
	16799	01793907	67234	0
<i>Agency Contact</i>		<i>Phone</i>	<i>Date Received</i>	
ADAM RICO		916-229-5091		

Item No.	Quantity	Unit	Commodity Code	Description	Unit Price	Extension
<p>This purchase order is being awarded on SEPTEMBER 28, 2008 pursuant to Government Code Section 13332.17. Any encumbrances made pursuant to this purchase order shall be construed to have been made on the last day of the preceding fiscal year.</p> <p>The general provisions for Non-IT commodities are hereby incorporated by reference. These General Provisions can be obtained by phoning (916) 375-4400 or by accessing our website at:</p> <p><a href="http://www.documents.dgs.ca.gov/pd/modellang/GPnonIT0407.pdf">www.documents.dgs.ca.gov/pd/modellang/GPnonIT0407.pdf</a></p> <p>THE FOLLOWING INFORMATION IS PROVIDED FOR AGENCY USE ONLY:</p> <p>Prime Contractor: SB</p>						
1	5	EA	7110-143-0939-8	AUTOMATED OFFICE FILING SYSTEM (AS DESCRIBED) Automated Filing System as described in Specification 7125-0177R1.	14,703.0000	73,515.00
2	5	EA	9838-000-0008-3	WARRANTY EQUIPMENT (AS DESCRIBED) Two (2) years all parts & labor. Preventative Maintenance & Remedial Service.  (This does not include the manufacturer's standard warranty that come with the machine.)	1,990.0000	9,950.00
3	5	EA	5410-000-0005-9	INSTALLATION (AS DESCRIBED)	2,650.0000	13,250.00
<b>Total Value:</b>						<b>96,715.00</b>

Sales and/or use tax to be extra unless noted above

 SHANNON KELLER	<i>Phone</i> 916-375-4606	<i>BOC Number</i>
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**PURCHASE ORDER CONTINUATION**

Form GSOP 2-PIN (04/98)

Purchase Order No.	Revision	Date	Supplier No.	Supplier Name
62248		6/30/2008	670970	FAR WEST BUSINESS SYSTEMS

Item No.	Quantity	Unit	Commodity Code	Description	Unit Price	Extension
<p><u>OPTIONAL NON AWARD ITEM #1</u></p> <p>Additional years warranty including all parts &amp; labor.</p> <p>Three (3) Year Warranty: \$ <u>9,000.00</u>                      Fourth (4) Year Warranty: \$ _____                      Fifth (5) Year Warranty: \$ _____</p>						
<p><u>OPTIONAL NON AWARD ITEM #2</u></p> <p>Annual service agreement:</p> <p>Year (1): \$ <u>995.00</u>                      Year (2): \$ <u>995.00</u>                      Year (3): \$ <u>1,095.00</u>                      Year (4): \$ <u>1,095.00</u>                      Year (5): \$ <u>1,195.00</u></p> <p>Additional warranty must be purchased within 90 days of ship date. The pricing shown above is for agency reference and <u>not</u> part of this award.</p> <p><u>FOR THE PURPOSE OF THIS AWARD</u></p> <p>Only Free On Board (F.O.B.) Destination shall be accepted.</p> <p><u>FURNISH AND INSTALL</u></p> <p>The vendor will be required to deliver, unpack and set in place as directed, remove all dunnage, provide installation, start up adjustment and training for designated personnel as necessary for a <u>complete turnkey installation.</u></p> <p>Installation date/time will be agreed upon between the vendor and Dept. of Corrections after award.</p> <p><u>LABEL OR DECAL</u></p> <p>Supplier will be required to affix a label or decal to this equipment at the time of installation, showing warranty period by dates, and the name, address and telephone number of the dealer responsible for service of the equipment.</p> <p><u>VENDOR TO PROVIDE MANUALS</u></p> <p>A minimum of one (1) set of operation manuals, adjustment manuals, schematic diagrams and parts catalogues. Parts for equipment are to be available for each model and available for purchase by the State at no greater cost than published list prices.</p> <p><u>TRAINING</u></p> <p>A minimum of two (2) hours of training to a maximum of five (5) facility staff members.</p> <p><u>ELECTRICAL AND MECHANICAL EQUIPMENT</u></p> <p>All electrical and mechanical equipment furnished shall comply with the California Administrative Code; Title 8 (Industrial Safety Orders), Title 24 (State Building Standards Law) &amp; Title 17 (Public Health).</p>						

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62248		6/30/2008	670970	FAR WEST BUSINESS SYSTEMS

<i>Item No.</i>	<i>Quantity</i>	<i>Unit</i>	<i>Commodity Code</i>	<i>Description</i>	<i>Unit Price</i>	<i>Extension</i>
<p>All electrical equipment furnished shall be grounded, with any exceptions only as approved in the referenced applicable titles.</p> <p><u>CHANGE ORDERS</u></p> <p>This Purchase Order may be amended, modified, or terminated at any time by mutual agreement of the parties, in writing. Change orders amending, modifying or terminating the Purchase Order, including any modifications of the compensation payable, may be issued only by the State Procurement Officer. All such change orders shall be in writing and issued only upon written concurrence of the supplier. Termination, as that term is used in this section, does not include termination for default of the supplier.</p> <p><u>SALES TAX</u></p> <p>Sales tax was not included in the bid pricing and is not part of this award. Sales tax should be added at time of invoicing. The sales tax rate applied should be based on the rate of the area the product is to be delivered to.</p> <p><u>SCPRS</u></p> <p>This Purchase Order has been registered into the State Contract and Procurement Registration System (<a href="https://www.scprs.dgs.ca.gov/">https://www.scprs.dgs.ca.gov/</a>). The registration number is 52400908334912.</p>						



## 1. SCOPE

It is the intent of this specification is to describe a new automated office filing systems to compliment the existing system at Out of State Correctional Facility (COCF) of California Department of Corrections and Rehabilitation (CDCR) located in Rancho Cordova.

## 2. APPLICABLE SPECIFICATIONS / STANDARDS / CODES

Specifications, standards and codes referenced in this document in effect on the opening of the 'Invitation For Bid', form a part of this specification. The units furnished under these specifications shall conform to all of the requirements of Cal-OSHA safety requirements

## 3. TECHNICAL SPECIFICATIONS

UNIT SHALL HAVE:

- 3.1 Width of  $\leq 116\frac{1}{2}$ ".
- 3.2 Depth of  $\leq 59\frac{1}{2}$ " (included posting shelf on front of unit)
- 3.3 Height of  $\leq 118\frac{1}{4}$ ".
- 3.4 Ability to accommodate Top Tab Legal Size Folders non-standard height file folders possibly requiring a 12" Pitch Unit.
- 3.5 Legal lateral  $\geq 18$  carriers.
- 3.6 Ability to accommodate  $\geq 102$  Lineal Filing Inches (LFI) per carrier.
- 3.7 Pictorial safety information that provides lighted troubleshooting process.
- 3.8 Fixed posting shelf in seated position not to exceed the ADA requirements.
- 3.9 Fixed light source to the front of the unit.
- 3.10 Split clam-shell or equivalent locking door.
- 3.11 Keyed safety override switch for emergency.
- 3.12 Matched color to existing units.
- 3.13 Been designed to operate with  $\approx 110$  VAC.

Figures 1 and 2 show a typical Automated Filing System for reference only.

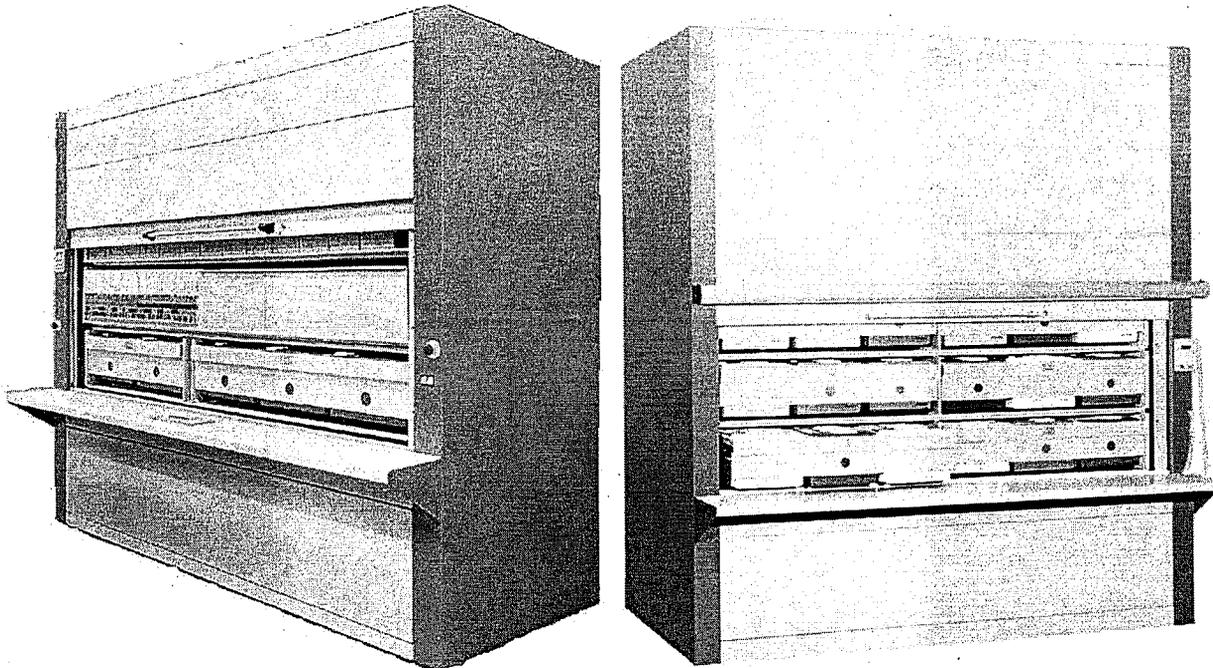


Figure 1. Typical layout of Automated Filing Systems

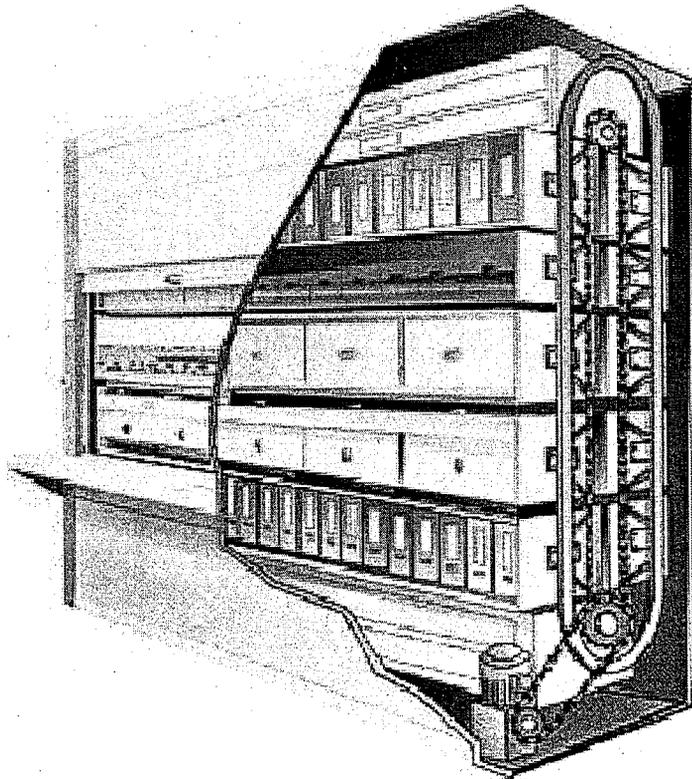


Figure 2. Typical layout of an Automated Filing System showing inner layout.