

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

February 18, 2020

Agenda Item: 5.6

Subject: Approval of Amendment to 2016 Masters Services Agreement – RICOH, USA, Inc., and Chabot-Las Positas Community College District, Las Positas College

Background: RICOH has supplied copier services to Las Positas College for more than a decade. The College has been satisfied with the services provided in the copy center. The RICOH Masters Services Agreement was approved by the Board of Trustees in August 2016. This amendment ensures that services will not be interrupted and that the RICOH fleet equipment and the copy center services are now on the same renewal time-line.

Attachment: Amendment Number One to Service Order RMS118247 is effective as of the first day of March of 2020 (the “Amendment Effective Date”), amends the Master Service Agreement, dated as of the 1st day of August, 2016 (“Agreement”), by and between Chabot-Las Positas Community College District (“Customer”) and Ricoh USA, Inc. The Minimum Service Fee in Exhibit A to the Service Order is hereby revised to \$14,005.35, consisting of the following: Staffing - \$13,749.22; TRAC - \$256.13 monthly.

Attachment: Amendment Number One to the Master Service Agreement. Fees and Charges. Section 2 of the Agreement is hereby revised by amending the annual labor escalator rate from seven percent (7%) to five percent (5%) to take effect on each anniversary date of this Amendment.

Recommended Action: That the Board of Trustees approve the proposed amendment to 2016 Masters Services Agreement -- RICOH, USA, Inc., and Chabot-Las Positas Community College District, Las Positas College for managed services. It is further recommended that the Board authorize the Acting Vice Chancellor, Business Services, to execute the amendment of the contract on behalf of the District.

Submitted: Doug Roberts/Date

Approved: Ronald P. Gerhard/Date

____ APPROVED

____ DISAPPROVED

____ TABLED