



CITY OF AVON PARK

Highlands County, Florida

CITY COUNCIL REGULAR MEETING

August 29, 2022, 6:00 p.m.

City Council Chambers, 123 E. Pine Street, Avon Park, FL

This meeting will be held in person at the above address.

You are welcome to attend via ZOOM, if you wish. To enter this meeting, you must use the ZOOM app and use code 699 454 4458 No Password needed

A. CALL TO ORDER:

1. Invocation
2. Pledge of Allegiance
3. Roll Call

B. CITIZENS/OUTSIDE AGENCIES

C. CONSENT AGENDA:

4. Minutes, July 25, 2022, City Council Special Meeting
Minutes, August 8, 2022, City Council Regular Meeting
Minutes, August 15, 2022, City Council Special Meeting (Durrah Martin Baseball Complex)
Minutes, August 15, 2022, City Council Special Meeting (MLK Jr. Sports Complex)

D. ACTION AGENDA

5. First Reading: Ordinance No. 14-2022 and Ordinance No. 15-2022 Amending the Future Land Use and Official Zoning Map for 915 Dyal Street- CFRPC, Jeff Schmucker
6. Petition to Reduce Lien for Code Enforcement Penalties-402 WL Kirkland St- Code Enforcement Supervisor, Randy LaBelle
7. Accept the Florida Firefighter Cancer Denomination Equipment Grant – Fire Chief Marcy
8. Xerox Lease Agreements- Finance Director, Melody Sauerhafer
9. 2022-2023 Employee Health Insurance- Human Resources Director, David Shoup

E. STAFF UPDATES/ADMINISTRATION

10. WWTP Facility Plan – Public Works Director, Rick Reed
11. Budget Additions- Finance Director, Melody Sauerhafer

F. ATTORNEY UPDATES

G. COUNCIL DISCUSSION/UPDATES:

12. Discussion of P&Z Board Members – Mayor Anderson

H. CITY MANAGER'S REPORT

13. Regular Updates from the City Manager

I. PUBLIC PARTICIPATION

J. ADJOURN

14. The next City Council Regular Meeting is scheduled for Monday, September 12, 2022, at 6:00 p.m.

Any person who might wish to appeal any decision made by the City Council of the City of Avon Park, Highlands County, Florida, in public hearing or meeting is hereby advised that he/she will need a record of the proceedings, and for such purpose, he/she may need to ensure that a verbatim record of the proceedings is made which will include the testimony and evidence upon which such appeal is to be based. Any person with disabilities requiring accommodations in order to participate should contact the City Manager prior to the meeting.

Agenda Item Summary

Date of Action: August 29, 2022

Subject: Draft Minutes

Item No.: C-4

Placed on Agenda by: City Clerk, Christian Hardman

Staff Review: Yes

Attorney Review:

Recommended Motion(s): Approve Consent Agenda

Documentation:

- Draft Minutes, July 25, 2022, City Council Special Meeting
- Draft Minutes, August 8, 2022, City Council Regular Meeting
- Draft Minutes, August 15, 2022, City Council Special Meeting (Durrah Martin Baseball Complex)
- Draft Minutes, August 15, 2022, City Council Special Meeting (MLK Jr. Sports Complex)

Background:



CITY OF AVON PARK
Highlands County, Florida

MINUTES OF THE CITY COUNCIL SPECIAL MEETING
July 25, 2022, at 4:00 p.m.

A. OPENING: CTO – 4:00 PM

1. Invocation: Member Brittany McGuire
2. Pledge of Allegiance: Member Brittany McGuire
3. Roll Call: City Clerk, Christian Hardman

COUNCIL MEMBERS PRESENT: Member Brittany McGuire
 Member Berniece Taylor
 Deputy Mayor Jim Barnard
 Mayor Garrett Anderson

COUNCIL MEMBERS ABSENT: Member Shelly Mercure

STAFF PRESENT: City Manager, Mark Schrader
 City Clerk, Christian Hardman
 Finance Director, Melody Sauerhafer
 Fire Chief, Andy Marcy
 Human Resources Director, David Shoup
 Utilities Manager, Rick Reed
 Supervisor of Solid Waste, Lee Bostick

City Manager Schrader introduced Lee Bostick, the city's new Supervisor of Solid Waste.

B. CITIZENS/OUTSIDE AGENCIES:

4. Approve Director of Public Works, New Job Description- City Manager, Mark Schrader

City Manager Schrader presented a draft amended job description for the Director of Public Works position. He spoke of the difficulty the city has had with hiring a Public works director that is also an engineer; due to the low salary. Utilities Manager Reed has been performing the duties of public works director since Rick Whalen left (over a year ago). He proposes (in the draft job description) the city does as other municipalities do and not require the public works director to also be an engineer. He said he would use Polston Engineering or Cool & Cobb to review projects-

when needed by the public works director, as we have been. City Manager Schrader said in order for the city to hire a city engineer the salary will need to be around \$125,000.

Mayor Anderson said it sounds like City Manager Schrader's recommendation is to promote Rick Reed to public works director. He asked if there was a candidate in line for the Utilities Manager position (Rick's current position). City Manager Schrader said there are two-current city employees who qualify. Mayor Anderson said the thought process is that it will be easier to hire someone for Utilities Manager than public works director. City Manager Schrader said yes.

Deputy Mayor Barnard said he noticed the salary range stayed the same as it would for someone with an engineering degree, then asked why. City Manager Schrader said the we cannot find an engineer to work for the city at that salary. For example, the salary at the City of Sebring for a public works director at maximum is \$107,000. They are not required to be an engineer, nor are they over utilities.

Deputy Mayor Barnard asked if the City Manager is the deciding factor for salary and if Reed will no longer work in the field. City Manager Schrader said in relation to salary he was correct, and Reed will work the majority in the office, going into the field when needed. With that said, he will no longer be a field worker.

City Manager Schrader said he wants Reed overseeing all the areas (Utilities, P.W. and Solid Waste); adding that Rick has more knowledge in this area than anyone at public works, besides 25+ years' experience working in the field. He cannot think of a better candidate to run the city's Public Works.

Mayor Anderson said from his understanding, Rick has already been performing the duties of the public works director. City Manager Schrader said that is correct. Mayor Anderson asked Reed to speak to what he did before and during his time as interim public works director.

Reed spoke of what the city hired him to do (utilities manager) but the majority of his time here has been without a director; so, he has also been overseeing sanitation, streets, and working with engineers on projects like the headworks. He answered questions from Mayor Anderson regarding the use of outside engineering firms.

Councilmember Taylor asked if Reed's salary is the same for a public works director; meaning did his pay increase after assuming the responsibilities of interim public works director? City Manager Schrader said Rick was hired at a salary of \$62,500. After Rick Whalen left, he started paying Reed \$4 more per hour, to take on all these other duties. City Manager Schrader said the City of Sebring's salary tier for just the public works director is - Minimum: \$69,600, Medium: \$88,700, and High: \$107,900. It is the same salary for the Utilities Director. He noted how Sebring has a public works director and a utilities director; Avon Park only has one director that oversees everything. He said a public works director who is not an engineer certainly deserves between \$70,000 to \$80,000.

Mayor Anderson explained the original premise for hiring a public works director/engineer. It is unlikely the city will find an engineer that has all the specialties the city requires. He said the issue becomes does having someone with Reed's qualifications cost the city more, or does it slow down projects? In his opinion, the city has a good relationship with several engineering firms and there-

have been no notable delays in projects such as, the headworks, roads, or master plans. If anything, using these specialized companies has sped up the process.

City Manager Schrader said a lot of cities have engineers but they are not the public works director. A public works director for the city is spending 85% of their time overseeing projects. We need engineers to sign off on certain projects or drawings which may require an increase in the line item for engineering services. He believed we should do that anyway because of the future developments- and the city's growth. In his opinion, it evens out; however, it will all depend on how often the city needs an engineer. Mayor Anderson mentioned liability, saying an engineering firm absorbs the liability, not the city.

Councilmember McGuire asked what the current line-item amount is for outside engineers. Finance Director Sauerhafer said for wastewater there is \$70,000 assigned for Kimley-Horn; in water, there is \$34,000 for Polston Engineering, Cool & Cobb, and Kimley-Horn. Mayor Anderson asked if other contractual services for sanitation include engineering costs. She said no, there is \$30,000 assigned in streets. Mayor Anderson said that brings the total to just over \$100,000.

Councilmember McGuire asked if expected costs will decrease if the city hires an engineer. Finance Director Sauerhafer said she would have to look at what we spent in Fiscal Year 2021. City Manager Schrader said he does not see where there would be any savings; for example, if they increased the salary to \$125,000 on top of benefits to hire a city engineer.

Mayor Anderson said some of the package projects, such as the headworks, include engineering services. Mayor Anderson said the city will have to increase that amount from anywhere between \$50,000 to \$60,000 to hire a qualified engineer. He does not see there being \$60,000 in savings with hiring an in-house engineer. City Manager Schrader agreed, adding they would also have to know utilities and storm water. Mayor Anderson said by hiring an in-house engineer, the city will have too many eggs in one basket. At least with engineering firms, the city can spread it out.

Councilmember McGuire liked the idea of having an employee (Rick Reed) who has been here for a long time because he knows what was going on. The Council also knows Reed's work ethic. She asked if there is a way to work out a contract with a local engineer for the city to work with them only. City Manager Schrader said we could go in that direction.

Reed said the city has a blanket purchase order right now with Polston Engineering. City Manager Schrader elaborated, saying the city has three different firms we work with. He executed an agreement that allows Reed to contact Polston Engineering for projects, such as driveways, or the recent Avon Manors' traffic study; which is what the city has been doing and it working well.

Deputy Mayor Barnard said when the city lost Rick Whalen, he supported hiring an engineer because the city needed it. Now, he believes Reed has proven for over a year that he can handle the job. It is a benefit to go in this direction and he agrees with moving forward. City Manager Schrader said he has full confidence in Reed to perform in this position.

MOTION was made by Deputy Mayor Barnard and seconded by Councilmember Taylor, to move forward with the new job description.

AYE: McGuire, Taylor, Barnard, Anderson

NAY: None

Motion Passes: 4-0

5. Fiscal Year 2022/2023 Recap DRAFT General Fund Budget Discussion- Finance Director, Melody Sauerhafer

Finance Director Sauerhafer went over the Council's questions from the previous budget meeting; providing answers to include a five-year cost comparison for the I.T. Administrator and Sebring Computers; as well as utility and sanitation rate comparisons between Sebring, Lake Placid, and the city.

Finance Director Sauerhafer said Sebring and Lake Placid are proposing rate increases for their 2022/2023 Fiscal Year. They also have residential waste collection twice a week. She answered questions from Mayor Anderson regarding whether the utility rate comparison presents rate minimums and if she would update the Council on the outcome of the proposed rate increases for Lake Placid and Sebring. Finance Director Sauerhafer answered a question from Deputy Mayor Barnard regarding the rate study. Mayor Anderson said the city is going through the process for another rate study.

Deputy Mayor Barnard voiced his concern for twice a week waste collection. His concerns are it is difficult keeping employees for this job; the wear and tear on vehicles, and the cost of fuel. He said it is something to consider for a rate increase. Mayor Anderson added, the city is basing garbage truck replacements on a five-year turnover. He was curious to see how the city was actually doing on that line item; are cycling out vehicles according to that schedule or can there be adjustments?

City Manager Schrader went over his discussion with Reed regarding the purchase of vehicles and the possibility of skipping a year for replacements. For this year, the city is requesting a garbage truck with the automatic side loader. It is a major expense every year. Reed said the city has been rolling the trucks out when they are five years or older. There are backups, but they too are getting old. Mayor Anderson said it would be nice to have a cost-benefit analysis for the vehicles. Reed said he is working on that now with the mechanic.

Deputy Mayor Barnard said in relation to the sanitation rates, there is a big difference in commercial rates when comparing the city with Sebring. He asked if the commercial rates apply to dumpsters. Finance Director Sauerhafer said Sebring's sanitation rate- \$48.91, is based on four 96-gallon totes which are picked up twice a week. Deputy Mayor Barnard asked if there are a lot of dumpsters for businesses which are charged different rates depending on the size. She said yes; Sebring and Lake Placid also provide dumpster service.

Finance Director Sauerhafer continued her presentation providing a rate comparison for Utility Franchise Fees (6%) and Utility Taxes (10%). State Statute governs each fee; each municipality charges the same amount. She also went over DEO grants; how often the city applies and what grants are currently open for the city.

Finance Director Sauerhafer answered questions from Mayor Anderson regarding the Fire Station Hardening Grant, the DEO Distributions and Water Treatment Plant grant. His questions related to how many bids have been received and where the bids are published.

Finance Director Sauerhafer continued her presentation by going over the grants the city has applied for that have yet to be awarded, and recapping the American Rescue Plan (ARPA) funds.

Finance Director Sauerhafer presented the city's current millage rates and the reserve balance with ARPA funds. She also showed what the increase will be to a customer on taxable value of \$100,000- if the city raises millage rates to 2.5, 2.75, 3, or 5. Finance Director Sauerhafer said increasing the millage to 4.25 would represent a net income of \$38,000 without using ARPA funds.

Deputy Mayor Barnard requested an update on the Headworks project and American Rescue Plan funds. Reed explained how the materials have been pushed back, delaying construction. The contractor is planning on doubling up construction when the materials come in. The contractor is still looking at February for the completion date.

Finance Director Sauerhafer said the Council will need to decide on a preliminary millage rate to go on the city's tax roll notice. The number can go down, but not increased. Mayor Anderson recommended setting it higher than what the Council would have to allow them a cushion.

Deputy Mayor Barnard asked what the city has left over from the current year's budget, less expenditures and salaries, etc. Finance Director Sauerhafer said the city took money out of the reserves in 2021; we will not know until the end of the fiscal year, after the audit is done.

Deputy Mayor Barnard agreed with setting the highest millage amount now to allow the Council room to go lower. Mayor Anderson suggested the millage be at least 4.25; Deputy Mayor Barnard said he was thinking 5.

MOTION was made by Deputy Mayor Barnard and seconded by Mayor Anderson, to set the maximum millage rate to 4.5.

AYE: McGuire, Taylor, Barnard, Anderson

NAY: None

Motion Passes: 4-0

Finance Director Sauerhafer presented budget factors and revenues for the 2022/2023 Sanitation Fund. She answered a question from Mayor Anderson regarding the current return on investment. She also answered a question from Deputy Mayor Barnard regarding the increase in revenues.

Mayor Anderson asked if there is an area in the budget set aside for people who do not pay their bills. Finance Director Sauerhafer said we have not addressed it since 2009; in the water/sewer fund there is \$774,000 recorded as bad debt. There is \$122,000 in the sanitation fund. Mayor Anderson asked what the city can do. She explained how it is already written off. There has to be a lien recorded against the property. If it has not been recorded, then the customer will have to pay the unpaid balance before they can activate a new account.

Finance Director Sauerhafer concluded her presentation by going over the budgeted expenses in the sanitation fund; including personnel, operating costs, and capital. Deputy Mayor Barnard said the Sheriff's contract renewal has a lot to do with the budget increase. Finance Director Sauerhafer agreed.

Mayor Anderson asked where the line item was for running new water and wastewater lines. Finance Director Sauerhafer said that is budgeted in the water/wastewater fund.

He asked how much would be taken out of reserves from there. She said the water/sewer fund was in the positive \$690,000 before taking funds out for the return on investment and capital. Mayor Anderson said that means there is about \$2 million in the negative. Finance Director Sauerhafer said correct, elaborating it is \$2.8 million.

Mayor Anderson asked in relation to shifting salaries into the sanitation fund - what is elective compared to mandatory. He said the fund is not paying for itself. Finance Director Sauerhafer said the city can issue an inter-fund transfer; taking from the water/sewer fund and transferring it into sanitation.

Mayor Anderson said it complicates things because the city is trying to increase the rate but is subsidizing other funds with that money. He asked if the high number set for the return on investment makes it harder for the city to raise water/sewer rates. Finance Director Sauerhafer explained the ordinance related to the return on investment is based on the value of the system; it is around \$33 million. The city must take 1%, but can take up to 6%.

Mayor Anderson said the Council needs to increase revenue or curb expenditures from the sanitation fund; otherwise, the city will have to perform inter-fund transfers. Finance Director Sauerhafer said the city has a healthy reserve but pulling from them cannot be a constant.

Mayor Anderson said in relation to sanitation capital, the city is planning on taking out \$380,000 as a bare minimum every year. Most of the increase is due to employee costs. Finance Director Sauerhafer said the allocation of salaries can be one way. City Manager Schrader added as an example, some of the sanitation fund covers Finance Director Sauerhafer's salary; if we do not fund it through sanitation, then it would have to be through the General fund. Hopefully, the Council raises taxes high enough so it can pay for it, considering the Finance Director does as much work on sanitation as other funds. It can all be allocated back to the General fund, but again, the general fund expenditure will increase.

City Manager Schrader said he spoke with Reed about new positions and whether there are some that the city could do without if needed. His response is that he could do away with one driver, but really the city needs the rest in order to run garbage pickup twice a week. As of now, Code Enforcement Supervisor LaBelle and Code Enforcement Officer Ferrante sometimes will fill in for sanitation when a driver (Ferrante) is needed.

Mayor Anderson asked if we will discuss the fire assessment at the next meeting. Fire Chief Marcy said he is aiming for August 8th and September 12th. Mayor Anderson said that will be the last revenue source for discussion and the Council will devise how much to raise. Finance Director Sauerhafer said that is correct.

Mayor Anderson encouraged the Council to consider what we have discussed, how each fund is falling short and exhausting ARPA funds. Cuts need to be made somewhere. City Manager Schrader said the Council should increase solid waste fees; the city actually decreased these fees (residential) by \$1 in 2015.

City Manager Schrader spoke of previous discussions to use ARPA funds for new computers and servers. He said the city is not going to be able to continue limping along for much longer with our current computers. There is also a need for the new Finance Management Software. He said \$176,000 was budgeted in the Capital Improvement Plan (CIP) but the bids came in at around \$240,000. His request is to use ARPA funds where possible but to also budget for the computers, servers, and finance software.

City Manager Schrader said the city already spent \$2,000 for a new server because the city's cameras went down after the server failed (died).

Mayor Anderson asked regarding the \$200,000 for Finance Management Software, will it come from the General fund? Finance Director Sauerhafer said we can spread it out. Councilmember McGuire asked if these are all expenses that will come within this next year. Finance Director Sauerhafer said yes.

Mayor Anderson asked if the city needs computers now. City Manager Schrader said we do if the Council wants to authorize an increase in the 2021/2022 Fiscal year; otherwise, the city will have to limp along until October 1st. He spoke of the city's previous issue with Ransomware and how the city lost 7-months of data because of the lack of proper back up, and added the current hardware we have. Mayor Anderson said if the Council is planning on purchasing it regardless, he sees no reason staff should wait. It is a public record and security concern.

Councilmember McGuire said in relation to sanitation rates, it would be nice to know what amount the Council should increase it to in order to break even. Mayor Anderson asked if a rate study is required to increase the rates. City Manager Schrader said he would need to ask City Attorney Buhr. Mayor Anderson asked that he find out by the next meeting since we are going to discuss the Fire Assessment.

Mayor Anderson said the only other revenue source is a storm water assessment which the city is months away from identifying what we can do there. Finance Director Sauerhafer said the storm water assessment would flow into the General fund in the streets department. Mayor Anderson asked once deposited into the General Fund, can it be allocated to any fund? She said yes.

Finance Director Sauerhafer provided a list of capital items to the Council (in a separate handout). City Manager Schrader presented capital starting with street improvement. He said \$500,000 will be used for paving, repaving, and over-paving roads. Mayor Anderson referenced a line item for \$50,000 and asked if it was a typo. City Manager Schrader said the \$50,000 is a different line-item used for striping, pot holes, etc. He explained how the \$500,000 for street improvement was increased to that amount per the Council's request last year.

City Manager Schrader said the storm water/drainage item was increased last year from \$100,000 to \$200,000, per Council's request, for the next five years. With the way DEP recently has come after the city for stormwater issues, the city is going to need more funds in this area.

City Manager Schrader spoke of the street sweeper, saying if it is going to be approved, he is not sure we will need it for this year. He has looked into the street sweeping service that the city has now. The company we use is asking for a contract. He found out they never had a contract. When he met with Finance Director Sauerhafer, she confirmed the city has only spent \$16,000 for last year. He said honestly, where we are at now, he does not see putting in a street sweeper for \$314,000. It would be nice for stormwater to use, but where the city is financially, he does not see it being in this year's CIP. Perhaps it will be a year or two out, if it comes to the point is needed. Mayor Anderson pointed out there would also need to be an employee to operate that truck.

Reed presented the request for a 2022 Ford Super Duty F550 Crane, saying it is for storm water. Mayor Anderson asked how many crane trucks the city currently owns. He said there are three; one for the mechanic and two for utilities. Mayor Anderson asked if utilities use them every day. Reed said we use the cranes in utilities the most. City Manager Schrader said if they approved the Crane Truck, then the 4-wheel drive Ford Ranger can come off.

Reed also presented the request for a Bushhog and Lift. The current lift breaks often and sometimes employees have gotten stuck in it. We use it all the time for painting, tree trimming, light bulb replacements, Christmas Lights, and flags out at the airport. The Bushhog has a 12-foot single wing deck and is used for mowing the highway and right of ways. Mayor Anderson asked if a city employee or an inmate would operate it. He said a city employee, adding it will make a big difference. City Manager Schrader asked if he had the inmates (mowing US 27), would he still need the tractor and Bushhog? Reed said he can put an inmate in the tractor; and it can be used to mow a lot of the interior streets and right of ways.

Mayor Anderson said a 60-inch mower (5 foot) versus a 10-foot Batwing, the difference is a 5-foot mower will cost between \$6,000 and \$8,000. Since prison laborers are free, it would make more sense to have 2-inmates mowing than to have one Batwing. City Manager Schrader said he agreed. Mayor Anderson asked that he consider that and bring it back to the Council.

Mayor Anderson asked if inmates can be used for the highway. City Manager Schrader said no because Council did not approve it. Mayor Anderson asked that staff also bring this to them. City Manager Schrader said we will. Deputy Mayor Barnard noted that would be without supervision other than a city employee. City Manager Schrader said correct, adding that is how it is working at the wastewater and water treatment plant.

Reed said the mower is not just for US-27, it is also for the back streets, such as A Miracle Avenue. Mayor Anderson asked can inmates can do the same work as the Bushhog. Reed said in part. Mayor Anderson asked how much, adding he wants staff to think about the equation. If it is more cost effective to get the Bushhog, then do so.

Finance Director Sauerhafer requested clarification on the purchase of computers for \$200,000. Mayor Anderson said they did not vote on it. City Manager Schrader asked if they can do so in this meeting. City Attorney Buhr said only if it is during a special meeting, not a workshop.

Mayor Anderson asked if anyone was opposed to purchasing the computers in the 2021/2022 Fiscal Year Budget instead of 2022/2023. There was no opposition.

MOTION was made by Deputy Mayor Barnard and seconded by Councilmember McGuire, to increase the General Fund in the 2021/2022 Fiscal year budget by \$200,000 to purchase the presented computers and servers requested by staff.

AYE: McGuire, Taylor, Barnard, Anderson

NAY: None

Motion Passes: 4-0

C. ADJOURN:

Meeting adjourned at 5:20 p.m.

ATTEST: CITY OF AVON PARK:

Christian Hardman, City Clerk

Garrett Anderson, Mayor

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CITY OF AVON PARK
Highlands County, Florida

MINUTES OF THE CITY COUNCIL REGULAR MEETING
August 8, 2022, at 6:00 p.m.

A. OPENING: CTO – 6:02 PM

1. Invocation: Member Brittany McGuire
2. Pledge of Allegiance: Member Brittany McGuire
3. Roll Call: City Clerk, Christian Hardman

COUNCIL MEMBERS PRESENT:

Member Brittany McGuire
Member Shelly Mercure
Member Berniece Taylor
Deputy Mayor Jim Barnard
Mayor Garrett Anderson

COUNCIL MEMBERS ABSENT:

STAFF PRESENT:

City Attorney, Gerald Buhr
City Manager, Mark Schrader
City Clerk, Christian Hardman
Code Enforcement Supervisor, Randy LaBelle
Finance Director, Melody Sauerhafer
Fire Chief, Andy Marcy
Human Resources Director, David Shoup
Utilities Manager, Rick Reed

B. CITIZENS/OUTSIDE AGENCIES:

4. Avon Park Chamber of Commerce Christmas in the Park- APCC Executive Director, George Karos

George Karos of the Avon Park Chamber of Commerce presented his request for the Christmas in the Park event. He answered a question from Councilmember Mercure concerning another choir event previously held in front of the Jacaranda Hotel.

MOTION, made by Deputy Mayor Barnard and seconded by Councilmember Mercure, to approve agenda item "B-4," Christmas in the Park.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

5. Avon Park Chamber of Commerce Annual Holiday Christmas Parade- APCC Executive Director, George Karos

MOTION, made by Deputy Mayor Barnard and seconded by Councilmember Mercure, to approve agenda item "B-5," the annual Christmas Parade for 2022.

Councilmember McGuire said there always seems to be a lot of confusion about where to go after the parade. She asked if Mr. Karos can arrange for volunteers or someone with signs to direct people on where to go. Mr. Karos said absolutely.

Mayor Anderson went over the map provided by Mr. Karos; he asked if that is the plan and are there any concerns from the city. City Manager Schrader said he told Mr. Karos we would work with him. He got with him about a couple of things he had observed during last year's event.

Councilmember Taylor asked why they schedule the parade for the first Monday of December. Mr. Karos said in the past, the first Monday after Thanksgiving has always been the best day for people because they can remember it and it aligns with school holiday schedules.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

C. CONSENT AGENDA:

6. Minutes, July 18, 2022, City Council Special Meeting- City Clerk, Christian Hardman
Minutes, July 25, 2022, City Council Regular Meeting- City Clerk, Christian Hardman

MOTION, made by Deputy Mayor Barnard and seconded by Councilmember Taylor, to approve agenda item "C-6."

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

D. ACTION AGENDA:

7. **Public Hearing: Second Reading- Ordinance 08-2022, Approving the Form of Charter Amendments and Establishing an Election Date for Approval by the Electorate- City Attorney, Jerry Buhr**

City Attorney Buhr read the short title for Ordinance 08-2022 respectively.

AN ORDINANCE OF THE CITY OF AVON PARK, FLORIDA PROVIDING FOR A TITLE FOR THE ORDINANCE AND THE 2022 CHARTER AMENDMENTS; APPROVING THE FORM OF CHARTER AMENDMENTS; APPROVING THE FORM OF BALLOTS FOR THE ELECTION APPROVING THE 2022 CHARTER-

AMENDMENTS; ESTABLISHING AN ELECTION DATE FOR APPROVAL OF THE 2022 CHARTER AMENDMENTS BY THE ELECTORATE; PROVIDING FOR SEVERABILITY OF PROVISIONS; PROVIDING FOR CONFLICTS AND PROVIDING AN EFFECTIVE DATE.

City Attorney Buhr went over the changes the ordinance would establish including, limits on office and extending terms to 4-years.

Public Hearing opened at 6:09 p.m.

There was no public participation.

Public Hearing closed at 6:09 p.m.

MOTION, made by Deputy Mayor Barnard and seconded by Councilmember Mercure, to approve agenda item "D-7," Ordinance No. 08-2022.

AYE: McGuire, Mercure, Barnard, Anderson

NAY: Taylor

Motion Passed: 4-1

8. **Public Hearing: Second Reading- Ordinance No. 13-2022, Text Amendment to the City's Land Development Code- CFRPC, Jeff Schmucker**

City Attorney Buhr read the short title of Ordinance No. 13-2022 respectively.

AN ORDINANCE OF THE CITY OF AVON PARK, FLORIDA, AMENDING THE AVON PARK UNIFIED LAND DEVELOPMENT CODE, ADDING BUSINESS OWNERS WITHIN THE CITY OF AVON PARK AS ELIGIBLE TO SERVE ON THE PLANNING ZONING BOARD, SPECIFICALLY AMENDING ARTICLE 8, SECTION 8.03.01 PLANNING AND ZONING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

Public Hearing opened at 6:10 p.m.

There was no public participation.

Public Hearing closed at 6:10 p.m.

Motion, made by Deputy Mayor Barnard, and seconded by Councilmember McGuire to approve agenda item, "D-8," Ordinance No. 13-2022.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

9. **Resolution No. 2022-18 Preliminary Fire Assessment- Fire Chief, Andy Marcy**

City Attorney Buhr read the short title for Resolution 2022-18 respectively.

A RESOLUTION OF THE CITY OF AVON PARK, FLORIDA, RELATING TO THE PROVISION OF FIRE RESCUE SERVICES, FACILITIES AND PROGRAMS AND THE FUNDING THEREOF THROUGH ANNUAL SPECIAL ASSESSMENTS; ESTABLISHING THE PROPOSED ASSESSMENT RATES FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2022; DIRECTING PREPARATION OF THE ASSESSMENT ROLL FOR SUCH FISCAL YEAR; AUTHORIZING A PUBLIC HEARING AND DIRECTING THE PROVISION OF NOTICE THEREOF; AND PROVIDING AN EFFECTIVE DATE.

Fire Chief Marcy went over the existing and proposed Fire Assessment rate (\$140 per dwelling unit), including the corresponding prices for commercial and institutional properties. We already set the Industrial rate to the maximum.

Mayor Anderson asked the Fire Assessment funds how much of the department's budget, and why there was an issue with increasing it above \$140. Fire Chief Marcy said 33% of the department's budget is funded through the assessment. Regarding the \$140, the city will be conducting a full study next year, that will require the city to provide two notices. Moving it to the \$140 or lower will not require any notices this year.

Fire Chief Marcy answered a question from Deputy Mayor Barnard regarding what category churches fall under.

Mayor Anderson asked if the study next year will include the methodology. Fire Chief Marcy said yes. Mayor Anderson recommended approving the ordinance at the recommended rate of \$140; Councilmember McGuire agreed.

Motion, made by Councilmember McGuire, and seconded by Deputy Mayor Barnard to approve agenda item, "D-9," Resolution No. 2022-18 to \$140 per dwelling unit as proposed.

Deputy Mayor Barnard asked if the increase only applies to residential. Fire Chief Marcy said we provide the numbers in the resolution (page 2). Mayor Anderson said it is \$140 per dwelling unit, \$0.074 per square foot for commercial, \$0.011 per square foot for industrial, and \$0.028 per square foot for Government/Institutional.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

Mayor Anderson requested an update on what the increase changed for the city's total revenue collection. Fire Chief Marcy said we included it with the resolution documentation. Mayor Anderson asked if that included the updated parcels annexed in to the city which were not being charged. Fire Chief Marcy said probably not. Mayor Anderson said whenever that information is available, staff should send it to the Council.

10. Agreement for Payment of Attorney Fees- City Attorney, Jerry Buhr

City Attorney Buhr said the Council requested an agreement with Florida Airport Management (FAM) to pay the previously discussed \$40,000 up front. He put together a signed agreement with David Bannard and Nicholas Clabbers of Kaplan Kirsch Rockwell, and Lowell Clary of Clary Consulting. The presented agreement is what they ended up with after discussions with FAM.

Motion, made by Deputy Mayor Barnard, and seconded by Councilmember McGuire to approve agenda item, "D-10," for an agreement with FAM, as presented.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

11. Engagement of Friedman P.A. as Insurance Coverage Counsel- City Manager, Mark Schrader and City Attorney, Jerry Buhr

City Attorney Buhr said he sought an attorney with a specialization in insurance because the city has a lot of agreements that potentially could have a big impact as far as liability; some of which are environmentally based. The city should have someone that can review insurance policies to make sure we do it properly. Friedman P.A. specializes in these types of policies; including contracts and demolitions.

Councilmember McGuire asked if this will be on an as-needed basis. City Attorney Buhr said yes. Mayor Anderson asked if he was aware of any current needs. City Attorney Buhr said the city has the FAM agreement, a couple of demolitions, and construction projects that come in regularly. It is better to have someone to keep up with insurance law updates and pollution exclusion issues.

Mayor Anderson asked if there are any budgetary changes that will need to be made; he wanted to know the effects it would have. City Attorney Buhr said it is not just a way to hammer people but a way for the city to make fair decisions. For example, when there is not that much risk, the city should not make someone get pollution insurance; especially when we can remove the pollution exclusion clause.

Councilmember Taylor asked if City Attorney Buhr discussed the hourly fee with Attorney Friedman. City Attorney Buhr said that is his fee, which it is not unusual- the rate is what a lot of attorneys' charge. He said as a certified attorney, he would charge the same rate.

Mayor Anderson noted a motion for approval must state that they authorize him to sign the engagement letter.

Motion, made by Deputy Mayor Barnard, and seconded by Councilmember Taylor to grant Mayor Anderson the authority to sign the Friedman P.A. engagement letter as Insurance Coverage Counsel.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

Mayor Anderson noted the headline for the FAM agreement provided that the Council should approve his execution of the agreement. He asked should they approve it as a motion. City Manager Schrader explained this motion would be for the mayor to sign the AIPP Application to be sent to the FAA, after it is completed by outside council and consultant, as we are on a time constraint, under the agreement. Attorney Buhr agreed a motion is necessary to make sure it gets done. Doing so will prevent the need for another meeting.

City Attorney Buhr said completion of the AIPP is what the city is paying for; if it gets finished before a regular scheduled council meeting, then the city will not want to wait for another meeting, before submitting it to the FAA.

Motion, made by Deputy Mayor Barnard, and seconded by Councilmember Taylor to grant Mayor Anderson the authority to sign the AIPP upon completion.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

12. Accept and Award Contract for Financial Management Software to BS&A Software (RFP #22-01)- Finance Director, Melody Sauerhafer and Human Resources Director, David Shoup

Human Resources Director Shoup fully covered the bid responses received for RFP #22-01 (by PowerPoint - included in Councilmember's agenda packet). The bids received were from BS&A Software and Edmunds GovTech. He provided a comparison of each program's features and detailed the costs, including travel expenses. Human Resources Director Shoup presented staff's recommendation to award a contract for Financial Management Software to BS&A Software.

Deputy Mayor Barnard referenced the travel expenses (\$43,715), then asked if BS&A does not use all the travel days, will the cost decrease? Human Resources Director Shoup said that the total represents the maximum cost for travel expenses. The expense will decrease depending on what the city needs/uses.

City Attorney Buhr asked if the software produces notice letters for utility customers, for example, when they should pump out their grease traps or backflow preventer testing. Human Resources Director Shoup said we included it in the bid requirements; however, it was a subject they did not go over in detail. He agreed to reach out to the BS&A representative. City Attorney Buhr asked if the software can detect things such as abnormally high usage. Human Resources Director Shoup said the software will provide that data.

Mayor Anderson asked if this is something staff needs to check out before the Council decides. City Attorney Buhr said he does not consider that a deal breaker. Human Resources Director Shoup said he remembered reading about notices in the system.

City Manager Schrader said the City of Sebring uses this software and have said they really like it. Mayor Anderson asked how long Sebring has used it. Human Resources Director Shoup said Sebring went live over a year ago and they too transitioned from Naviline.

Councilmember Mercure asked how long before the city can use the software, if each department will go live at different times, and will it help the city go paperless. Human Resources Director said the representative said at minimum, it will take 9-months to import the modules. He confirmed, everyone will start at the same time, and it will help with going paperless.

Motion, made by Deputy Mayor Barnard, and seconded by Councilmember Taylor to approve agenda item, "D-12," RFP #22-01, awarding the contract to BS&A Software for \$224,790,

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

E. STAFF UPDATES/ADMINISTRATION:

F. ATTORNEY UPDATES:

G. COUNCIL DISCUSSION/UPDATES:

H. CITY MANAGER'S REPORT:

13. Regular Updates from the City Manager

City Manager Schrader started his report, saying David Bannard spoke with Kevin Willis, head of compliance for the FAA. He was told Avon Park received approval from FAA headquarters for the AIPP Due Diligence Grant for \$500,000. Willis does not know how long it will take to filter down to the city. City Manager Schrader said per his prior conversation with Bart Vernace of the FAA, it could take 6 to 8 weeks after approval. Mr. Bannard said this may be the initial stages.

City Manager Schrader said we will hold the August 22nd meeting at the Community Center; there will be a CRA Joint Session with the CRA Advisory Board. Mayor Anderson asked if the city has made sure there is a sound system at the Community Center. Human Resources Director Shoup said yes. City Manager Schrader said there will be a CRA Advisory Board meeting at the Community Center, later this week, which will be an opportunity to test out the audio capabilities.

City Manager Schrader asked Finance Director Sauerhafer if there is a special meeting on the same day at 4:00 p.m. She said yes, adding it will be a recap of what we have already discussed; when the tentative approval in September comes up, there should be no changes.

Mayor Anderson asked if the Council believes the special meeting is needed. Councilmember Mercure said she feels like the budget was good; for they have all worked through it and have had their questions answered.

I. PUBLIC PARTICIPATION:

J. ADJOURN:

14. The Next City Council Regular Meeting is Scheduled for Monday, August 22, 2022, at 6:00 p.m.

Meeting adjourned at 6:49 p.m.

ATTEST: CITY OF AVON PARK:

Christian Hardman, City Clerk

Garrett Anderson, Mayor

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CITY OF AVON PARK
Highlands County, Florida

MINUTES OF THE CITY COUNCIL SPECIAL MEETING
August 15, 2022, at 5:30 p.m.

A. OPENING: CTO – 5:30 PM

1. Invocation: Deputy Mayor Barnard
2. Pledge of Allegiance: Deputy Mayor Barnard
3. Roll Call: City Clerk, Christian Hardman

COUNCIL MEMBERS PRESENT:

Member Brittany McGuire
Member Shelly Mercure
Member Berniece Taylor
Deputy Mayor Jim Barnard
Mayor Garrett Anderson

COUNCIL MEMBERS ABSENT:

STAFF PRESENT:

City Manager, Mark Schrader
City Clerk, Christian Hardman
Finance Director, Melody Sauerhafer
Human Resources Director, David Shoup
I.T. Administrator, Matt Byrd

B. SPECIAL BUSINESS:

Florida Recreation Development Assistance Program (FRDAP) Grant for Durrah Martin Baseball Complex- Guardian CRM, Corbett Alday

Corbett Alday of Guardian Community Resource Management, said he is before the Council to present two grant applications for the Florida Recreation Development Assistance Program (FRDAP) which is funded through the Florida Department of Environmental Protection. Handouts provided to the Council, as well as members of the public, included the proposed scope of work and the conceptual site map. The special meeting is to discuss the FRDAP grant, which is worth points towards the application. He went over the grant process, saying there are two separate applications for presentation, the first of which is for the Durrah Martin Baseball Complex.

Alday went over the scope of work for the project, which will include rehabilitation of 4 baseball fields, bleachers with roofs, additional fencing, sod, and irrigation improvements. The project also calls for-

irrigation off the fields, a new pump house structure, a walking trail around the park, a new playground area, landscaping upgrades- 116 trees, a new dumpster, a pavilion, and batting cage renovations. He said the project's cost with contingency, design, and grant administration is \$400,000; \$200,000 (if awarded) will be funded through FRDAP and the city will match these funds, \$200,000.

Alday concluded his presentation of the FRDAP Grant application for the Durrah Martin Baseball Complex by going over the scope of work and conceptual site plan.

Councilmember Taylor asked for more details for the new pavilion. Mason Cobb of Cool & Cobb Engineering, said he is an engineer who helped prepare the documentation, as well as a board member with Avon Park Baseball. He said the concept is that it is an open pavilion with picnic tables; it is a multi-use pavilion. Mr. Cobb explained the issue is during heavy rainstorms or hot sunny days, there is not a lot of space for parents or children to get out of the weather. There is nowhere to sit and eat.

Councilmember Taylor asked if there will be overhead protection for all the bleachers. Mr. Cobb said there are two sets of bleachers on each field- there will be a roof over each set. It serves to protect observers from foul balls and to get parents out of the sun.

Councilmember Taylor asked if they plan to renovate the announcer's box. She said the area is rusted. Mr. Cobb said there was a line item; however, it was removed because he was not sure whether they included it in the Capital Improvement Plan (CIP). Councilmember Taylor spoke of the danger of someone getting hurt. The shelf is completely covered in rust. Mr. Cobb said they would love to renovate the building; however, in general, the public does not access the area.

Councilmember Mercure asked how often this is done; for example, will they do this work every five years? Mr. Cobb did not remember the last time there was a project that focused on the baseball fields. Mayor Anderson said the main building had not been renovated since before Mr. Cobb or himself was born.

Councilmember McGuire noted the scope of work consists of additions; nothing is going to be redone. Mr. Cobb said the pump house is about to fall over, the irrigation is so old that the irrigation repairmen do not know how to handle it. Parts are no longer manufactured for the system, and it is an ongoing problem. Regarding the baseball fields, Avon Park Baseball uses the field every year. The city does its part to maintain the field, but they have to bring that field up every year at the start of the season. He was unaware of the last time the irrigation was refurbished.

Mayor Anderson recalled that most of the work done in the baseball field comprised of lights and fencing- roughly five years ago. He believed the city used FRDAP grant funds. Since then, no work has been done, other than minor irrigation repairs. No major upgrades have occurred. He asked Mr. Cobb if he agrees that the scope of work is the best use of funds; would he prioritize anything differently? Mr. Cobb said yes; irrigation is a top priority- having lost two kids in one practice because the baseballs went to the outfield. Right field is no longer used. The southwest field, which is the larger of the fields, is a sand pit. Irrigation is needed to keep the kids who play baseball safe.

Mr. Cobb said the second priority is the batting cages. They are deteriorating fast. There is no security; nets have been cut out, holes have been cut into the rubber mats, and there is no lighting. The goal is to secure the facility. He spoke of when his son was hit on the head with a baseball while sitting on the bleachers.

Mr. Cobb continued, saying the playground is another priority. Parents do not use the playground because children are climbing on walls that are improperly designed. The goal is to provide a safe place for the younger children to play; the proposed scope of work includes a shade cloth incorporated into the playground to keep the children safe from foul balls.

Mr. Cobb spoke of the walking path, explaining a lot of parents drop their kids off for baseball. They leave to go to the gym or run errands; the goal is to keep parents at the field by providing a walking path for them to exercise, while also creating a nice facility for the community. They placed a lot of thought and consideration of where the funds can be used.

Councilmember McGuire asked regarding the batting cage, if they have an idea for how to keep the area more secure. Mr. Cobb said yes; by providing fencing and a gate, they can prevent people from getting into the batting cage. The existing fence does not go to the top, people can climb over it and get inside. Their design calls for running the fence to the top of the roof/fascia to prevent people from getting in.

Councilmember Mercure asked if they have security cameras at the location. Mr. Cobb said they do not. She asked if there is a way to use some funds towards installing cameras. Mayor Anderson asked if I.T. Administrator Byrd could provide an answer. Byrd went over the potential costs for cameras and wiring. He said it would be easy to do. Mayor Anderson asked if they will house the system at the Durrah Martin Complex. He suggested having Avon Park Baseball housing the equipment.

City Manager Schrader said Alday informed him he has never seen FRDAP funds cover security cameras. Mayor Anderson believed they can find funding in Parks and Recreation to put towards security at the Durrah Martin Complex.

Councilmember Taylor asked if the walking path will be concrete. Mr. Cobb said they are proposing the use of asphalt milling or slag- which is like gravel. It is more expensive to use concrete. He said the benefit to using asphalt milling or slag is if the city applies for FRDAP again, then asphalt or pavement can be proposed then. The asphalt or pavement can directly go over the asphalt milling or slag.

Councilmember Mercure asked if they secure the playground after dusk. Mr. Cobb said he has never seen it locked to his knowledge. He spoke of the community's use of the facilities, which is the reason they proposed placing a new dumpster on the north side of the parking lot.

City Attorney Buhr asked regarding the security cameras, for staff to speak with him about placing signs up.

Deputy Mayor Barnard asked if they have considered applying for funds through the Recreation Parks Community Assistance (RPAC) program. Mayor Anderson said we can do that. Finance Director Sauerhafer said it was discussed at the last Council meeting. There are funds available; however, the FRDAP grant must be awarded first to get things in motion.

Discussion continued regarding the agenda for RPAC and the schedule to apply for these funds.

There were no further questions from the Council, nor public participation.

MOTION was made by Deputy Mayor Barnard, seconded by Councilmember McGuire, to approve the Florida Recreation Development Assistance Program (FRDAP) Grant for Durrah Martin Baseball Complex, as presented.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

C. ADJOURN:

Meeting adjourned at 5:50 p.m.

ATTEST: CITY OF AVON PARK:

Christian Hardman, City Clerk

Garrett Anderson, Mayor

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CITY OF AVON PARK
Highlands County, Florida

MINUTES OF THE CITY COUNCIL SPECIAL MEETING
August 15, 2022, at 6:00 p.m.

A. OPENING: CTO – 6:00 p.m.

1. Invocation: Councilmember McGuire
2. Pledge of Allegiance: Councilmember McGuire
3. Roll Call: City Clerk, Christian Hardman

COUNCIL MEMBERS PRESENT: Member Brittany McGuire
 Member Shelly Mercure
 Member Berniece Taylor
 Deputy Mayor Jim Barnard
 Mayor Garrett Anderson

COUNCIL MEMBERS ABSENT:

STAFF PRESENT: City Manager, Mark Schrader
 City Clerk, Christian Hardman
 Finance Director, Melody Sauerhafer
 Human Resources Director, David Shoup
 I.T. Administrator, Matt Byrd

B. SPECIAL BUSINESS:

Florida Recreation Development Assistance Program (FRDAP) Grant for MLK JR Sports Complex-Guardian CRM, Corbett Alday

Alday presented the second grant application for the Martin Luther King Jr. Sports Complex. Handouts provided to the Council, as well as members of the public, included the proposed scope of work and the conceptual site map. He went over the scope of work and the conceptual site plan for the project which included rehabilitation of concrete bleachers on one side of the field, adding new bleachers on the existing side, improvements to the basketball court, replacement of rusted fencing, re-stripping of the existing parking lot, and an install for two pavilions. Additional costs include design, administration, and contingency. He said the project's cost is \$400,000; \$200,000 (if awarded) will be funded through FRDAP and the city will match these funds, \$200,000.

Councilmember Taylor asked what the visitor bleachers will be, for example, wood or concrete? Carl Cool of Cool & Cobb Engineering, said he put the conceptual plan together. He said they are proposing aluminum bleachers that can be moved. The bleachers will also have a roof over them to provide shade. Regarding the surface of the basketball courts; he is proposing a composite surface because it is easier to play on than asphalt.

Councilmember Taylor asked what they plan to do with the home bleachers that are concrete? Mr. Cool said they are proposing to refurbish the bleachers and put a roof over some of it. Councilmember Taylor requested more details on the condition of the bleachers. He said they are 50-years old and are breaking up. The bleachers are safe; however, they need to be refurbished with a roof overhead.

Councilmember Taylor asked if his firm refurbished the bleachers in the past and when the bleachers were last refurbished. He said no; the bleachers are the original Avon Park High School bleachers from the Joe Franza Field, 50 years ago. She asked if bleachers deteriorate. He said yes, adding there will be improvements made to the concrete bleachers. Mainly, the goal is to get a roof over the bleachers to protect parents from the sun. Mayor Anderson said the bleachers have only ever been cleaned and repainted.

Councilmember Mercure said the major cost for the project is not necessarily the concrete but the roof covering over the bleachers. Mr. Cool said that is correct.

Councilmember Taylor referenced the proposed new pavilion near the track. She asked if there are many people who frequent that area? Mr. Cool said that area is where the children meet to play soccer. We can move the location of the pavilions anywhere, but he chose that site to keep those children out of the sun or for birthday parties etc.

City Attorney Buhr clarified that Mr. Cool's statement concerning the pavilions being moveable applied to planning. Once built, we cannot move them. Mr. Cool said that is correct; they will have a concrete slab- it is possible to find a different location now. Once they are constructed, it cannot be undone.

Mayor Anderson spoke of a past request from a few of the leagues to use the football field for soccer practice. The football field requires a higher level of maintenance than the vacant field. There was always a conflict between the soccer players tearing up the field. By having the pavilions on the otherwise unused field- it will ease the conflict.

Discussion continued regarding previous uses of the field, including parking spaces and a mobile home park that was demolished. We have not used it for much of anything in the past few years.

Councilmember McGuire asked how large are the pavilions? Mr. Cool said they are proposed as 20 feet by 30 feet each, with the concrete slab underneath. There will be picnic tables bolted down. Mayor Anderson said it is roughly the same size as the existing pavilions. Alday noted the site plan is preliminary for application purposes. The design will come back before the Council before it is finished. They will have an opportunity of making these kinds of choices.

Councilmember McGuire asked what will happen if the actual costs are under what they projected; can the city use those funds for something else or do the funds have to be returned? Alday said typically that is not an issue- considering the costs as they are. There is almost always something else that can be done within the existing scope of work. In theory, if the city did not spend it, then it would have to be-

returned. Councilmember McGuire said for example, if the cost of the picnic tables for the pavilions came under, would the city be able to use the excess funds towards another item, so long as it is in the scope of work. Alday said that is correct.

Councilmember Mercure asked if the city will check to see if the Recreation Parks Community Assistance Program (RPAC) can aid with funding for this project as well? Mayor Anderson said yes.

MOTION was made by Deputy Mayor Barnard, seconded by Councilmember Taylor, to approve the Florida Recreation Development Assistance Program (FRDAP) Grant for the MLK Jr. Sports Complex, as presented.

AYE: McGuire, Mercure, Taylor, Barnard, Anderson

NAY:

Motion Passed: 5-0

C. ADJOURN:

Meeting adjourned at 6:10 p.m.

ATTEST: CITY OF AVON PARK:

Christian Hardman, City Clerk

Garrett Anderson, Mayor

Agenda Item Summary

Date of Action: August 29, 2022

Subject: First Reading: Ordinance No. 14-2022 and Ordinance No. 15-2022 Amending the Future Land Use and Official Zoning Map for 915 Dyal Street

Item No.: D-5

Placed on Agenda by: CFRPC, Jeff Schmucker

Staff Review: Yes

Attorney Review:

Recommended Motion(s): See City Council Motion Options- CFRPC Overview Report

Documentation:

- Ordinance No. 14-2022
- Ordinance No. 15-2022
- CFRPC Overview Report

Background:

See CFRPC Overview Report

ORDINANCE NO. 14-2022

AN ORDINANCE AMENDING THE FUTURE LAND USE MAP OF THE CITY OF AVON PARK, FLORIDA; AMENDING ONE (1) PARCEL OF LAND CONSISTING OF +/-1.30 ACRES GENERALLY LOCATED EAST OF US HIGHWAY 27, NORTH OF WEST BELL STREET, AT THE SOUTHEAST CORNER OF THE INTERSECTION OF SOUTH ANOKA AVENUE AND DYAL STREET, ADDRESS BEING 915 DYAL STREET; FROM THE FUTURE LAND USE OF LOW DENSITY RESIDENTIAL (LDR) TO CITY MEDIUM DENSITY RESIDENTIAL (MDR); TRANSMITTING SAID AMENDMENT TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR NOTIFICATION PURPOSES ONLY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Sections 163.3161 through 163.3215, Florida Statutes, the Community Planning Act, empowers and mandates the City of Avon Park, Florida, to plan for future development and growth and to adopt and amend comprehensive plans, or elements or portions thereof, to guide the future growth and development of the City; and

WHEREAS, Mr. Fitzroy Gardener ('applicant') has requested to amend the Future Land Use assignment of one (1) parcel of land consisting of +/-1.30 acres, from Low Density Residential to Medium Density Residential, on property generally located east of US Hwy 27, north of West Bell Street, at the southeast corner of the intersection of South Anoka Avenue and Dyal Street, further identified by Parcel Identification Number A-22-33-28-210-0000-0020, as shown in Exhibit "A" attached herein; and

WHEREAS, pursuant to Section 163.3187, Florida Statutes, the City Council held a public hearing on the Future Land Use Map Amendment as shown in Exhibit "A", with due public notice having been provided, to obtain public comment, and considered all written and oral comments received during public hearings, including support documents; and

WHEREAS, in exercise of its authority the City Council has determined it necessary to adopt this Map Amendment to the Comprehensive Plan, which is marked as Exhibit "A" and is attached and made a part hereof to ensure that the Plan is in full compliance with the Laws of the State of Florida; to preserve and enhance present advantages; encourage the most appropriate use of land, water and resources consistent with the public interest; and deal effectively with future problems that may result from the use and development of land within the City of Avon Park.

NOW, THEREFORE, be it enacted by the City Council of the City of Avon Park, Florida, as follows:

Section 1. **Amendment to the Future Land Use Map:** The Future Land Use Map of the City's Comprehensive Plan is hereby amended to assign the Future Land Use of "Medium Density Residential" to the subject parcel generally located east of US Hwy 27, north of West Bell Street, at the southeast corner of the intersection of South Anoka Avenue and Dyal Street, further identified by Parcel Identification Number A-22-33-28-210-0000-0020, consisting of +/-1.30 acres, as shown in Exhibit "A" which is attached and made a part hereof.

Section 2. **Severability:** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 3. All existing ordinances or parts of existing ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. **Certified Copy:** An official, true, and correct copy of this Ordinance and the City's Comprehensive Plan, as adopted and amended from time to time, shall be maintained by the City Clerk. The City Clerk shall make copies available to the public for a reasonable publication charge.

Section 5. **Effective Date:** This plan amendment shall be effective in accordance with Section 163.3187(5)(c), Florida Statutes.

INTRODUCED AND PASSED on First Reading at the regular meeting of the Avon Park City Council held on the _____ day of _____, 2022.

PASSED AND DULY ADOPTED, on second reading at the meeting of the Avon Park City Council duly assembled on the _____ day of _____, 2022.

CITY OF AVON PARK, FLORIDA

Garrett Anderson, Mayor

ATTEST:

Christian Hardman, City Clerk

Approved as to form:

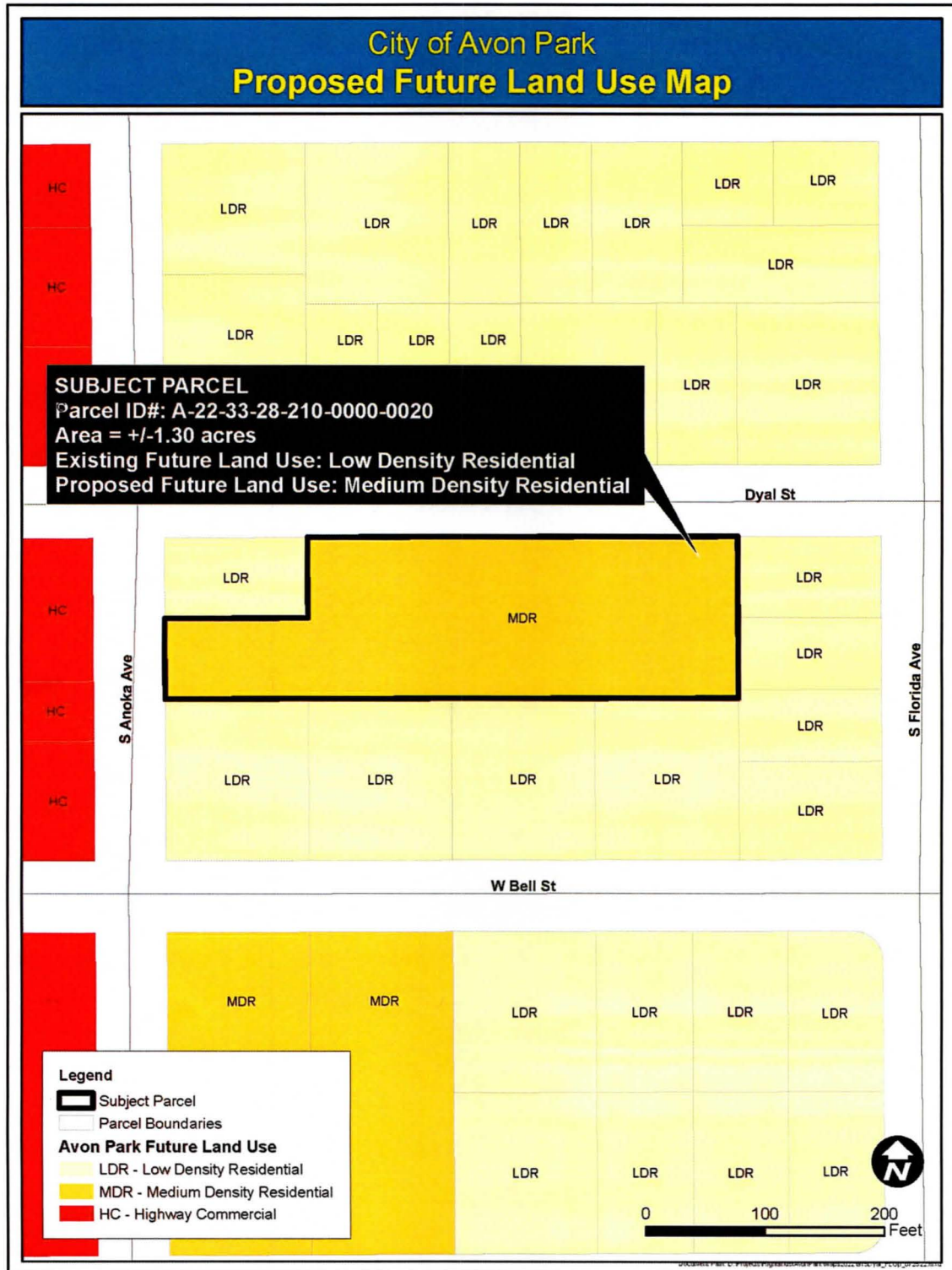
Gerald T. Buhr, City Attorney

Motion made by _____ **seconded by** _____.

The vote was ____ **for** ____ **against with** ____ **abstentions and** ____ **absent**

EXHIBIT "A"

Subject Properties



ORDINANCE NO. 15-2022

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AVON PARK, FLORIDA, AMENDING ONE (1) PARCEL OF LAND CONSISTING OF +/-1.30 ACRES GENERALLY LOCATED EAST OF US HIGHWAY 27, NORTH OF WEST BELL STREET, AT THE SOUTHEAST CORNER OF THE INTERSECTION OF SOUTH ANOKA AVENUE AND DYAL STREET, ADDRESS BEING 915 DYAL STREET; FROM THE ZONING OF R-1A LOW DENSITY RESIDENTIAL TO R-2 MEDIUM DENSITY, SINGLE FAMILY ATTACHED AND DUPLEX; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICT; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Mr. Fitzroy Gardener ('applicant') has requested to change the zoning assignment of one (1) parcel of land consisting of +/-1.30 acres, from R-1A Low Density Residential to R-2 Medium Density, Single Family Attached and Duplex, on property generally located east of US Hwy 27, north of West Bell Street, at the southeast corner of the intersection of South Anoka Avenue and Dyal Street, further identified by Parcel Identification Number A-22-33-28-210-0000-0020, as shown in Exhibit "A" attached herein; and

WHEREAS, the City Council of Avon Park has adopted Ordinance No. 14-2022, a Future Land Use Map Amendment to the City's Comprehensive Plan, designating the subject parcel depicted in Exhibit "A" attached hereto and incorporated herein with a Future Land Use designation of "Medium Density Residential;" and

WHEREAS, the City Council of the City of Avon Park held a public hearing regarding the parcel shown in Exhibit "A", with due public notice having been provided, to obtain public comment, and considered all written and oral comments received during public hearings, including supporting documents; and

WHEREAS, in exercise of its authority, the City Council of the City of Avon Park has determined it necessary to amend the Official Zoning Map to change the City zoning designation assigned to the subject parcels.

NOW, THEREFORE BE IT ENACTED by the City Council of the City of Avon Park, Florida,

Section 1. Zoning Amendment: The official zoning map of the City of Avon Park is amended so as to assign the City zoning classification of R-2 Medium Density, Single Family Attached and Duplex to the subject parcel generally located east of US Hwy 27, north of West Bell Street, at the southeast corner of the intersection of South Anoka Avenue and Dyal Street, further identified by Parcel Identification Number A-22-33-28-210-0000-0020, consisting of +/-1.30 acres, as shown in Exhibit "A" which is attached and made a part hereof.

Section 2. Severability: If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 3. All existing ordinances or parts of existing ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. **Certified Copy:** This Ordinance shall be codified in the Code of Ordinances of the City of Avon Park, Florida. A certified copy of this enacting ordinance shall be located in the Office of the City Clerk of Avon Park. The City Clerk shall also make copies available to the public for a reasonable publication charge.

Section 5. **Effective Date:** This Ordinance shall not take effect unless and until Ordinance No. 14-2022, adopting the companion Future Land Use Map Amendment to this rezoning, becomes final and non-appealable. Upon Ordinance No. 14-2022 taking effect, this Ordinance, No. 15-2022, shall take effect on the same date.

INTRODUCED AND PASSED on First Reading at the regular meeting of the Avon Park City Council held on the _____ day of _____, 2022.

PASSED AND DULY ADOPTED, on second reading at the meeting of the Avon Park City Council duly assembled on the _____ day of _____, 2022.

CITY OF AVON PARK, FLORIDA

Garrett Anderson, Mayor

ATTEST:

Christian Hardman, City Clerk

Approved as to form:

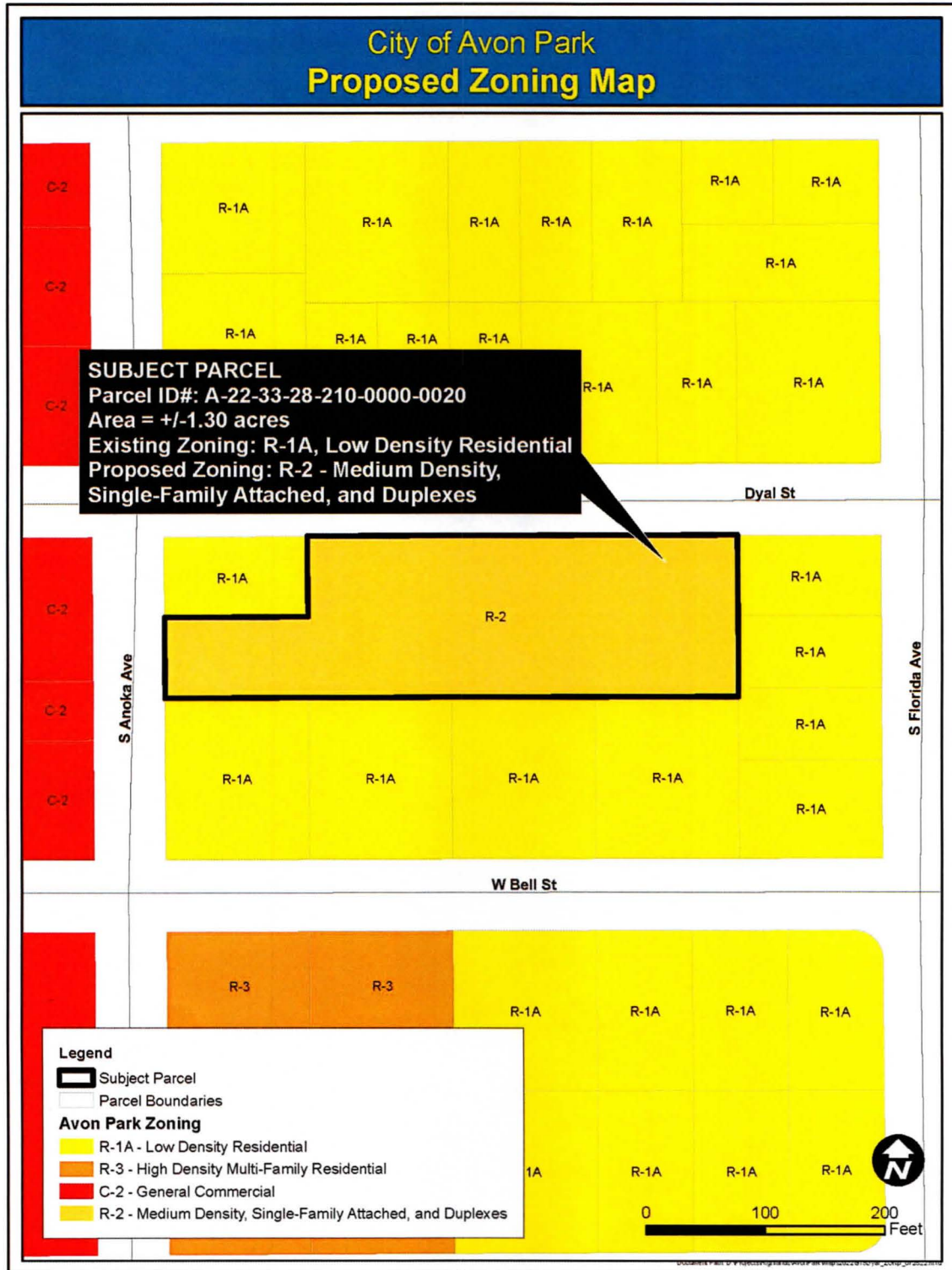
Gerald T. Buhr, City Attorney

Motion made by _____ **seconded by** _____.

The vote was ____ **for** ____ **against with** ____ **abstentions and** ____ **absent**

EXHIBIT "A"

Subject Properties





**CITY OF AVON PARK
FUTURE LAND USE MAP AMENDMENT & REZONING
OVERVIEW REPORT
August 29, 2022**

TO: City of Avon Park, City Council

FROM: Central Florida Regional Planning Council

SUBJECT: **ORDINANCE NO. 14-2022 - Future Land Use Map Amendment:**

An applicant-initiated request to amend the Future Land Use map of the City of Avon Park, Florida, amending one (1) parcel of land consisting of +/-1.30 acres, generally located east of US Hwy 27, north of West Bell Street, at the southeast corner of the intersection of South Anoka Avenue and Dyal Street, address being 915 Dyal Street, from the Future Land Use of Low Density Residential (LDR) to City Medium Density Residential (MDR).

ORDINANCE NO. 15-2022 - Rezoning:

An applicant-initiated request to amend the Official Zoning Map of the City of Avon Park, Florida, amending one (1) parcel of land consisting of +/-1.30 acres, generally located east of US Hwy 27, north of West Bell Street, at the southeast corner of the intersection of South Anoka Avenue and Dyal Street, address being 915 Dyal Street, from the zoning of R-1A Low Density Residential to R-2 Medium Density, Single Family Attached and Duplex.

AGENDA AND HEARING DATES:

August 9, 2022, 5:30 PM:

August 29, 2022, 6:00 PM:

September 12, 2022, 6:00 PM:

Planning and Zoning Board (Public Hearing)

City Council (First Reading)

City Council (Second Reading, Public Hearing)

ATTACHMENTS:

- Aerial Photo Map
- Existing Future Land Use Map
- Proposed Future Land Use Map
- Existing Zoning Map
- Proposed Zoning Map
- Recorded Plat (Plat Book 1, Page 40)
- Applications (Comprehensive Plan Amendment & Rezoning)

PLANNING AND ZONING BOARD ACTION:

On Tuesday, August 9, 2022, the City of Avon Park Planning & Zoning Board voted unanimously to forward the proposed Future Land Use Map Amendment and rezoning to the City Council with a **recommendation of approval**.

CITY COUNCIL MOTION OPTIONS:

Future Land Use Map Amendment Motion Options:

1. I move the City Council **approve Ordinance 14-2022 on First Reading**.
2. I move the City Council **approve Ordinance 14-2022 on First Reading, with changes**.

Rezoning Motion Options:

1. I move the City Council **approve Ordinance 15-2022 on First Reading**.
2. I move the City Council **approve Ordinance 15-2022 on First Reading, with changes**.

OVERVIEW:

Applicant/Owner	Fitzroy Gardner
Parcel IDs	A-22-33-28-210-0000-0020
Subject Area	+/- 1.30 acres
Existing Future Land Use	Low Density Residential
Proposed Future Land Use	Medium Density Residential
Existing Zoning	R-1A Low Density Residential
Proposed Zoning	R-2 Medium Density, Single Family Attached and Duplex
Previous Hearings	None

Fitzroy Gardner (applicant), is requesting a Future Land Use Map Amendment and rezoning to change the Future Land Use and zoning of +/- 1.30 acres from the Future Land Use of Low Density Residential (LDR) to Medium Density Residential (MDR) and the zoning of R-1A Low Density Residential to R-2 Medium Density, Single Family Attached and Duplex. The subject parcel is located east of US Hwy 27, north of West Bell Street, and at the southeast intersection of South Anoka Avenue and Dyal Street, address being, 915 Dyal Street, Avon Park. See attached Aerial Photo Map.

BACKGROUND & REASON FOR REQUEST:

The subject parcel is part of the Smith-McGinnis subdivision, which is recorded in Plat Book 1, Page 40, of Highlands County and includes Lots 2, 6, 8, 10, 12, 14, and 16. Each Lot is approximately 60 feet wide by 135 feet, for a total lot are of 8,100 square feet. See attached plat for reference.

The purpose of the request is to assign Future Land Use and Zoning designations that will accommodate the future development of duplexes.

The intent, by the applicant, is to re-establish the platted lots to construct duplexes across lots 6, 8, 10, 12, 14, and 16, resulting in a total of three (3) duplexes with six (6) dwelling units. This will allow each dwelling unit to be sold individually. Lot 2 is proposed to be developed with one (1) duplex (containing 2 dwelling units) on the single parcel. Dwelling units on this parcel could not be sold individually.

STANDARDS FOR EVALUATING FUTURE LAND USE AND ZONING CHANGES:

The City of Avon Park Planning & Zoning Board will provide recommendations, and the City Council will make a final motion to accept, reject, modify, return, or continue to seek additional information on all proposed Future Land Use and zoning changes. The review shall be considered and evaluated against the following standards:

- *Consistency with the Comprehensive Plan and Land Development Code.*
- *Land Use Compatibility.*
- *Public Facilities and Services Analysis.*

Consistency with the Comprehensive Plan and Land Development Code:

The request is to change the Future Land Use from Low Density Residential (LDR) to Medium Density Residential (MDR) and the zoning of R-1A Low Density Residential to R-2 Medium Density, Single Family Attached and Duplex. Descriptions for both the existing and proposed Future Land Use and zoning designations are provided as follows:

Existing – Future Land Use

City of Avon Park Comprehensive Plan, Future Land Use Element, Policy 1.4 – Low Density Residential: The Low Density Residential designation shall meet Avon Park's housing demands for this range of density, promote efficient use of infrastructure, protect existing single family neighborhoods and promote compatible land uses. Single family detached housing units are permissible to a maximum density of 6 units per gross acre. Public schools shall be a permitted use in this classification.

Proposed – Future Land Use

City of Avon Park Comprehensive Plan, Future Land Use Element, Policy 1.5 – Medium Density Residential: The Medium Density Residential designation shall meet Avon Park's housing demand for this range of density, promote efficient use of existing infrastructure and promote affordable housing. Multi-family housing units are permissible at a maximum density of 16 units per gross acre. Mobile home parks are permissible at a maximum density of 8 mobile homes per gross acre. Public schools shall be a permitted use in this classification.

Existing – Zoning

City of Avon Park Land Development Code, Section 2.04.02.02. – R-1A Low Density Residential: To establish locations suitable for low-density single-family residential development on lots smaller than in R-1AA up to four units an acre (4 du/ac); to designate those uses and activities that are appropriate for and compatible with such areas; and to establish standards and provisions necessary to ensure proper development in a low-density residential environment.

Proposed – Zoning

City of Avon Park Land Development Code, Section 2.04.02.04 – R-2 Medium Density, Single Family Attached and Duplex: To establish locations suitable for medium-density single family attached development such as duplexes, patio homes, townhouses, and condominiums, all with ground floor entrances, at a maximum of eight units in no more than four buildings per acre (8 du/ac).

Comprehensive Plan Consistency Analysis

The proposed Medium Density Residential Future Land Use is consistent with this area of the City and is compatible with the proposed R-2 zoning and development intent for the property. The proposed changes are also consistent with a number of goals, objectives, and policies of the City's Comprehensive Plan. See analysis provided below.

Future Land Use Element:

Objective 2:

All development shall be timed and staged in conjunction with available capacity of public facilities and services; availability of sufficient water supplies, both potable and non-potable, appropriate soil conditions and topography. Avon Park will continue to ensure that all land development orders are both concurrent and compatible with the regulations of Avon Park's Comprehensive Plan.

Policy 2.1: Development orders or permits shall be issued only when public facilities and services are available concurrent with the impacts of development at or above the established level of service. [9J-5.006(3)(c)31

Policy 2.2: Development orders or permits shall be issued only when sufficient potable and non-potable water supplies and supply facilities are available concurrent with the impacts of development.

The City has available potable water capacity to serve the proposed development pending approval of the proposed Future land Use amendment and rezoning.

Housing Element:

Objective 1: Provision of Adequate and Affordable Housing

The City will assist the private sector to provide sufficient and affordable housing for the diversified needs of the present and future population. Avon Park shall provide measurable policies that increase its efficiency in meeting the goals of the 9J-5.010 Housing Element resulting in improvements to the housing delivery process.

Policy 1.4: The City shall encourage, through its Land Development Regulations, a mix of housing types, densities, and "non-tax exempt" affordable housing.

The proposed development aides to establish a mix of residential lot sizes and housing types to support affordable housing.

Infrastructure Element:

Objective 1: Level of Service

Avon Park shall provide sanitary sewer, potable water and drainage facilities that comply with the level of service and capacity standards established in this element. Avon Park shall ensure that all development orders meet concurrency, public facility, and other utility requirements.

Review of the proposed Future Land Use and zoning changes by the City's development review committee reflects that the City has available potable water capacity to serve future development which will operate within the City's established level of service standards.

Land Use Compatibility

The subject parcel is surrounded by a mix of Low Density Residential Future Land Use on three sides and Commercial Future Land Use to the west. The adjacent parcels consist of single-family homes and a small multi-family development. A mix of Commercial, Low Density and Medium Density Future Land Uses are in close proximity.

The *Land Use Matrix* below outlines the existing and proposed Future Land Use and zoning of the subject parcels, the existing Future Land Use and zoning of adjacent properties, and the existing land use of the subject parcels and adjacent properties. Proposed Future Land Use and Zoning Maps are also provided for reference.

Land Use Matrix

Northwest	North	Northeast
Future Land Use: LDR Zoning: R-1A Existing Land Use: Multi-Family <10 Units	Future Land Use: LDR Zoning: R-1A Existing Land Use: Single-Family Residential	Future Land Use: LDR Zoning: R-1A Existing Land Use: Single-Family Residential
West	Subject Parcels	East
Future Land Use: HC Zoning: C-2 Existing Land Use: Single-Family Residential, Vacant	Future Land Use: <u>Existing:</u> LDR <u>Proposed:</u> MDR Zoning: <u>Existing:</u> R-1A <u>Proposed:</u> R-2 Existing Land Use: Vacant	Future Land Use: LDR Zoning: R-1A Existing Land Use: Single-Family Residential
Southwest	South	Southeast
Future Land Use: HC Zoning: C-2 Existing Land Use: Single-Family Residential	Future Land Use: LDR Zoning: R-1A Existing Land Use: Single-Family Residence	Future Land Use: LDR Zoning: R-1A Existing Land Use: Single-Family Residential

LDR = Low Density Residential, MDR = Medium Density Residential, HC = Highway Commercial, R-1A = Low Density Residential, R-2 = Medium Density, Single Family Attached and Duplex

The current Low Density Residential Future Land Use permits up to six (6) dwelling units per acre. The proposed Medium Density Residential Future Land Use permits up to sixteen (16) dwelling units per acre. At +/- 1.30 acres, the Low Density Residential Future Land Use permits a maximum density of 7 dwelling units. Under the proposed Medium Density Residential Future Land Use, the maximum density would be 20 dwelling units. This is an increase of 13 dwelling units. See table below.

	Future Land Use Designation	
	Low Density Residential	Medium Density Residential
Permitted Density	6 DU / acre	16 DUs / acre
Subject Parcel Acreage	+/- 1.30 acres	+/- 1.30 acres
Maximum Density	7 dwelling units (1.30 x 6)	20 dwelling units (1.30 x 16)
Density change	+13 dwelling units	

Although the proposed Future Land Use change would allow a maximum density of 20 dwelling units, the maximum density is further regulated through the zoning of the property. The current R-1A Low Density Residential zoning district permits up to four (4) dwelling units per acre. The proposed R-2 Medium Density, Single Family Attached and Duplex District permits up to eight (8) dwelling units per acre. At +/- 1.30 acres, the maximum density, by way of the proposed zoning, would be 10 dwelling units. Based on the proposed zoning of the property, there will be an increase in permitted density of five dwelling units. See table below:

	Zoning Districts	
	R-1A	R-2
Permitted Density	4 DUs / acre	8 DUs / acre
Subject Parcel Acreage	+/- 1.30 acres	+/- 1.30 acres
Maximum Density	5 dwelling units (1.30 x 4)	10 dwelling units (1.30 x 8)
Density change	+5 dwelling units	

The proposed request assigns Future Land Use and zoning assignments to a previously approved residential subdivision. Assigning the proposed Future Land Use and zoning will allow for the development of duplexes. The development of duplexes will be compatible with the surrounding area in that it will serve as a transitional area between commercial and single-family residential uses. Additionally, the residential nature associated with the proposed City Future Land Use in conjunction with the proposed City zoning, is found to be compatible with the character of the surrounding area.

Public Facilities and Services Analysis:

The following is a summary analysis of the potential impacts on existing public facilities and services.

Potable Water

City water connection is in proximity and there is available capacity in the City's system to serve future development of the subject parcel. Connections will need to be coordinated with the City at time of development.

Sanitary Sewer

City wastewater connection is in proximity and there is available capacity in the City's system to serve future development of the subject parcel. Connections will need to be coordinated with the City at time of development.

Solid Waste:

Future development will be served by a city-approved refuse collector.

Transportation/Traffic:

The subject parcel is located at the southeast corner of the intersection of South Anoka Avenue and Dyal Street, both local roadways within the City of Avon Park. Considering the minimal increase in potential development density on the site, no adverse impacts are anticipated on the surrounding roadway network. Additional transportation impacts will be reviewed at time of development.

Public Schools:

The Highlands County School Board (HCSB) has been notified of the Future Land Use and zoning proposal. Considering the minimal increase in potential development density on the site, no adverse impacts are anticipated on Highlands County schools. Concurrency review will be required at time of development.

Recreation/Open Space:

Based on the City's level of service standard for recreation and open space facilities, which requires 3 acres/1,000 persons and the City's current operating standard of 6.54 acres/1,000 persons, no negative impacts are anticipated with the proposed Future Land Use and zoning change.

City of Avon Park Aerial Photo Map

SUBJECT PARCEL
Parcel ID#: A-22-33-28-210-0000-0020
Area = +/-1.30 acres



S Anoka Ave

Dyal St

S Florida Ave

W Bell St

Legend

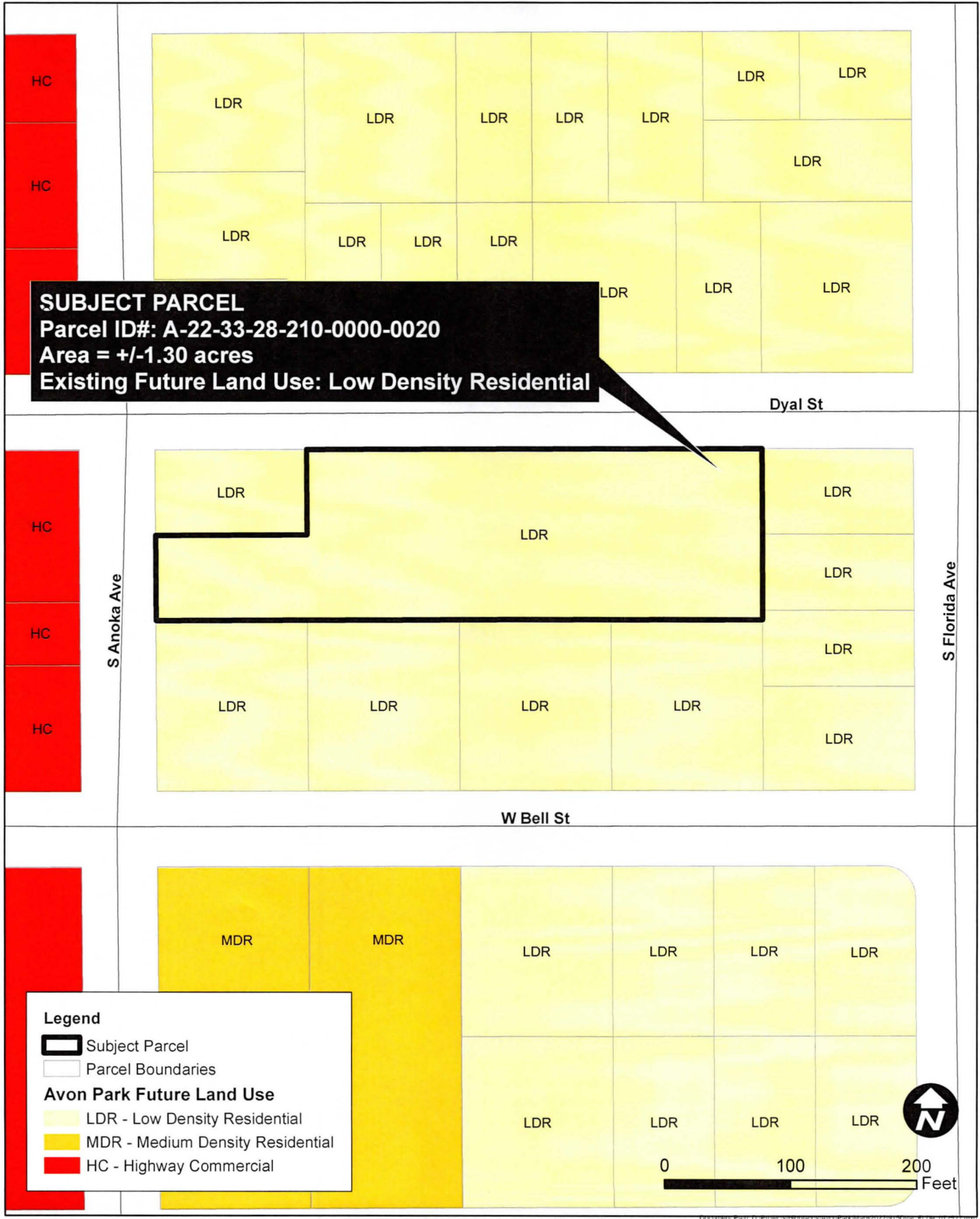
-  Subject Parcel
-  Parcel Boundaries



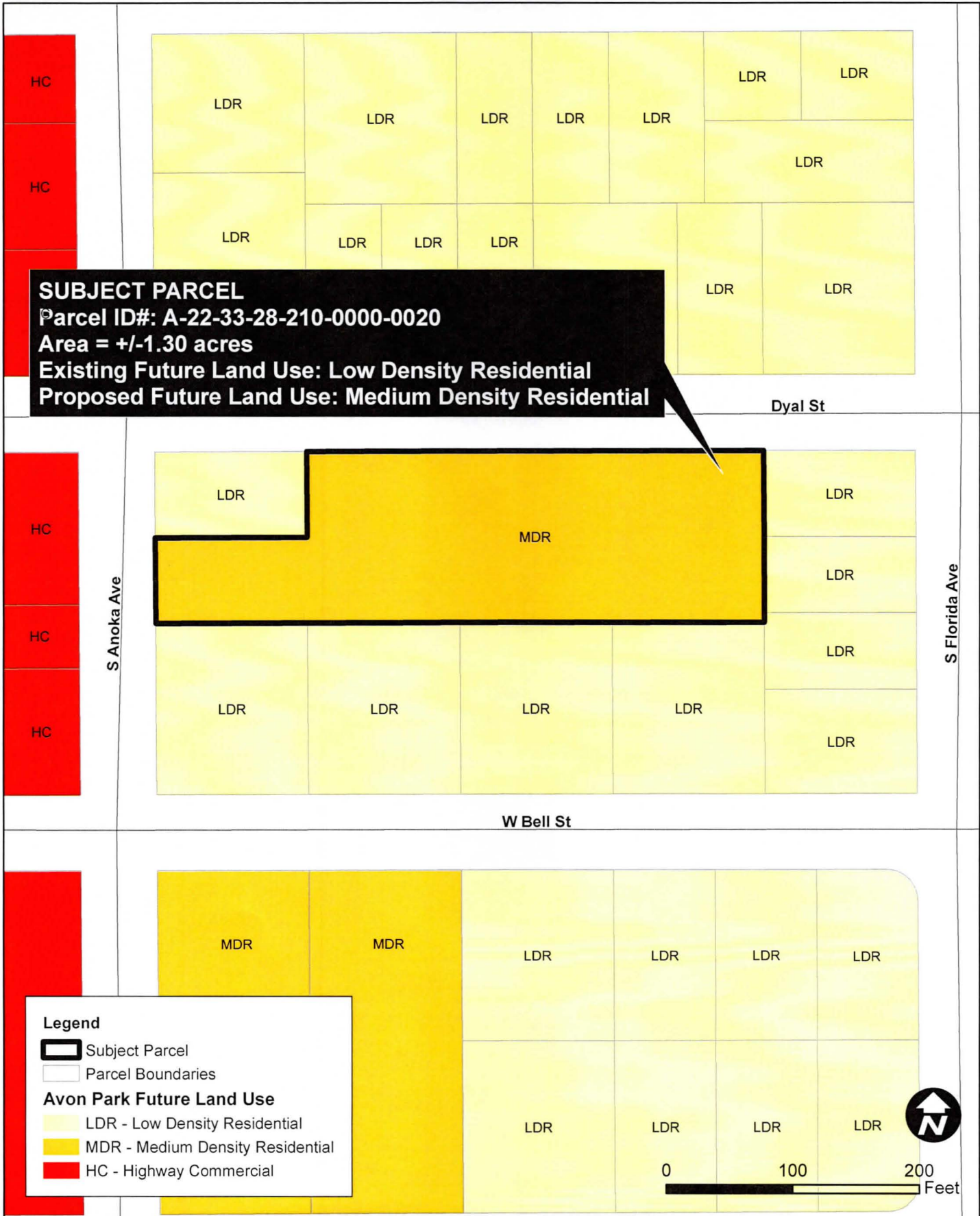
NOT TO SCALE

0 100 200 Feet

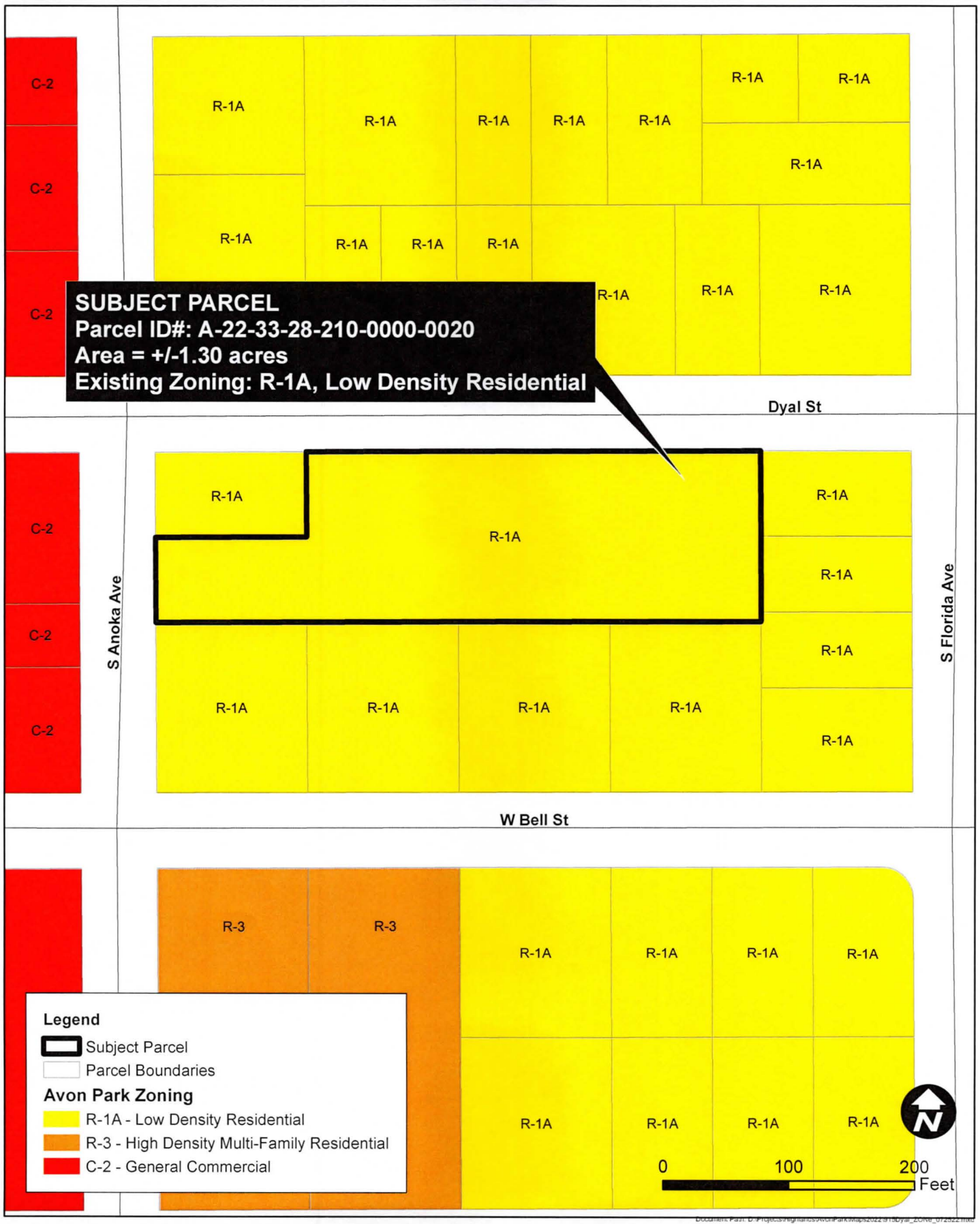
City of Avon Park Existing Future Land Use Map



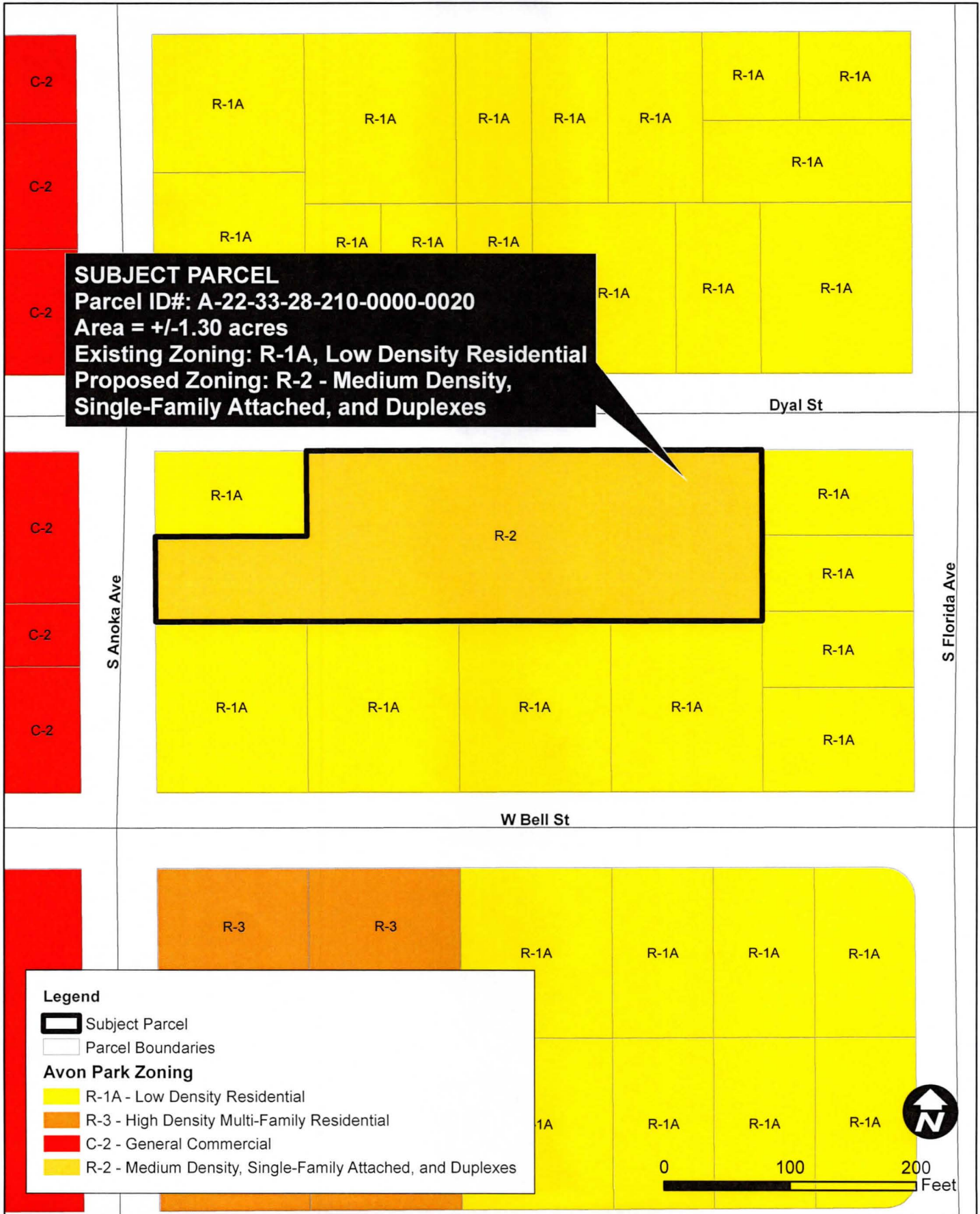
City of Avon Park Proposed Future Land Use Map



City of Avon Park Existing Zoning Map



City of Avon Park Proposed Zoning Map



DRAWING NUMBER

40 4629

OF THE EAST 320 FT OF LOT 1 BLOCK 4 SEC 333-288E
SCALE 50 = 1 INCH AVON PARK

SCALE 500' = 1" INCH

I, Howard Harrison, do hereby certify that I have examined the above described property shown hereon and that this plat is a true and correct copy of the same as the same was shown to me by the owner.

In testimony whereof I have hereunto set my hand this 30th day of Feb 1915.

107	108	109	110	111	112	113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168	169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200
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FILED IN PROCEEDINGS AND RECORDED
ON PLAT. BOOK 1 PAGE 40. *Friendless Club*

9650

WE HEREBY CERTIFY that this plat is a true copy of the tracings, and/or reproductions as furnished by the Clerk of the Circuit Court, Highlands County, Sebring, Florida, and that all readable information has been reported to this office.

By *E. M. Rader*
E. M. Rader
Registered Engineer No. 717
Registered Surveyor No. 106
State of Florida

SMITH-McGINNIS COS, RESUBDIVISION OF
LOTS 2 TO 5 INCLUSIVE BLOCK 25
AVON PARK FLORIDA
SCALE: 1/4" = 100 FT. SEPT. 1984

SCALE 1 IN. = 50 FT. SEPT. 1929

Filed Sept. 6, 1934 and recorded in
Plat Doo K1 Page 40. E.P. Saunders Clerk
Hutchinson Co. Ark.

CANFIELD ST.

ANCKA AVE.

FLORIDA AVE.

BELL ST.

LAKE SIDE PARK

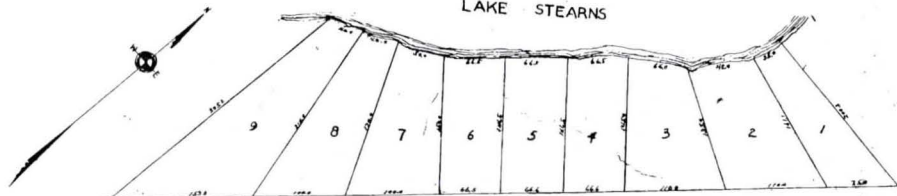
A SUBDIVISION LYING IN THE SE. 1/4 OF THE S.W. 1/4
OF SECTION 30 T. 5. N. 30. RANGE 30. EAST.

J. V. HARRIS, C.B.

SEBRING FLA

FILED MARCH 7, 1925 AND
RECORDED ON PLAT BOOK 1 PAGE 4
(SEAL) *G. J. ...*

LAKE STEARNS



STATE ROAD NO 8

Book 1, Page 40

0

BK1, 17 40



COMPREHENSIVE PLAN AMENDMENT APPLICATION

City of Avon Park Florida
110 E. Main Street
Avon Park, FL 33825
(863) 452-4400

City Website: www.avonpark.cc

Date Stamp

Fees: _____

R# _____

File No. : **22** - _____ CP

The Avon Park Comprehensive Plan is a long-range regulatory document that helps determine community goals and aspirations for managing growth in terms of land use, utilities, transportation, recreation, and housing. The Future Land Use Map (FLUM) is a regulatory map included as part of the plan. The plan and FLUM delineate the allowable categories of land uses, including what uses, intensity or density may be established on land within the city.

APPLICANT'S INFORMATION (Agent or Contractor)

Name: _____
Organization: FITZROY GARDNER
Address: 501 West Pleasant St
City: Avon Park
State: Florida Zip Code: 33825
Telephone No.: (863) 443-0644
Email: coyhasservice@yahoo.com

PROPERTY OWNER'S INFORMATION (Leave Blank if Same as Applicant)

Name: _____
Organization: _____
Address: _____
City: _____
State: _____ Zip Code: _____
Telephone No.: () _____
Email: _____

I. Type of Plan Amendment Proposed:

- ☒ Small Scale. Any change in the Future Land Use Map that involves land areas of 10 acres or less.
- ☐ Large Scale. Any change in the Future Land Use Map that involves land areas greater than 10 acres.
- ☐ Text Amendment. Any change in the text within the Comprehensive Plan.

II. Property Information

Parcel Address (if assigned): 915 Dyal St Avon Park FL 33825
Parcel Identification Number: A-22-33-28-210-0000-0020
Legal Description: Smith McGinnis Sub Lot
Subdivision, Block and Lot Nos.: 2x6x8x10x12x14x16
Property Size (in acres): 56,760 SF

III. Regulatory and Land Use Information

Adopted Future Land Use Map Designation: Low Density Residential

Proposed Future Land Use Map Designation: Medium Density Residential

For Large Scale Text Amendments, please include proposed text changes in legislative format (strike through-underlined) and indicate chapter and policy numbers.

IV. Development Activity Proposed

☐ Residential

☒ Commercial

☐ Office/Professional

☐ Industrial

Other _____

Expected Total Residential Units: 8

Residential Density: Dwellings Units / Per Acre = _____

Expected Total Square Footage of All Non-Residential Structures (retail, office, warehouse): _____

V. Transportation Access Information

Roadways that serve the property: _____

Identify proposed curb cuts (connection of new roads, driveways, turn-lanes) that are anticipated to the following roadways:

VI. Projected Impact to Public Facilities and Services

In an effort to better anticipate utility service usage and project level of service impacts, please indicate expected service volumes and infrastructure needs based upon any predevelopment plans or expectations:

Potable Water: _____

Sanitary Sewer: _____

Reclaimed Irrigation or Grey Water: _____

Public School and Enrollment Projections: _____

Known Wellhead or Environmental Protection Zones: _____

Any Special Needs Population: _____



REZONING APPLICATION (ZONING MAP AMENDMENT)

Date Stamp

City of Avon Park Florida
110 E. Main Street
Avon Park, FL 33825
(863) 452-4400

City Website: www.avonpark.cc

R# _____

The purpose of zoning is to locate particular land uses where they are most appropriate, considering public utilities, road access, and the established development pattern. The Zoning Map regulates allowable land uses within the City through the creation of land use districts or zones, and then assigns individual parcels to a particular zoning district. A rezoning is a change in the zoning district designation for a property. The rezoning process exists to allow property owners to change the zoning district designation of their property to another zoning classification or land development regulations which may impact property use standards.

APPLICANT'S INFORMATION

(Agent or Contractor)

Name: FITZROY GARDNER
Organization: _____
Address: 501 West Pleasant St
City: Avon Park
State: Florida Zip Code: 33825
Telephone No.: 863 1443-0644
Email: Kathcesservices@yahoo.com

PROPERTY OWNER'S INFORMATION

(Leave Blank if Same as Applicant)

Name: _____
Organization: _____
Address: _____
City: _____
State: _____ Zip Code: _____
Telephone No.: () _____
Email: _____

I. Property Information

Parcel Address (if assigned): 915 Dyal Street Avon Park FL 33825
Parcel Identification Number: 4-22-33-28-210-0000-0020
Subdivision, Block and Lot Nos.: Legal Description Smith Mcginnis Sub-1A-2 N 6 N 8 x 10 x 12 N 14
Property Size (in acres): Approx 56,760 SF.
Existing land use of subject property: Vocat

II. Regulatory and Land Use Information of Subject Property

Future Land Use Map Designation: Proposed Medium Density Residential

Adopted Zoning Map Designation: R I A.

Proposed Zoning Map Designation: R-2

Is the subject property adjacent to or nearby other similar zoned districts to the district being sought?

☒ No ☐ Yes, please list zoning districts: _____

III. Proposed Development Activity

☐ Residential ☒ Commercial ☐ Office/Professional ☐ Other _____

Expected Total Residential Units: 8 Residential Density: Dwellings Units / Per Acre = _____

Expected Total Square Footage of All Non-Residential (retail, office, warehouse) Structures: N/A

IV. Transportation Access Information

Identify primary roadways that serve the subject property: N/A

Has a recent transportation and parking demand study been performed: ☒ No ☐ Yes

How many existing parking spaces are dedicated to the project site: 2-Per unit

Identify roadways that are anticipated to be impacted through project site plan improvements:

Driveways: N/A Turn lanes: _____

Intersection Improvements: _____

V. Projected Impacts to Public Facilities and Services

In an effort to better anticipate utility service usage and project level of service impacts, please indicate expected service volumes and infrastructure needs based upon any predevelopment plans or expectations:

Potable Water, change in ERUs: _____

Sanitary Sewer, change in ERUs: _____

Public School and Enrollment Projections: _____

Known Environmental or Wellhead Protection Zones: _____

Agenda Item Summary

Date of Action: August 29, 2022

Subject: Petition to Reduce Lien for Code Enforcement Penalties

Item No.: D-6

Placed on Agenda by: Code Enforcement Supervisor,
Randy LaBelle

Staff Review: Yes

Attorney Review:

Recommended Motion(s): Discussion with Possible Motion

Documentation:

- Petition to Reduce Lien for Code Enforcement Penalties
- Customer Receipt-Deposit
- Listing of Code Enforcement Costs
- Memorandum from Code Enforcement Supervisor LaBelle Ref: Lien Reduction Hearing in front of the Special Magistrate

Background:

Will be presented in Code Enforcement Supervisor LaBelle's report.



PETITION TO REDUCE LIEN FOR CODE ENFORCEMENT PENALTIES

Name: PHILIP RILEY Phone#: 863-835-1483
Violation Address: 402 WL KIRKLAND ST AP
Mailing Address: 1723 AMBER LN LK PLACID 33852
Email Address: PHILIPARILEY@GMAIL.COM

Application requires a minimum of \$25 application fee, plus a \$300 deposit if more than 30% reduction requested.

	Applicant's Request:	CE Review By: <u>[Signature]</u> Initials: <u>[Signature]</u>
1.	Amount of Lien on Date of Council Meeting/Hearing \$ <u>4943.64</u>	Verified: <u>[Signature]</u>
2.	Amount of Reduction Request: \$ <u>90% = 4449.28</u>	Amount > 30%? <u>YES</u>
3.	Date property brought into compliance: <u>1-28-2022</u>	Verified: <u>YES 4/28/22</u> <u>[Signature]</u>

Staff Review of Prerequisites to Consideration of Petition

		Verified by: <u>[Signature]</u>
1.	Application fee paid.	<u>[Signature]</u>
2.	Deposit paid if request for more than 30% reduction?	<u>[Signature]</u>
3.	All costs of enforcement that were ordered by magistrate have been paid?	<u>N/A</u>

Code Enforcement Division Supplemental Information & Comments

Attach separate numbered sheet if required to elaborate on questions or comments.

1.	Prior enforcement on any properties owned or controlled by Petitioner in past 10 years:	<u>NONE</u>
2.	Petitioner's efforts to comply when informed of violation:	<u>PETITIONER CORRECTED VIOLATION IMMEDIATELY AFTER PURCHASING THE VACANT LOT AND HAS KEPT IT THAT WAY SINCE THEN.</u>
3.	Petitioner's professional treatment of officer:	<u>VERY CORDIAL</u>
4.	Additional Comments helpful for analysis:	<u>10% PYMT = 494.36</u> <u>90% RED = 4449.28</u>

HARD COSTS = DEMO 3316.84
ABATEMENTS 1626.80

\$4943.64
4943.64

NEW OWNER

CITY OF AVON PARK

CUSTOMER RECEIPT

863-452-4433

UTILITY PAYMENT	\$	
DEPOSIT		
SEWER TAP		
SEWER CAPACITY		
WATER TAP		
WATER CAPACITY		
MISCELLANEOUS		
SERVICE CHARGE		
TOTAL	CL	325 00

NAME

Philip Riley

402 WL Kirkland

DATE

5/3, 2022

RECEIVED

FOLIO

Lien Release

#1256

402 WL KIRKLAND ST

CASE # 15-6908
DATE: 4/21/2015
TOTAL: \$3316.84 **DEMOLITION

CASE # 15-7312
DATE: 6/16/2016
TOTAL: \$401.77 **ABATEMENT

CASE # 17-9666
DATE: 6/25/2018
TOTAL: \$181.42 **ABATEMENT

CASE # 18-10320
DATE: 10/25/2018
TOTAL: \$158.67 **ABATEMENT

CASE # 20-12516
DATE: 7/09/2020
TOTAL: \$331.68 **ABATEMENT

CASE # 21-13214
DATE: 7/01/2022
TOTAL: \$553.26 *ABATMENT


TOTAL COST: \$4943.64



CITY OF AVON PARK

Highlands County, Florida

TO: City Manager Mark Schrader

FROM: Code Enforcement Supervisor Randy LaBelle 

RE: June 22, 2022 Lien Reduction Hearing for 402 WL Kirkland Street

DATE: August 24, 2022

On 6/22/2022, Mr. Philip Riley appeared before the city of Avon Park Code Enforcement Magistrate Parke Sutherland for the purpose of satisfying the City's current Resolution regarding the code enforcement lien reduction process.

On said date, Mr. Riley requested a 90% lien reduction from the original lien amount of \$4943.64. Magistrate Sutherland agreed with the 90% reduction request, making it clear to Mr. Riley that City Council had the final decision-making authority in the matter; his decision was not binding and was only used as a recommendation.

Cc: City Clerk Chrissy Hardman

Agenda Item Summary

Date of Action: August 29, 2022

Subject: Accept Florida Firefighters Cancer Decontamination Equipment Grant

Item No.: D-7

Placed on Agenda by: Sauerhafer

Staff Review: Yes

Attorney Review: N/A

Recommended Motion(s): Accept the Florida Firefighters Cancer Decontamination Equipment Grant and Approve the Mayor to Execute the Agreement.

Documentation:

Approval letter from Jimmy Patronis, Chief Financial Officer/Fire Marshal – State of Florida

Background:

City's responsibility of 25% is in the Draft FY22/23 Budget under Infrastructure (Fire Department)



JIMMY PATRONIS
CHIEF FINANCIAL OFFICER
STATE FIRE MARSHAL
STATE OF FLORIDA

August 25, 2022

Avon Park Fire Department
98 South Delaney Avenue
Avon Park, FL 33825

Re: Florida Firefighter Cancer Decontamination Equipment Grant Program

Dear Chief Marcy:

On behalf of the Division of State Fire Marshal, we are pleased to inform you that your grant application submitted under the Fiscal Year 2022/23 Florida Firefighter Cancer Decontamination Equipment Grant has been approved. The Bureau of Fire Standards and Training carries out the responsibilities of administering your grant. The approved project is to purchase 1 SCBA/Mask Decon Extractor not to exceed a total cost of \$45,386.00. Please note that the grant does not pay for shipping, installation, wiring and/or plumbing, accessories or supplies. Your department is responsible for 25% of this amount.

In order for your department to participate in this grant award, you are required to accept the grant award within 30 calendar days of receipt. Please send your acceptance/denial email to susan.schell@myfloridacfo.com. Once accepted, the department/fire service provider will receive a contract agreement that you are required to approve, execute the Agreement, and submit a copy of the entire contract document by email to susan.schell@myfloridacfo.com.

As per grant award, the department/fire service provider is required to be in "full" Safety Compliance from the Bureau of Fire Standards and Training. Any outstanding compliance items are to be completed within 90 days of the grant award notification. If not completed, then the grant award will be revoked.

If you have any questions, concerns, or need assistance with regards to this process, please call Susan Schell at 352-369-2836.

Susan Schell

Susan T. Schell

Cc: Mark Harper, Chief

SUSAN SCHELL • SAFETY PROGRAMS MANAGER
STATE FIRE MARSHAL • BUREAU OF FIRE STANDARDS AND TRAINING
11655 NW GAINESVILLE ROAD • OCALA, FLORIDA 34482-1486 • TEL. 352-369-2836 • FAX 352-732-1433
EMAIL • SUSAN.SCHELL@MYFLORIDACFO.COM
AFFIRMATIVE ACTION • EQUAL OPPORTUNITY EMPLOYER

Agenda Item Summary

Date of Action: August 29, 2022

Subject: Lease of Xerox Copiers/Printers/Scanners

Item No.: D-8

Placed on Agenda by: Finance Dir. Melody Sauerhafer

Staff Review: Yes

Attorney Review: Yes

Recommended Motion(s): Approve Lease from Xerox for \$705.69/month for 36 months.

Documentation:

- Proposed Lease Agreement between Xerox and the City of Avon Park

	<u>Xerox</u>	<u>Currently</u>
• Quote for City Hall	\$157.37	\$289.95
• Quote for Utility Billing	\$133.60	\$180.69
• Quote for Public Works	\$133.60	\$191.06
• Quote for Finance	\$133.60	N/A
• Quote for Finance (2 nd)	\$28.53	\$33.48
• Quote for Code Enf.	\$118.99	\$83.00

(cost-per-image varies and is included on each quote)

- First Amendment to the Contract between Highlands County, Florida and Xerox Corporation

Background:

The city currently leases Toshiba copiers through Leaf and Copy Life. Some units' leases have expired and are now month-to-month. The remaining two units' leases expire in November and January. City staff has experienced frequent difficulties with the Toshiba units. The Xerox units will cost less and City staff believes reliability will be better. Xerox has provided the above-referenced quotes under the terms of its contract with Highlands County Board of County Commissioners which is valid through July 12, 2025. The city would be piggy-backing on the Highlands County contract.

Lease Agreement



Customer: AVON PARK, CITY OF

BillTo: CITY OF AVON PARK
ATTN: ACCTS PAYABLE
110 E MAIN ST
AVON PARK, FL 33825-3800

Install: CITY OF AVON PARK
CITY MANAGER
110 E MAIN ST FL 2
AVON PARK, FL 33825-3800

State or Local Government Negotiated Contract : 072768500

Solution

Item	Product Description	Agreement Information	Requested Install Date
1. C8155H (XEROX C8155H)	<ul style="list-style-type: none">- Int Office Finisher- 2/3 Hole Punch- Customer Ed- Analyst Services	Lease Term: 36 months Purchase Option: FMV	8/22/2022

Monthly Pricing

Item	Lease	Print Charges			Maintenance Plan Features
	Minimum Payment	Meter	Volume Band	Per Print Rate	
1. C8155H	\$157.37	1: Black and White Impressions	All Prints	\$0.0046	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0396	
Total	\$157.37	Minimum Payments (Excluding Applicable Taxes)			

Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 6 pages including this face page.

Signer: _____

Phone: (863)452-4400 x110

Signature: _____

Date: _____

Thank You for your business!
This Agreement is proudly presented by Xerox and

Darryl Martin
(863)385-1502

For information on your Xerox Account, go to
www.xerox.com/AccountManagement

Lease Agreement

xerox™

BillTo: CITY OF AVON PARK
ATTN: ACCTS PAYABLE
110 E MAIN ST
AVON PARK, FL 33825-3800

Install: CITY OF AVON PARK
UTILITY BILLING
110 E MAIN ST FL 1
AVON PARK, FL 33825-3800

State or Local Government Negotiated Contract : 072768500

Solution

Item	Product Description	Agreement Information		Requested Install Date
1. C8155H (XEROX C8155H)	- Customer Ed - Analyst Services	Lease Term:	36 months	8/22/2022
		Purchase Option:	FMV	

Monthly Pricing

Item	Lease	Print Charges			Maintenance Plan Features
	Minimum Payment	Meter	Volume Band	Per Print Rate	
1. C8155H	\$133.60	1: Black and White Impressions	All Prints	\$0.0046	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0396	
Total	\$133.60	Minimum Payments (Excluding Applicable Taxes)			

Lease Agreement



BillTo: CITY OF AVON PARK
ATTN: ACCTS PAYABLE
110 E MAIN ST
AVON PARK, FL 33825-3800

Install: CITY OF AVON PARK
PUBLIC WORKS
2301 US HIGHWAY 27 S
AVON PARK, FL 33825-9748

State or Local Government Negotiated Contract : 072768500

Solution

Item	Product Description	Agreement Information		Requested Install Date
1. C8155H (XEROX C8155H)	- Customer Ed - Analyst Services	Lease Term:	36 months	10/24/2022
		Purchase Option:	FMV	

Monthly Pricing

Item	Lease	Print Charges			Maintenance Plan Features
	Minimum Payment	Meter	Volume Band	Per Print Rate	
1. C8155H	\$133.60	1: Black and White Impressions	All Prints	\$0.0046	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0396	
Total	\$133.60	Minimum Payments (Excluding Applicable Taxes)			

Lease Agreement



BillTo: CITY OF AVON PARK
ATTN: ACCTS PAYABLE
110 E MAIN ST
AVON PARK, FL 33825-3800

Install: CITY OF AVON PARK
FINANCE DEPT
123 E PINE ST
AVON PARK, FL 33825-3948

State or Local Government Negotiated Contract : 072768500

Solution

Item	Product Description	Agreement Information	Requested Install Date
1. C8155H (XEROX C8155H)	- Customer Ed - Analyst Services	Lease Term: 36 months Purchase Option: FMV	8/22/2022
2. B405DN (XEROX B405DN)	- Carrier Deliv/instal	Lease Term: 36 months Purchase Option: FMV	8/22/2022

Monthly Pricing

Item	Lease Minimum Payment	Print Charges			Maintenance Plan Features
		Meter	Volume Band	Per Print Rate	
1. C8155H	\$133.60	1: Black and White Impressions	All Prints	\$0.0046	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0396	
2. B405DN	\$28.53	1: Black and White Impressions	All Prints	\$0.0090	- Consumable Supplies Included for all prints - Pricing Fixed for Term
Total	\$162.13	Minimum Payments (Excluding Applicable Taxes)			

Lease Agreement

xerox™

BillTo: CITY OF AVON PARK
ATTN: ACCTS PAYABLE
110 E MAIN ST
AVON PARK, FL 33825-3800

Install: CITY OF AVON PARK
CODE ENFORCEMENT
110 E MAIN ST
AVON PARK, FL 33825-3800

State or Local Government Negotiated Contract : 072768500

Solution

Item	Product Description	Agreement Information		Requested Install Date
1. C8130T (XEROX C8130T)	- Customer Ed - Analyst Services	Lease Term:	36 months	11/7/2022
		Purchase Option:	FMV	

Monthly Pricing

Item	Lease	Print Charges			Maintenance Plan Features
	Minimum Payment	Meter	Volume Band	Per Print Rate	
1. C8130T	\$118.99	1: Black and White Impressions	All Prints	\$0.0056	- Consumable Supplies Included for all prints - Pricing Fixed for Term
		2: Color Impressions	All Prints	\$0.0456	
Total	\$118.99	Minimum Payments (Excluding Applicable Taxes)			

Terms and Conditions

INTRODUCTION:

1. NEGOTIATED CONTRACT. The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

GOVERNMENT TERMS:

2. REPRESENTATIONS & WARRANTIES. This provision is applicable to governmental entities only. You represent and warrant, as of the date of this Agreement, that: (1) you are a State or a fully constituted political subdivision or agency of the State in which you are located and are authorized to enter into, and carry out, your obligations under this Agreement and any other documents required to be delivered in connection with this Agreement (collectively, the "Documents"); (2) the Documents have been duly authorized, executed and delivered by you in accordance with all applicable laws, rules, ordinances and regulations (including all applicable laws governing open meetings, public bidding and appropriations required in connection with this Agreement and the acquisition of the Equipment) and are valid, legal, binding agreements, enforceable in accordance with their terms; (3) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of your governing body and hold the offices indicated below their signatures, each of which are genuine; (4) the Equipment is essential to the immediate performance of a governmental or proprietary function by you within the scope of your authority and will be used during the Term only by you and only to perform such function; (5) your payment obligations under this Agreement constitute a current expense and not a debt under applicable state law and no provision of this Agreement constitutes a pledge of your tax or general revenues, and any provision that is so construed by a court of competent jurisdiction is void from the inception of this Agreement; and (6) all payments due and to become due under this Agreement are payable from sources other than ad valorem taxes. Your payment is due within 45 days of the invoice date.

3. FUNDING. This provision is applicable to governmental entities only. You intend to remit and reasonably believe that moneys in an amount sufficient to remit all payments due and to become due during the Term can and will lawfully be appropriated and made available to permit your continued utilization of the Products and the performance of its essential function during the Term. The person in charge of preparing your budget will include in each of your fiscal budgets a request for the payments due and to become due under this Agreement in such fiscal period. You acknowledge that appropriation of moneys for payment required under this Agreement is a governmental function that you cannot contractually commit to in advance, and this Agreement does not constitute: (1) a multiple fiscal year direct or indirect debt or financial obligation; (2) an obligation payable in any fiscal year beyond the fiscal year for which funds are lawfully appropriated; or (3) an obligation creating a pledge of or a lien on your tax or general revenues. If your governing board does not approve an appropriation of funds at any time during the Term for payments due and to become due for a fiscal year during the Term, you will have the right to terminate this Agreement on the last day of the fiscal period for which sufficient appropriations were received without penalty or expense to you, except as to the portion of payments required hereunder for which funds have been appropriated and budgeted. If you elect to terminate this Agreement, you will return the Equipment, at your expense, to a location designated by Xerox and, when returned, the Equipment will be in good condition and free of all liens and

encumbrances. You will then be released from any further payment obligations beyond those payments due for the current fiscal year (with Xerox retaining all sums paid to date). At least 30 days prior to the end of your fiscal year, your chief executive officer (or legal counsel) will certify in writing that (a) despite reasonable efforts to obtain sufficient appropriations, funds have not been appropriated for the ensuing fiscal period, and (b) you have exhausted all funds legally available for the payment of amounts due and to become due under this Agreement. To the extent permitted by applicable law, you will not use this non-appropriation provision as a substitute for convenience termination.

PRICING PLAN/OFFERING SELECTED:

4. FIXED PRICING. If "Pricing Fixed for Term" is identified in Maintenance Plan Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

GENERAL TERMS & CONDITIONS:

5. REMOTE SERVICES. Certain models of Equipment are supported and serviced using product information that is automatically collected by Xerox or transmitted to or from Xerox by the Equipment connected to your network ("Remote Product Info") via electronic transmission to a secure off-site location ("Remote Transmission"). Remote Transmission also enables Xerox to transmit Releases of Software to you and to remotely diagnose and modify Equipment to repair and correct malfunctions. Examples of Remote Product Info include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code information. Remote Product Info may be used by Xerox for billing, report generation, supplies replenishment, support services, recommending additional products and services, and product improvement/development purposes. Remote Product Info will be transmitted to and from you in a secure manner mutually agreeable to the parties. Remote Transmission will not allow Xerox to read, view or download the content of any of your documents or other information residing on or passing through the Equipment or your information management systems. You grant the right to Xerox, without charge, to conduct Remote Transmission for the purposes described above. Upon Xerox's request, you will (a) provide contact information for Equipment such as name and address of your contact and IP and physical addresses/locations of Equipment and (b) ensure that any Maintenance Release or Update released by Xerox to provide security patches, releases and/or certificates for the Remote Transmission and/or Software is promptly enabled by Customer upon notification by Xerox or by the Equipment or when otherwise made available on xerox.com. You will enable Remote Transmission via a method mutually agreeable to both parties, and you will provide reasonable assistance to allow Xerox to provide Remote Transmission. Unless Xerox deems Equipment incapable of Remote Transmission, you will ensure that Remote Transmission is maintained at all times Maintenance Services are being performed. If you are unable to maintain Remote Transmission, or if Xerox disables Remote Transmission from any Equipment at your request, or if you disable Remote Transmission from any Equipment, Xerox reserves the right to charge you a per device fee for such affected Equipment due to the increased service visits that will be required in order to (x) obtain such information, (y) provide such transmissions, and (z) provide such Maintenance Services and Consumable Supplies that otherwise would have been provided remotely and/or proactively.

**XEROX C8155H DIGITAL COLOR COPIER-
PRINTER-SCANNER**

130 Sheet Single Pass Duplex Auto Document Feeder

Auto 2 Sided Copying
2-520 Sheet Universal Paper Drawers
Hi Cap Tandem Tray(1,000 & 1,000 Sheets)
Cust. Ed & Analyst Services
100 Sheet Bypass
25%-400% Zoom Lens
55 B/W & 55 Color Images Per Minute

Per Highlands County #16-016

Contract #072768500

36 Month Lease: \$133.60

Add \$26.09 Mthly For Office Finisher-2/3 Hole Punch

Add \$13.01 Mthly For 1 Line Fax

Service & Supply Agreement: To Cover All Staples, Toner,
Drum Cartridges, Staples, Parts, Labor and Service Calls. B/W
Images Billed At .0046 Each and Color Images Billed At .0396
Each. Excludes Paper.

11 x17 Count as a Single Click

NO INCREASES DURING LEASE

XEROX C8130T DIGITAL COLOR COPIER-
NETWORK PRINTER-SCANNER

130 Single Pass Duplex Auto Document Handler

Auto 2 Sided Copying

4-520 Sheet Universal Paper Drawers

100 Sheet Bypass

25%-400% Zoom Lens

30 B/W & 30 Color Pages Per Minute

Cust Ed and Analyst Services

Per Highlands County #16-016

Contract #072768500

36 Mth Lease: \$118.99

Service & Supply Agreement: To Cover All Staples, Toner,
Drum Cartridges, Parts, Labor and Service Calls. B/W Images
Billed Mthly At .0056 Each and Color Images Billed Mthly At
.0456 Each. Excludes Paper.

11 x 17 Count as a Single Click

NO INCREASES FOR TERM OF LEASE

XEROX B405DN

Copy, Print, Fax, Scan

60 Sheet Auto Reversing Document Handler

Touch Screen

Automatic 2 Sided

550 Sheet Paper Tray

25%-400% Zoom Lens

47 Pages Per Minute

Carrier Del./Install

Per Highlands County #16-016

Contract #072768500

36 Month Lease: \$28.53

To Trade Current Xerox

Service & Supply Agreement: To Cover All Toner, Drum
Cartridges, Parts, Labor and Service Calls. Images Mthly. At
.0090 Each. Excludes Paper.

NO INCREASES FOR TERM OF LEASE

**FIRST AMENDMENT TO
the
CONTRACT
Between
HIGHLANDS COUNTY, FLORIDA
AND
XEROX CORPORATION**

WHEREAS, Highlands County, a political subdivision of the State of Florida, of 600 S. Commerce Avenue, Sebring, Florida 33870 ("COUNTY"), and Xerox Corporation, a New York corporation registered to do business in the State of Florida ("CONTRACTOR") of 201 Merritt 7, Norwalk, CT 06856; and

WHEREAS, the COUNTY and the CONTRACTOR desire to extend the Term of the Contract for an additional four years pursuant to Article 2 of the Contract; and

WHEREAS, the COUNTY and the CONTRACTOR desire to re-negotiate the Contract price.

NOW THEREFORE, the COUNTY and the CONTRACTOR agree that:

1. The term of this Contract is extended for an additional four years pursuant to Article 2 of the Contract from July 13, 2021, through July 12, 2025.
2. The amount that will be paid by the COUNTY to the CONTRACTOR for providing managed print services is as described on Exhibit "A", a copy of which is attached hereto. Pricing for Equipment and Services in place as of the Amendment Effective Date shall remain unchanged. Equipment and Services ordered after the Amendment Effective Date shall be at prices per Exhibit "A".
3. All other terms of this Contract shall continue in full force and effect.
4. This Amendment may be executed in any number of counterparts and by the different parties on separate counterparts, each of which when so executed will be deemed an original, but all such counterparts will constitute one and the same Amendment to the Contract. Any signature delivered by a party by facsimile transmission or by electronic mail will be deemed to be an original signature.
5. This Amendment shall be effective upon execution of this Amendment by the authorized representatives of the COUNTY and the CONTRACTOR.
6. Capitalized terms that are not defined in this Amendment shall have the same meaning assigned to them in the Contract. In the event of a conflict between the terms and conditions of the Contract and this Amendment, this Amendment will control.

IN WITNESS WHEREOF, the parties have caused this Amendment to be signed and executed by their authorized representatives on the dates set forth below.

**HIGHLANDS COUNTY, a political
subdivision of the State of Florida
By: Its Board of County Commissioners**

By: 
Scott A. Krouse, Chairman

Date: July 06, 2021

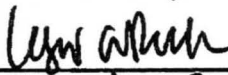
ATTEST:

By: 
Jerome Kaszubowski, Clerk

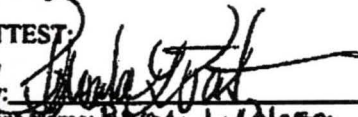
(SEAL)



**XEROX CORPORATION,
a New York corporation**

By: 
Print Name: Lisa A. Perkins
Print Title: General Manager, Public Sector
Date: 6-8-2021

ATTEST:

By: 
Print Name: Patricia L. Palmer
Print Title: Office Manager

CONTRACT

This Contract ("Contract") is made July 12, 2017, by and between Highlands County, a political subdivision of the State of Florida ("County") and Xerox Corporation, a New York corporation registered to do business in the State of Florida ("Contractor"). In consideration of the mutual covenants to be performed by the Parties pursuant to this Contract, each Party hereby represents, warrants and agrees as follows:

ARTICLE 1. SCOPE OF WORK

- 1.1 Contractor hereby agrees to provide the County with managed print services as described in the County's Scope of Work as detailed in Section VII of the Highlands County Board of County Commissioners' ("Board") RFP 16-016, which is attached hereto and included herein as Exhibit A, and pages 64 through 67, inclusive, of Contractor's response thereto, a copy of which is attached hereto and included herein as Exhibit B, and Sections 3, 4, 5, 7, 8, 9, 10, 11, and 12 of Tab B of Contractor's response to RFP 16-016, a copy of which is attached hereto and included herein as Exhibit C, and the Additional Terms attached hereto and included herein as Exhibit D. Contractor shall report to Danielle Gilbert, County's Purchasing Manager ("Project Manager") on all requirements of this Contract.
- 1.2 The Contractor shall provide quality and process improvement for all areas of the County's leased multifunctional copy machines and printers. All new equipment installations are subject to technical review and approval by the Project Manager.
- 1.3 The Contractor agrees to conduct Business Review Meetings, which may be held at a date, time and location to be mutually agreed upon, with the County. These meetings are to be held one (1) to two (2) times per calendar year, not more than six (6) months apart, unless additional meetings are necessary due to Contractor's performance and/or compliance issues. The County encourages Contractor to identify opportunities to generate lower costs. A continuous improvement effort, consisting of various ideas to enhance business efficiencies, may be discussed at the Business Review Meetings or as identified. The agenda for the Business Review Meetings will include:
 - Contractor performance review
 - Contract improvement
 - Productivity improvement
 - Increasing Contract usage among the eligible users
 - List and description of all service calls and timeframe for resolution

ARTICLE 2. TERM

The term of this Contract will be for a period of four (4) years and may be extended one (1) time, for a period of four (4) years, upon mutual agreement of the Parties. The Parties may re-negotiate the pricing for the extended contract period, if applicable. Contractor shall commence providing the services required by this Contract within thirty (30) calendar days after receipt of a Purchase Order provided by the County.

ARTICLE 3. CONTRACT PRICE

The amount that will be paid by the County to the Contractor for providing managed print services is as described on pages 44 through page 56, inclusive, of Contractor's response to RFP 16-016, a copy of which is attached hereto and included herein as Exhibit E.

This Contract Price includes all travel, any labor (including preventative maintenance, service calls, installation and removal), equipment, materials, shipping, packaging, handling, any overhead cost, hardware, software, and software updates required to accomplish the Scope of Work.

ARTICLE 4. PAYMENT PROCEDURES

Equipment will be deemed accepted, upon installation of the equipment by the technician, after the equipment successfully runs all required diagnostic routines, and the equipment is turned over to the County for the County's use. Contractor shall submit invoices within thirty (30) calendar days after each machine's satisfactory installation. Invoices shall be submitted separately for each machine serviced. Invoices shall be submitted to the County Department requesting services in sufficient detail to ensure compliance with this Contract. Payment(s) shall be made in accordance with the Board's Prompt Payment Policy and the Local Government Prompt Payment Act, Section 218.70 et. seq., Florida Statutes.

ARTICLE 5. INDEPENDENT CONTRACTOR

Contractor is, and shall be, in the performance of all work, services, and activities under this Contract, an Independent Contractor and not an employee, agent or servant of County. All persons engaged in any of the work or services performed by or for Contractor pursuant to this Contract shall at all times, and in all places, be subject to Contractor's direction, supervision, and control as an employee of Contractor. Contractor shall exercise control over the means and manner in which its employees perform the work, and in all respects Contractor's relationship and the relationship of its employees to County shall be that of an independent contractor and not as employees or agents of County. Services performed by Contractor pursuant to this Contract are solely for the benefit of County. Nothing contained in this Contract creates any duties on the part of Contractor toward any third party.

ARTICLE 6. CONTRACTOR PERSONNEL

The Contractor shall not substitute any person for the person or persons identified in Section V of Contractor's response to RFP 16-016, attached hereto as part of Exhibit A. The Contractor shall immediately notify the Project Manager in writing if any person identified in that Section V or any County approved replacement ceases to provide services pursuant to this Contract. The provisions of subparagraphs b through l, inclusive, of paragraph 9 of subsection B of Section VII of RFP 16-016 attached hereto as part of Exhibit A are specifically included herein by this reference.

ARTICLE 7. PROTECTION OF PERSONS AND PROPERTY

Contractor shall take all reasonable precautions for, and will be responsible for initiating, maintaining, and supervising all programs relating to the safety of all persons and property affected by, or involved in, the performance of its operations under this Contract. Contractor shall take all reasonable precautions to prevent damage, injury or loss to: (a) all persons who may be affected by the performance of its operations,

including employees; (b) all materials and equipment; and (c) all property at or surrounding the worksite. In an emergency affecting the safety of persons or property, Contractor shall act with reasonable care and discretion to prevent any threatened damage, injury or loss.

ARTICLE 8. INDEMNIFICATION

Subject to Sections 14 and 15 of Exhibit D, Contractor shall, in addition to any other obligation to indemnify the County and to the fullest extent permitted by law, protect, defend, indemnify and hold harmless the County, its elected officials, employees, agents, and volunteers from and against all claims, actions, liabilities, losses, costs, including attorneys' fees and all costs of litigation, and judgments of every name and description to the extent arising out of the performance of this Contract or work performed under or related to this Contract, except to the extent caused by the negligent or willful act on the part of the County, its officers, employees, volunteers or agents or the negligent or willful acts of any party other than Contractor, its officers, employees or agents. This Indemnification shall also cover all claims brought against the County, its elected officials, employees, agents, or volunteers by any employee or agent of the Contractor. The Contractor's obligation under this Indemnification shall not be limited in any way to the agreed upon contract price as shown in this Contract or the Contractor's limit on or lack of sufficient insurance protection. Upon completion of all services, obligations and duties provided for in this Contract, or in the event of termination of this Contract for any reason, the terms and conditions of this Indemnification shall survive indefinitely.

ARTICLE 9. INSURANCE

9.1 **Required Insurance.** Contractor shall have and maintain in full force and effect the following insurance during the Term of this Contract and shall furnish to County Certificates of Insurance documenting that insurance coverage has been obtained which meets the following requirements:

(a) **Workers' Compensation.** Contractor shall have and maintain workers' compensation insurance for all employees for statutory limits in compliance with Florida law and Federal law. This insurance policy must include Employer' Liability with a limit of \$100,000 each accident, \$100,000 each employee, and \$500,000 policy limit for disease.

(b) **Commercial General Liability.** Occurrence Form Required: Contractor shall have and maintain commercial general liability (CGL) insurance with a limit of not less than \$1,000,000 each occurrence. Products and completed operations aggregate shall be \$1,000,000. CGL insurance shall be written on an occurrence form and shall include bodily injury and property damage liability for premises, operations, independent contractors, products and completed operations, contractual liability, broad form property damage and property damage resulting from explosion, collapse or underground (x, c, u) exposures, personal injury and advertising injury.

(c) **Commercial Auto Liability Insurance.** Contractor shall have and maintain commercial automobile liability insurance with a limit of not less than \$1,000,000 combined single limit per occurrence for bodily injury and property damage liability. Such insurance shall cover liability arising out of any auto (including owned, hired, and non-owned autos).

(d) **Professional Liability / Errors and Omissions Insurance.** Contractor shall have and maintain professional liability insurance with a limit of not less than \$1,000,000 and an aggregate limit of not less than \$1,000,000 per claim. If coverage is provided on a claims-made basis, the retroactive date shall be prior or equal to the effective date of this Contract. The coverage shall be renewed or include a "tail" or discovery, or continuous renewal of coverage for a period of three (3) years following the termination of this Contract.

9.2 Additional Requirements.

(a) **Certificates of Insurance** shall be signed by a person authorized by that insurer to bind coverage on its behalf. All **Certificates of Insurance** must be on file with and approved by County before commencement of any work activities. The formal insurance certificates shall include "Highlands County, a political subdivision of the State of Florida and its elected officials, agents, employees and volunteers as "Additional Insureds" for claims caused by the negligent acts or omissions of Contractor, its employees, agents or contractors on all policies except Workers' Compensation and Professional Liability.

(b) Contractor shall deliver written notice to the County Purchasing Manager, 4320 George Blvd., Sebring, FL 33875-5803, by overnight delivery return receipt requested, hand delivery or confirmed facsimile FAX (863) 402-6735, thirty (30) days prior to giving or within three (3) days after receiving notice of cancellation, material modification, non-renewal, or any other lapse in coverage of any required insurance policies.

(c) In event the insurance coverage will expire prior to termination of this Contract a renewal certificate shall be issued thirty (30) days prior to the expiration date.

(d) All insurance policies shall be written on forms acceptable to County and placed with insurance carriers authorized by the Insurance Department in the State of Florida that meet a financial A.M. Best Company rating of no less than (FSR) A- Excellent: (FSC) VII.

(e) All insurance policies must include Waiver of subrogation to the extent permitted by law. All liability insurance, except Professional Liability, shall be Primary and Non-Contributory. Certificate of Insurance shall confirm in writing that these provisions apply.

(f) In the event that expired or terminated Certificates of Insurance are not replaced or renewed to cover the Term of this Contract, including any extended Term, County may suspend the Contract until the new or renewed certificates are received by County in the manner prescribed herein. If such suspension exceeds ten (10) calendar days, County may, in its sole discretion, terminate the Contract for cause and Contractor shall be responsible for all direct and indirect costs associated with such termination.

9.3 These insurance requirements constitute the minimum requirements and shall in no way lessen or limit the liability of the Contractor.

ARTICLE 10. PATENT/COPYRIGHT INDEMNIFICATION

Subject to Section 14 of Exhibit D, Contractor shall pay all royalties and assume all costs arising from the use of any invention, design, process, materials, equipment, software, product or device which is the subject of patent rights and copyrights. Contractor agrees, at its own expense, to hold harmless and to defend County and its officers, employees, elected officials, appointed officials, attorneys, and agents against any claims, suits, or proceedings brought against County for patent infringement occasioned by the manufacture, sale, or use of invention, design, process, materials, equipment, software, product or device under this Contract and to indemnify County against any damages occasioned by such claims.

ARTICLE 11. LAWS AND REGULATIONS

Contractor shall comply with all laws and regulations applicable to providing the services, materials, and equipment specified in this Contract. Contractor shall comply with all federal, state, and local laws that may affect the services, material, and equipment specified by this Contract.

ARTICLE 12. LICENSES, CERTIFICATIONS, PERMITS AND FEES

Contractor shall hold all licenses and certifications and comply with all laws, ordinances, and regulations, applicable to the work required herein. Any of the Contractor's personnel who perform services shall be lawfully licensed and certified. Damages, penalties, and fines imposed on County or Contractor resulting from Contractor's failure to obtain and maintain required licenses and certifications shall be borne by Contractor. All fees, permits, certifications and licenses are the responsibility of the Contractor and are included in the Contract price.

ARTICLE 13. LIMITED THIRD PARTY BENEFICIARIES

County shall not be obligated or liable to any person, organization or entity other than Contractor. Except provided in Articles 26 and 32 of this Contract, no provision in this Contract is intended to, or shall be construed to, create any third party beneficiary or to provide any rights to any person or entity not a party to this Contract, including but not limited to any citizen or employee of County or Contractor.

ARTICLE 14. WORK PRODUCT

All reports, specifications, documents, plans, analyses and other data and work product developed by Contractor under this Contract shall be and shall remain the property of County without restrictions or limitations and shall be made available to County at any time upon its request. Contractor shall not publish

or release any information related to the services performed pursuant to this Contract without prior written permission of the Project Manager.

ARTICLE 15. GOVERNING LAW AND VENUE

This Contract and all matters relating to the validity, interpretation, and performance of this Contract (whether in contract, statute, tort or otherwise) shall be governed and construed in accordance with the laws of the State of Florida, except for principles of conflict of laws. Venue for any legal action shall lie in Highlands County, Florida, and any proceedings to enforce or interpret any provision of this Contract shall be brought exclusively in a court of competent jurisdiction in Highlands County, Florida. The parties agree to waive their rights to a jury trial.

ARTICLE 16. ASSIGNMENT

Contractor may assign this Contract to a parent, subsidiary or affiliate of Contractor provided that the assignment shall be transparent to the County and shall not release or discharge Contractor from any terms, duties, or responsibilities of this Contract. Except as just provided, no assignment by a party hereto of any rights under or interests in this Contract will be binding on another party hereto without the written consent of the party sought to be bound, and specifically, but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law). Unless specifically stated to the contrary in any written consent of an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Contract.

ARTICLE 17. SUBCONTRACTORS

Contractor agrees that no subcontractors may be used pursuant to this Contract.

ARTICLE 18. PROJECT MANAGER

The County hereby designates the person having the following position as the Board's Project Manager for this Contract. The Project Manager shall be responsible for oversight, administration, and coordination of performance of this Contract for the Board.

Project Manager: Ms. Danielle Gilbert ("Project Manager")

ARTICLE 19. NOTICES AND DESIGNATED CONTACT PERSON

Notices under the Contract or any Order must be sent as provided as follows:

- 19.1 Invoices are not considered notices under this Contract. All payment related notices under an Order will be sent: (a) to Customer at the "Bill to" address in the Order, and (b) to Xerox at the inquiry address on the most recent invoice.
- 19.2 All other notices under this Contract or an Order shall be sent to a party at its address below.

To Customer:

Highlands County, a political subdivision
of the State of Florida
Att.: Danielle Gilbert
4320 George Blvd.
Sebring, FL 33875

To Xerox:

Office of General Counsel
Xerox Corporation
45 Glover Avenue
P. O. Box 4505
Norwalk, CT 06856-4505:

- 19.3 Either party may change its address or facsimile number for receipt of notice by notifying the other party at its address above.

ARTICLE 20. TAXES

County is a non-profit governmental operation and not subject to federal excise or state sales tax.

ARTICLE 21. BANKRUPTCY

County reserves the right to terminate this Contract, if, during the term of the Contract, Contractor becomes involved as a debtor in any bankruptcy proceeding or becomes involved in a reorganization, dissolution or liquidation proceeding, or if a trustee or receiver is appointed over all or a substantial portion of the property of Contractor under federal bankruptcy law or any state insolvency law. Please note that equipment placements can only be terminated due to bankruptcy, the general assignment for the benefit of creditors, or the appointment of a receiver if Xerox has failed to cure a performance issue after being provided written notice and provided thirty-one (31) days to cure the failure to the contracted specification.

ARTICLE 22. SURVIVAL

The Parties acknowledge that the respective obligations of Contractor and County under this Contract, which by their nature would continue beyond the termination, cancellation or expiration of this Contract, shall survive termination, cancellation or expiration of this Contract.

ARTICLE 23. WAIVER

No waiver by either Contractor or County with respect to any breach or default of or with respect to any provision or condition of this Contract shall be deemed to constitute a continuing waiver of any other breach or default of or with respect to the same or any other provision or condition of this Contract. No claim or right arising out of a breach of this Contract can be discharged in whole or in part by a waiver or renunciation of the claim or right unless the waiver or renunciation is supported by consideration and is in writing signed by the aggrieved Party.

ARTICLE 24. FAILURE TO PERFORM

- 24.1 Failure to satisfactorily complete the work as scheduled may result in written notice to the Contractor terminating its right to proceed as to the whole or any part of the contract. Xerox will be responsible for any additional costs incurred by the County if Xerox fails to deliver the requested product(s) or service(s), providing the County notifies Xerox in writing of the performance failure and provides Xerox thirty-one (31) days to correct the performance failure. If the performance shortfall is not corrected to the contracted specification within the agreed upon timeframe Xerox

will either issue a check or issue a separate credit invoice to offset all charges related to that product or service that accrued after Xerox received written notice of the performance failure. Pending correction of the failure, the County is expected to pay all undisputed amounts.

24.2 Equipment Reliability / Non-Performance

The Contractor shall provide satisfactory service levels at all times. Degraded performance and/or excessive equipment down time shall not be acceptable. Excessive equipment down time is defined as two (2) or more service calls over a one (1) month period for non-routine equipment wear and tear related issues or repeated repairs to the same piece of equipment. Should a piece of equipment (a) continue to malfunction during the warranty period after repeated service calls, (b) require an excessive amount of remedial maintenance, or (c) in the opinion of the Project Manager is not providing satisfactory performance after five (5) service calls, the Contractor, after receiving notice in writing by the Project Manager that such a situation exists, agrees to remove and/or replace the defective unit (County's choice) at no cost to the County within five (5) business days after Xerox receives that notice, at a time/schedule mutually agreed to by the County and Xerox. If the County requests removal of leased equipment, Contractor will cancel the lease effective immediately with no additional payments due from the County. Replaced units shall meet the original specifications or better if original unit is no longer available.

24.3 Contractor agrees that it will be responsible for any additional costs incurred by the County if this Agreement is terminated due to an uncured Contractor default, providing Contractor had been provided notice of its default in writing and given thirty-one (31) days to correct the performance failure. Should the County incur such an expense, the County will be required to provide Contractor written notice detailing the incremental expense. After reviewing the claim, Contractor will issue a check covering the incremental cost.

24.4 Contractor shall not, however, be responsible for delays in service due to:

1. Strikes
2. Acts of God
3. Fire

provided the Project Manager is notified in writing by the Contractor of such pending or actual delay.

24.5 Complaints against the Contractor will be processed through the County Purchasing Department and are to be corrected within five (5) calendar days after being provided written notice. Written response to the County Purchasing Manager is required. Failure to properly resolve complaints within thirty-one (31) days after being provided written notice may result in termination of this Contract. Repeat complaints against the Contractor may result in termination of this Contract pursuant to the default provisions included in this Contract.

ARTICLE 25. TERMINATION

Either party may, upon providing ninety (90) days written notice, terminate this Contract at any time, with or without cause. The County reserves the right to terminate this Contract with thirty-one (31) days written notice if the Contractor fails to comply with any of the provisions of this Contract. If this Contract is terminated, the County shall be liable only for payment in accordance with the provisions of this Contract for the services performed prior to the effective date of termination. Xerox recognizes the County's right to terminate the affected equipment or service for its convenience due to a change in its business needs. However, the Xerox offer is based on a firm sixty (60) month equipment installation commitment that cannot be terminated without penalty except for fiscal-year funds non-appropriation or termination pursuant to the provisions of this Contract for an uncured Xerox failure to perform or other default. Cancellation for any other reason will result in a liquidated damages charge equal to the sum of the remaining payments less unearned maintenance and supply charges discounted at 4% per annum.

ARTICLE 26. EQUAL OPPORTUNITY EMPLOYER

County is an Equal Employment Opportunity ("EEO") employer and as such encourages Contractor to voluntarily comply with EEO regulations with regards to race, color, religion, gender, national origin, marital status, age, disability, genetic information and sexual orientation. In addition, Contractor or anyone under its employ shall comply with all applicable rules, regulations, and promulgations thereby pertaining to the avoidance or appearance of sexual harassment or on the job discrimination. Contractor shall maintain a work environment free of discrimination or unwelcome action of a personal nature. Any subcontracts entered into shall make deference to this clause with the same degree of application being encouraged. When applicable, Contractor shall comply with all new state and federal EEO regulations.

ARTICLE 27. INVALID OR UNENFORCEABLE PROVISION

Any provision or part of this Contract held to be void or unenforceable under any law or regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon County and Contractor, who agree that this Contract shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

ARTICLE 28. PUBLIC ENTITY CRIMES STATEMENT

Contractor represents that it has full knowledge of the requirements contained in Section 287.133, Florida Statutes, relating to public entity crimes and that by executing this Contract, assures to County that neither Contractor nor agents, officers or employees of Contractor is on the convicted vendor list and that it is otherwise in compliance with the statute.

ARTICLE 29. MISCELLANEOUS PROVISIONS

- 29.1 Upon the occurrence of any event of default and failure of Xerox to cure the default within thirty-one (31) days after receiving written notice, all obligations on the part of County to make any further payments of funds pursuant to this Contract, other than payments for

amounts due prior to the Xerox default, shall, if County so elects, terminate, but County may make any payments or parts of payments after the happening of any event of default without thereby waiving the right to exercise any remedy which it may have and without becoming liable to make any further payment.

- 29.2 In the event of legal proceedings to enforce the terms of this Contract the prevailing party shall be entitled to reasonable attorneys' fees and costs, including attorneys' fees and costs upon appeal.
- 29.3 Contractor certifies by signing this Contract that no Commissioner or employee of the Board has solicited or accepted gratuities, favors or anything of monetary value from Contractor or parties to subcontracts. Contractor and Contractor's agents and, officers or employees shall not pay any gratuities, favors or anything of monetary value to any Commissioner or employee of the Board.
- 29.4 Contractor shall cooperate fully with County in the scheduling and coordination of all phases of the Scope of Work.
- 29.5 Contractor shall report the status of performance of the Scope of Work to County upon request and hold pertinent data, calculations, and records pertaining to this Contract and performance of the Scope of Work open to the inspection of County and its authorized agents at any time.
- 29.6 County reserves the right to review the records of billings and services performed by the Contractor for County at any time during this Contract period. The Contractor shall provide County with copies of any records related to this Contract requested by County.

ARTICLE 30. EMPLOYMENT ELIGIBILITY VERIFICATION

30.1 Definitions. As used in this Article.

- (a) Employee assigned to this Contract means an employee who was hired after November 6, 1986, who is directly performing work, in the United States, under this Contract. An employee is not considered to be directly performing work under this Contract if the employee
 - i. Normally performs support work, such as indirect or overhead functions; and
 - ii Does not perform any substantial duties applicable to the Contract.
- (b) Subcontract means any contract entered into by a subcontractor to furnish supplies or services for performance of this Contract or a subcontract under this Contract. It includes but is not limited to purchase orders, and changes and modifications to purchase orders.

- (c) Subcontractor means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for Contractor or another subcontractor.
- (d) United States, as defined in 8 U.S.C. 1101(a)(38), means the 50 States, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands.

30.2 Enrollment and verification requirements.

- (a) Contractor must be enrolled in E-Verify at time of contract award, and the Contractor shall use E-Verify to initiate verification of employment eligibility of
 - i. All new employees.
 - (A) Enrolled thirty (30) calendar days or more. Contractor shall initiate verification of employment eligibility of all new hires of the Contractor, who are working in the State of Florida, whether or not assigned to this Contract, within three (3) business days after the date of hire; or
 - (B) Enrolled less than thirty (30) calendar days. Within thirty (30) calendar days after enrollment in E-Verify, Contractor shall initiate verification of employment eligibility of all new hires of Contractor who are working in the State of Florida, whether or not assigned to this Contract, within three (3) business days after the date of hire; or
 - ii. Employees assigned to this Contract. For each employee assigned to this Contract, Contractor shall initiate verification of employment eligibility, to the extent allowed by the E-Verify program, within thirty (30) calendar days after date of contract award or within thirty (30) days after assignment to this Contract, whichever date is later.
- (b) Contractor shall comply, for the period of performance of this Contract, with the requirements of the E-Verify program MOU. Termination of Contractor's MOU and denial access to the E-Verify system by the Department of Homeland Security or the Social Security Administration or the U.S. Citizenship and Immigration Service is an event of default under this Contract.

30.3 Website. Information on registration for and use of the E-Verify program can be obtained via the Internet at the U.S. Citizenship and Immigration Service's Web site: <http://www.uscis.gov>.

30.4 Individuals previously verified. Contractor is not required by this Article to perform additional employment verification using E-Verify for any employee whose employment eligibility was previously verified by Contractor through the E-Verify program.

30.5 Subcontracts. Contractor shall include, and shall require the inclusion of, the requirements of this Article, including this paragraph (30.5) (appropriately modified for identification of the parties), in each subcontract that includes work performed in the United States under this Contract.

ARTICLE 31. COMPLIANCE WITH SECTION 287.135(3)(b), FLORIDA STATUTES
Pursuant to Section 287.135(3)(b), Florida Statutes, Owner may terminate this Contract, at the option of its Board of County Commissioners, if the Contractor is found to have submitted a certification required by Section 287.135(5), Florida Statutes, that is false or if Contractor is or has been placed on the Scrutinized Companies that Boycott Israel List, or is engaged in a boycott of Israel or if Contractor is or has been placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List or if Contractor is or has been engaged in business operations in Cuba or Syria.

ARTICLE 32. USE BY OTHER GOVERNMENTAL ENTITIES.

This Contract may also be used by any County governmental entity or organization, including the offices of the Highlands County Clerk of Courts, Property Appraiser, Sheriff, Supervisor of Elections, and Tax Collector. In addition, Interlocal Agreements between the Board of County Commissioners, other State or County agencies, the Cities of Sebring and Avon Park, the Town of Lake Placid, and the Highlands County School Board, allow those entities to purchase goods and services through the County's contracts so long as such purchases will not interfere with the timely delivery of services to County in strict conformity with all specifications of its contracts. County reserves the right to direct Contractor to prioritize its delivery services to County ahead of delivery to other governmental entities purchasing under this Contract.

ARTICLE 33. PUBLIC RECORDS COMPLIANCE

If by providing services to Owner pursuant to this Contract Contractor is a contractor, as defined by Section 119.0701, Florida Statutes, Contractor shall:

- 33.1 Keep and maintain public records required by the County to perform the services.
- 33.2 Upon request of the County's custodian of public records, provide the County with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at the cost that does not exceed the cost provided in Chapter 119, Florida Statutes, or as otherwise provided by law.
- 33.3 Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Contract and following competition of this Contract if Contractor does not transfer the records to the County.
- 33.4 Upon competition of this Contract, transfer to the County, at no cost, all public records in possession of Contractor or keep and maintain public records required by the County to perform the services. If Contractor transfers all public records to the County upon competition of this Contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this Contract, Contractor shall meet all applicable requirements for retaining public records. All records

stored electronically must be provided to the County upon request from the County's custodian of public records, in a format that is compatible with the information technology systems of the County.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT:

Gloria Rybinski
County Public Information Officer
Telephone Number: 863-402-6836
E-mail Address: grybinski@hcbcc.org
Mailing Address: 600 South Commerce Avenue
Sebring, FL 33870

ARTICLE 34. CHANGES/AMENDMENTS

This Contract constitutes the entire Contract between the Parties and supersedes any prior written or oral agreements. This Contract may not be changed except by written amendment signed by both Parties.

IN WITNESS WHEREOF, the Parties have hereunto set their hands and seals the day and year above set forth.

ATTEST:

By: *[Signature]*
Robert W. Germaine, Clerk



HIGHLANDS COUNTY, a political subdivision
of the State of Florida
By its Board of County Commissioners

By: *[Signature]*
Don Elwell, Chairman

ATTEST:

By: *[Signature]*
Print Name: Robin Wood Siesto

ROBIN WOOD SIESTO
Notary Public, State of New York
Monroe County, Reg. 01SI4799953
Commission Expires: June 8, 9/28/19

Xerox Corporation, a New York corporation
registered to do business in the State of Florida

By: *[Signature]*
Print Name: John O'Connor

EXHIBIT A

SCOPE OF WORK

A. **PURPOSE:** The County is seeking a Contractor that will provide quality and process improvement for all areas of the County's leased multifunctional copy machines and printers. Additionally, the County is seeking a Contractor with the demonstrated expertise, technology, resources and commitment to perform the Scope of Work as detailed in subsection B of this Section in a timely and efficient manner. All new equipment installations are subject to technical review and approval by the Project Manager and final approval of the User Department Head.

B. SCOPE OF WORK:

1. EQUIPMENT:

- a. All equipment shall be newly manufactured or factory produced new. No used, demonstrator, refurbished, or re-manufactured products shall be accepted.
- b. All equipment shall have a new machine serial number.
- c. A serial number for all equipment shall appear on all monthly invoices.
- d. All equipment shall have remote meter monitoring.
- e. All equipment shall have remote service monitoring.
- f. Software licenses and configuration shall be included in the Proposal and the price shall be integrated into the monthly fee.
- g. The print management system shall be able to reside on the existing County network and allow users to submit jobs electronically.

2. DELIVERY:

Delivery of all equipment shall be to the specified office site requested by the County between 8:00 A.M. and 3:00 P.M. EST. Delivery of equipment shall be coordinated with the Highlands County Clerk of Courts' IT Department ("IT Department"). No equipment delivery shall be made without authorization from the IT Department. Prior site preparation must be complete to fulfill turnkey installation for immediate use within twelve (12) hours or less, excluding network configuration.

3. TROUBLESHOOTING:

All machines shall provide user friendly, graphical troubleshooting instructions to:

- a. Remove jams
- b. Replace staple cartridge
- c. Refill toner cartridge

4. MODIFICATIONS:

Contractor shall be able to make any modifications when necessary (for example: office expansions, office consolidations, etc.). The County may add, remove, or change any equipment during the contract term.

5. MAINTENANCE:

The Contractor shall be responsible for all toner, repair, maintenance and replacement of all output devices included in any contract resulting from this RFP.

- a. Preventative maintenance schedules shall be planned and completed according to manufacturers' recommended service schedules.
- b. Exclusive utilization of Official Equipment Manufacturer ("OEM") parts and supplies is required.
- c. Contractor shall respond by, at a minimum, acknowledging each request for service within one (1) hour.
- d. Maintenance and repair calls shall be performed within four (4) hours of the request for service.
- e. The maximum allowable downtime for any one piece of equipment is forty-eight (48) hours.
- f. Contractor shall be responsible for hardware performance due to service parts and components.
- g. Contractor shall be responsible for disposal and recycling of all service parts.
- h. For any equipment that is not repaired and restored to normal operating service within three (3) days of any request for service, a temporary or "loaner" machine shall be placed in the building near where the out of service equipment was located.
- i. Excluded from the requirements are delays resulting occurrences listed within subsection M of Section V of this RFP.

6. SUPPLIES:

Proposer shall propose a list of consumable supplies to be included with the monthly base fee for all leased equipment. Paper will be supplied by the County. Contractor is responsible for delivery of consumable supplies for equipment to the office where the equipment is located. The minimum supply expectations include:

- a. Black toner shall not be "off brand" and must be OEM. No substitutes shall be accepted.
- b. Color toner shall be OEM. No substitutes shall be accepted.
- c. Unlimited toner shall be supplied to the County.
- d. Consumable supplies shall meet original equipment manufacturers' specifications.

- e. Consumable supplies shall not exceed 1% failure rate.
- g. Contractor shall be responsible for all hardware performance as a result of consumable supplies.
- h. Contractor retains ownership of all consumable inventory.
- i. Downtime of equipment due to lack of consumable supplies shall not be acceptable.
- j. The County does not desire to have more than three (3) of each consumable supply item on-hand at any location.

7. END-USER SUPPORT:

- a. Contractor shall provide a single point of contact for the IT Department.
- b. Unlimited phone support on all initial service calls shall be provided by Contractor during normal business hours, 8:00 A.M. to 5:00 P.M. EST, Monday through Friday with the exception of statutory holidays.
- c. Unlimited network support shall be provided by Contractor during normal business hours, 8:00 A.M. to 5:00 P.M. EST, Monday through Friday with the exception of statutory holidays.
- d. Customer training shall be provided by Contractor at the time of each installation.

8. PROGRAM MANAGEMENT:

- a. Contractor shall assign one point of contact (account manager, sales representative, etc.) to the County's account.
- b. Contractor shall provide electronic monitoring of all output devices that are part of a resulting contract.
- c. Contractor shall maintain service records to report individual device performance.
- d. Contractor shall measure and manage output at a job, user level.
- e. Contractor shall manage user access and workflows.
- f. Contractor shall manage fleet optimization.
- g. Contractor shall inform and make available to County additional features that have been proven to reduce paper and print waste.

9. CONTRACTOR PERSONNEL:

- a. Contractor shall take all reasonable precautions for, and shall be responsible for initiating, maintaining and supervising all programs relating to the safety of all persons and property affected by, or involved in, the performance of its operations under the contract. Contractor shall take all reasonable precautions to prevent damage, injury or loss to: (a) all persons who may be affected by the performance of Contractor's operations, including employees; (b) all materials and equipment; and (c) all property at or near the work site. In an

emergency affecting the safety of persons or property, the Contractor shall act with reasonable care and discretion to prevent any threatened damage injury or loss.

- b. Contractor shall remove all personnel from County property who are deemed careless, incompetent, insubordinate, reasonably objectionable, or whose continued employment on the job is deemed to be contrary to the interests of the County.
- c. Contractor shall obtain a background check for all employees performing services on County property through the Florida Department of Law Enforcement ("FDLE"). All costs associated with obtaining the required clearances shall be the responsibility of the Contractor. No Contractor employee shall have a felony conviction in their records within ten (10) years of the contract date and the FDLE background check must show a clear reversal of previous problems during the past ten (10) years. The County will make the final determination upon acceptability of Contractor's employees.
- d. Contractor shall direct its employees not to read or disclose materials and documents available in County facilities unless authorized, in writing, by the County to do so. Contractor shall direct its employees not to use County and personal property, such as radios, televisions, typewriters, copy machines, computers, terminals, fax machines, calculators, etc. which may be in any of the County's facilities.
- e. Contractor's employees who perform services on County property shall be neat and clean in appearance. Contractor employees shall be required to provide proper identification when requested by properly identified County personnel. Any Contractor employee who does not comply with this requirement will be required to leave County property. To ensure only authorized Contractor employees are on County property, there is no exception to this requirement.
- f. Contractor shall prohibit Contractor's employees from using or possessing any gun, knife, or other weapon while on County property.
- g. Contractor shall prohibit Contractor's employees from being under the influence of alcohol or any drug while on County property.
- h. Contractor shall prohibit Contractor's employees from smoking while on County property.
- i. The County is not responsible for supervision to Contractor's employees. Contractor shall have sufficient staffing to oversee all employee training and supervision and shall have sufficient procedures to resolve any issues or problems that may arise.
- j. Contractor shall be liable for damages, theft or any other breach of security caused by Contractor's employees and shall be liable for errors and omissions of Contractor's employees or other person(s) performing the Scope of Work. Contractor shall be responsible for repair of any damage to County property and shall restore County property to the condition it was in prior to being damaged or replace the damaged property with new replacement property of the same quality, appearance, and function to the satisfaction of the County.

- k. Contractor's employees shall not be assisted nor accompanied by any individual who is not an employee of the Contractor while performing the Scope of Work. This requirement of the County includes children and other relatives of the Contractor or its employees.
- l. Contractor's employees inside a County facility must be on the approved list of Contractor's employees for that specific facility. Any Contractor employee who violates this provision shall be deemed objectionable to the County and will no longer be permitted in the County facility.

Scope of Work

Equipment

Equipment	Meets
a. All equipment shall be newly manufactured or factory produced new. No used, demonstrator, refurbished, or re-manufactured products shall be accepted.	✓
b. All equipment shall have a new machine serial number.	✓
c. A serial number for all equipment shall appear on all monthly invoices.	✓
d. All equipment shall have remote meter monitoring.	✓
e. All equipment shall have remote service monitoring.	✓
f. Software licenses and configuration shall be included in the Proposal and the price shall be integrated into the monthly fee.	✓
g. The print management system shall be able to reside on the existing County network and allow users to submit jobs electronically.	✓

Delivery

Delivery of all equipment shall be to the specified office site requested by the County between 8:00 A.M. and 3:00 P.M. EST. Delivery of equipment shall be coordinated with the Highlands County Clerk of Courts' IT Department ("IT Department"). No equipment delivery shall be made without authorization from the IT Department. Prior site preparation must be complete to fulfill turnkey installation for immediate use within twelve (12) hours or less, excluding network configuration.

Xerox acknowledges, understands and will comply.

Troubleshooting

All machines shall provide user friendly, graphical troubleshooting instructions to: RFP 16-016 /

- a. Remove jams
- b. Replace staple cartridge
- c. Refill toner cartridge

Xerox provides end-user training for all of our products. Products are shipped with access to full documentation that is also available at <http://www.xerox.com>. The documentation contains information on product features, capabilities and troubleshooting. Product demonstrations provided in-house during the training show step-by-step instructions on how to do most common jobs.

At any time, your employees can access <http://www.xerox.com/professionalservices> services for our on-line assistant. Additionally, your employees can call 1-800-821-2797 to speak with a Xerox Welcome Center representative. Our representatives will offer your employees troubleshooting tips and general usage guidelines.

Modifications

Contractor shall be able to make any modifications when necessary (for example: office expansions, office consolidations, etc.). The County may add, remove, or change any equipment during the contract term.

Yes. Xerox Device Manager (XDM) can determine if devices have been assigned a new IP address or have not communicated with the server after a period of time. These are standard triggers for Move, Add, Change, Dispose (MACD) operations or service.

Maintenance

The Contractor shall be responsible for all toner, repair, maintenance and replacement of all output devices included in any contract resulting from this RFP.

Maintenance	Meets
a. Preventative maintenance schedules shall be planned and completed according to manufacturers' recommended service schedules.	✓
b. Exclusive utilization of Official Equipment Manufacturer ("OEM") parts and supplies is required.	✓
c. Contractor shall respond by, at a minimum, acknowledging each request for service within one (1) hour.	✓
d. Maintenance and repair calls shall be performed within four (4) hours of the request for service.	✓
e. The maximum allowable downtime for any one piece of equipment is forty-eight (48) hours.	✓
f. Contractor shall be responsible for hardware performance due to service parts and components.	✓
g. Contractor shall be responsible for disposal and recycling of all service parts.	✓
h. For any equipment that is not repaired and restored to normal operating service within three (3) days of any request for service, a temporary or "loaner" machine shall be placed in the building near where the out of service equipment was located.	✓
i. Excluded from the requirements are delays resulting occurrences listed within subsection M of Section V of this RFP.	✓

*is predicated on contacting the named local contact for this account, as opposed to other Xerox entities.

Supplies

Proposer shall propose a list of consumable supplies to be included with the monthly base fee for all leased equipment. Paper will be supplied by the County. Contractor is responsible for delivery of consumable supplies for equipment to the office where the equipment is located. The minimum supply expectations include:

Supplies	Meets
a. Black toner shall not be "off brand" and must be OEM. No substitutes shall be accepted.	✓
b. Color toner shall be OEM. No substitutes shall be accepted.	✓
c. Unlimited toner shall be supplied to the County.	✓
d. Consumable supplies shall meet original equipment manufacturers' specifications.	✓
e. Consumable supplies shall not exceed 1% failure rate.	✓
f. Not included in RFP	

g. Contractor shall be responsible for all hardware performance as a result of consumable supplies.	✓
h. Contractor retains ownership of all consumable inventory.	✓
i. Downtime of equipment due to lack of consumable supplies shall not be acceptable.	✓
j. The County does not desire to have more than three (3) of each consumable supply item on-hand at any location.	✓

End User Support

- a. Contractor shall provide a single point of contact for the IT Department.
- b. Unlimited phone support on all initial service calls shall be provided by Contractor during normal business hours, 8:00 A.M. to 5:00 P.M. EST, Monday through Friday with the exception of statutory holidays.
- c. Unlimited network support shall be provided by Contractor during normal business hours, 8:00 A.M. to 5:00 P.M. EST, Monday through Friday with the exception of statutory holidays.
- d. Customer training shall be provided by Contractor at the time of each installation.

Program Management

Program Management	Meets
a. Contractor shall assign one point of contact (account manager, sales representative, etc.) to the County's account.	✓
b. Contractor shall provide electronic monitoring of all output devices that are part of a resulting contract.	✓
c. Contractor shall maintain service records to report individual device performance.	✓
d. Contractor shall measure and manage output at a job, user level.	✓
e. Contractor shall manage user access and workflows.	✓
f. Contractor shall manage fleet optimization.	✓
g. Contractor shall inform and make available to County additional features that have been proven to reduce paper and print waste.	✓

Contractor Personnel

Contractor Personnel	Meets
a. Contractor shall take all reasonable precautions for, and shall be responsible for initiating, maintaining and supervising all programs relating to the safety of all persons and property affected by, or involved in, the performance of its operations under the contract. Contractor shall take all reasonable precautions to prevent damage, injury or loss to: (a) all persons who may be affected by the performance of Contractor's operations, including employees; (b) all materials and equipment; and (c) all property at or near the work site. In an emergency affecting the safety of persons or property, the Contractor shall act with reasonable care and discretion to prevent any threatened damage injury or loss.	✓
b. Contractor shall remove all personnel from County property who are deemed careless, incompetent, insubordinate, reasonably objectionable, or whose continued employment on the job is deemed to be contrary to the interests of the County.	✓
c. Contractor shall obtain a background check for all employees performing services on County property through the Florida Department of Law Enforcement ("FDLE"). All costs associated with obtaining the required clearances shall be the responsibility of the Contractor. No Contractor employee shall have a felony conviction in their records within ten (10) years of the contract date and the FDLE background check must show a clear reversal of previous problems during the past ten (10) years. The County will make the final determination upon acceptability of Contractor's employees.	✓
d. Contractor shall direct its employees not to read or disclose materials and documents available in County facilities unless authorized, in writing, by the County to do so. Contractor shall direct its employees not to use County and personal property, such as radios, televisions, typewriters, copy machines, computers, terminals, fax machines, calculators, etc. which may be in any of the County's facilities.	✓
e. Contractor's employees who perform services on County property shall be neat and clean in appearance. Contractor employees shall be required to provide proper identification when requested by properly identified County personnel. Any Contractor employee who does not comply with this requirement will be required to leave County property. To ensure only authorized Contractor employees are on County property, there is no exception to this requirement.	✓
f. Contractor shall prohibit Contractor's employees from using or possessing any gun, knife, or other weapon while on County property.	✓
g. Contractor shall prohibit Contractor's employees from being under the influence of alcohol or any drug while on County property.	✓
h. Contractor shall prohibit Contractor's employees from smoking while on County property.	✓
i. The County is not responsible for supervision to Contractor's employees. Contractor shall have sufficient staffing to oversee all employee training and supervision and shall have sufficient procedures to resolve any issues or problems that may arise.	✓
j. Contractor shall be liable for damages, theft or any other breach of security caused by Contractor's employees and shall be liable for errors and omissions of Contractor's employees or other person(s) performing the Scope of Work. Contractor shall be responsible for repair of any damage to County property and shall restore County property to the condition it was in prior to being damaged or replace the damaged property with new replacement property of the same quality, appearance, and function to the satisfaction of the County.	✓
k. Contractor's employees shall not be assisted nor accompanied by any individual who is not an employee of the Contractor while performing the Scope of Work. This requirement of the County includes children and other relatives of the Contractor or its employees.	✓
l. Contractor's employees inside a County facility must be on the approved list of Contractor's employees for that specific facility. Any Contractor employee who violates this provision shall be deemed objectionable to the County and will no longer be permitted in the County facility.	✓

3. Understanding and Approach

- a. Describe your understanding of the Scope of Work pursuant to this RFP.
- b. Describe your approach to completing the Scope of Work pursuant to this RFP.
- c. Describe your method of evaluating the County's equipment needs pursuant to this RFP.

Our understanding of the Highlands County comes from working with you and supporting your various municipal departments for the past 20 plus years. This comprehensive knowledge has guided our approach and product recommendations in this proposal.

We realize that Highlands County manages by communication and documents drive 70% of all communications. The efficient creation, associated workflow, and management of documents and the devices that create them are all critical to facilitating communications. The cost associated with documents is ranked 3rd in-line behind the cost associated with people and facilities. Needless to say, documents are expensive and represent a major cost associated with your County. With Xerox Managed Print Services we will provide the ability for the County to measure your print production, from all devices, and this print data will allow you to manage how, where, when, and by whom documents are produced. This is effective cost control. As well, this will provide the usage information for you to make informed, productive decisions for future purchases all based on hard data. Our primary objective in this proposal would be to reduce the costs and maximize the efficiency associated with the documents generated Highlands County Board of County Commissioners through Xerox Managed Print Services.

Managed print services (MPS) gives you a new way to look at managing your document output and infrastructure in the office. Starting with our assessment services, we give you the road map to understanding, controlling, and optimizing document output costs and workflow throughout your enterprise. According to a new report from Gartner, Inc., Xerox is ranked as the worldwide market share leader in MPS (based on revenue). Xerox believes this data further validates its approach to provide services and solutions that deliver business value.

Xerox Managed Print Services (MPS) will provide Highlands County the following immediate benefits:

- Improvements in print and copy costs
- Greater visibility of your print and copy environments
- Improved productivity and focus for IT and purchasing
- Environmental improvements
- Security improvements with technology and software
- Confidence that your Managed Print Services provider is looking to solve your pain points as a trusted advisor

Proven tools, processes and technology for ongoing measurement and management

Xerox provides a comprehensive and integrated approach with all the elements needed to successfully deliver Managed Print Services including:

- Device Discovery and Monitoring
- Discovers devices, collects meter reads and device status
- Assessment and Optimization
- Asset mapping, data management and cost modeling
- Service Management and Delivery
- Full-featured asset and incident management
- Sales Contract Management
- Contract activation and account management
- Business Intelligence
- Standard reporting to illustrate key service performance metrics
- Customer Service Portal
- Online resource for two-way sharing of service information

Xerox® Print Services helps you streamline management, control costs and maximize your results across the office. As a market leader in managed print services, Xerox has the tools, resources and experience to drive efficiencies throughout your organization.

Improved Cost and Efficiency

Xerox takes a comprehensive approach to deliver sustainable results year after year. Xerox® Print Services can control and manage all of your Xerox® and selected third party output devices. Our tools and technology integrate with your infrastructure and optimize the investments you have already made. We support all aspects of your output environments, including service desk, break-fix, service level agreement management, supplies and procurement.

Value Beyond Cost Savings

Xerox® Print Services delivers benefits in many areas:

- We address environmental sustainability, finding innovative ways to eliminate unnecessary printing and reduce your carbon footprint, usage and waste.
- We enhance information security to protect your most valuable information and avoid the costs of lost intellectual property.
- Through our proactive support model, we monitor, maintain and manage your environment, usually fixing problems before they impact your employees and your business. When you add it all up, Xerox® Print Services provides an optimized print environment, reducing your total cost of ownership and increasing business and staff productivity.

Cost Management and Control

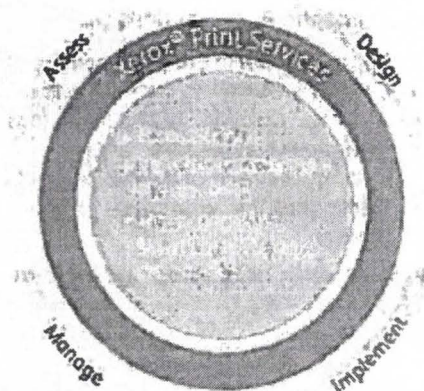
Xerox® Print Services can help you:

- Streamline your company's print operations and reduce print and copy expenditures.
- Standardize your equipment and support processes to drive productivity and enable consistent service level agreements.
- Provide a single point of contact, increasing efficiency and visibility of your document output.
- Streamline invoice processes to make it easy for you to manage your costs and assist in budget planning.

Seamless Integration and Availability

Our continuous monitoring and proactive support model provides a seamless integration between your office and IT environment, driving device uptime and output

A proven approach



Xerox® Print Services delivers:

- Single point of contact
- Asset optimization
- Change management
- Auto supplies and meter reads
- Proactive multivendor service and support
- Dashboard reporting
- Consolidated invoices/billing
- Real time print fleet status

quality. Proactive break-fix services reduce calls to the service desk and free your IT staff and employees from the support process so they can focus on their core business. Real-time alert and response processes maximize the productivity of your contracted document output devices—and the people who use them. We provide standard service level agreements that offer proactive device monitoring, replenishment of consumables, break-fix services, pricing, invoicing and reporting. Our integrated platform provides you with consolidated reporting to track and monitor your device spend and operational performance metrics.

The start of a Managed Print Service begins with understanding the client, their current needs and challenges and what the optimal outcome will be. From these ongoing discussions the following four steps are brought into play. With our historical knowledge, and the information provided by the County we have provided a tailored program to meet your needs.

Our proven process to implement Xerox Print Services comprehends your employee's needs, our overriding concern is to make the transition as smooth and efficient as possible through rigorous planning and attention to detail, supported by open dialogue and engagement with your workforce.

Step One: Assess

This is where we have developed a thorough understanding of your current office printing infrastructure, your processes and your requirements. As well as detailed analysis of financial data, (your billing history), as well this stage also includes the continued engagement of key users and support staff, because experience shows that 'buy in' from at least one senior executive and other stakeholder is crucial.

Step Two: Design

From the information gathered, processed, and identified in the Assess phase we set out the most appropriate way forward for your particular locations, with an emphasis on the streamlining of the procurement of consumables (both printer and MFD's), optimizing your existing technology base and adding additional capabilities where needed.

Step Three: Implement

The goal now is to set up and introduce the various services, communications, agreements and technologies in a way that will allow us to meet the contracted requirements. Implementation includes disposal, redeployment and replacement of equipment as well as changes to established workflows and other processes.

Step Four: Manage

This is where we make sure that the service performance levels are at least met (and preferably exceeded) over the life of the contract. The Management phase includes three main activities:

- **Asset management**—to ensure that information about each device and cost item is tracked and understood. That consumables are proactively ordered and delivered to the individual device.
- **Incident management**—to handle all requests in a professional and timely manner.
- **Account management**—to make sure that new requirements and changes to existing requirements are properly defined, agreed and implemented.

During the assessment phase, we utilize Lean Six Sigma to focus on three key areas:

- **Voice of the Customer** - We gather Voice-of-the-Customer data to identify unique requirements for applications, software or workflow processes. The process includes customer surveys, interviews and workshops to baseline the Highlands County environment and gain valuable knowledge about the impact of non-conformance on end-user / associates productivity.
- **Voice of the Process** - We analyze Highlands County's environment and overall infrastructure to support the current and optimal end-state. We develop tools such as process maps and workflow diagrams for functional areas, such as the Help Desk, and processes, such as maintenance escalation.

- **Voice of the Environment** - Our methodology uses actual customer data gathered from Highlands County's users, procurement, finance, accounting, etc. This enables us to compile a complete set of data metrics that compares your organizational performance to that of other retail providers. These metrics are the foundation for understanding your opportunities.

4. Relevant Experience

- a. Identify and provide a description of relevant experience(s) of the person or persons who will perform the services under the contract with the County pursuant to this RFP.

Darryl Martin will continue to be your local point of contact for all aspects of performed services under the contract with the county. Darryl has been your local Highlands County Xerox Authorized Sales Agent since 1994. He works and lives in Highlands County to best serve the needs of the county. Darryl will be backed by all of the resources and support that a company like Xerox is able to offer. Xerox has been working in the document management industry for more than 100 years. This combination allows the strength, support and stability of a multibillion company, while also receiving the complete local support that Darryl takes great pride in offering.

5. Account Management

- a. State the Proposer's office location(s) where the County's account will be managed from; such as a sales representative's office or local branch.

The office location where the County's account will be managed will not change for this proposal. IT will be managed by Darryl Bernhardt from D-Tech Business Solutions, 1050 US Hwy. 27 South Avon Park, FL 33825
Office: 8633851502 Cell: 8634147182 darryl@dttechdoc.com.

- b. Introduce and describe the accessibility of the point of contact (account manager) who will perform the services during the terms of the contract with the County pursuant to this RFP.

As Highlands County has experienced over the past 20 years, Darryl will continue to be as responsive and timely with this new Managed Print Service as he has been in the past.

7. Identify Proposed Equipment

- a. Identify and describe the range of equipment being proposed for the County pursuant to this RFP.
 1. Include the equipment make, model, capacity, features, etc.
 2. Promotional material may be included.

Proposed Equipment Review

Xerox is offering a selection of B/W MFPs, Color MFPs, B/W Printers and Color Printers.

Black and White MFPs

WC3325DN WorkCentre 3325DN MFP, Print/Copy/Scan/Fax/E-mail, Letter/legal, USB/Ethernet, 1200x1200DPI, PS3/PCL6, 250 sheet tray, 50-Sheet ADF, 50-Sheet Bypass Tray, Auto 2 sided Output, up to 37PPM

WC3615DN WorkCentre 3615DN B/W MFP, Print/Copy/Scan/Fax/E-mail, Up to 47 PPM, Letter/Legal, 1200DPI, USB, ETHERNET, 1200x1200DPI, 550-Sheet Paper Tray, 150 Sheet MPT, Automatic 2-Sided Output.

WC5330P WorkCentre 5330 with 110 Sheet DADF, Stand, Duplex, 2-520 Sheet Trays, 50 Sheet Bypass Tray, Catch Tray, 160 GB Hard Drive, 1 GB Memory, Scan to Mailbox, Scan to E-mail, Security, Up to 30 PPM

WC5330PT WorkCentre 5330 with 110 Sheet DADF, Tandem Tray Module, Duplex, 2-530 Sheet Trays, 50 Sheet Bypass Tray, Catch Tray, 160 GB HDD, 1 GB Memory, Scan to Mailbox, Scan to E-mail, Security, Up to 30 PPM

5955OCT WC5955 Multifunction Copier/Printer/Color Scan, 200 Sheet Single Pass ADF, 4Trays(4,600 sheets), 100 Sheet Bypass, OCT, 2 GB, Network Acc, Server Fax, Data Sec(Image Overwrite, Encryption, McAfee Enhanced Sec, Cisco TrustSec), EIP, Scan Kit, PostScript, Up to 55PPM

5955APT WC5955 Multifunction Copier/Printer/Color Scan, 200 Sheet Single Pass ADF, 4Trays(4,600 sheets), 100 Sheet Bypass, 2GB, Network Acc, Server Fax, Data Sec(Image Overwrite, Encryption, McAfee Enhanced Security, Cisco TrustSec), EIP, Scan Kit, PostScript, Office Finisher, 3 Hole Punch, Up to 55PPM

Color MFPs

WC6605DN WorkCentre 6605 Color Laser MFP, Print/Scan/Fax/Email, Letter/Legal, USB 2.0, Ethernet, PS3/PCL6, 500 Sheet Paper Tray, 50-Sheet DADF, Auto 2-Sided Output, Up to 36 PPM Color & B/W

W7225PT WC7225 Printer, (4) 520 Sheet Trays, Bypass, Duplex, 110 Sheet DADF, OCT, 2GB Mem, Scan to Mailbox, Scan to E-Mail, Sec(Disk Enc & IO), Scan Kit(PDF, Scan to PC, Ntwk Scan, High Compression PDF), Up to 25PPM Color & B/W

W7830P WorkCentre 7830 Printer with 3Tray Module(3 x 520 sheets), 520 Sheet Tray, 100 Sheet Bypass, Dual Catch Trays, 100 Sheet Face Up Tray, 130 Sheet DADF, EIP, Data Sec, PS, Full Network Scan, Std Output Tray, Up to 30PPM Color & B/W

W7830PT WorkCentre 7830 Printer with Hi Cap Tandem Tray (520 Sheet, 2000 Sheet Letter), 520 Sheet Tray, 100 Sheet Bypass, Dual Catch Trays, 100 Sheet Sheet Face Up Tray, 130 Sheet DADF, EIP, Data Security, PS, Full Network Scan, Up to 30PPM Color & B/W

W7855PT WorkCentre 7855 Printer with Hi Cap Tandem Tray (520 sheet, 2000 sheet Letter), 520 Sheet Tray, 100 Sheet Bypass, Dual OCT, 130 Sheet Single Pass Duplex ADF, EIP, Data Security, PS, Full Network Scan, Std Output, Up to 55PPM B/W & 50PPM Color

W7970P WorkCentre 7970 Printer with High Capacity Tandem Tray(4trays-3,040 sheets), 130 Sheet Single Pass Duplex ADF, Dual Catch Trays, 100 Sheet Face Up Tray, EIP, Data Security, PS, Full Network Scan, Up to 70PPM Color & B/W

Black and White Printers

3320DN Phaser 3320DNM Printer, Letter/Legal, USB/Ethernet, PCL6/PS3, 128MB, Auto 2-Sided Printing, 250-Sheet Tray, 50 Sheet Bypass Tray, Up to 37PPM

3610DN Phaser 3610DN Printer, Letter/Legal, USB/Ethernet, PCL6/PS3, Auto 2-Sided Printing, 550-Sheet Tray, 150 Sheet MPT, Up to 47PPM

4622DN Phaser 4622DN Printer, Letter/Legal, USB/Ethernet, PCL6/PS3, Auto 2-Sided Printing, 550-Sheet Tray, 100 Sheet MPT, Up to 65PPM

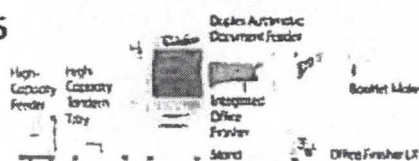
Color Printers

6600DN Phaser 6600DN Color Printer, Letter/Legal, USB/Ethernet, PCL6/PS3, Auto 2-Sided Printing, 550-Sheet Tray, 150 Sheet MPT, Up to 36PPM Color & B/W

6700DN Phaser 6700DN Color Printer, Letter/Legal, USB/Ethernet, PCL6/PS3, Auto-Sided Printing, 550-Sheet Tray, 150 Sheet MPT, Up to 47 PPM Color & B/W

The following products, highlighted in yellow, have been proposed for Highlands County:

WorkCentre® 5325 / 5330 / 5335



		WorkCentre S335 / S330 / S335 Copier	WorkCentre = S335 / S330 / S335 Copier/PaperScanner
Speed		Up to 75 / 30 / 35 ppm	
Duty Cycle		100,000 / 125,000 / 150,000 pages per month	
Memory		1 GB plus 160 GB hard drive	1 GB plus 160 GB hard drive / 2 GB with optional PostScript FX
Paper Handling	Standard	Duplex Automatic Document Feeder: 110 sheets, Standard sizes 8.5 x 11 in / A5 to A3, Custom sizes 11 x 9 in, 11.7 x 12 in / B5 x 125 mm to 297 x 432 mm Bypass Tray: 50 sheets, Custom sizes 3.5 x 9 in / 11.7 x 17 in / B5 x 98 mm to 297 x 432 mm	
	Optional	Tromp 1 and 2 with Second: 570 sheets each, Size, Custom sizes 5.5 x 7.2 in to 11.7 x 17 in / 140 x 182 mm to 297 x 432 mm High-Capacity Tromp: 2,000 sheets, Standard Sizes 8.5 x 11 in and 12.5 x 10.5 in / A4 or B5 High-Capacity Feeder: 2,000 sheets, Standard Sizes 8.5 x 11 in and 12.5 x 10.5 in / A4 or B5 Envelope Tray: Up to 60 envelopes, #10 commercial, Monarch, DL, C5, Custom sizes 3.9 x 5.8 in to 6.4 x 9.5 in / 99 x 146 mm to 162 x 241 mm	
Post output	Standard	Dual Catch Tray: 750 sheets each, Lower output offset	
	Optional	Integrated Office Finisher: 500-sheet stacker, 50 sheets stapled, single-position stapling Office Finisher LX: 2,000-sheet stacker, 50 sheets stapled, 3 position stapling, optional hole-punch, optional booklet maker (cover, inside cover) Convenience Stacker: Staples 50 sheets	
Automatic two-sided printing		Standard	
Copy	First page out time	WorkCentre S335/S330 As fast as 4.7 seconds WorkCentre S335 As fast as 4.0 seconds	
Resolution (dpi)		600 x 600 dpi	
Copy features		Automatic first-feed, Duplexing pre-copy, Automaticity selection, Built-in Negative/Invert image, Automatic booklet creation, Auto up Auto R/L, Advanced alignment, Cover insertion, Sample art, Book copying, Amazon.com, Online Quotation, Inside Pages mode, Master/slave, L/R Copy, Page Layout, Form Clarity, Background Suppression	
Print	First page out time		As fast as 11.0 seconds
Resolution (dots)			1,200 x 1,200 dpi
Connectivity			10/100/1000 Ethernet, High-Speed USB 2.0 direct print
Page drivers: on languages			PDF, PS, PCL 6, HP GLPL GXL, TIFF, PDF, JPS, Optional Adobe® PostScript® 3™
Font features			Automatic two-sided, Secure print, Delay print, Scriptable user, Booklet creation, Cover selection, Paper selection by attribute, M up, Western 2x4, Bar code, M up to new paper size, Discard tray selection, Print from USB
Scan	Standard		PDF, Unsecured PDF, PDF/A, TIF, JIF, JPEG, JPS, Color Scan, Scan to Email, Scan to Folder
	Optional		Scan to PC Desktop®, Network Scan Kit (For Searchable PDF, AAC compression), Throttling Feature, Various Aspect® Business Information Partner Solutions
Fax kit			Mallup PSTN fax line and three-line optional with Internet fax, Fax over IP (T.38) kit, Network Server For Embedded Mail Speed Dial (up to 2,000)
	Optional		LAN Fax via Ethernet For Forward Two-sided Send and Receive, Port on Fax up to 11 x 17 in / A3 for Built-In
Accounting	Standard	Audit trail	Advanced Acrobat® Standard Accounting (Copy, Print, Fax, Scan)
	Optional	N/A	Network Accounting Enablement Kit (Various Keynote Business Innovation Partner Solutions)
Security	Standard	256-bit and 128-bit Encryption, Image Overwrite	SecurePrint, Authentication with LDAP/Radius/SAM/CAS, Password Protected PDF, PFX, 128-bit encryption, Self-Encrypt, Encrypted Email, PEX, 207 kb, ShowFax Q, Email over SSL, LDAP over SSL, Image Overwrite, 256-bit Hard Disk Encryption, Audit Log
	Optional	N/A	CAC, Secure Access Unlimited ID System
Other Options		Common Account Cost Enablement Kit, Foreign Device Interface, Unicode Kit	

¹ <http://www.fishbase.org> accessed 17 January 2009.

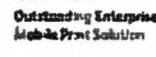
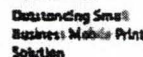
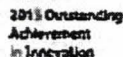
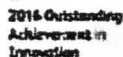
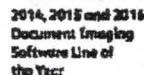
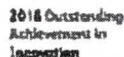
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	WorkCentre 5845L	WorkCentre 5845
Speed	Up to 45 ppm Letter (A4) / Up to 31 ppm 11 x 17 in. (A3)	Up to 55 ppm Letter (A4) / Up to 31 ppm 11 x 17 in. (A3)
Duty Cycle	Up to 175,000 pages / month	Up to 200,000 pages / month
Hard Drive / Processor / Memory	Minimum 250 GB HDD / 1 GHz Dual-core / 2 GB	
Connectivity	10/100/1000Base-T Ethernet, High Speed USB 2.0 direct print, Wi-Fi Direct with Optional Junior® USB Wireless Adapter	
Customization Features	Unified Address Book, Remote Control Panel, Online Support or eSolved from the user interface and print driver, Configuration Planning	
Copy and Print Resolution	Copy: Up to 600 x 600 dpi, Print: Up to 1200 x 1200 dpi	
First Copy out Time	As fast as 3.7 seconds from the Platen / 7.6 seconds from the Automatic Document Feeder	
Page Description Languages	Adobe® PostScript® 3™, PDF, PCL 6, PCL 6e, XAL, Paper Specifications (PDS) (Optional)	
Print Features	Print from USB, Encrypted Secure Print, Zero® (with Smart Driver Settings), Job Identification, Booklet Creation, Stamp and Rollout Driver Settings, Bidirectional Parallel Port, Secure Send, Job Monitoring, Application Defaults, Two-sided Printing (optional), Hold All Jobs	
Mobile Printing and Apps	Standard: Apple® AirPrint®, Mopix® Certified QR Code App, Xerox® App Gallery App, ePrintXpress App Optional: Xerox® Print Service Plug-in for Android, Mopix® Print Service Plug-in for Android™, Xerox® Mobile Link App Optional: Xerox® Mobile Print Cloud, Xerox® Easy Transport Service	
Standard	Destination: Scan to Address, Scan to USB, Scan to Email, Scan to Network, File Formats: PDF, PDF/A, XPS, PDF, TIFF, Convenience Features: Scan to Home, Single-Sheet Scan, Single-Side PDF, Single/Multi-Page PDF / XPS / TIFF, Encrypted / Password Protected PDF, Linearized PDF, PDF/A	
Optional	Enterprise™ for Document, Xerox® Scan to PC Desktop Professional, other solutions available through Xerox Business Solutions Partner	
Standard	Internet Fax, Fax Build Job, Network Server as Front-End	
Optional	Fax Forward to Email or SaaS, Wide area Fax (one-line and two-line options, including iAX/Fax)	
Standard	Mobile: Encrypted, Mobile eCopy (eCP), Conductor, HDD One-way, AES 256-bit Encryption, PDS 100-2 (conductor), SAA 256-bit (with) Message Authentication, Content Creation, Creation (AES 128/256-bit), Encrypted Secure Print, Secure Fax, Secure Scan, Secure Email, Content Inspection, Security Services Engine (SSE), Integration, Network, Auto-Installation, TLS, S/MIME, Auto Log, Active Content, User Permissions	
Optional	Mobile Integration, Content Smart Card, Enrollment, K11/CAC/FIN/NET, Xerox® PreScan Software	
Standard	Xerox® Standard Answering (Copy, Print, Scan, Fax, Email, Network Answering, Encipherment)	
Optional	Equipeo, Equipo, Equipo, Office, Vision, Scan, other networked workgroup solutions available through various Xerox Business Solutions Partners	
Standard	Simplex Scan Automatic Document Feeder: 250 sheets, Speed up to 200 ppm (duplex), Size: 4.9 x 5.5 to 11.7 x 17 in. / 125 x 138 mm to 297 x 437 mm Bypass Tray: 100 sheets, Custom sizes: 4.75 x 5.5 to 11 x 17 in. / 116 to A3, 16 to Bond to 60 to Letter / 50, 216 gsm Trays 1 = 2,500 sheets each, Custom sizes: 5.5 x 8.5 to 11 x 17 in. / A5 to A3 High Capacity Tandem Tray: 3,600 sheets total (1,800 and 2,000 sheets) Size: 8.5 x 11 in. / A4	
Optional	Envelope Tray 2A (envelopes Tray 2: Up to 50 envelopes #10 commercial, manila DL, C5)	
Chassis One	Chassis Offsetting Tray: 400 sheets Office Finisher: 2,500 - 2,500 sheets trays, 50 sheet multi-part copy, stapling, optional hole punch Office Finisher with Booklet Maker: 2,000 - 2,500 sheet trays, 50 sheet multi-part copy, stapling, booklet maker, multi-part copy, optional hole punch, booklet maker and fold up to 40 booklets, 2 - 15 sheets	
Optional	Wide Punch for Office Finisher Convenience Stapler: 50 sheets stapling (based on 75 gsm) includes Vision Surface	

All minimum values are based on tested in one day month. All values are to be sustained on a regular basis. Under no circumstances.

[illegible]

Xerox® Phaser® 6600 and Xerox® WorkCentre® 6605

	Phaser 6600M	Phaser 6600DN	WorkCentre 6605M	WorkCentre 6605DN
Speed	Up to 36 ppm Letter / Up to 35 ppm A4, color and black and white			
Duty Cycle	Up to 80,000 pages / month			
Paper Handling	Standard	Duplex Automatic Document Feeder (DADF): 50 sheets, Custom sizes 5 x 9 in (127 x 229 mm) to 8.5 x 14 in (216 x 356 mm)		
Paper Input		Multipurpose Tray: 150 sheets, Custom sizes 5 x 9 in to 8.5 x 14 in / 267 x 127 mm to 216 x 356 mm		
		Tray 1: 550 sheets, Custom sizes 5.8 x 8.3 in. to 8.5 x 14 in / 148 x 210 mm to 216 x 356 mm		
	Optional	Tray 2: 550 sheets, Custom sizes 5.8 x 8.3 in. to 8.5 x 14 in / 148 x 210 mm to 216 x 356 mm		
Paper Output	Standard	250 sheets face down with easy pull sensor		
Account: Two-sided Output	N/A	Standard	N/A	Standard
Copy and Print	Copy: As fast as 13 seconds black and white, 16 seconds color; Print: As fast as 9 seconds black and white, 12 seconds color			
First Print Out Time	Up to 600 x 600 x 4 cps (1,200 x 1,200 enhanced image quality)			
Print Resolution (max)	512 x 384			
Processor	756 MHz / 768 MB			
Memory (std / max)	512 MB / 1 GB			
Connectivity	USB 2.0, 10/100/1000base-TX Ethernet, optional Wi-Fi, Bluetooth			
Page Description Languages	True Adobe® PostScript® 3™, PCL5e, XPS, PDF Emulation			
Print Features	RANTONE® Color calibrated solid color simulation, Smart settings, Earth Simon settings, Color Connections, N-up, Booklet layout, Watermark, Print mode, Curation, Secure Print®, Saved Print®, Font Manager, Mac OS X® Apple AirPrint™			
Mobile Printing and Apps	Standard	Apple® AirPrint™		
	Free Download	Xerox® Print Service Plug-in for Android™		
	Optional	Xerox® Wireless Print Solutions Adapter includes Apple AirPrint, Google Cloud Print™ v2 and Mopex®. For more information, visit www.xerox.com/WPSAJ		
Fax	N/A			
Web Up Fax Features	NoVA®/iFax®/iFax Compression, Report Junk Fax, Return Fax Ring Pattern, Detect and Forward to Email and/or FTP/SMB, Fax Forwarding and Inlet Print, Polling Receive, Delivery Start (up to 24 hours), Broadcast Sending (up to 200 destinations), Fax Address Book (up to 200 speed dial), Secure Fax Receive, Delayed Start (up to 24 hours), Broadcast Sending (up to 30 destinations), Zoom, Auto Fax, Retention, N-up, Watermark, Phonebook (Up to 500 speed dial numbers, Up to 500 group dial, Phonebook stored on PC)			
LAN Fax Features	Destinations: TWAIN/IFA scanning via USB, Scan to USB or Network, Scan to Corporate e-mail, Scan to Server via FTP, Scan to Email and LDAP support, Scan to USB Memory Device, VSD Scanning, PBE Formats: PDF, JPEG, TIFF, Convenience Features: Single/Multi Page PDF / TIFF, Xerox® Scan to PC Desktop SE (includes OCR file conversion to Microsoft® Word® Excel® and PowerPoint®. For more information, visit www.xerox.com/scan2pcSE)			
Scan	Standard	N/A		
	Optional	Xerox® Scan to PC Desktop® Proficiency, Xerox® Scan to PC Desktop® through up to 4 Business Information Partners		
Security	Secure Fax Receive (WorkCentre 6605 only), Secure Print®, 256-bit data encryption and password*, Secure HTTPS (SSL), Secure LDAP, IPsec, 802.1x Authentication, IPv6, SHARP® Audit Log, IP Filtering, Scan to Email over SMTP (WorkCentre 6605 only)			

* Maximum volume is per month, expected in any one month, not expected to be achieved on a regular basis. † Standard on 6605, 6600. ‡ Requires an optional Productivity Kit (with 1 GB Hard Drive). ‡ Requires an optional Productivity Kit (with 1 GB Hard Drive).

Device Management	at 21 seconds, 6605 at least at 23 seconds	Routine Maintenance	
Certification: Interim Services, CenterWare® Email alerts, Apple® Bonjour	Electrical	Imaging Unit Kit, Up to 60,000 pages**	105001121
Print Drivers	Power: 110-127 VAC, 50/60 Hz, 10A or 230-240 VAC, 50/60 Hz, SA, Power consumption: 6600 Standby 65 W, Printing 535 W, Sleep: 4 W, 6605 Standby 72 W, Printing 560 W, Sleep: 6 W, ENERGY STAR® qualified (QPL configuration)	Waste Container: Up to 30,000 pages**	105001124
Windows XP and later, OSX 10.5 and later, Windows Linux and Unix distributions, Xerox® Global Print Drivers®, Xerox® Mobile Faxless Driver®	Supplies	Fuser Assembly: Up to 100,000 pages**	115000076
Media Handling	Standard Capacity Print Cartridge/	Toner Kit: Up to 100,000 pages**	105001122
Duplex Automatic Document Feeder (DADF) Simplex, 50 - 125 gsm, 13 - 32 lb bond, Duplex 60 - 125 gsm, 13 - 32 lb bond, Multipurpose Tray, Tray 1: Tray 2: 1 lb to bond - 80 lb cover / 60 - 216 gsm	Black: 3,000 std. pages	Options	Part No. Prod. Code
Operating Environment	Cyan: 2,000 std. pages	550-sheet Feeder	077504407 LB1
Temperature: Storage: 32° to 104°F / 0° to 40°C Operating: 50° to 90° / 10° to 32°C Humidity: Operating: 10% to 85% (condensed power levels: 6600 Printing: 6.9 B, Standby: 4.5 B, 6605 Printing: 6.8 B, Standby: 4.4 B, Sound power levels: 6600 Printing: 5.3 dBA, Standby: 2.9 dBA; 6605 Printing: 5.2 dBA, Standby: 2.9 dBA) Warm up time from sleep mode: 6600 on line	Magenta: 2,000 std. pages	Stand	497813660
	Yellow: 2,000 std. pages	Productivity Kit (512 MB RAM)	097504769 YUA
	High Capacity Print Cartridge:	Productivity Kit (1 GB HDD)	097504701 LB4
	Black: 8,000 std. pages	Wireless Networking Adapter	097024409 MAB
	Cyan: 6,000 std. pages		
	Magenta: 6,000 std. pages		
	Yellow: 6,000 std. pages		

For more information, call 1-800-ASK-XEROX or visit us at www.xerox.com/office

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Xerox® WorkCentre® 7220i/7225i

ConnectKey™

The WorkCentre 7220i/7225i Color Multifunction Printer is built on Xerox® ConnectKey™ Technology. For more information, visit www.connectkey.com

Device Specifications	WorkCentre 7220i	WorkCentre 7225i
Speed	Up to 20 ppm color and black and white	Up to 25 ppm color and black and white
Duty Cycle ¹	Up to 50,000 pages / month	Up to 60,000 pages / month
Hard Drive / Processor / Memory	Minimum 250 GB HDD / 1.7 GHz Dual core / 2 GB system plus 1 GB page memory	
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct with Optional Xerox® USB Wireless Adapter	
Control Features	Unified Address Book, Remote Control Panel, Online Support (accessed from the user interface and print driver), Configuration Cloning	
Copy and Print		
Copy Resolution	Up to 600 x 600 dpi	
Print Resolution	Up to 7400 x 600 image quality	
First copy out Time (as fast as)	8.4 seconds color / 7.7 seconds black and white from the Platen	8.7 seconds color / 7.7 seconds black and white from the Platen
First print out Time (as fast as)	8.1 seconds color / 7.0 seconds black and white	9.1 seconds color / 7.7 seconds black and white
Page Description Languages	PCL 3c / PCL 6, XPS, Paper Specification (XPS)™, Adobe® PostScript® 3™ (Optional), PDF	
Print Features	Print from USB, Encrypted Secure Print, Xerox® Form Smart Driver Settings, Job Identification, Booklet Creation, Scan and Recast Driver Settings, Bi-directional Remote Scan, Scaling, Job Monitoring, Xerox® Color By Words™ Application Defaults, Two-sided Printing (as default), Hold All Jobs	
Mobile Printing and Apps	Standard: Apple® AirPrint®, Mopix® Certified, QR Code App, Xerox® App Gallery App, Xerox® Mobile Link App Free Download: Xerox® Print Service Plug-in for Android, Mopix® Print Service Plug-in for Android™, Xerox® Mobile Link App Optional: Xerox® Mobile Print, Xerox® Mobile Print Cloud, Xerox® Easy Translator Service ²	
Scan	Standard: Dual-Sided Scan to Mailbox, Scan to USB, Scan to Email, Scan to Network, File Formats: PDF, PDF/A, XPS, JPEG, TIFF, Conversion Features: Scan to HTML, Single Touch Scan, Scanable PDF, SingleSheet Page PDF / XPS / TIFF, Encrypted / Password Protected PDF, Linearized PDF / PDF/A Optional: ConnectKey® for Document, Xerox® Scan to PC Desktop, Self and Professional, other solutions available through various Xerox Business Innovation Partners	
Fax	Standard: Internet Fax, Fax Build Job, Network Server for Enrollment Optional: Fax Forward to Email or SMS, Web-up Fax (one-line and two-line options, includes LAN Fax)	
Security	Standard: McAfee® Embedded McAfee ePolicy (ePO) Compatible, HDD Overwrite, AES 256 bit encryption (FIPS 140-2 compliant), SHA 256 Hash Message Authentication, Common Criteria Certified on ITSO 15428, Encrypted Secure Print, Secure Fax, Secure Scan, Secure Email, Xerox® InitialSec Identity Services Engine (ISE) Integration, Network Authentication, TLS, S/MIME, Audit Log, Access Controls, User Permissions Optional: McAfee Integrity Control, Smart Card Enrollment, A/C (AT/PIV/IG T), Xerox® PurView Software	
Accounting	Standard: Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email, Network Accounting Enrollment) Optional: Equinox Express®, Equinox Office®, Xerox® eScan™, other network accounting solutions available through various Xerox Business Innovation Partners	
Paper Input	Standard: Duplex Automatic Document Feeder, 110 sheets, Size: 5.5 x 8.5 in to 11 x 17 in / 140 x 210 mm to 217 x 420 mm, Custom sizes: 3.3 x 4.9 in to 11.7 x 17 in / 85 x 125 mm to 297 x 432 mm Bypass Tray: 50 sheets, Custom sizes: 3.5 x 3.9 in to 11.7 x 17 in / 89 x 95 mm to 297 x 432 mm WorkCentre 7220i/7225i (Trays 1 and 2 with Standard 50 sheets each, Size: 5.5 x 8.5 in to 11 x 17 in / A3 to A3, Custom sizes: 3.5 x 7.2 in to 11.7 x 17 in / 74 x 182 mm to 297 x 432 mm WorkCentre 7220i/7225i (Trays 1-4) 57 sheets each, Size: 5.5 x 8.5 in to 11 x 17 in / A5 to A3, Custom sizes: 3.5 x 7.2 in to 11.7 x 17 in / 74 x 182 mm to 297 x 432 mm Optional: Envelope Tray: Up to 50 envelopes #10 commercial, Monarch, DL, C3, Custom sizes: 3.9 x 5.8 in to 6.4 x 9.5 in / 98 x 148 mm to 162 x 241 mm	
Paper Output / Finishing	Standard: Dual Catch Trays: 50 sheets each, Lower tray offers Integrated Office Finisher: 50-sheet stacker, 50 sheets stapled, single position stapling Optional: Office Finisher LK: 2,000 sheet stacker, 50 sheets stapled, 3 position stapling, optional hole punch, optional back-to-back (lower, saddle stack), Convolutions Stacker, staples 50 sheets	

¹Maximum volume reported, expected for any one month. Not expected to be sustained on a regular basis. ²PostScript 3 option is required for Xerox® Easy Translator or to print PDFs or PostScript files from a cloud drive. ³Only available in the optional Adobe® PostScript 3™ driver. ⁴Undergoing evaluation.

Xerox® ConnectKey™ Technology



2016 Outstanding Achievement in Innovation

3.5/5.0
2.7/5.0

Xerox® Color Design



2014, 2015 and 2016 Document Imaging Software Line of the Year

2.7/5.0
2.7/5.0

Xerox® Easy Translator Service



2016 Outstanding Achievement in Innovation

2.7/5.0
2.7/5.0

Xerox® App Studio



2015 Outstanding Achievement in Innovation

2.7/5.0
2.7/5.0

Xerox® Mobile Print Cloud 2013 and 2015 Pick



Outstanding Small Business Mobile Print Solution

2.7/5.0
2.7/5.0

Xerox® Mobile Print Solution 2013 and 2015 Pick



Outstanding Enterprise Mobile Print Solution

2.7/5.0
2.7/5.0

WorkCentre 7220 2015 Pick



Outstanding Entry-Level 20-ppm A3 Colour MFP

2.7/5.0
2.7/5.0

For more detailed specifications, go to www.xerox.com/office/WC7200specs. Build and configure your own Xerox® WorkCentre 7220i/7225i Color Multifunction Printer at www.buildyourownxerox.com/connectkey.

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The WorkCentre 7800i Series Color Multifunction Printer is built on Xerox® ConnectKey® Technology. For more information, visit www.connectkey.com.

	WorkCentre 7830	WorkCentre 7835	WorkCentre 7850	WorkCentre 7855
Speed	Up to 30 ppm color and black and white	Up to 35 ppm color and black and white	Up to 45 ppm color and black and white	Up to 50 ppm color
Duty Cycle ¹	Up to 90,000 pages / month	Up to 110,000 pages / month	Up to 230,000 pages / month	Up to 300,000 pages / month
Hard Drive / Processor / Memory	Minimum 250 GB HDD / 1.2 GHz Dual-core / 7 GB system plus 1 GB page memory			
Connectivity	10/100/1000base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct with Optional Xerox® USB Wireless Adapter			
Controller Features	Unified Address Book, Remote Control Panel, Online Support (accessed from the user interface and print driver), Configuration Cloning			
Optional Controller	EF1™ Easy Network Server			
Copy and Print Resolution	Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 1200 dpi			
First print out time (as first set)	9 seconds color / 7.7 seconds black and white	7.5 seconds color / 6.4 seconds black and white	7.1 seconds color / 5.9 seconds black and white	
Page Description Languages	Adobe® PostScript® 3™, PDF, PCL, PCL6, PCL6e, PCL6e XL, Paper Specification (RPS)™ (Optional)			
Print Features	Print from USB, Encrypted Secure Print, Xerox® Earth Smart Driver Settings, Job Identification, Backless Clean, Start and Recall Driver Settings, Bidirectional Real-time Status, Scaling, Job Monitoring, Xerox® Color by Words, Application Defaults, Two-sided Printing (as default), Hold All Jobs			
Mobile Printing and Apps	Standard: Apple® AirPrint®, Mopix® Certified QR Code App, Xerox® App Gallery App, @PrintSystems App Free Download: Xerox® Print Service Plug-in for Android, Mopix® Print Service Plug-in for Android™, Xerox® Mobile Link App Optional: Xerox® Mobile Print, Xerox® Mobile Print Cloud, Xerox® Easy Translator Service			
	Standard: Dual Inlet Scan to Media, Scan to USB, Scan to Email, Scan to Network, File Formats: PDF, PDF/A, XPS, JPEG, TIFF, Convenience Features: Scan to Monitor, Single Touch Scan, Searchable PDF, Single/Multi-Page PDF / XPS / TIFF, Encrypted / Password Protected PDF, Unencrypted PDF / PDF/A			
	Optional: Content Copy™ for DocuShare™, Xerox® Scan to PC Desktop™ SE and Professional, other solutions available through various Xerox Business Integration Partners			
	Standard: Internet Fax, Fax Build Job, Network Server Fax Enablement			
	Optional: Fax Forward to Email or SaaS, Walk-up Fax (one-line and two-line options, includes LAN Fax)			
	Standard: McAfee® Embedded McAfee ePolicy (ePO) Compatible HDD Overwrite, AES 256-bit Encryption (FIPS 140-2 compliant), SHA-256 Hash Message Authentication Code, Content Encryption (ISO 15408), Encrypted Secure Print, Secure Fax, Secure Scan, Secure Email, Xerox® TrustSec Identity Services Engine (ISE) Integration, Network Authentication, TLS, SNMPv3, Audit Log, Access Controls, User Permissions			
	Optional: McAfee Integrity Control, Smart Card Enablement Kit (CAC/PIV/NET), Xerox® PrintSecure Software			
	Standard: Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement			
	Optional: Equinox Express™, Equinox Office™, YSoft SafeQ®, other network accounting solutions available through various Xerox Business Integration Partners			
	Standard: Duplex Automatic Document Feeder: 110 sheets, Speed up to 70 ppm (envelopes) Single-pass Duplex Automatic Document Feeder: 130 sheets, Speed up to 133 ppm (envelopes) Size: 5.5 x 8.5 in. to 17 x 17 in. / 148 x 210 mm to 297 x 420 mm			
	Bypass Tray: 100 sheets, Custom sizes: 3.5 x 3.9 in. to 12.6 x 19 in. / 89 x 98 mm to 320 x 481 mm Tray 1: 520 sheets, Custom sizes: 5.5 x 7.5 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm			
	Optional: 3 Tray Option (Total 2,180 sheets): Adds three 520-sheet paper trays. Size: 5.5 x 7.5 in. to 17 x 17 in. / 140 x 182 mm to 297 x 432 mm			
	High Capacity Tandem Tray Option (Total 3,140 sheets): Adds one 520-sheet paper tray and one 857-sheet paper tray and one 1,333-sheet paper tray. Size: 8.5 x 11 in. / A4			
	Optional: High Capacity Feeder (HCF): 2,000 sheets, Size: 8.5 x 11 in. / A4 long edge feed Envelope Tray: Up to 60 envelopes, 810 commercial, March 10, C3, large U.S. Postcard, A6, Custom size: 3.9 x 5.8 in. to 6.4 x 9.5 in. / 98 x 143 to 162 x 241 mm			
	Standard: Dual Offset Catch Tray: 750-sheet catch Paper tray: 100 sheets			
	Optional: Office Finisher LX: 2,000-sheet stacker, 50 sheets stacked, 2-position stacking, optional hole punch, optional booklet maker (kiss-e, saddle-stitch) Integrated Office Finisher (optional with WorkCentre 7830/7835): 500-sheet stacker, 50 sheets stacked, single-position stacking Professional Finisher: 1,500-sheet stacker and 500-sheet top tray, 50-sheet multiposition supply and hold punch, saddle-stitch, booklet maker, V-fold Convenience Sampler: stacks 50 sheets (based on 75 gsm), includes V-fold surface			

¹ Maximum volume capacity is based on any one month. Not intended to be sustained as a regular basis. ² Uncompensated evaluation.



2016 Outstanding Achievement in Innovation



2014, 2015 and 2016 Document Imaging Software User of the Year



2018 Outstanding Achievement in Innovation



2015 Outstanding Achievement in Innovation



Outstanding Small Business Mobile Print Solution



Outstanding Enterprise Mobile Print Solution



Outstanding S1 to 60-ppm A3 Color MFP

For more detailed specifications, go to www.xerox.com/workcentre7800i.
Build and configure your own Xerox® WorkCentre 7800i series Color Multifunction Printer at www.xerox.com/workcentre7800i.

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Xerox® WorkCentre® 7970i

ConnectKey®

The WorkCentre 7970i Color Multifunction Printer is built on Xerox® ConnectKey® Technology. For more information, visit www.connectkey.com.

Device Specifications		WorkCentre 7970i
Speed		Up to 70 ppm color and black-and-white
Duty Cycle		Up to 300,000 pages/month
Hard Drive / Processor / Memory		Minimum 250 GB HDD / 1.2 GHz Dual-core / 7 GB system plus 1 GB page memory
Connectivity		10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, Wi-Fi Direct with Optional Xerox® USB Wireless Adapter
Control Features		Unifred Address Book, Remote Control Panel, On-to-Support (Accessed from user interface and print driver), Configuration Cloning
Optional Controller		EFI® Easy Network Server
Copy and Print		
Copy and Print Resolution		Copy: Up to 600 x 600 dpi; Print: Up to 1,200 x 2,400 dpi
First print-out Time (as first copy)		6.9 seconds color / 4.2 seconds black-and-white
Page Description Languages		Adobe® PostScript® 3™, PDF, PCL 5e / PCL 6/JPL, Paper Specification DPS™ (Optional)
Print Features		Print from USB, Encrypted Secure Print, Xerox® Earth Smart Driver Settings, Job Identification, Booklet Creation, Store and Recall Driver Settings, Embedded Rich-tone Status, Scaling, Job Monitoring, Xerox® Color by Words, Application Defaults, Two-sided Printing (as default), Hold All Jobs
Mobile Printing and Apps	Standard	Apple® AirPrint®, Mopex® Certified QR Code App, Xerox® App Gallery App, @PrintByXerox App
	Optional	Xerox® Print Service Plug-in for Android, Mopex® Print Service Plug-in for Android™, Xerox® Mobile Link App
Scans	Standard	Distributions: Scan to Mobile, Scan to USB, Scan to Email, Scan to Network File Formats: PDF, PDF/A, XPS, JPE, TIFF. Convenience Features: Scan to Home, Single-Touch Scan, Searchable PDF, Single/Multi-Page PDF / XPS / TIFF, Encrypted / Password Protected PDF, Unencrypted PDF / PDF/A
	Optional	ConnectKey® for DocuShare® Xerox® Scan to PC Desktop® SE and Professional, other solutions available through various Xerox Business Integration Partners
Fax	Standard	Unifred Fax, Fax Build Job, Network Server Fax Enablement
	Optional	Fax Forward to Email or SMB, Web-up Fax (one-line and two-line options, includes LAN Fax)
Security	Standard	ActiveX® Embedded, McAfee® Policy (ePO) Compatible, HDD Overwrite, 256-bit Encryption (FIPS 140-2 compliant), Common Criteria Certification (EAL5+), Encrypted Secure Print, Secure Fax, Secure Scan, Secure Email, Xerox® Trustworthy Identity Services Engine (ISE) Integration, Network and encryption, SSL, S/MIME, Audit Log, Access Controls, User Permissions
	Optional	McAfee® Integrity Control, Smart Card Enablement Kit (CAC/PIV/NET), Xerox® PrintSafe® Software
Accounting	Standard	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement
	Optional	Equinox Express™, Equinox Office™, iYSoft® Soft® and other network accounting solutions available through various Xerox Business Integration Partners
Paper Input	Standard	Single-pass Duplex Automatic Document Feeder: 130 sheets; Speed: up to 1.22 gph (duplex); Sizes: 5.5 x 8.5 in. to 11 x 17 in. / 140 x 210 mm to 297 x 420 mm; Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.9 in. to 17.6 x 18 in. / 89 x 98 mm to 370 x 483 mm (SEF); Tray 1: 520 sheets; Custom sizes: 5.5 x 7.3 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 420 mm (SEF); Tray 2: 520 sheets; Custom sizes: 5.5 x 7.3 in. to 17 x 18 in. / 140 x 182 mm to 343 (SEF); High Capacity Tandem Tray (Total 2,000 sheets): One 867 sheet paper tray and one 1,133 sheet paper tray; Sizes: 8.5 x 11 in. A4
	Optional	High Capacity Feeder (HCF): 2,000 sheets; Sizes: 8.5 x 11 in. / A4; Long edge feed; Envelope Tray: Up to 60 envelopes #10 commercial, Monarch, DL, C5, large U.S. Postcard, A6; Custom sizes: 7.9 x 5.8 in. to 6.4 x 9.5 in. / 98 x 148 to 162 x 241 mm
Paper Output / Finishing	Standard	Dual Offset Catch Tray: 350 sheets each; Face up Tray: 100 sheets
	Optional	BA Finisher: 3,000-sheet staker and 500-sheet top tray, 50-sheet multi-position stacking and 2/3-hole punching; BA Booklet Maker Finisher: 1,500-sheet staker and 500-sheet top tray, 50-sheet multi-position stacking and 2/3-hole punching plus fold/first job booklet making and V-folding; C-Fold / Z-Fold Unit: Adds Z-folding, C-fold, Z-folding, Letter C-folding to the BA Finisher and BA Booklet Maker Finisher; Convenience Stapler: Staples 50 sheets (based on 75 gsm) includes Work Surface

Maximum volume capacity depends on any one month. Not repeating in any batched on a single level. * Undergoing evaluation.

Xerox® ConnectKey® Technology	Xerox Corporation	Xerox® Easy Translator Service	Xerox® App Studio	Xerox® Mobile Print Cloud 2013 and 2015 Pick	Xerox® Mobile Print Solution 2016 and 2015 Pick
					
2015 Outstanding Achievement in Innovation	2014, 2015 and 2016 Document Imaging Software Line of the Year	2015 Outstanding Achievement in Innovation	2015 Outstanding Achievement in Innovation	Outstanding Small Business Mobile Print Solution	Outstanding Enterprise Mobile Print Solution
2015 Article 2016 Certificate	2016 Article 2016 Certificate	2016 Article 2016 Certificate	2015 Article 2015 Certificate	2015 Article 2015 Certificate	2015 Article 2015 Certificate

For more detailed specifications, go to www.xerox.com/office/WC79005Specs. Build and configure your own Xerox® WorkCentre® 7970i Color Multifunction Printer at www.buildyourownxerox.com/connectkey.



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Xerox Phaser 4622
Black-and-white Printer

Device Specifications		Phantom 4673044
Speed	Up to 65 ppm	
Daily Cycle ¹	715,000 pages / month ¹	
Hard Drive / Processor / Memory	Optional 320 GB Hard Drive / 600 MHz Dual Core ARM / 256 MB (std), 768 MB (max)	
Connectivity	1x 100/1000Base T Ethernet, USB 2.0, Optional Wireless 802.11n with WPA2 Enterprise	
Print Resolution (max)	600 x 600 dpi up to 1,200 x 1,200 dpi with enhanced image quality	
First come-out Time (as first out)	7.8 seconds	
Page Description Languages	PCL 6, PCL 5e, PostScript 3, emulation, PDF, EPrint	
Print Features	756 levels of halftone (grayscale), Watermarks, N up, Fit to Page, Scaling, Reduce/enlarge, Toner Saver, Print from USB, Print Around, Collation, Secure Print, Personal Print, Smart Duplex	
Paper Input	Standard	Tray 1 (A4/T): 100 sheets, Custom sizes 3 x 5 in. to 3.5 x 14 in / 76 x 177 mm to 216 x 356 mm Tray 2: 550 sheets, Custom sizes 3.28 x 5.85 in. to 8.5 x 14 in / 98.6 x 148.3 mm to 216 x 356 mm
	Optional	Tray 3: 550 sheets, Custom sizes 3.5 x 8.27 in. to 8.5 x 14 in / 113.7 x 210 mm to 216 x 356 mm Tray 4: 550 sheets, Custom sizes 3.5 x 8.27 in. to 8.5 x 14 in / 113.7 x 210 mm to 216 x 356 mm Tray 5: 550 sheets, Custom sizes 3.5 x 8.27 in. to 8.5 x 14 in / 113.7 x 210 mm to 216 x 356 mm Tray 6: 550 sheets, Custom sizes 3.5 x 8.27 in. to 8.5 x 14 in / 113.7 x 210 mm to 216 x 356 mm High Capacity Feeder (Add to Tray 1): 7,000 sheets, Standard Sizes Letter, Legal, Folio, A4
Paper Output / Finishing	Standard	500 sheets
	Optional (choose one)	Finisher: 500-sheet tray, 50-sheet stacking (face down) Mailbox: Fold 100 sheets (one)
Automatic Two-sided Printing	Standard	

^a Minimum volume capacity required in any one month. For example, if a customer has a regular load

Device Management

Xerox® ConnectKey™ Internet Services, iPrint/AirPlace Web
Web/Mobile Print Libraries, iPrint, Bonjour, Low-Temp iStock Alert,
Print Drivers

Microsoft® Windows® XP Professional / Series 2003 / Series 2008 /
Series 2012 / Mac OS® 9.5 and higher / Various Linux including:
Red Hat® Enterprise 4.5, Sun Microsystems Solaris®, 9.1D, Fedora®
Core 11 / SUSE 10.4 X86_X64 / HP-UX 11.0 v1 / Novell NetWare®
3.6x or Open Enterprise Server, Xerox® Global Print Utility, Xerox®
Mobile Express Driver®

Security

Secure Wi-Fi® SSID, Price \$23 US, Plug Connectivity, Network
Authentication, WPA/WPA2, Energy Efficient Access Log, Xerox
Secure Access Limited IQ System (optional) / Printing With a
Enterprise

Font Capability

135 PostScript® Fonts; 93 PCL® fonts

Media Handling

Trey 1 (4x7.1) 16-58 lb bond / 60-710 gsm, Trey 2 6.16-32 lb
bond / 16-163 gsm, High-Capacity Feeder 16-74 lb bond / 50-90
gsm, Media Types Plain paper, A+enhanced, Transparencies,
Preprinted, Heavyweight, Recycled Bond, Labels, Address
Cards etc.

Operating Environment

Operating: 50° to 26° F / 10° to 30° C, Storage: 4 to 164° F / 20° to 40° C, Relative Humidity: 20 to 85%, Sound pressure level: 58 dBA @ 1m, 30 dBA @ 1m, Warm up (from power save) 1 fast print, Avg. 0.45 seconds, User interface ready and programmable 2 seconds, Warm up from power on 0.5 seconds, User interface ready and programmable 3.4 seconds (mean Electrical)

110-127 VAC, 50/60 Hz or 220-240 VAC, 5C/50 Hz, Power consumption: Primary 900 W, Standby 120 W, Power Save 2.8 W (Dimensions (WxHxD))

452/201 18 7/8 x 21 3/8 x 15 5/8 in / 476 x 541 x 470 mm, Weight: 75.3 lb / 34.6 kg, 463/201 18 7/8 x 21 3/8 x 22.3 in / 475 x 541 x 566 mm, Weight: 101 1/4 lb / 46 kg

Certifications

Listed to UL 60950-1/CSA C60950-1 0-7 A1 7011 2nd Edition, FCC/CEM1 - Class 1 Laser Product, FCC Part 15 Class A, Canada ICES 0012, Class A, CE marked, Low Voltage Directive 2006/95/EC, EN 60950-1, 2nd Edition, EN 60825-1 - Class 1 Laser Product, EMC Directive 2011/65/EU, EMC EN 55013: Class A, EN 55022, RoHS Directive 2011/65/EU, CE Mark, EN 60950-1, EN 60950-2, EN 60950-3 (4623), Section 563 Compiler, Blue Angel certified "The controller is based on VDM technology and, Apple's Aspire" certified "Best Choice in This Box"

- Phaser 452/201 Phaser
- Toner: Cartridge (10,000 print capacity)
- Drum: Cartridge (10,000 print capacity)
- Software and Documentation CD
- Power Cord


Supplements

Lowcost Capacity Toner Cartridge		
13,000 pages**		106901533
High Capacity Toner Cartridge		
30,000 pages**		106901535
DAA compliant High Capacity Toner Cartridge		106902635
Sealpak Cartridge		
3 cartridges with 15,000 copies each		003212941
Resume & Postscript Items		
Maintenance Kit, 110V, 150,000 pages***		115000063
Maintenance Kit, 220V, 150,000 pages***		115000064
Smart™ Smart Kit™ Drum Cartridge 80,000 pages***		113900763
DAA compliant Drum Cartridge**		113900769
Options	Print Mo.	Prod. Code
Hard Drive Kit, 320 GB	0979G0157	F48
55-sheet Paper Tray	0979G01874	344P
2,000-sheet High-capacity Feeder		
(includes Start Kit)	0979G01875	344X
Finisher / Stapler	0979G01876	344H
4 ton MediaBox	0979G01877	304A
Scand	0979G01915	300X
512 MB Memory	0979G01678	340D
Internet Wireless Network Adapter	0979G01850	340G

^{***} Apparent weight change. Declared Yield based on letter #44946-20 to 173 gms/oz. Field will vary based on analysis type, size, weight at harvest, and weather conditions.

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xerox 

Xerox® Phaser® 6700

Color Printer

Speed		Phaser 6700DN
Duty Cycle		Up to 47 ppm color / 47 ppm black-and-white
Paper Handling		Up to 120,000 pages / month
Paper Input	Standard	Trey 1 (MPT): 150 sheets Custom sizes 3.9 x 7.5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm
	Optional	Trey 2: 550 sheets Custom sizes 3.9 x 7.5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm
	Additional 550-sheet Tray Custom sizes:	Standard: 3.9 x 7.5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm Optional: 3.9 x 7.5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm
	Additional 1,100-sheet Feeder Custom sizes:	Standard: 3.9 x 7.5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm Optional: 3.9 x 7.5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm
Paper Output	Standard	500 sheets
	Optional	Office Finisher: 1,000 sheet stacker, 50 sheet stapler
Automatic Two-sided Printing		Standard
Print		As fast as 8 seconds color / 7 seconds black-and-white
First page out Time		As fast as 8 seconds color / 7 seconds black-and-white
Resolution (max)		Up to 2400 x 1200 dpi
Processor		1.29 GHz
Memory (std / max)		1 GB / 2 GB
Connectivity		10/100/1000-bps Ethernet, USB 2.0, Optional infrared wireless, Apple Bonjour®
Page Description Language		Adobe® PostScript® 3™, PCL 6 / PCL 5e emulation, Direct PDF (with optional hard drive)
Print Features	Standard	Each Smart driver settings, Color By Words, Coloration, 6-directional driver, Smart Duplex, Layout Assistant
	Optional	Productivity Kit, 160 GB hard drive, Print Around, Secure Print, Personal Print, Sample Set, Hard Disk Emulation, Form/Font Storage
Security		SSLv3, IPsec, 802.1X Authentication, HTTP, HTTPS, SMTP Authentication, IPv6, SNMPv3, IP Filtering, 256-bit encryption, Image Overwrite, FIPS 140-2

* Maximum volume directly expected in any one month, not expected to be sustained on a regular basis. ** Requires Productivity Kit with Hard Drive.

Device Management

ControlWeb® II, ControlWeb Web, Email alerts, Cloning, PhaserSMART™, Job Accounting, Usage Analysis, Print Job Tracker, WebSite Admin Interface, Tools, Apple® Bonjour

Print Drivers

Windows® XP, 2003 Server, 2008 Server, Vista, 7, Mac OS® 10.5 and higher, Citrix® XenApp 5.0, Redhat® Enterprise Linux 4/5, Fedora Core 11/13, SUSE® 11.1, IBM AIX® 5.1/5.2, HP-UX® 11.1/11.2, Novell® NetWare® 5.5, 6.0, Open Enterprise Server

Font Capability

PostScript® Fonts, 177, PCL® Fonts, 94

Media Handling

Trey 1 (MPT): 16-40 lb bond to 50-80 lb cover, 60-270 gsm, Tray 2 and Additional 550-sheet trays: 16-40 lb bond to 50-80 lb cover / 60-270 gsm, 1,100-sheet Feeder: 16-40 lb bond to 50-80 lb cover / 60-270 gsm, Two-sided output, 16-40 lb bond to 50-80 lb cover / 60-270 gsm, Media types: Plain paper, Preprinted, Recycled, Heavyweight, Letterhead, Hole punched, Cardstock, Heavyweight cardstock, Glossy, Heavyweight glossy, Labels, Envelopes, Transparencies, Custom Color Standards, PANTONE® Color colorated solid color simulations, Adobe® FastColor® device-independent color, CIE International color standards, Color options: ICC Profiles, Apple ColorSync®

Operating Environment

Temperature: Storage: -4° to 104° F / -20° to 40° C Operating: 50° to 80° F / 10° to 32° C Humidity: 10% to 85% Sound pressure levels: Printing: less than 59 dBA (A) Standby: less than 26 dBA (A) Sound power levels: Printing: less than 7.3 dBA (A) Standby: less than 4.11 dBA (A) Warm-up time (from sleep mode): 35 seconds

Electrical

110-127 VAC, 50/60 Hz, 17 A, Power consumption: Avg. Operations: 637 W, Standby: 116 W, Sleep: 6 W, 220-240 VAC, 50/60 Hz, 6 A; Power consumption: Avg. Operations: 672 W, Standby: 118 W, Sleep: 8 W ENERGY STAR® qualified (DPA, DT, DA configurations)

Dimensions (WxDxH)

6700DN/CM: 22 x 20 x 16.9 in. / 560 x 516 x 429 mm, Weight: 93 lbs. / 42.7 kg, 6700DT: 22 x 20.3 x 22.3 in. / 560 x 516 x 563 mm, Weight: 114 lbs. / 52 kg, 6700DL: 22 x 20.3 x 30.7 in. / 560 x 516 x 780 mm, Weight: 138 lbs. / 62 kg

Certifications

FCC Part 15, Class A, Unintended, 40950-1/CSA B0950-1-02, CE Marking applicable to Directives 2004/108/EC and 2006/95/EC, GOST, Section 50.56.2A, ENERGY STAR® qualified (DPA, DT, DA configurations)

Supplies

Standard capacity toner cartridge:
Black: 7,100 pages
Cyan: 5,000 pages
Magenta: 5,000 pages
Yellow: 5,000 pages

106RD1506
106RD1503
106RD1504
106RD1505

High capacity toner cartridge

Black: 18,000 pages*
Cyan: 12,000 pages*
Magenta: 12,000 pages*
Yellow: 12,000 pages*
Staples (3 bars):

106RD1510
106RD1501
106RD1508
106RD1509
003A17941

Baseline Maintenance Items

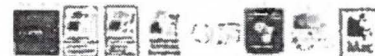
Cyan Imaging Unit: 50,000 pages*
Magenta Imaging Unit: 50,000 pages*
Yellow Imaging Unit: 50,000 pages*
Black Imaging Unit: 50,000 pages*
Waste Cartridge: 25,000 pages*

106RD0971
106RD0972
106RD0973
106RD0974
106RD0975

* Average standard page. Calculated based on ISO/IEC 19752. Based on 5% coverage per page. Over coverage and print mode. Approximate page. Detailed yield based on an average page size of 4.5 inches by 6.5 inches. Actual yield may vary depending on print job and media size and orientation.

Options

Option	Part No.	Prod. Code
550-sheet Tray	097504150	XAJ
1,100-sheet Tray	097504151	XAE
Stand	097504152	XEN
2 GB Memory	097504153	XAF
Productivity Kit with Hard Drive	097504154	XAG
Office Finisher	097504155	XAH
- 1,000 sheet stacker, 50 sheet stapler		
Wireless Network Adapter	097507340	XAI



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	Phaser® 3320	WorkCentre® 3315	WorkCentre 3325
Speed	Up to 37 ppm Letter / 35 ppm A4	Up to 33 ppm Letter / 31 ppm A4	Up to 37 ppm Letter / 35 ppm A4
Duty Cycle	Up to 80,000 pages / month ¹	Up to 50,000 pages / month ¹	Up to 80,000 pages / month ¹
Paper Handling	Standard Optional	Automatic Document Feeder (ADF): 50 sheets; Custom Sizes: 5.6 x 5.8 in. to 8.5 x 14 in. / 142 x 148 mm to 216 x 356 mm	Duplex Automatic Document Feeder (DADF): 50 sheets; Custom Sizes: 5.6 x 5.8 in. to 8.5 x 14 in. / 142 x 148 mm to 216 x 356 mm
Paper Input		Bypass Tray: 50 sheets; Custom sizes: 3 x 5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm	
		Troy 1: 250 sheets; Custom sizes: 4.1 x 5.8 in. to 8.5 x 14 in. / 105 x 148 mm to 216 x 356 mm	
		Additional Tray: 570 sheets; Custom sizes: 5.83 x 8.27 in. to 8.5 x 14 in. / 148 x 210 mm to 216 x 356 mm	
Paper Output	150 sheets		
Automatic Two-sided Printing	Standard		
Print First-page-out Time	As fast as 6.5 seconds		
Print Resolution (max)	Up to 600 x 600 dpi (1200 x 1200 image quality)		
Processor	600 MHz	350 MHz	600 MHz
Memory (std./max)	128 MB / 384 MB		256 MB / 768 MB
Local Drive	NA	NA	2 GB
Connectivity	USB 2.0, 10/100/1000Base-T Ethernet	USB 2.0, 10/100Base-T Ethernet	USB 2.0, 10/100/1000Base-T Ethernet
Page Description Languages	PCL® 5e and 6 emulations, PostScript 3 emulation	PCL® 5e and 6 emulations, PostScript 3 emulation, PDF emulation	PCL® 5e and 6 emulations, Adobe® PostScript® 3™ emulation, PDF emulation, XPS®
Print Features	Watermarks, Collation, Auto 2-sided prints, N-up, Poster, Booklet print, Custom page size, Fit to page, Scaling, Toner Save mode, Earth Smart mode	Watermarks, Collation, Auto 2-sided prints, N-up, Poster, Booklet print, Custom page size, Fit to page, Scaling, Toner Save mode, Earth Smart mode, Print from USB	Watermarks, Collation, Auto 2-sided prints, N-up, Poster, Booklet print, Custom page size, Fit to page, Scaling, Toner Save mode, Earth Smart mode, Print from USB, Job scheduling, Print from local drive, Save, Save and Print
Copy First-page-out Time		As fast as 12 seconds	As fast as 10 seconds
Copy Resolution (max)		Up to 600 x 600 dpi	
Copy Features	NA	Automatic background suppression, Darkness control, ID Card Copy, Margin shift, N-up, Job hold, Photo mode, Program Ahead	Automatic background suppression, Darkness control, ID Card Copy, Margin shift, N-up, Job hold, Photo mode, Program Ahead, Booklet creation, Book copying with center erase, Job interrupt, Edge erase, Poster copying
Fax ² Fax Features	NA	33.6 Kbps with MH/MR/MR/BI/G/PEG compression, Address book (up to 200 speed dials, 200 groups dials), Resolution up to 300 x 300 dpi, Auto red-ct, Auto reduction, Color Fax Send, Delayed Send, Fax Forward to Email/Fax, Junk fax protection, Memory Receive, PC Fax (Windows only), Secure Fax	
Scan Scan Destinations	NA	Scan to Email, USB, Local PC, Network PC	Scan to Email, USB, Local PC, Network PC, Folder, FTP, SNA, Local Drive
Scan Features		Up to 4800 x 4800 dpi resolution, 24-bit color / 8-bit grayscale, PDF / JPEG / TIFF (single and multi-page), Xerox® Scan to PC Desktop® Personal Edition	
Security	Secure HTTPS (SSL), IPsec, 802.1X, SNMPv3, IP Filtering, Secure Print, Mac Address Filtering	Secure HTTPS (SSL), IPsec, 802.1X, SNMPv3, IP Filtering, Secure Print (with optional 256 MB Memory upgrade), Mac Address Filtering, Secure LDAP	Secure HTTPS (SSL), IPsec, 802.1X, SNMPv3, IP Filtering, Secure Print, Mac Address Filtering, Network Authentication, Secure LDAP, Image Overwrite

Device Management

CentreWare® Internet Services, CentreWare Web, Email alerts, Apple® Bonjour

Print Drivers

Windows XP and later, OS X 10.5 and later, various Linux and Unix distributions, Xerox Global Print Driver, Xerox Mobile Express Driver

Media Handling

Automatic Document Feeder (3315): 16 lb – 28 lb bond / 60 – 105 gsm; Duplex Automatic Document Feeder (3325): 12.5 lb – 28 lb bond / 50 – 105 gsm; Bypass Tray: 16 lb. bond – 58 lb. cover / 60 – 220 gsm; Tray 1: 16 lb – 43 lb. bond / 60 – 163 gsm; Media types: Plain paper, envelopes, labels, transparencies, cardstock, recycled

Operating Environment

Temperature: Storage: 32° to 104° F / 0° to 40° C; Operating: 50° to 90° F / 10° to 32° C; Humidity: Operating: 20% to 80%; Sound pressure levels: 3320: Printing: 52 dB(A), Standby: 26 dB(A); 3315: Printing/copying: 52 dB(A), Standby: 26 dB(A); 3325: Printing/copying: 53 dB(A), Standby: 26 dB(A); Warm-up time (from sleep mode): as fast as 35 seconds

Electrical

Power: 110 – 127 VAC, 50/60 Hz, 6.5A or 220 – 240 VAC, 50/60 Hz, 3.3A; Power Consumption: 3320: Standby: 48 W, Printing: 420 W, Sleep: 10 W; 3315: Standby: 50 W, Printing: 600 W, Sleep: 8 W, 3325: Standby: 50 W, Printing: 650 W, Sleep: 8 W

Supplies

3320: 11,000 std. pages ³	106R02307
3320: 5,000 std. pages ⁴	106R02305
3325: 11,000 std. pages ³	106R02313
3325: 5,000 std. pages ⁴	106R02311
3315: 5,000 std. pages ³	106R02311
3315: 2,300 std. pages ⁴	106R02309

Options

Options	Part No.	Prod. Code
Additional 520-sheet Paper Tray	497N01412	—
256 MB Memory		
(Phaser 3320 & WorkCentre 3315)	091N02189	MMMA
512 MB Memory (WorkCentre 3325)	097N01878	XN48

¹ Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

² DMI configurations only.

³ Requires ending phone line.

⁴ Average standard pages. Declared Yield in accordance with ISO/IEC 19752. Yield will vary based on image, area coverage and print mode.



Does not include WorkCentre 3315

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Xerox® Phaser® 3610 and Xerox® WorkCentre® 3615

Device Specifications	Series® Printer® J6100NA	Series® Printer® J6100NA
Speed	Up to 47 ppm letter / Up to 45 ppm A4	
Duty Cycle	Up to 110,000 pages / month	
Processor / Memory	400 MHz / 512 MB (1 GB max, with optional productivity kit)	575 MHz / 1 GB
Connectivity	10/100/1000Base-T Ethernet, High Speed USB 2.0, USB Direct Print, Optional Wi-Fi (with Series® Wireless Networking Adapter)	
Copy and Print	Resolution Up to 1200 x 1200 dpi	Print: Up to 1,200 x 1,200 dpi Copy: Up to 600 x 600 dpi
First page out Time (at last cu)	As fast as 8.5 seconds	Print: As fast as 6.5 seconds Copy: As fast as 8.5 seconds
Page Description Languages	PC® 8 and 6 emulations, PostScript® 3™ emulation, PDF emulation	
Print Features	Double printing, Scaling, Fit to page, Watermark, Custom size pages, N-up, Toner Save mode, Secure Print, Collation, Print from USB memory (3 years)	
Mobile Printing and Apps	Standard: Apple AirPrint™, Google Cloud Print™ Optional: Xerox® Print Service Plug-in for Android™	
550n	Standard: NA Optional: Xerox® Wireless Print Solutions Adapter (includes Apple AirPrint, Google Cloud Print, v2.0 and Mobile®). For more information, visit www.xerox.com/HPPSA	Disclaimers: TWAIN/MWAA Scanning via USB or Network. Scan to Connect™ via S/M-M Scan to Server via FTP. Scan to Email with LAMP Support. Scan to USB Memory Device. WSD Scanning. File Formats: PDF, JPEG, TIFF, Xerox® Wide Features. Single Multi Page PDF / TIFF. Xerox® Scan to PC Desktop SE (includes OCR, file conversion to Microsoft® Word®, Excel® and PowerPoint® for more information, visit www.xerox.com/scan2pcse). Xerox® Scan to PC Desktop® Professional, networked, full, available through various Xerox Business Implementation Partners.
File Features	NA	PDF/UA/MWAA: 9-G Compression, Xerox Job File Distinction Ring Pattern Detection, File Forwarding to Fax, Email and Server without Local Print. Polling Receive, Delayed Scan (up to 24 hours), Broadcast Sending (up to 100 docs/month), For Address Book (up to 200 speed), Scan Fax Receive Delayed Scan (up to 24 hours), Broadcast Sending (up to 30 documents/ month), Auto Fax Rotation, N-up, Watermark, Photocopy (up to 500 speed), numbers up to 500 group, full, phonebook stored in PC.
LAN File Features	NA	Double Automatic Document Feeder (DAADF): 60 sheets, Custom sizes: 5.5 x 5.5 in (140 x 140 mm) to 8.5 x 14 in (216 x 356 mm)
Security	Standard: Secure HTTPS (SSL Secure), IPsec, 802.1X Authentication, Network Authentication, TPA, SHIP, 3, IPsec, 802.1X, Security, Secure Print, Secure Fax Receive	
Paper Input	Standard: NA	Multi-purpose Tray: Up to 150 sheets, Custom sizes: 5.5 x 5.5 in to 8.5 x 14 in / 70 x 127 mm to 216 x 356 mm Tray 1: Up to 550 sheets, Custom sizes: 5.5 x 8.3 in to 8.5 x 14 in / 142 x 210 mm to 216 x 356 mm 3 additional Trays: Up to 550 sheets each, Custom sizes: 5.5 x 8.3 in to 8.5 x 14 in / 142 x 210 mm to 216 x 356 mm
	Optional:	
Total Capacity (std / max)	700 sheets / 2,350 sheets	
Paper Output	250 sheets	
Automatic Two-sided Output	Standard	

* Information available exclusively provided in any one region. The information is to be included in a separate issue. Available on 12/19/2013 at 12:00:00 PM. For more information, please contact the publisher.

Device Management

Zero • ContentMole® IS Services, ContentMole® Web, Email Alerts.

Agree? Don't you!

Field Drivers

Microsoft Windows® XP and above, 3003 Server and above,
Mac OS® 10.5 and above, Red Hat® Enterprise 4, 5, Fedora®
Core 1-6, SUSE® 11, 12, IBM® AIX® 5, HP-UX® 11, 11i,
Solaris® 9, 10, Ubuntu® Xerox® Global Print Driver® Xps®
Mobile Express Driver®

For Case 4156

87 PostSecret Focus: RDPCL Focus

Media Headline

Duplex Automatic Dispenser Feeder Simplex 13 to 32 lb bond / 50 to 125 gsm Duplex 13 to 32 lb bond / 50 to 125 gsm
 Multipurpose Tray 16 lb bond to 80 lb cover / 60 to 216 gsm
 Tray 1 16 lb bond to 80 lb cover / 60 to 216 gsm 3 Additional
 Trays (Optional) 16 lb bond to 80 lb cover / 60 to 216 gsm

Operating Environment

Temperature: 59°F (15°C) to 78°F (26°C), Humidity: 20% to 70%
Sound Power: Primary 7.43 dBA, Secondary 5.3 dBA, Sound
Pressure: Primary 56.0 dBA, Secondary 30 dBA, Warm-up Time
(from Power Save, UT Ready) = 20 seconds, Warm-up Time from
Power Save (stop power carry) = 20 seconds

At Spectra/energy

Power 110-121 WAC, 50/60 Hz, 11A or 270-240 VAC, 50/60 Hz
6A, Phase 3/16 Conspicuous Parting 66.9 words Ready (Monday)
53 words, energy Save Made (Sleep) 2 words, Water/Energy 2815
Conspicuous Parting 66.9 words Ready (Monday) 59 words, energy
Save Made (Sleep) 4 words

Dimensions (W x D x H)
36 / 60M, 15.5 x 16.0 x 7.4 in / 393 / 406 x 315 mm, Weight:
2.87 lb / 13 kg, 136 / 60M, 19.5 x 19.6 x 21.6 in / 493 x 492 x 549
mm, Weight 47.6 lb / 21.5 kg

Certification:

1. 60950-1 2017/CSA 60950-1 07/11/2011 FCLVJPH - Class
 2. 7 Level Product FCC Part 15, Class A Canada ICES-003, Class
 A CE marked Low Voltage Directive 2006/95/EC EN 60950-1,
 1st Edition, EN 60950-1 - Class 1 Level Product, EMC Directive
 2004/108/EC, EN 55022, Class B, RoHS Directive 2011/65/EU,
 WEEE Directive 2002/96/EC, ENEC VDEGR 0040* certified,
 Green Rated, Blue Angel

What Comes in the Box

- **Printer** 3610 Printer or WorkCentre 3675 Multifunctional Printer
- **Toner** Cartridge (5,600 page capacity)
- **Drum** Cartridge
- **Quick Installation Guide** (Quick Start Guide, Driver CD, Documentation CD (User Manual, System Admin Guide))
- **Power Cable**
- **Power Cord** (WorkCentre 3675)

Succeeding Everyday Problems

Consumables for the ProJet 3510 and WorkCentre 3515 are part of the Xerox GreenWorld Alliance Supplier for Joining Network. For more information, please visit the GreenWorld Alliance website at www.xerox.com/gw.

Summary

Standard Capacity Toner Cartridge 5,900 pages*	106607720
High Capacity Toner Cartridge 14,100 pages*	106607722
Ultra-High Capacity Toner Cartridge 25,300 pages*	106607715
Drum Cartridge 85,000 pages	112200113

Options:

550-sheet Ricoh Phaser 3610	497K13520	
550-sheet Ricoh Phaser 3615	497K13630	
Productivity 8.4512 (4GB RAM Memory)		
- Printer 3610 only	497K13640	
Productivity 8.4512 (4GB RAM Memory)	497K13650	
Standard	497K13660	
Wireless Networking Adapter	497K13670	497K13680

* Average standard error. Derived from an analysis of variance for 1975-76. Values are very limited in scope and coverage and are not

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484687 8109730101

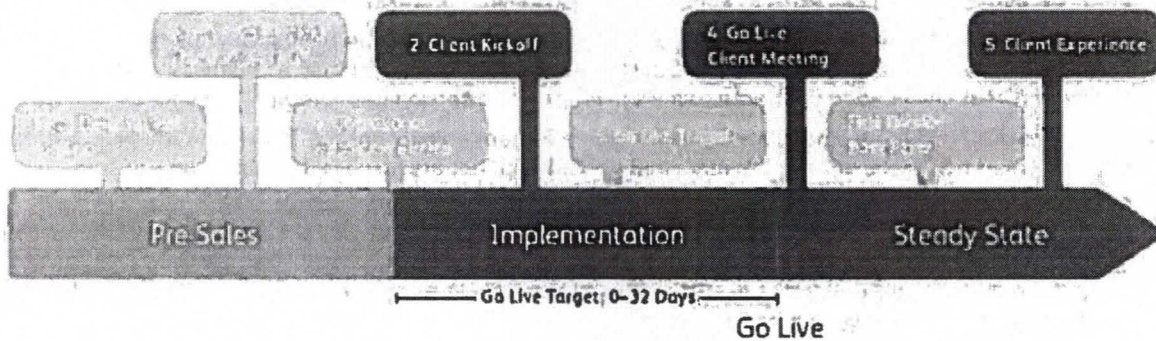
xerox 

8. Approach to Current Print Environment

- a. Describe your approach to the initial equipment installations and equipment removal. (See current lease expiration dates under Current Print Environment; Section VI.)

Xerox will utilize the following illustrative Implementation Plan tailored to Highlands County.

The Xerox Print Services Great Start Implementation process consists of five critical meetings, three of which include you:



9. Preventive Maintenance and Service Calls

- a. Describe your approach to providing preventive maintenance and service call services pursuant to this RFP, including:
- (1) Technicians experience and training; and
 - (2) Response time to repair calls; and
 - (3) Preventive maintenance schedule; and
 - (4) Maximum time permitted for part replacement before "loner" equipment is installed.

Each Xerox Customer Service Engineer (CSE) has a "learning path" in place. Learning paths are based on the CSE's job profile and roles and responsibilities. Learning paths contain both mandatory and suggested learning components. In addition, for every new service, solution and product launch, Xerox develops training strategies and programs that ensure our CSEs possess all the skills, knowledge, competencies and understanding of any new technologies needed to provide you with full support.

Xerox CSEs receive training in a variety of ways:

- **Xerox Services Education and Learning Organization, Xerox Learning Facilities** - All Xerox Services employees, including CSEs, have access to learning solutions from the Xerox Services Learning & Development Organization at the Xerox learning facilities in Webster, NY, El Segundo, CA and 23 other local sites around the country. Both new and tenured Xerox CSEs attend formal learning programs, which include the necessary and appropriate product, tools, processes and skills training.
- **Learning@Xerox website** - CSEs use the internal Learning@Xerox website to find, register for, and take advantage of thousands of courses, including both e-learning and classroom instruction opportunities. Xerox tracks utilization, participation and effectiveness of the website and of the courses themselves through the Xerox Learning Management System (XLMS) and Learning@Xerox Reporting (XLAR).
- **Local Learning Centers** - In addition to the Xerox learning facilities in Webster, NY and El Segundo, CA as well as Learning@Xerox, Xerox Services has a benchmark infrastructure in regional locations to support the training and development of our employees. There are 23 local learning centers in or around cities such as Chicago, New York, Dallas, and Los Angeles for new hire and product training. At these centers certified instructors support the training of our CSEs. Our training environment allows for individual learning styles and learning pace. Xerox Services relies on a blended learning approach, which includes formats such as instructor-led training, document conferences, computer-based training and mentoring.

It is Xerox's goal to ensure you are totally satisfied. In support of that goal, our simple closed-loop service call process has been designed to resolve any problems that may arise, or any issues you may have with regards to your Xerox product, to your satisfaction as quickly and effectively as possible.

The steps in the service call process are as follows:

- The process begins by placing a call to Xerox's Customer Support Center (CSC) at 1-800-821-2797 for Office and Production Equipment and 1-800-836-6100 for Phaser and Network Printers.
- The Customer Support Representative (CSR) who answers your call will ask you for the equipment serial number as well as a contact name and phone number. The CSR will then assess your problem and, if possible, make recommendations to immediately resolve your problem remotely.
- **Office Equipment:** If remote resolution is not possible, the CSR will give the Office customer an Estimated Time of Arrival (ETA), and the CSR will send an automatic page to a Customer Service Engineer (CSE) assigned to your area to alert him/her that a service call is required at your facility.
- CSEs who support Office products will have a queue for remote solve calls. These calls will be forwarded to a dedicated CSE, who will call the customer and attempt remote solve within one hour.
- **Production Equipment:** Within one hour of your call to the CSC, the dispatched CSE will contact you or the contact person you have identified. At that time they will verify your contact name and phone number, verify the equipment issue, gather your requirements and provide an estimated arrival time. If possible, given the nature of your problem, the CSE may recommend clearance procedures or other steps for you to take in an effort to get you up and running.
- **Office and Production:** Upon arrival at your site, the CSE will review the equipment issue with you and give you an estimate of the time required to repair your equipment.
- The CSE will then repair your equipment. While there, the CSE will check the overall operation of your equipment, perform any preventative maintenance required, and run a thorough system check.
- After completing these activities, the CSE will review the repairs made with you to ensure your satisfaction.
- If follow up is required, the CSE will work with you to establish a convenient follow-up date and time.

Xerox has developed a national service coverage planning model to optimize the size, location and skills of our workforce with the level and quality of service we promise to our customers. For on-site Customer Service Engineer (CSE) response time, products are planned in the following general categories:

- **Office and Fax:** 4 – 8 hours (4 hour average response time based on a rolling average over a 90 day period under standard SLAs. Response time is from service dispatch to onsite arrival to service equipment).

The above specifications represent the average on-site response time for these classes of products. There may be exceptions within categories based on product maturity, geographic considerations like rural or remote customer sites, or service provided through authorized service delivery partners. Your Xerox Sales contact will provide response time delivery specifications based on the product mix of interest, your business locations, and specific service level requirements.

In a Xerox Managed Print Services Program, Xerox uses proactive device management through the Xerox Tool Suite to provide monitoring of in-scope devices, maximizing uptime and reliability. This enables remote delivery personnel to understand the status of each device on the fleet and proactively correct any issues. In addition, preventative maintenance is included on all service calls. For Xerox devices, a Service Technician will handle all preventative maintenance and product reliability processes at the time of service, when all machine items are reviewed, cleaned or replaced, as needed.

Engineering upgrades and design improvements are also made at this time depending on the service maintenance cycle. When a component reaches the threshold level, an indicator flag will appear. While your Xerox technician is performing maintenance on your machine, he or she will review all of the flags and will replace parts that have exceeded the recommended threshold level, as well as review any items that are close to threshold level. For non-Xerox devices, a Service Technician will handle all service-related calls and perform a service and product functionality check at the time of service. All the machine items are reviewed, cleaned or replaced, as needed. For any preventative maintenance, the Service Technician will refer to the Original Equipment Manufacturer (OEM) service manual for scheduling of any required service. All of the work is logged within the Xerox Tool Suite for reporting. We are able to provide monthly reporting on device activity.

If a unit is down for more than 48 hours a loaner if available will be provided.

Total Satisfaction Guarantee*. If you are not totally satisfied with any Xerox-brand Equipment delivered under this Agreement, Xerox will, at your request, replace it without charge with an identical model or, at Xerox's option, with Xerox Equipment with comparable features and capabilities. This Guarantee applies only to Xerox-brand Equipment that has been continuously maintained by Xerox under this Agreement or a Xerox maintenance agreement. For "Previously Installed" Equipment, this Guarantee will be effective for one (1) year after installation. For all other Equipment, this Guarantee will be effective for three (3) years after installation unless the Equipment is being financed under this Agreement for more than three (3) years, in which event it will expire at the end of the initial Term of this Agreement.

10. Consumable Supplies

- a. List and identify all consumable supplies, and quantity allowances if applicable, that would be provided to the County without additional charge.

All consumables (except paper) including staples are provided with a Xerox lease. The Xerox Tool Suite has the capability to remotely monitor network-connected devices. The monitoring includes supply status for consumables, like toner. The Tool Suite determines when toner reaches a replenishment threshold, and triggers an alert for the ordering replacement toner before the device becomes inoperable. Xerox will ship consumables and supplies to each site using common carriers.

It is the responsibility of staff at each site to distribute consumables to the respective areas or end users at the site. Standard ground shipping expenses for supplies are included in the charges for the item, except for 2nd day, overnight, or other non-standard ground shipping requests. Consumables are shipped proactively and delivered on a just in time basis, minimizing the need to maintain an on-site stock. However, if requested, Xerox will keep extra supplies of consumables in an area designated by Highlands County.

- b. Describe your method of evaluating the County's ongoing consumable supply needs and how to best fulfill those needs.

The Xerox Managed Print Services solution includes a just-in-time proactive supplies replenishment process that applies to all networked print devices regardless of device type or manufacturer for all locations. This process ensures that printers and MFPs are provided with supplies in a timely way and with minimal action on the part of end users or IT. The Xerox Tool Suite monitors device consumable levels and proactive monitoring alerts the Help Desk team when supplies get low.

The Help Desk orders the consumables for delivery "just-in-time" County personnel are no longer required to order or purchase any consumables, including those for non-Xerox devices. Xerox designed the just-in-time supplies replenishment program to comprehend the shipping times required to get supplies to the County's locations. In addition, through the Xerox Services Portal, end users can request service and supplies directly; this need should be minimal due to the pre-emptive capabilities of the Xerox managed print services solution. Our processes and tools ensure that over 85% of all device problems and supply issues, on both Xerox and non-Xerox devices, are logged before your end users become aware of them. In addition, Xerox has compatible consumables for a number of non-Xerox devices. These compatible consumables produce excellent quality, high yield, and improved price per impression rates and are guaranteed to perform without causing operational issues in the device.

11. Program Management

- a. Describe your approach to program management, including:
 - (1) Electronic monitoring of all output devices; and
 - (2) Maintaining service records to report individual device performance; and
 - (3) Ability to measure and manage output at user level; and
 - (4) Flexibility to handle modifications (as described in Section VII(B)(4))

Xerox will manage your environment, covering all aspects of the service level agreement including consumables, service desk, consolidated invoicing and reporting. Automated web-based reporting on your devices, service level performance and print volume enable Avalon Health Care to identify trends and see opportunities for greater efficiency.

Our continuous monitoring and proactive support model provides a seamless integration between your office and IT environment, driving device uptime and output quality. We provide standard service level agreements that offer proactive device monitoring, replenishment of consumables, break-fix services, pricing, invoicing and reporting. Our comprehensive services include:

Asset Management—Information about each contracted document output device and cost item is tracked and understood.

Break-Fix Management—Proactive break-fix alert and response processes maximize the productivity of your devices—and the people who use them. Problems are often fixed before the end users are even aware of them.

Incident Management—Requests for service are received at a centralized support hub, handled by our service desk in a professional and timely manner, and tracked to resolution.

Supplies Management—Supply inventories are monitored and ordered automatically, ensuring greater device uptime.

Account Management—Consolidated reporting enables you to track and monitor your device spend and operational performance metrics. Changes to existing service level requirements are properly defined, agreed upon and implemented.

These management tools are Xerox Remote Print Services (XRPS) and CentreWare Web (CWW).

Xerox Remote Print Services is a managed print service offering that includes our highly skilled customer services team, proactive and intelligent support, and device management tools. It delivers hassle-free, best-in-class services allowing you to focus on your business.

Xerox helps to maximize your device performance by monitoring, on a real-time basis, data such as firmware versions, fault history, image quality, supplies level and meter reads etc. Availability of such data enables Xerox to provide unmatched services to our customers. Connecting your device to the Xerox Technical Service Network is the foundation for enhanced, proactive and intelligent support. Only device specific data that does not contain any job content or personally identifiable information will be sent to the Xerox secured network. We ensure that all communication is one-way and meets all industry security standards for data transfer.

Maintenance Assistant automatically sends the fault history and diagnostic data of a Xerox device for your service call, to our technician's mobile device even before he/she arrives on site. The information allows the technician to diagnose and trouble shoot the root causal ahead of time and helps them to resolve the problem more quickly, resulting in greater uptime for you. **Xerox Service Assurance Technologies (XSAT)** has many advanced scheduling and dispatch capabilities which allows us to tailor our services to your needs. XSAT dynamically tracks the location, availability, and skill set of all technicians around your area. You are provided with immediate ETA's when you place your service call. So when you need on-site service, we will send you the right technician, who will know exactly what to do, on time, every time.

Smart Kits to maximize uptime. Available for most products, Smart Kits allow you to replace key components that are integral to the printing process. No service call is required – they are easily and safely replaced by an end user, allowing you to be up and running immediately. Talk to your Xerox Service Professional to learn how to best utilize Smart Kits to optimize your equipment uptime.

Supplies Assistant will automatically order Smart Kits and supplies for your Xerox devices, based on your actual usage, eliminating the need to manually manage supplies inventory and the worry of running out of stock. **MeterAssistant** automates the process of collecting and submitting meter reads for tracking and billing of Xerox device usage. It eliminates the need for time-consuming end-user involvement. Save time, by letting the system take care of this for you. To enjoy the full benefit of Xerox Remote Print Services, your Xerox device needs to connect to our system. Your account representative will be more than happy to explain how to get connected.

CentreWare Web

Xerox CentreWare Web is an innovative, web browser-based software tool that installs, configures, manages, monitors, and reports on networked printers and multifunction devices in the enterprise – regardless of manufacturer...and at no additional cost to you!

Reduce Costs

- Proactive alert monitoring reduces service calls and downtime
- Simplify management of both Xerox and non-Xerox (RFC 3805 SNMP compliant) output devices with one tool
- Centralized administration allows your organization to remotely manage systems, creating efficiency

Improve Productivity

- ## Help Ensure Security

- The Service History Report defaults to using the most recent month's month to date data that is available. You may also choose to run the report for a specific month or various months.**

07/28/2015 11:52 AM
1152 Northwood 1152
TEAM
07
02
Super Stone
7/28/2015 7:00 PM

[illegible]

1. சென்னை - மதுரை
 2. மதுரை - கரையேரி

This report enables users to view their best or worst performing units based on the selection criteria and allows the user to customize the measures included in the report.

Machine Performance Report
 Organization: Team-123456
 Product: AI
 Account: Equipment AI
 Industry Segment: AI
 Cost: Fixed TOTAL PAGES
 Director: Highell Business
 Costly: AI
 G12 Equipment: Exclude G12 Equipment
 Report Period: 01/01/15 to 01/31/15

SERIAL NO	PRODUCT DESCRIPTION	CUSTOMER NAME	NOTIFIED / REM. STATUS	ASSIGNED COT	EXP.	MIN. PPS
00000001	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000002	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000003	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000004	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000005	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000006	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000007	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000008	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000009	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000010	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000011	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000012	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000013	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000014	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000015	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000016	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000017	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000018	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000019	7500000000	00000000000000000000	000000	000000	0.000000	0.00
00000020	7500000000	00000000000000000000	000000	000000	0.000000	0.00

Report Date: Feb 2, 2015
 XXXX CONFIDENTIAL

With Authentication, document security is enhanced – print jobs no longer sit at the printer waiting for the owner to retrieve them. In many cases, these print jobs contain confidential or otherwise sensitive information. Intentional or unintentional viewing by others can be harmful to the organization. The Authentication module ensures that the owner can send the print job to the desired printer but it will not print until the user physically authenticates at the device. Upon authentication, the job prints out and the owner takes possession of the document immediately. For many organizations, the document security provided by Authentication eliminates the need for personal desktop printers. Xerox's "Secure Print" feature allows users to password-protect documents on the device's hard drive for printing at their discretion. When "Secure Print" is selected, the user is prompted to enter a 4 to 10 digit code at their desktop. The print job will be held until the user releases it with the same code at the device.

Authentication

FEATURE	BENEFIT
• Security	Secure documents from unauthorized access
• Access Management	Set up print, copy and scan rights
• Authentication Methods	ID Card, PIN number, Username or Password
• Embedded Terminal	Better user experience, integrated with MFP UI

Value Proposition = Security / Productivity / Flexibility / Cost Reduction

The Xerox Tool Suite offers tremendous reporting capabilities through the report management component, which contains the asset lifecycle, service, and volume histories for all in-scope devices. Once key service level objectives (SLOs) are defined to monitor performance, we provide standard reports monthly. Examples of the standard set of EPS managed print services reports will include the following, but may not be limited to these:

The Reports page provides a reporting facility within Xerox Device Manager to generate and view or E-mail links to reports about devices discovered XDM by or by Xerox Print Agent. Primary application of these reports would be ad hoc reporting, or generation of operational data for baseline asset evaluation or print device utilization

Report Name	Function Description
Enhanced SLA Report	Presents incident and asset information associated with incidents in a series of trend or snapshot graphs. Contains overall site and summary.
Enhanced Incident Details report	All service related aspects of incidents. Includes Holiday hours in all downtime calculations. Includes worksheets with pivots and charts.
Enhanced Asset Details Report	Detailed asset information on all managed or in-scope assets. Core information for assets within an account. Includes worksheets with pivots and charts <ul style="list-style-type: none"> • All asset fields • Asset locations • All device fields • Asset properties
Asset Uptime Report	% uptime based on the SLA hours
Asset Utilization Report	% utilization of all assets
Enhanced Meter Volume Metrics Report	Volume reports/Billing Reports

XDM provides both graphical and tabular reports for a variety of conditions and functions. Graphical reports are offered in pie, bar and line formats. Both the graphical and tabular reports can be customized and assigned a unique name under the Named Reports function.

Standard Graphical Reports:

Report Name	Description
Function Usage Report	Compares Print Impressions, Copy Impressions, Fax Impressions and Images Sent for the specified printers.
Color Usage Report	Graphs the usage of color and monochrome printing.
Color by Function Usage Report	Compares Color and Black Impressions for Print and Copy functions for the specified printers.
2 Sided Usage Report	Compares 1 sided and 2 sided printing usage.
Large Impression Usage Report	Compares the usage of large impressions and normal size impressions.
Image Sent Usage Report	Graphs the usage us scanned images.
Manufacturer Device Count Report	Provides a count of devices by manufacturer.
Printer Model Device Count Report	Provides a count of devices by model.
Printer Type Device Count Report	Device count by printer type (Networked, Non-networked, Non-compliant, etc.)
Summary Condition Device Count Report	Device count by the overall printer status.
Printer status Device Count Report	Device count by the printer status, such as "up and running", "door open", etc.
Faults by Manufacturer Device Count Report	Displays the count of devices in an error condition by manufacturer.

Standard Tabular Reports:

Report Name	Description
Printer Asset Report	Printers discovered by Xerox Device Manager on network.
Printer Status Report	Printers that may need attention.
Usage Counter History Report	Printer page counts only for printers in a selected group. Historical data collection must be enabled from the Administration page. Xerox Device Manager will request information provided in the printers SNMP page count on a daily basis as scheduled.
Alert History Report	Alerts for the printers in a selected group. Historical data collection must be enabled from the Administration page. Xerox Device Manager will request information provided in the printers SNMP alert table on a daily basis as scheduled.
Status History Report	Historical list of status and detailed alerts for printers contained in the Xerox Device Manager database.
Job Accounting Report*	Job Accounting data by printer. Each print job is a separate record.
Enterprise Summary Report*	Summary of print volume across the enterprise.
User Summary Report*	Provides Xerox Print Agent data by user.
Volume Breakdown Report*	Print volumes summarized by printer and queue.
Computer Asset Report	List of all computers in the Xerox Device Manager database.
Unmanaged Directly Connected Printers Report	List of directly connected print queues by querying remote machines on the LAN.
Unmanaged Network Printers Report	Lists network queues that are not installed on a managed server.
Active Directory® Dead Entries Report	Lists "dead queue" entries (printers listed as installed queues but no longer active) in the Active Directory®.
Change History Report	List of changes applied to printers on a device by device basis. Examples include IP address, printer location, and system contact.
Security Audit Report	Lists common printer security attributes such as open ports, trap subscribers and whether or not the device is acting as a router.
Firmware Upgrade Report	A report for auditing printer firmware upgrades performed by Xerox Device Manager.
Audit Check Report	Reports on specified Audit Check Tasks performed against devices.
Application Configuration Audit Report	A Report for auditing XDM Application Settings.
Named Report	Allows customized reports to be saved by name. Named Reports are a superset of all the customized standard report types.

12. Value Added Features

- a. List all value added features your company can provide to the County (For example, Green Initiative, etc.)

Xerox Client Benefits

Sustainability

Many Xerox customers have their own environmental and sustainability goals. With the help of Xerox technology, products and solutions, our customers are better positioned to achieve them. These goals include:

Reducing energy use to achieve cost and environmental savings – Xerox ENERGY STAR offerings and office services can do just that. In fact, customers can reduce energy usage from their document technology by up to 50 percent when they replace single function devices with Xerox's multifunction systems.

Reducing the use of paper and using environmentally preferable papers – Xerox's digital technology reduces paper use through easy-to-use features such as 2-sided printing and electronic document management. Xerox carefully manages its supply of paper to ensure protection of the world's forests. We offer recycled content papers and environmentally certified papers from the Forest Stewardship Council (FSC) and the Program for the Endorsement of Forest Certification (PEFC).

Reducing Waste – Through Xerox's Green World Alliance program, customers can return spent imaging supplies for reuse or recycling. For equipment at end-of-life, Xerox has a return program to responsibly manage equipment that has reached end of life. Solid Ink 'cartridge-free' technology further reduces waste.

Protecting Indoor air quality – Emissions of chemicals from Xerox products such as ozone and dust are strictly controlled and are well below regulatory requirements. Our customers want Xerox to help them measure the environmental benefits of their actions so they can demonstrate the value to their customers, employees and stakeholders.

Xerox is recognized in the FTSE4Good Index. In addition all of Xerox's manufacturing operations are certified to the ISO 14001 environmental management system standard. A majority of our manufactured devices have Energy Star certification and many are also Blue Angel registered.

The Xerox Green World Alliance reuse/recycle program for imaging supplies is central to our commitment to waste-free products. Through the Green World Alliance collection/reuse/recycling program for spent imaging supplies, Xerox customers return more than 2.5 million cartridges and toner containers annually. Over the last 20 years, our supplies recycling programs have kept more than 145 million pounds of waste out of landfills.

The Xerox Green World Alliance reuse/recycle program for imaging supplies is a central element of Xerox's strategy to achieve Waste-Free Product goals for efficient use of materials and energy. We have upgraded our web site making it possible for customers to download prepaid return labels directly from the site rather than requesting them by phone or e-mail.

- **Cartridge returns:** are made easy with prepaid postage labels and the use of packaging from new copy/print cartridges.
- **Empty Toner Bottles:** Return labels can be printed from the website.
- **Multiple Returns:** For returns exceeding 25 cartons per month, you may elect to have prepaid shipping labels mailed to you, eliminating the need to print them from the web.
- For customers with comparatively-high usage, we can provide a 'Xerox Ecobox' recycling bin for expired toner/print cartridges.

Summary Billing

Xerox's monthly billing reports for invoice feeds are customizable. We can add data points to our database to be able to track things such as Department numbers, billing codes, and budget centers to name a few. Price plans can be set up in our Xerox Services Manager (XSM) system to track Cost per impressions for multiple meters, which can then also be reported on per device as well.

Xerox offers a variety of electronic bill presentation and payment services that can give you more control over invoice receipt and payment options, improve the speed and accuracy of your accounts payable information transfer, and help lower costs by reducing paper documents and improving your employee performance.

Xerox can and does interface with Software Application Provider (SAP) for billing purposes.

Consumables

Xerox is the world's largest manufacturer of toners and supplies. We invest significantly in research and development of consumables and are industry leaders in image quality—especially in color imaging technologies. Xerox supplies are engineered, tested and approved to achieve superior print image quality and reliability, resulting in greater uptime and fewer problems for our clients.

Xerox is also committed to responsible environmental business practices. Our industry-leading recycling programs have kept thousands of used cartridges and toner bottles out of landfills. Xerox's solid ink technology uses less packaging and no replacement cartridges. Emulsion Aggregate (EA) toner is grown, rather than ground, to very small and consistent particles and requires no fuser oil.

Given the full breadth of our Xerox supplies offering, our goal is to be the one stop shop for all your document related supply needs. By becoming a single source supplier, Xerox can lower your cost and simplify their ordering processes, all while delivering quality supply products and services that are unmatched in the industry.

App Gallery

Boost productivity by simplifying and shortening everyday tasks with ConnectKey Apps. These apps extend the capabilities of your ConnectKey Technology-enabled multifunction printer (MFP) and help you make the most of your hardware investment without a dedicated server, PC or IT resource.

Xerox® App Gallery provides instant access to these ConnectKey Apps:

- Cloud Connector Apps
- Productivity Apps
- Device Management Apps
- Scan Apps

Visit www.xerox.com/AppGallery to access and view our always-growing collection.

QR Code App

Use the QR (Quick Response) Code App with the following applications: QR Code Scanner / Reader Applications, Xerox® Mobile Print Cloud 3.0, Xerox® Mobile Print Solution 3.5, Mobile Print Portal App, Mobile Link, and ConnectKey® Technology enabled Multifunction Printers (MFPs) / Devices.

Use the QR Code App on ConnectKey Technology enabled MFPs to scan two different QR codes to your mobile device:

- o One QR code pairs / syncs the ConnectKey Technology enabled MFP with your Xerox Mobile App.
- o The other QR code opens a Xerox webpage on your mobile device which allows you to browse for printing portal app.

@print by Xerox

@PrintByXerox is a free service that allows secure printing from any email-enabled devices (computer, phone, tablet, iOS, Android™, Google® Chromebook™ and more) to a Xerox® printer or MFP using a single email address with no IT intervention. No training is needed. End-users simply send attachments to the email address, and release them at the MFP panel.

- o Works with any email-enabled device
- o No IT required. No network agents. No software or app download to the mobile device. Just send to Print@PrintByXerox.com.
- o Easy-to-understand email workflow
- o Accurate rendering of Microsoft® Office files, PDF, JPEG, etc.

Rules Based Printing

User Permissions- It provides the ability for administrators to define roles that allow or restrict the use of color, two-sided printing, the type of print (i.e. Secure Print), the tray(s) used, the time of day and even the Windows application used. And with ConnectKey Technology, the roles now can be device resident or shared across devices using Active Directory groups. As an example, a site may like to restrict the use of color to identified users only (using their PCs with print drivers) thus preventing unauthorized personnel from printing in color at the device. Xerox® print drivers reflect the permissions so the end user will be offered only the allowed print features. Xerox Standard accounting an embedded accounting feature can account for and limit usage by function.

Scanning Compression Size

With our patented compression technology, IT and end users will benefit from the smallest scan size in the industry and become more productive in archiving, retrieving and sharing documents. The Scan to PC Desktop Professional 10 solution, leveraging Xerox Extensible Interface Platform™ technology, is designed for seamless integration with Xerox multifunction printers (MFPs), and to facilitate productive scanning and PDF workflow.

Default to Black and White

Configuring Multi-Function Products (MFPs) for requirements like setting up duplex copying/printing or eliminating banner sheets as the default mode can be done, and is recommended for MFPs that will be utilized to process information that does not have stringent security requirements. These settings will drive incremental cost savings in the reduction of paper and ink, both as consumables and in the energy required to produce them.

Remote Control Panel (standard)

ConnectKey's Remote Control Panel allows authorized users to view and control the device interface screen from their desktop. This enables IT to remedy issues and faults without needing to be at the device. This improves productivity around maintenance and training.

Users can remotely view and operate the MFP's interface as if they were standing next to it. So now they no longer need to physically move to the device in order to access its features, saving both time and energy.

Single Touch Scan (standard)

With ConnectKey's single touch scanning feature, you can add up to 10 dedicated custom scan workflow buttons. Not only does the interface scale accordingly, adding rows of buttons on screen, but you can customize the buttons with a unique name, logo, and color scheme that compliments your corporate branding.

Single touch scanning is simple, and easy to use, and encourages the use of scanning hardcopy documents into electronic workflows.

Unified Address Book Integration (standard)

The Unified Address Book integrates the scan, email and fax address books together, simplifying contact management at the device. The Favorites button adds the ability to quickly select frequently used contacts.

This integration saves time, as users and support staff do not need to enter separate addresses across device functions - everything's integrated for quick address to contacts.

Workflows aren't interrupted: Contacts can be added on the fly by users, without needing to go back to a client-based application to add in information.

Color by Words (standard)

Change the colors in your prints using natural language instead of complicated color science. Color by Words makes color management easy. Using drop downs in the print driver, you tell the printer how you want to change the color. For example, in vacation photos you could tell the printer to lighten the pinks in skin tones and make the sky more blue, all without needing to know a complicated program.

Mobile Express Driver (standard)

The Mobile Express Driver is a single driver that on the go workers can use to quickly connect to devices near them on the network, from Xerox and from other manufacturers. You can automatically find a printer through a dynamic search of the local network, by saved favorites, or by IP address. Print to Xerox and non-Xerox devices, with one driver. The driver automatically detects finishing capability and device capabilities for a rich print experience without the hassle of installing new print drivers every time you're in a new location.

Convenience Authentication Enablement (standard)

Xerox devices support a number of different card readers for convenience authentication, these include Proximity, Magnetic and Contactless Smart Cards.

Currently over 30 different Smart Card including the HID ISOPROX, 65 Proximity and Magnetic readers are supported offering a very wide scope to meet existing or new customer solutions.

Convenience Authentication simplifies the log-in process to gain access to protected MFP's by avoiding the need to manually number user id's and passwords.

The Xerox Lease

And, we offer more value when you acquire your equipment under a Xerox lease agreement. Most important, our leases are "all-inclusive" with no hidden costs. This means you have more money to allocate to your core business needs. In addition, budgeting accurately is easier when you know the monthly costs for equipment and maintenance.

- No security deposits or down payments
- No charge for equipment return at end of contract
- No "Automatic Renewal" that locks you in for up to an additional 12 months – If you are undecided at lease expiration, your lease continues from month to month.
- No cash outlay for property taxes – Xerox pays when applicable.
- No advance lease payments – you pay in arrears.
- The lease charges and the overage charges are fixed for the term of the lease

When comparing a vendor's financing options, some vendors do not disclose "incidental costs" such as those listed above. With Xerox, there are NO hidden costs. By comparing the entire lease offering, we believe you will save money, time and avoid future headaches.

Vendor lease programs are not all the same. With Xerox, your lease is flexible!

You can protect your investment from obsolescence due to changes in business requirements, by upgrading to a new device or adding an additional option to an existing device.

Xerox also provides the Total Satisfaction Guarantee. The Total Satisfaction Guarantee provides that, if you are not totally satisfied with any Xerox equipment, Xerox will, at your request, replace it without charge with an identical model or, at the option of Xerox, a model with comparable features and capabilities. Except for previously-installed equipment, the Total Satisfaction Guarantee is effective for three years following initial equipment delivery, unless the equipment is financed by Xerox for more than three years, in which case the Total Satisfaction Guarantee is effective during the entire term of the Xerox financing.

Ease of Use

Xerox recognizes that the ease of use and familiarity with a copier / printer, as with any technology, greatly contributes to staff productivity and improves their user experience.

Xerox designs product families around modular product architectures and a common set of core components and interfaces, the consistency and simplicity of the devices and user interface on each Xerox device has proven to minimize the learning curve for new users.

Each Xerox MFD is equipped with a full color user interface (touch screen) with an intuitive design. Ninety percent of common commands, which are available on the first screen, are standard across the Xerox fleet. The interface provides an on screen video demonstration of the current function including how to insert paper, close doors or change consumables.



An image of the large 7" full color, touch screen user interface on that is common to all the proposed Xerox devices is shown on this page.

The user-interface uses real-time graphics to educate users, making consumable replacements and remedial actions simpler.

Furthermore, the device screens could be enabled to discourage unnecessary copying at the MFD while reinforcing a Print Policy by displaying tailored messages.

Exhibit D

Additional Contract Terms

General Terms

1. **Products.** "Products" means Contractor-brand equipment ("Equipment"), Software, Consumable Supplies and Maintenance Services ordered under the Contract ("Contract") to which this Exhibit D is attached. County represents that the Products: (I) will be used in County's business in the United States ("U.S.").
2. **Order Documents.**
 - A. **Contract & Order Acceptance.** Contractor may accept the Contract or any Order under the Contract either by County's written signature on the Contract or Contractor Order Document or upon receipt of County's signed purchase order. Each Contractor Order Document and County Purchase Order shall be deemed to incorporate by reference the Contract and solicitation terms and conditions. Any discrepancy between the Contract terms and the terms stated on the Contractor order form, confirmation, or acknowledgement shall be resolved in favor of terms most favorable to the County. Purchase orders and Contractor order forms shall be deemed to reference Contractor's most recently released model or version of the product at the time of the order, unless the County specifically requests in writing an earlier model or version and Contractor is willing to provide such model or version.
 - B. **Order Documents.** County may issue purchase orders or other County documents, or use Contractor order forms ("Order" or "Agreement" document(s)) for order entry purposes only, describing the acquisitions under the Contract, specifying County's requested shipment date, installation site, bill-to address, quantities ordered, product description including any Trade-In Equipment, components, pricing, and installation term. Regardless of the form, the Order Documents must reference the County or Contractor Contract number. Notwithstanding anything contained in any Order Document which is at variance with or additional to the Contract, Order Documents will incorporate and be subject solely to the terms and conditions of the Contract, except for additional Contractor terms and conditions related to options selected by County that are not inconsistent with the provisions of the Contract.
 - C. Upon acceptance by Contractor, the Order Document creates an Individual Agreement, subject to the Contract, for the Products identified under the Contract.
 - D. Order Documents may be submitted by hard copy or electronic means and those submitted electronically will be considered: (i) "in writing"; (ii) "signed" by the County; (iii) an "original" when printed from electronic records established and maintained in the ordinary course of business; and (iv) valid and enforceable.
 - E. Contractor reserves the right to review and approve County's credit prior to acceptance of an Order Document and County authorizes Contractor or its agent to obtain credit reports from commercial credit reporting agencies.
3. **Total Satisfaction Guarantee.** If County is not totally satisfied with any Equipment delivered under the Contract, Contractor will, at County's request, replace it without charge with identical Equipment or, at Contractor's option, with Contractor-branded equipment with comparable features and capabilities. This Equipment Guarantee applies only to Equipment that has been continuously maintained by Contractor under a Contractor Maintenance Agreement. The Equipment Guarantee is effective for 3 years after the Installation Date for purchased Equipment. The Equipment Guarantee is effective during the initial equipment lease installation term.
4. **Product Adds.** Contractor may, for purposes of future order taking, add Products to the Contract or withdraw Products that become no longer generally commercially available. Contractor will notify County prior to adding any product to the Contract.
5. **Delivery & Removal.** Equipment prices include standard delivery charges for all Equipment and, for Equipment for which Contractor retains ownership, standard removal charges. Non-standard

delivery or removal will be at County's expense. Examples of non-standard delivery charges include use of stair creepers, up-ending or disassembling Equipment to move through tight doorways or through narrow halls.

6. **Trade-In Equipment.** County warrants that County has the right to transfer title to the Equipment County is trading in as part of an Order ("Trade-In Equipment"), and that the Trade-In Equipment is in good working order and has not been modified from its original configuration (other than by Contractor). Title and risk of loss to the Trade-In Equipment will pass to Contractor when Contractor removes the Trade-In Equipment from County's premises. County will maintain the Trade-In Equipment at its present site and in substantially the Trade-In Equipment's present condition until removed by Contractor. County will pay all accrued charges for the Trade-In Equipment, up to and including payment of the final principal payment number and all applicable maintenance, administrative, supply and finance charges until Contractor removes the Trade-In Equipment from the County's premises.
7. **Equipment Commencement & Installation Dates.** The initial Term of an Order that includes Equipment will commence on the "Installation Date", which means: (a) for Equipment installed by Contractor, the date Contractor determines the Equipment to be operating satisfactorily and is available for County's use, as demonstrated by successful completion of diagnostic routines; and (b) for Equipment designated as "County Installable", the Equipment delivery date.
8. **Funding.** County represents and warrants that all payments due and to become due during County's current fiscal year are within the fiscal budget of such year and are included within an unrestricted and unencumbered appropriation currently available for the lease of the Products, and it is County's intent to use the Products for the entire term and to make all payments required under the Contract or an Order. If (i) through no action initiated by County, County's governing body does not appropriate funds for the continuation of the Contract or an Order for any fiscal year after the first fiscal year and (ii) County has made a reasonable but unsuccessful effort to find a creditworthy assignee acceptable to Contractor in its sole discretion within County's general organization who can continue the Contract or an Order, the Contract or the Order may be terminated by County. To effect this termination, County must, 31-days prior to the beginning of the fiscal year for which County's governing body does not appropriate funds for the upcoming fiscal year, notify Contractor that County's governing body failed to appropriate funds and that County has made the required effort to find an assignee. County's notice must be accompanied by payment of all sums then owed through the current year under the Contract or any Order. County agrees to release the Equipment to Contractor at the end of the County's current fiscal year for which funds were appropriated and, when returned, the Equipment will be in good condition and free of all liens and encumbrances. County will then be released from any further payment obligations beyond those payments due for that fiscal year for which funds were appropriated.
9. **Maintenance Services.** Except for Equipment identified as "No Svc.", Contractor (or a designated servicer) will keep the Equipment in good working order ("Maintenance Services"). Maintenance Services are provided as a mandatory part of a Lease Maintenance Order. The service technicians assigned to provide Basic Services will have the expertise, skills, training, and professional education to perform the Basic Services in a professional manner.
 - A. **Basic Maintenance Services.** Maintenance Services will be provided during Contractor's standard working hours, 8 A.M. to 5 P.M., Monday through Friday, in areas open for repair service for the Equipment. Maintenance Services excludes repairs due to: (a) misuse, neglect, or abuse; (b) failure of the installation site or the PC or workstation used with the Equipment to comply with Contractor's published specifications; (c) use of options, accessories or products not serviced by Contractor; (d) non-Contractor alterations, relocation, service or supplies; or (e) failure to perform operator maintenance procedures identified in operator manuals.
 - B. **Extended Service Hours.** If you elect "Extended Shift Coverage" Contractor will provide Maintenance Services for the indicated number of eight hour-shifts, with the first number indicating the number of eight-hour shifts and the second number indicating the days of the

week (starting on Monday), e.g., 2 x 6 means 8:00 A.M. to 12:00 A.M., Monday through Saturday. Extended Shift Coverage will be billed separately.

- C. **Replacement Parts.** Replacement parts may be new, reprocessed or recovered and all replaced parts become Contractor's property.
- D. **Installation Site.** County is responsible for all physical, mechanical, and electrical expenses associated with preparing and maintaining the Equipment installation site, and agrees to give Contractor reasonable access to the Equipment and to provide Contractor adequate storage space for a reasonable quantity of replacement parts and supplies.
- E. **County Training and Analyst Services.** Initial County Training and Analyst Support Services are included in the maintenance pricing. Additional training and analyst services are subject to the hourly rates prices, and terms and conditions in the applicable then-current Training and Analyst Services price list.
- F. **Cartridges.** If Contractor is providing Maintenance Services for Equipment utilizing cartridges designated by Contractor as County-replaceable units, including copy/print cartridges and xerographic modules or fuser modules ("Cartridges"), County agrees to use only unmodified Cartridges purchased directly from Contractor or its authorized resellers in the United States and the failure to use such Cartridges shall void any warranty applicable to such Equipment. Cartridges packed with Equipment and replacement Cartridges may be new, remanufactured, or reprocessed. Remanufactured and reprocessed Cartridges meet Contractor's new Cartridge performance standards and contain new and/or reprocessed components. To enhance print quality, Cartridge(s) for many models of Equipment have been designed to cease functioning at a predetermined point. In addition, many Equipment models are designed to function only with Cartridges that are newly manufactured original Contractor Cartridges or with Cartridges intended for use in the U.S. Equipment configuration that permits use of non-newly manufactured original Contractor Cartridges may be available from Contractor at an additional charge.
- G. **Consumable Supplies.** If "Consumable Supplies" are included in the Maintenance Plan, Maintenance Services will include black toner and/or solid ink and color toner, staples, and/or solid ink, if applicable ("Consumable Supplies"). Highlight color toner, clear toner, and custom color toner are excluded. Consumable Supplies are Contractor's property until used by County, and County will use Consumable Supplies only with the Equipment for which "Consumable Supplies" is included in the Maintenance Plan. If recycling information is furnished with Consumables Supplies, County agrees to return the used item, at Contractor's expense, for remanufacturing. Shipping information is available at Xerox.com/GWA. Upon the Contract's expiration, County will include any unused Consumable Supplies with the Equipment for return to Contractor at the time of removal. If County's use of Consumable Supplies exceeds Contractor's published yield by more than 10%, Contractor will notify County of such excess usage. If such excess usage does not cease within 31-days after such notice, Contractor may charge County for such excess usage. For the avoidance of doubt, Contractor's yields are based on prints, impressions, linear feet, or copies containing the normal mix of text and graphics to determine the expected yield of Consumable Supplies under normal operating conditions. Upon request, County will provide current meter reads and/or an inventory of Consumable Supplies in its possession. Contractor may charge a shipping and handling fee for consumable supplies.
- H. **Meter Reads.** County will provide meter reads using the method and frequency identified by Contractor. If County does not provide a meter reading, Contractor may reasonably estimate the reading and bill County accordingly. If meter readings have been estimated, Contractor after receiving the actual meter readings for the equipment shall make an appropriate adjustment on the subsequent invoice.
- I. **Copy Credits** – You will receive one copy credit for each copy presented to Contractor that is unusable and also for each copy that was produced during the servicing of the Equipment. Copy credits will be reflected on the invoice as a reduction in the total copy volume.

- J. **Replacement.** Contractor will, as County's exclusive remedy for Contractor's failure to provide Maintenance Services, replace the Equipment with an identical model or, at Contractor's option, another Contractor-branded model with comparable features and capabilities. There will be no additional charge for the replacement Equipment during the remainder of the Equipment's Agreement Term.
- K. **End of Service.** Contractor has no obligation to maintain or replace Equipment beyond the Equipment's "End of Service" date for that particular model of Equipment. End of Service means the date announced by Contractor after which Contractor will no longer offer maintenance services or parts for a particular Equipment model. An End of Service Equipment List is available upon request.
10. **Relocation.** All relocations must be arranged or approved in advance by Contractor until County has paid the Case Purchase or Installment Purchase price in full or if the Equipment is acquired under a Lease Order. The relocation will be at County's expense and County remains responsible to make all payments under the applicable Order while the Equipment is being relocated. Equipment cannot be relocated outside of the U.S.
11. **Remote Services.** Certain models of Equipment are supported and serviced using data that is automatically collected by Contractor via electronic transmission from the Equipment to a secure off-site location. Examples of automatically transmitted data include product registration, meter reads, supply levels, Equipment configuration and settings, software version, and problem/fault code data. All such data will be transmitted in a secure manner specified by Contractor. The automatic data transmission capability will not allow Contractor to read, view, or download any County data, documents, or other information residing on or passing through the Equipment or County's information management systems. If requested in writing Contractor will turn off and disable the Remote Services capability.
12. **Data Security.** Certain models of Equipment can be configured to include a variety of data security features. There may be an additional cost associated with certain data security features. The selection, suitability, and use of data security features are solely County's responsibility. Upon request, Contractor will provide additional information to County regarding the security features available for particular Equipment models.
13. **Warranty Disclaimer & Waivers.** CONTRACTOR DISCLAIMS THE IMPLIED WARRANTIES OF NON- INFRINGEMENT AND FITNESS FOR A PARTICULAR PURPOSE.
14. **Intellectual Property Indemnity.** Contractor will defend, and pay any settlement agreed to by Contractor or any final judgment for, any claim that a Contractor-brand Product infringes a third party's U.S. intellectual property rights. County will promptly notify Contractor of any alleged infringement and permit Contractor to direct the defense. Contractor is not responsible for any non-Contractor litigation expenses or settlements unless Contractor pre-approves them in writing. To avoid infringement, Contractor may modify or substitute an equivalent Contractor-brand Product and, if purchased, refund the price paid for the Contractor-brand Product, less a reasonable lease value for the period it was available to County, or obtain any necessary licenses. Contractor is not liable for any infringement based upon a Contractor- brand Product being modified to County's specifications, or being used or sold with products not provided by Contractor.
15. **Limitation of Liability.** Contractor will not be liable to County for any direct damages relating to the Contract or any Order written hereunder in excess of the sum of the amounts paid and to be paid during the initial Term of the applicable Order. Neither party will be liable to the other for any special, indirect, incidental, consequential or punitive damages arising out of or relating to the Contract or any Order written hereunder, whether the claim alleges tortious conduct (including negligence) or any other legal theory.
16. **Force Majeure.** Contractor will not be liable to County during any period in which its performance is delayed or prevented, in whole or in part, by a circumstance beyond its reasonable control. Contractor will notify County if such a circumstance occurs.

17. **Payment.** All payments are due within 31-days of the invoice date. All invoice payments under this Agreement shall be made via check, Automated Clearing House debit, Electronic Funds Transfer, or direct debit from County's bank account. Restrictive covenants on payment instruments will not reduce County's obligations.
18. **Taxes.** County is responsible for all applicable taxes, fees, or charges of any kind, (including interest and penalties) assessed by any governmental entity on the Contract or the amounts payable under the Contract ("Taxes"), which will be included in Contractor's invoice, unless County provides proof of its tax exemption status. Taxes do not include taxes on Contractor's income and, for Lease Orders taxes do not include personal property taxes in jurisdictions where Contractor is required to pay personal property taxes. Except for Equipment that includes a Bargain Purchase Option, a Lease Order is a lease for all income tax purposes, and County will not claim any credit or deduction for depreciation of the Equipment, or take any other action inconsistent with its role as lessee of the Equipment.
19. **Late Charges & Default.**
- A. **Late Charge.** If a payment is not received by Contractor within 10-days after the due date (40 days after the invoice date), Contractor may charge, and County will pay, a late interest charge as allowed under Florida law.
 - B. **Default.** County will be in default under an Order if Contractor does not receive any payment within 15 days after the date it is due (45-days after the invoice date) or County breaches any other obligation under the Contract, any Order, or any other Contract with Contractor. County will pay all reasonable costs, including attorneys' fees, incurred by Contractor to enforce the Contract or any Order.
20. **Amendment.** All changes to the Contract or any Order must be made in writing and signed by both parties. The amendment of any Order shall not affect the obligations of either party under any other Order under the Contract.
21. **Notices.**
- A. Unless provided otherwise in the Contract, notices under the Contract or any Order must be sent in writing to the party's address identified in the Contract. Notices will be deemed delivered 5 days after mailing by first class mail, 2 days after sending by nationally recognized overnight courier, or on the date of electronic confirmation of receipt of a facsimile transmission, when followed by mailing of such notice as provided herein.
 - B. Invoices are not considered notices under the Contract. All payment related notices under an Order will be sent: (a) to County at the "Bill to" address in the Order, and (b) to Contractor at the inquiry address on the most recent invoice.
 - C. All other notices under the Contract or an Order shall be sent to a party at its address or facsimile number below.

To County: Highlands County, a political subdivision of the State of Florida Att.: Danielle Gilbert 4320 George Blvd. Sebring, FL 33875	To Contractor: Office of General Counsel Xerox Corporation 45 Glover Avenue P. O. Box 4505 Norwalk, CT 06856-4505:
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 - D. Either party may change its address or facsimile number for receipt of notice by notifying the other party at its address or facsimile number below.
22. **Government Representations & Warranties.** County represents and warrants, as of the Contract's effective date and of each Order hereunder, that: (1) County is a State or a fully constituted political subdivision or agency of the State in which County is located and is authorized to enter into, and carry out, County's obligations under the Contract, or any Order hereunder, and any other documents required to be delivered in connection with the Contract, or any Order hereunder (collectively, the "Documents"); (2) the Documents have been duly authorized, executed and delivered by County in accordance with all applicable laws, rules, ordinances, and regulations,

including all applicable laws governing open meetings, public bidding and appropriations required in connection with the Contract or an Order hereunder, and the acquisition of the Products, and are valid, legal, binding agreements, enforceable in accordance with their terms; (3) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of County's governing body and hold the offices indicated below their signatures, each of which are genuine; (4) the Products are essential to the immediate performance of a governmental or proprietary function by County within the scope of County's authority and will be used only by County and only to perform such function; (5) County's obligations to remit payments under the Contract or any Order hereunder constitute a current expense and not a debt under applicable state law; and (6) no provision of the Contract or any Order constitutes a pledge of County's tax or general revenues and any provision that is so construed by a court of competent jurisdiction is void from the inception of the Contract or the subject Order.

23. Miscellaneous.

- A. **Communication.** County authorizes Contractor or its agents to communicate with County by any electronic means, including cellular phone, email, automatic dialing, and recorded messages, using any phone number (including cellular) or electronic address County provides to Contractor.
- B. **Compliance With law.** Both parties will comply with applicable federal and state laws. Contractor will not charge or collect any amounts in excess of those allowed by applicable law. Any part of the Contract or any Order that would be read under any circumstances to allow for a charge higher than that allowed under any applicable legal limit, is modified by this Section to limit the amounts chargeable under the Contract or any Order to the maximum amount allowed under the legal limit. If, in any circumstances, any amount in excess of that allowed by law is charged or received, any such charge will be deemed limited by the amount legally allowed and any amount received by Contractor in excess of that legally allowed will be applied by Contractor to the payment of amounts legally owed under the Contract or the subject Order, or refunded to County.

Lease Terms

- 24. **Title and Risk of Loss.** Title to the Equipment remains with Contractor until County exercises its Purchase Option. Risk of loss or damage to the Products is retained by Contractor and does not pass to County, unless the loss resulted from County's negligence. County will insure Products against loss or damage resulting from County's negligence, and the policy will name Contractor as Loss Payee. You agree that: (a) the Equipment will remain personal property; (b) you will not attach the Equipment as a fixture to any real estate; (c) you will not pledge, sub-lease, or part with possession of the Equipment or file, or permit to be filed, any lien against the Equipment; and, (d) you will not make any permanent alterations to the Equipment.
- 25. **Lease Order Commencement and Term.** The Term for each unit of Equipment will commence upon the delivery of County-installable Equipment; or the installation of Contractor-installable Equipment and will expire on the last day of the final full calendar month of the contracted term indicated in the Equipment Order. Unless either party provides notice of termination at least 31-days before the expiration of the initial Term, it will renew on a month-to-month basis at the same prices, and the same terms and conditions. During the renewal period, either party may terminate the lease of the Equipment upon at least 31-days notice. Upon termination, County will make the Equipment available for removal by Contractor. At the time of removal, the Equipment will be in the same condition as when delivered, reasonable wear and tear accepted.
- 26. **Price Structure and Billing.** The Minimum Lease Payment, which may include a monthly copy allowance (guaranteed number of copies), plus any additional Print Charges covers the cost of (i) the use of the equipment; (ii) the equipment's maintenance; and (iii) consumable supplies, if applicable. The Minimum Lease Payment will commence following the Equipment's installation and is billed monthly. Charges for excess prints will be reconciled and billed monthly or quarterly, as applicable, in arrears.

27. **Fixed Pricing.** Except as otherwise set forth herein, The Minimum Payment will not increase during the initial Equipment Order Term. Thereafter, Contractor may annually increase the maintenance/supply Monthly Minimum Charge and the Print Charge under an Individual Lease Order.
28. **FMV Purchase Option.** If not in default hereunder, County may purchase the Equipment, "AS IS, WHERE-IS" and WITHOUT ANY WARRANTY AS TO CONDITION OR VALUE, at the end of the initial Term of a Lease Order for the equipment's then current fair market value, plus all applicable Taxes.
29. **Lease Cancellation for Convenience.** Lease agreements may be canceled at any time during the lease agreement period by the County. A thirty (30) day cancellation notice, in writing, will be required of the County. All money due the Contractor (excluding maintenance and supplies costs) for the remainder of the lease agreement period will be due and payable upon completion of the equipment removal, except in documented cases of non-performance by the Contractor or non-appropriation by the Board. Upon cancellation without cause of a lease agreement by the County, the equipment will be returned to the Contractor with transportation at the County's expense (including removal charges, if applicable).
30. **Lease Cancellation Due to Non-Performance.** During the initial equipment lease term, lease agreements may be cancelled at any time during the lease period for Contractor or equipment non-performance as outlined in Article 24 of the Contract and paragraph 3 of this Exhibit D. If the County requests removal of leased equipment due to such Contractor or equipment non-performance, the Contractor will cancel the lease effective immediately with no additional payments due from the County. Contractor shall remove that equipment from County's site within ten (10) days of such written notice at no cost to the County.
31. **Finance Lease.** Pursuant Section 680.1031(1)(g), Florida Statutes, a lease order under the contract is not a "finance lease".

Software

32. **Software License.** Contractor grants County a non-exclusive, non-transferable license to use (a) the software and accompanying documentation provided with the Contractor-brand Equipment ("Base Software") in the U.S.: only with the Contractor-brand Equipment with which it was delivered; and (b) software and accompanying documentation identified in an Order as "Application Software" only on any single unit of equipment for as long as County is current in the payment of all fees, applicable software license fees. "Base Software" and "Application Software" are referred to collectively as "Software".
- A. County has no other rights and may not: (a) copy, distribute, modify, create derivatives of, decompile, or reverse engineer Software; (b) activate Software delivered with the Equipment in an inactivated state; or (c) allow others to engage in same.
 - B. Title to, and all intellectual property rights in, Software will reside solely with Contractor and/or its licensors, who will be considered third-party beneficiaries of this subsection.
 - C. The Base Software license will terminate (a) upon the expiration of any individual Agreement under which County has leased the Equipment, unless County has exercised an option to purchase the Equipment or if (b) if County is a lessor of the Equipment and its first lessee no longer uses or possesses the Equipment; or (c) if County no longer uses or possesses the Equipment.
 - D. Neither Contractor nor its licensors warrant that Software will be free from errors or that its operation will be uninterrupted.
 - E. Software may contain code capable of automatically disabling the Equipment. Disabling code may be activated if: (i) Contractor is denied access to periodically reset such code; (ii) you are notified of a default under this Agreement; or (iii) your license is terminated or expires.
 - F. The foregoing terms do not apply to Diagnostic Software or to software/documentation accompanied by a clickwrap or shrinkwrap license agreement or otherwise made subject to a separate license agreement.

- 33. Software Support.** Contractor (or a designated servicer) will provide the software support set forth below ("Software Support"). For Base Software, Software Support will be provided during the Initial Term of the applicable Order and any renewal period but in no event longer than 5 years after Contractor stops taking County orders for the subject model of Equipment. For Application Software, Software Support will be provided as long as County is current in the payment of all applicable fees.
- A. Contractor will maintain a web-based or toll-free hotline during Contractor's standard working hours to report Software problems and answer Software-related questions.
 - B. Contractor, either directly or with its vendors, will make reasonable efforts to: (a) assure that Software performs in material conformity with its user documentation; (b) provide available workarounds or patches to resolve Software performance problems; and (c) resolve coding errors for (i) the current Release and (ii) the previous Release for a period of six (6) months after the current Release is made available to County. Contractor will not be required to provide Software Support if County has modified the Software.
 - C. New releases of Software that primarily incorporate compliance updates and coding error fixes are designated as "Maintenance Releases" or "Updates". Maintenance Releases or Updates that Contractor may make available will be provided at no charge and must be implemented within 6 months. New releases of Software that include new content or functionality ("Feature Releases") will be subject to additional license fees at Contractor's then-current pricing. Maintenance Releases, Updates, and Feature Releases are collectively referred to as "Releases". Each Release will be considered Software governed by the Software License and Software Support provisions of the Contract, unless otherwise noted. Implementation of a Release may require County to procure, at County's expense, additional hardware, and/or software from Contractor or another entity. Upon installation of a Release, County will return or destroy all prior Releases. Contractor may annually increase the Annual Renewal and Support-Only Fees for Application Software. This adjustment will take place at the commencement of each government County's annual contract cycle.
- 34. Diagnostic Software.** Software used to maintain the Equipment and/or diagnose its failure or substandard performance (collectively "Diagnostic Software") is embedded in, resides in, or may be loaded on the Equipment. Title to Diagnostic Software will remain with Contractor or its licensors. County agrees that County's acquisition of the Equipment does not grant County a license or right to use Diagnostic Software for any purpose, or allow third parties to do so. County agrees at all times to allow Contractor reasonable access to the Equipment to access, monitor, and otherwise takes steps to prevent unauthorized use or reproduction of Diagnostic Software, provided that such access to County's facility will be during normal business hours.

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**FIRST AMENDMENT TO
the
CONTRACT
Between
HIGHLANDS COUNTY, FLORIDA
AND
XEROX CORPORATION**

WHEREAS, Highlands County, a political subdivision of the State of Florida, of 600 S. Commerce Avenue, Sebring, Florida 33870 ("COUNTY"), and Xerox Corporation, a New York corporation registered to do business in the State of Florida ("CONTRACTOR") of 201 Merritt 7, Norwalk, CT 06856; and

WHEREAS, the COUNTY and the CONTRACTOR desire to extend the Term of the Contract for an additional four years pursuant to Article 2 of the Contract; and

WHEREAS, the COUNTY and the CONTRACTOR desire to re-negotiate the Contract price.

NOW THEREFORE, the COUNTY and the CONTRACTOR agree that:

1. The term of this Contract is extended for an additional four years pursuant to Article 2 of the Contract from July 13, 2021, through July 12, 2025.
2. The amount that will be paid by the COUNTY to the CONTRACTOR for providing managed print services is as described on Exhibit "A", a copy of which is attached hereto. Pricing for Equipment and Services in place as of the Amendment Effective Date shall remain unchanged. Equipment and Services ordered after the Amendment Effective Date shall be at prices per Exhibit "A".
3. All other terms of this Contract shall continue in full force and effect.
4. This Amendment may be executed in any number of counterparts and by the different parties on separate counterparts, each of which when so executed will be deemed an original, but all such counterparts will constitute one and the same Amendment to the Contract. Any signature delivered by a party by facsimile transmission or by electronic mail will be deemed to be an original signature.
5. This Amendment shall be effective upon execution of this Amendment by the authorized representatives of the COUNTY and the CONTRACTOR.
6. Capitalized terms that are not defined in this Amendment shall have the same meaning assigned to them in the Contract. In the event of a conflict between the terms and conditions of the Contract and this Amendment, this Amendment will control.

IN WITNESS WHEREOF, the parties have caused this Amendment to be signed and executed by their authorized representatives on the dates set forth below.

**HIGHLANDS COUNTY, a political
subdivision of the State of Florida
By: Its Board of County Commissioners**

By: 

Scott A. Krouge, Chairman

Date: July 06, 2021

ATTEST:

By: 

Jerome Kaszubowski, Clerk

(SEAL)



**XEROX CORPORATION,
a New York corporation**

By: 

Print Name: Lisa A. Perkins

Print Title: General Manager, Public Sector

Date: 6-8-2021

ATTEST:

By: 

Print Name: Brenda L. Falek

Print Title: Office Manager

13. Price Proposal

a. Include a Price Proposal.

1. Proposer shall disclose all charges, surcharges, fees of any kind, whether ongoing, occasional or a one-time fee, which may be invoiced regarding any aspect of the contract, or throughout the life of the contract.
2. Proposer shall disclose all charges, surcharges, and fees of any kind associated with early removal of equipment. (Example, due to office closing, etc.)

Highlands County

— Periodic Base Charge —

Product	Description/Accessories	CPM	36-Month Option	48-Month Option	60-Month Option	B/W Prints Included	Color Prints Included	B/W Print Charge	Color Print Charge	Supplies Included	Staples Included
WC3615DN	WorkCentre 3615DN B/W Multifunction Printer, Print/Copy/Scan/Fax, up to 47 PPM, Letter/Legal, 1200DPI, USB, ETHERNET, 1200x1200DPI, 550-Sheet Paper Tray, Automatic 2-SIDED Output, 110V	47	\$28.53	\$23.85	\$20.89	0	0	\$0.0090	N/A	Yes	No
WC5330P	WorkCentre 5330 with 110 sheet DADF, Stand, Duplex, 2-520 Sheet Trays, 50 Sheet Bypass Tray, Catch Tray, 160 GB Hard Drive, 1 GB Memory, Scan to Mailbox, Scan to E-mail, Security, 30 PPM MFP Initialization Kit, Xerographic Module, Starter Toner	30	\$77.32	\$62.22	\$53.22	0	0	\$0.0066	N/A	Yes	Yes
WC5330PT	WorkCentre 5330 with 110 sheet DADF, Tandem Tray Module, Duplex, 2-520 Sheet Trays, 50 Sheet Bypass Tray, Catch Tray, 160 GB HDD, 1 GB Memory, Scan to Mailbox, Scan to E-mail, Security, 30 PPM MFP Initialization Kit, Xerographic Module, Starter Toner	30	\$84.12	\$67.58	\$57.75	0	0	\$0.0066	N/A	Yes	Yes
5955OCT	WC 5955 Multifunction Copier/Printer/Color Scan, 200 Sheet SPDH, 4T (4,600 sheets), 100 Sheet Bypass, OCT, 2 GB, Network Acc, Server Fax, Internet Fax, Data Sec (Image Overwrite, Encryption, McAfee Enhanced Sec, Cisco TrustSec), EIP, Scan Kit, PostScript	55	\$149.58	\$118.32	\$99.75	0	0	\$0.0051	N/A	Yes	Yes
5955APT	WC 5955 Multifunction Copier/Printer/Color Scan, 200 Sheet SPDH, 4T (4,600 sheets), 100 Sheet Bypass, 2GB, Network Acc, Server Fax, Internet Fax, Data Sec (Image Overwrite, Encryption, McAfee Enhanced	55	\$176.05	\$139.28	\$117.42	0	0	\$0.0051	N/A	Yes	Yes

Security, Cisco TrustSec),
EIP, Scan Kit, PostScript

	OFFICERIN -Office Finisher 50 Sheet Stapler 3-HOLEPCH -3-Hole Punch		1 Included	1 Included	1 Included							
			1 Included	1 Included	1 Included							
WC6605DN	WORKCENTRE 6605 Color Laser MFP Print/Scan/Fax/Email, Letter/Legal, USB 2.0, 10/100/1000, 600 X 600 X 5 DPI, PS3/PCL6, 600- Sheet Paper Tray, 50- Sheet DADF, Auto 2-Sided Output, Up to 35 PPM	35	\$38.65	\$31.21	\$26.78	0	0	\$0.0140	\$0.0890	Yes	No	
W7225PT	WC 7225 Printer, (4) 520 sheet Tray, Bypass, Duplex, OCT, 2GB Mem, Scan to Mailbox, Scan to E-Mail, Sec (Disk Enc & IO), Scan Kit (PDF, Scan to PC, Network Scanning, Job Flow Sheets, High Compression PDF), JBA Server Fax, XPS Print Driver	25	\$113.57	\$90.90	\$77.41	0	0	\$0.0062	\$0.0458	Yes	Yes	
W7830P	WorkCentre 7830 Printer with 3T Module (3 x 520 sheets), 520 Sheet Tray, 100 Sheet Bypass, 1x250 OCT, DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server Fax, iFax, Std Output Tray, Left Side Tray, Init Kit	30	\$122.66	\$87.04	\$81.80	0	0	\$0.0056	\$0.0456	Yes	Yes	
W7830PT	WorkCentre 7830 Printer with Hi Cap Tandem Tray (520 sheet, 2000 sheet A4/Letter), 520 Sheet Tray, 100 Sheet Bypass, 1x250 OCT, DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server Fax, iFax, Std Output Tray, Init Kit	30	\$128.84	\$100.35	\$84.58	0	0	\$0.0056	\$0.0456	Yes	Yes	
W7855PT	WorkCentre 7855 Printer with Hi Cap Tandem Tray (520 sheet, 2000 sheet A4/Letter), 520 Sheet Tray, 100 Sheet Bypass, 1x250 OCT, 130 sheet DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server Fax, iFax, Std Output, Init Kit	55	\$149.77	\$116.40	\$99.87	0	0	\$0.0046	\$0.0396	Yes	Yes	
W7970P	WorkCentre 7970 Multifunction Printer with High Capacity Tandem Tray (4 trays - 3,040 sheets), 130 Sheet Single- Pass DADF, 100 Sheet Bypass, Auto Duplex, 2x 250 OCTs, 100 Sheet Face Up Tray, EIP, Data Security, Job Based Accounting, Postscript, Full Network Scan, Server	70	\$168.62	\$133.40	\$112.44	0	0	\$0.0046	\$0.0396	Yes	Yes	

Fax, iFax, STD Output
Tray, Left Side Tray

6600DN	Phaser 6600 Color Laser Printer, Letter/Legal, USB 2.0, 10/100/1000, 600 X 600 X 5 DPI, PPS/PCL6, 500-Sheet Paper Tray, Auto 2-sided output, Up to 35 PPM DRCINST -Carrier Delivery & Install	35	\$20.81	\$16.47	\$13.88	0	0	\$0.0148	\$0.0890	Yes	No
			1 Included	1 Included	1 Included						
6700DN	Phaser 6700DN: Letter/Legal Size Color Printer, 110v, up to 47ppm Color&BW, 2400 dpi, 1 Ghz Processor, USB and Ethernet I/F, 1 GB Memory, 2-Sided Printing DRCINST -Carrier Delivery & Install	47	\$45.23	\$35.79	\$30.16	0	0	\$0.0105	\$0.0686	Yes	Yes
			1 Included	1 Included	1 Included						
3320DN	Phaser 3320/DNM Printer, USB/Ethernet, PCL6/Postscript 3, 128MB, Auto 2-sided Printing, 250-Sheet Tray, 50-Sheet Bypass Tray, up to 37PPM DRCINST -Carrier Delivery & Install	37	\$10.21	\$8.08	\$6.80	0	0	\$0.0140	N/A	Yes	No
			1 Included	1 Included	1 Included						
3610DN	PHASER 3610 B/W Laser Printer, up to 47 PPM, Letter/Legal, 1200DPI, USB, Ethernet, 550-Sheet Paper Tray, Automatic 2-Sided Printing, 110V DRCINST -Carrier Delivery & Install	47	\$18.97	\$13.43	\$11.32	0	0	\$0.0099	N/A	Yes	No
			1 Included	1 Included	1 Included						
4622DN	Phaser 4622: 65ppm Monochrome Laser Printer, 2-Sided Print, Network, 550-Sheet Tray, 100-Sheet Multi-Purpose Tray, 110V DRCINST -Carrier Delivery & Install	65	\$30.22	\$23.90	\$20.15	0	0	\$0.0085	N/A	Yes	Yes
			1 Included	1 Included	1 Included						
WC3325DN	Workcentre 3325DN MFP, PRINT/COPY/SCAN/ FAX/E-MAIL, Letter/Legal, USB/Ethernet, 1200x1200DPI, Postscript3/PCL6, 250-Sheet tray, 50-Sheet ADF, 50-Sheet Bypass Tray, Auto 2-Sided Output, up to 37PPM DRCINST -Carrier Delivery & Install	37	\$14.59	\$11.54	\$8.73	0	0	\$0.0140	N/A	Yes	No
			1 Included	1 Included	1 Included						

Major Account Lease Pricing Exhibit

Highland County Accessories

Product	Description/Accessories	CPM	— Periodic Base Charge —	
			36-Month Option	48-Month Option
WC3615DN	WorkCentre 3615DN B/W Multifunctional Printer, Print/Copy/Scan/Fax, up to 47 PPM, Letter/Legal, 1200DPI, USB, ETHERNET, 1200x1200DPI, 550-Sheet Paper Tray, Automatic 2-SIDED Output, 110V			
	MAY Choose One of the Following:			
	1DAYAIR2 -Next Day Air Delivery to Customer		\$2.18	\$1.71
	ORCINST -Carrier Delivery & Install		\$2.42	\$1.91
	-MAY Choose One of the Following:			
	MB6 -Wireless Networking Adapter		\$3.36	\$2.68
	WPBA-100 -Wireless Print Adapter		\$5.88	\$4.73
	PRODKIT -Productivity Kit 4GB		\$6.78	\$5.35
	SCN2SE-5 -Scan to PC Desktop 5 Seat Licenses		\$10.67	\$8.44
	SCNPRO5 -Scan to PC Desktop PRO 5 Seats		\$30.18	\$23.89
	STNDSTORE -Stand with Storage		\$10.15	\$8.04
	WCTRAY1 -WC Additional 550 Sheet Tray		\$5.12	\$4.05
	WCTRAY2 -WC Additional 550 Sheet Tray		\$5.12	\$4.05
	WCTRAY3 -WC Additional 550 Sheet Tray		\$5.12	\$4.05
WCS330P	WorkCentre 5330 with 110 sheet DADF, Stand, Duplex, 2-520 Sheet Trays, 50 Sheet Bypass Tray, Catch Tray, 160 GB Hard Drive, 1 GB Memory, Scan to Mailbox, Scan to E-mail, Security, 30 PPM MFP Initialization Kit, Xerographic Module, Starter Toner	30		
	MAY Choose One of the Following:			
	INTGDFN -Integrated Office Finisher		\$18.17	\$12.79
	OFC-FINLX -Office Finisher		\$22.62	\$17.81
	MAY Choose One of the Following:			
	1FAXLINA -Single Line - LAN - iFAX Kit		\$14.64	\$11.58
	3FAXLINA -3 Line - LAN - iFAX Kit		\$30.53	\$24.16
	5325PACCT -Network Accounting Enable		\$7.34	\$5.80
	CACENBLE -Enable Kit for Customer Provided Reader		\$4.86	\$3.85
	CACRDR -Common Access Card Kit & Reader		\$8.86	\$7.85
	CNVSTPLR -Convenience Stapler		\$8.14	\$7.23
	ENVLPKT -Envelope Tray		\$7.30	\$5.77
	FDKIT -Foreign Interface Kit		\$7.64	\$6.05
	FINLX-3HP -2/3-Hole Punch		\$5.43	\$4.30

	FINLX-BM -Booklet Maker Unit	\$17.96	\$13.73
	POST-KIT1 -Postscript 3 Kit	\$11.01	\$8.71
	PRVWKIT -Thumbnail Preview Kit	\$19.43	\$15.37
	RFIDEMB53 -Integrated Programmable RFID Reader	\$13.15	\$11.04
	SCN2SE-5 -Scan to PC Desktop 5 Seat Licenses	\$10.67	\$8.44
	SCNOPTNS -Network Scan	\$19.53	\$15.46
	SCNPRO5 -Scan to PC Desktop PRO 5 Seats	\$30.19	\$23.89
	SRCH-PDF1 -Searchable PDF	\$12.19	\$9.85
	SVRFXKIT1 -Server Fax Kit	\$19.46	\$15.39
	UNICODE -Unicode Kit	\$6.48	\$5.13
	VOIPFAX -VOIP Fax Option	\$21.87	\$17.31
	WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73
WC5330PT	WorkCentre 5330 with 110 sheet DADF, Tandem Tray Module, Duplex, 2-520 Sheet Trays, 50 Sheet Bypass Tray, Catch Tray, 160 GB HDD, 1 GB Memory, Scan to Mailbox, Scan to E-mail, Security, 90 PPM MFP Initialization Kit, Xerographic Module, Starter Toner	30	
	MAY Choose One of the Following:		
	INTGDFN -Integrated Office Finisher	\$18.17	\$12.79
	OFC-FINLX -Office Finisher	\$22.52	\$17.81
	MAY Choose One of the Following:		
	1FAXLINA -Single Line - LAN - IFAX Kit	\$14.64	\$11.58
	3FAXLINA -3 Line - LAN - IFAX Kit	\$30.53	\$24.16
	5325PACCT -Network Accounting Enable	\$7.34	\$5.80
	CACENBLE -Enable Kit for Customer Provided Reader	\$4.86	\$3.85
	CACRDR -Common Access Card Kit & Reader	\$8.86	\$7.85
	CONVSTPLR -Convenience Stapler	\$9.14	\$7.23
	ENVLPKT -Envelope Tray	\$7.30	\$5.77
	FIDKIT -Foreign Interface Kit	\$7.84	\$6.05
	FINLX-3HP -2/3-Hole Punch	\$5.43	\$4.30
	FINLX-BM -Booklet Maker Unit	\$17.36	\$13.73
	HCFB2W -High Capacity Feeder (2000 Sheet)	\$17.39	\$13.76
	POST-KIT1 -Postscript 3 Kit	\$11.01	\$8.71
	PRVWKIT -Thumbnail Preview Kit	\$19.43	\$15.37
	RFIDEMB53 -Integrated Programmable RFID Reader	\$13.15	\$11.04
	SCN2SE-5 -Scan to PC Desktop 5 Seat Licenses	\$10.67	\$8.44
	SCNOPTNS -Network Scan	\$19.53	\$15.46
	SCNPRO5 -Scan to PC Desktop PRO 5 Seats	\$30.19	\$23.89
	SRCH-PDF1 -Searchable PDF	\$12.19	\$9.85
	SVRFXKIT1 -Server Fax Kit	\$19.46	\$15.39
	UNICODE -Unicode Kit	\$6.48	\$5.13
	VOIPFAX -VOIP Fax Option	\$21.87	\$17.31

	WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73
8955OCT	WC 6955 Multifunction Copier/Printer/Color Scan, 200 Sheet SPDH, 4T (4,800 sheets), 100 Sheet Bypass Tray, OCT, OS2, 2GB, Network Acc, Server Fax, Internet Fax, Data Sec (Image Overwrite, Encryption, McAfee Enhanced Sec, Cisco TrustSec), EIP, ScanKit, PostScript. Each print made on this Equipment that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches) will register as 1 print on the meter.	55	
	MAY Choose One of the Following:		
	ISerFax1 -Series 1 Line Fax	\$13.00	\$10.29
	ISerFax2 -Series 2 Line Fax	\$30.40	\$24.05
	LINE1FAX -CK 1.5 1 Line FAX	\$13.00	\$10.29
	LINE2FAX -CK 1.5 2 Line FAX	\$30.40	\$24.05
	-MAY Choose One of the Following:		
	WIRELESS -Wireless Print Kit	\$2.03	\$1.81
	WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73
	AFCACENBL -CAC Reader and Enablement Kit	\$8.31	\$7.41
	CAC-ENABL -Enable Kit for Customer Provided Reader	\$3.77	\$2.98
	CONVSTPL2 -50 Sheet Conv Stapler & Left Shelf Kit	\$7.84	\$6.05
	ENVKIT1 -Envelope Tray Max 75 Envelopes	\$4.31	\$3.41
	MCAFEEIC -McAfee Integrity Control Enablement	\$10.83	\$8.57
	RFIDEMB59 -Integrated Programmable RFID Reader	\$13.15	\$11.04
	SCN2SE25 -Scan to PC Desktop 25 Seats	\$9.04	\$7.14
	SCNPRO25 -Scan to PC Desktop PRO 25 Seats	\$45.92	\$36.33
	SIPRNET -Secure DoD Network Enablement Kit	\$10.15	\$8.04
	SIPR-RDR -SIPRNet DoD Network Enable & Card Reader	\$14.15	\$12.04
	UNICODE -Unicode Kit	\$6.48	\$5.13
	WC58FI -Foreign Interface Device	\$3.81	\$3.01
	XPS-ENBL -XPS Enablement Kit	\$8.12	\$6.42
5955APT	WC 6955 Multifunction Copier/Printer/Color Scan, 200 Sheet SPDH, 4T (4,800 sheets), 100 Sheet Bypass, OS2, 2GB, Network Acc, Server Fax, Internet Fax, Data Sec (Image Overwrite, Encryption, McAfee Enhanced Sec, Cisco TrustSec), EIP, Scan Kit, PostScript. Each print made on this Equipment that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches) will register as 1 print on the meter.	55	
	MUST Choose One of the Following:		
	OFCFIN-BM -Office Finisher w Bookletmaker	\$55.03	\$43.53

OFFICEFIN -Office Finisher 50 Sheet Stapler	\$17.39	\$13.76
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MAY Choose One of the Following:		
ISerFax1 -4Series 1 Line Fax	\$13.00	\$10.29
ISerFax2 -4Series 2 Line Fax	\$30.40	\$24.05
LINE1FAX -CK 1.5 1 Line FAX	\$13.00	\$10.29
LINE2FAX -CK 1.5 2 Line FAX	\$30.40	\$24.05
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-MAY Choose One of the Following:		
WIRELESS -Wireless Print Kit	\$2.03	\$1.51
WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73
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2HPLGL -2 Hole Punch Kit	\$3.91	\$3.09
3HOLEPCH -3-Hole Punch	\$3.91	\$3.09
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AFCACENBL -CAC Reader and Enablement Kit	\$8.31	\$7.41
CAC-ENABL -Enable Kit for Customer Provided Reader	\$3.77	\$2.98
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CONVSTPL2 -50 Sheet Conv Stapler & Left Sheet Kit	\$7.84	\$6.05
ENVKIT1 -Envelope Tray Max 75 Envelopes	\$4.31	\$3.41
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MCAFEEC -McAfee Integrity Control Enablement	\$10.83	\$8.57
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RFIDEMB69 -Integrated Programmable RFID Reader	\$13.15	\$11.04
SCN2SE25 -Scan to PC Desktop 25 Seats	\$9.04	\$7.14
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SCNPRO25 -Scan to PC Desktop PRO 25 Seats	\$45.92	\$36.33
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SIPRNET -Secure DoD Network Enablement Kit	\$10.15	\$8.04
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SIPR-RDR -SIPRNet DoD Network Enable & Card Reader	\$14.15	\$12.04
UNICODE -Unicode Kit	\$6.48	\$5.13
WC59FI -Foreign Interface Device	\$3.81	\$3.01
XPS-ENBL -XPS Enablement Kit	\$8.12	\$6.42
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WC6605DN	35	
WORKCENTRE 6605 Color Laser MFP Print/Scan/Fax/Email, Letter/Legal, USB 2.0, 10/100/1000, 600 X 600 X 5 DPI, P83/PCL6, 500-Sheet Paper Tray, 50-Sheet DADF, Auto 2-Sided Output, Up to 35 PPM		
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MAY Choose One of the Following:		
1DAYAIR2 -Next Day Air Delivery to Customer	\$2.18	\$1.71
DRCINST -Carrier Delivery & Install	\$2.42	\$1.91
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-MAY Choose One of the Following:		
MB6 -Wireless Networking Adapter	\$3.36	\$2.66
WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73
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LB1 -550-Sheet Feeder Adjustable to A4/Legal	\$10.15	\$8.04
LB4 -Productivity Kit w/ 160GB Hard Drive	\$11.85	\$9.38
STNDSTORE -Stand with Storage	\$10.15	\$8.04

	YVA -Productivity Kit w/512MB Memory	\$5.06	\$4.00
W7225PT	WC 7225 Printer OS2, (4) 520 sheet Tray, Bypass, Duplex, OCT, 2GB Mem, Scan to Mailbox, Scan to E-Mail, Sec (Disk Enc & IO), Scan Kit (PDF, Scan to PC, Network Scanning, Job Flow Sheets, High Compression PDF), JBA Server Fax, XPS Print Driver Each print made on this Equipment that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches) will register as 1 print on the meter.	25	
	MAY Choose One of the Following:		
	INTGDFN -Integrated Office Finisher	\$16.17	\$12.79
	OFCNLX -Office Finisher	\$21.19	\$16.76
	MAY Choose One of the Following:		
	iSerFax1 -iSeries 1 Line Fax	\$19.00	\$10.29
	iSerFax2 -iSeries 2 Line Fax	\$30.40	\$24.06
	LINE1FAX -CK 1.5 1 Line FAX	\$13.00	\$10.29
	LINE2FAX -CK 1.5 2 Line FAX	\$30.40	\$24.06
	MAY Choose One of the Following:		
	SCN2SE-5 -Scan to PC Desktop 5 Seat Licenses	\$10.67	\$8.44
	SCNPRO5 -Scan to PC Desktop PRO 5 Seats	\$30.19	\$23.89
	MAY Choose One of the Following:		
	WIRELESS -Wireless Print Kit	\$2.03	\$1.81
	WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73
	CNVSTAPLE -Convenience Stapler with Work Surface	\$9.14	\$7.23
	ENVLPKT -Envelope Tray	\$7.30	\$5.77
	FINLX-3HP -2/3-Hole Punch	\$5.43	\$4.80
	FINLX-BM -Booklet Maker Unit	\$17.36	\$13.73
	MCAFEEIC -McAfee Integrity Control Enablement	\$10.83	\$8.57
	RFIDEMB72 -Integrated Programmable RFID Reader	\$13.15	\$11.04
	SIPRNET -Secure DoD Network Enablement Kit	\$10.15	\$8.04
	SIPR-RDR -SIPRNet DoD Network Enable & Card Reader	\$14.15	\$12.04
	SMARTCRD -Enable Kit for Customer Provided Reader	\$7.77	\$6.98
	SMARTRDR -Smart Card Enable with Reader	\$8.31	\$7.41
	UNICODE -Unicode Kit	\$6.48	\$5.13
	XM2 -PostScript Kit	\$11.01	\$8.71
	YRC -Foreign Interface Kit	\$3.81	\$3.01

WorkCentre 7830 Printer OS2 with 3T Module (3 x 520 sheets), 520 Sheet Tray, 100 Sheet Bypass, 1x250 OCT, DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server Fax, iFax, Std Output Tray, Left Side Tray, Init Kit
Each print made on this Equipment that is larger than 146 square inches (e.g., 11 x 17 = 187 square inches) will register as 1 print on the meter.

MAY Choose One of the Following:

INTGDFN -Integrated Office Finisher	\$16.17	\$12.79
OFCFINRLX -Office Finisher	\$20.85	\$16.34
PROFNLFN -Professional Finisher	\$85.18	\$51.57

MAY Choose One of the Following:

iSerFax1 -i-Series 1 Line Fax	\$13.00	\$10.29
iSerFax2 -i-Series 2 Line Fax	\$30.40	\$24.05
LINE1FAX -CK 1.5 1 Line FAX	\$13.00	\$10.29
LINE2FAX -CK 1.5 2 Line FAX	\$30.40	\$24.05

-MAY Choose One of the Following:

WIRELESS -Wireless Print Kit	\$2.03	\$1.61
WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73

EFIBUNDLE -EFI Fiery Options Bundle	\$56.48	\$44.69
EFISERV -EFI Fiery Network Server	\$105.97	\$83.84
ENVLPTRY -Envelop Tray	\$6.48	\$5.13
ETHUBKIT -Ethernet Hub Option Kit	\$13.45	\$10.84
FINLX-3HP -2/3-Hole Punch	\$5.43	\$4.30
FINLX-BM -Booklet Maker Unit	\$17.36	\$13.73

HCFB2W -High Capacity Feeder (2000 Sheet)	\$17.39	\$13.78
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MCAFEEIC -McAfee Integrity Control Enablement	\$10.83	\$8.57
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RFIDEMB78 -Integrated Programmable RFID Reader	\$13.15	\$11.04
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SCN2SE25 -Scan to PC Desktop 25 Seats	\$9.04	\$7.14
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SCNPRO25 -Scan to PC Desktop PRO 25 Seats	\$45.92	\$36.33
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SIPRNET -Secure DoD Network Enablement Kit	\$10.15	\$8.04
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SIPR-RDR -SIPRNet DoD Network Enable & Card Reader	\$14.15	\$12.04
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SMARTCRD -Enable Kit for Customer Provided Reader	\$7.77	\$5.98
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SMARTRDR -Smart Card Enable with Reader	\$8.31	\$7.41
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STAPLERKT -Convenience Stapler With Work Surface	\$8.12	\$6.42
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UNICODE -Unicode Kit	\$5.48	\$5.13
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XPS-ENBL -XPS Enablement Kit	\$8.12	\$6.42
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YRC -Foreign Interface Kit	\$3.61	\$3.01
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WorkCentre 7830 Printer OS2 with Hi Cap Tandem Tray (520 sheet, 2000 sheet A4/Letter), 520 Sheet Tray, 100 Sheet Bypass, 1x250 OCT, DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server Fax, iFax, Std Output Tray, In3 Kit
Each print made on this Equipment that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches) will register as 1 print on the meter.

MAY Choose One of the Following:

INTGDFN -Integrated Office Finisher	\$18.17	\$12.79
OFCFINRLX -Office Finisher	\$20.65	\$16.34
PROFINLXN -Professional Finisher	\$65.18	\$51.57

MAY Choose One of the Following:

iSerFax1 -+Series 1 Line Fax	\$13.00	\$10.29
iSerFax2 -+Series 2 Line Fax	\$30.40	\$24.05
LINE1FAX -CK 1.5 1 Line FAX	\$13.00	\$10.29
LINE2FAX -CK 1.5 2 Line FAX	\$30.40	\$24.05

-MAY Choose One of the Following:

WIRELESS -Wireless Print Kit	\$2.09	\$1.61
WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73

EFIBUNDLE -EFI Fiery Options Bundle	\$58.48	\$44.69
EFISERV -EFI Fiery Network Server	\$105.97	\$83.84
ENVLPTRY -Envelop Tray	\$8.48	\$5.13
ETHUBKIT -Ethernet Hub Option Kit	\$13.45	\$10.64
FINLX-3HP -2/3-Hole Punch	\$5.43	\$4.30
FINLX-BM -Booklet Maker Unit	\$17.38	\$13.73

HCFB2W -High Capacity Feeder (2000 Sheet)	\$17.39	\$13.76
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MCAFEEIC -McAfee Integrity Control Enablement	\$10.83	\$8.57
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RFIDEMB78 -Integrated Programmable RFID Reader	\$13.15	\$11.04
SCN2SE25 -Scan to PC Desktop 25 Seats	\$9.04	\$7.14

SCNPRO25 -Scan to PC Desktop PRO 25 Seats	\$45.92	\$36.33
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SIPRNET -Secure DoD Network Enablement Kit	\$10.15	\$8.04
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SIPR-RDR -SIPRNet DoD Network Enable & Card Reader	\$14.15	\$12.04
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SMARTCRD -Enable Kit for Customer Provided Reader	\$7.77	\$6.98
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SMARTRDR -Smart Card Enable with Reader	\$8.31	\$7.41
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STAPLERKT -Convenience Stapler With Work Surface	\$8.12	\$6.42
UNICODE -Unicode Kit	\$6.48	\$5.13
XPS-ENBL -XPS Enablement Kit	\$8.12	\$6.42
YRC -Foreign Interface Kit	\$3.81	\$3.01

WorkCentre 7845 Printer OS2 with HiCap Tandem Tray (520 Sheet, 2000 Sheet A4/Letter), 520 Sheet Tray, 100 Sheet Bypass, 1x250 OCT, 130 Sheet DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server & iFax, Std Output, Init Kit
Each print made on this Equipment that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches) will register as 1 print on the meter.

MAY Choose One of the Following:

OFCFINRLX -Office Finisher	\$20.55	\$16.34
PROFNLFN -Professional Finisher	\$85.18	\$51.57

MAY Choose One of the Following:

iSerFax1 -iSeries 1 Line Fax	\$13.00	\$10.29
iSerFax2 -iSeries 2 Line Fax	\$30.40	\$24.05
LINE1FAX -CK 1.5 1 Line FAX	\$13.00	\$10.29
LINE2FAX -CK 1.5 2 Line FAX	\$30.40	\$24.05

-MAY Choose One of the Following:

WIRELESS -Wireless Print Kit	\$2.03	\$1.61
WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73

EFIBUNDLE -EFI Fiery Options Bundle	\$58.48	\$44.89
EFISERV -EFI Fiery Network Server	\$105.97	\$83.84
ENVLPTRY -Envelop Tray	\$6.48	\$5.13
ETHUBKIT -Ethernet Hub Option Kit	\$13.45	\$10.64
FINLX-3HP -2/3-Hole Punch	\$5.43	\$4.30
FINLX-BM -Booklet Maker Unit	\$17.38	\$13.73

HCFB2W -High Capacity Feeder (2000 Sheet)	\$17.38	\$13.76
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MCAFEEIC -McAfee Integrity Control Enablement	\$10.83	\$8.57
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RFIDEMB78 -Integrated Programmable RFID Reader	\$13.15	\$11.04
SCN2SE25 -Scan to PC Desktop 25 Seats	\$9.04	\$7.14

SCNPRO25 -Scan to PC Desktop PRO 25 Seats	\$45.82	\$36.33
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SIPRINET -Secure DoD Network Enablement Kit	\$10.15	\$8.04
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SIPR-RDR -SIPRNet DoD Network Enable & Card Reader	\$14.15	\$12.04
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SMARTCRD -Enable Kit for Customer Provided Reader	\$7.77	\$6.98
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SMARTRDR -Smart Card Enable with Reader	\$8.31	\$7.41
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STAPLERKT -Convenience Stapler With Work Surface	\$8.12	\$6.42
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UNICODE -Unicode Kit	\$8.48	\$6.13
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XPS-ENBL -XPS Enablement Kit	\$8.12	\$6.42
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YRC -Foreign Interface Kit	\$3.81	\$3.01
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WorkCentre 7855 Printer OS2 with HiCap Tandem Tray (520 sheet, 2000 sheet A4/Letter), 520 Sheet Tray, 100 Sheet Bypass, 1x250 OCT, 130 sheet DADF, EIP, Data Security, Job Based Accounting, PostScript, Full Network Scan, Server & IFax, Std Output, Init Kit. Each print made on this Equipment that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches) will register as 1 print on the meter.

MAY Choose One of the Following:

OFCFINRLX -Office Finisher	\$20.85	\$18.34
PROFNLFN -Professional Finisher	\$65.18	\$51.57

MAY Choose One of the Following:

ISerFax1 -Series 1 Line Fax	\$13.00	\$10.29
ISerFax2 -Series 2 Line Fax	\$30.40	\$24.05
LINE1FAX -CK 1.5 1 Line FAX	\$13.00	\$10.29
LINE2FAX -CK 1.5 2 Line FAX	\$30.40	\$24.05

-MAY Choose One of the Following:

WIRELESS -Wireless Print Kit	\$2.03	\$1.81
WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73

EFIBUNDLE -EFI Fiery Options Bundle	\$58.48	\$44.69
EFISERV -EFI Fiery Network Server	\$105.97	\$83.84
ENVLPTRY -Envelop Tray	\$8.48	\$5.13
ETHUBKIT -Ethernet Hub Option Kit	\$13.45	\$10.64
FINLX-3HP -2/3-Hole Punch	\$5.43	\$4.30
FINLX-BM -Booklet Maker Unit	\$17.38	\$13.73

HCFB2W -High Capacity Feeder (2000 Sheet)	\$17.39	\$13.78
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MCAFEEIC -McAfee Integrity Control Enablement	\$10.83	\$8.57
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RFIDEMB7B -Integrated Programmable RFID Reader	\$13.15	\$11.04
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SCN2SE25 -Scan to PC Desktop 25 Seats	\$9.04	\$7.14
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SCNPRO25 -Scan to PC Desktop PRO 25 Seats	\$45.92	\$36.33
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SIPRNET -Secure DoD Network Enablement Kit	\$10.15	\$8.04
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SIPR-RDR -SIPRNet DoD Network Enable & Card Reader	\$14.15	\$12.04
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SMARTCRD -Enable Kit for Customer Provided Reader	\$7.77	\$6.98
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SMARTRDR -Smart Card Enable with Reader	\$8.31	\$7.41
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STAPLERKT -Convenience Stapler With Work Surface	\$8.12	\$6.42
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UNICODE -Unicode Kit	\$6.48	\$5.13
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XPS-ENBL -XPS Enablement Kit	\$8.12	\$6.42
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YRC -Foreign Interface Kit	\$3.81	\$3.01
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WorkCentre 7970 Multifunction Printer with High Capacity Tandem Tray (4 trays - 3,040 sheets), 130 Sheet Single-Pass DADF, 100 Sheet Bypass, Auto Duplex, 2x 250 OCTs, 100 Sheet Face Up Tray, EIP, Data Security, Job Based Accounting, Postscript, Full Network Scan, Server Fax, iFax, STD Output Tray, Left Side Tray
Each print made on this Equipment that is larger than 145 square inches (e.g., 11 x 17 = 187 square inches) will register as 1 print on the meter.

MAY Choose One of the Following:

BRBMFIN -BR Booklet Maker Fin 2/3 Hole Punch	\$85.18	\$51.57
BRFIN -BR Finisher with 2/3 Hole Punch	\$39.94	\$31.81

MAY Choose Only One of the following

iSerFax1 -Series 1 Line Fax	\$13.00	\$10.29
iSerFax2 -Series 2 Line Fax	\$30.40	\$24.05
LINE1FAX -CK 1.5 1 Line FAX	\$13.00	\$10.29
LINE2FAX -CK 1.5 2 Line FAX	\$30.40	\$24.05

-MAY Choose One of the Following:

WIRELESS -Wireless Print Kit	\$2.03	\$1.61
WPSA-100 -Wireless Print Adapter	\$5.98	\$4.73

CZFOLD70 -C/Z Folder Req BR Fin or BR Booklet Mkr	\$88.21	\$69.87
EFIBUNDLE -EFI Fiery Options Bundle	\$56.48	\$44.69
EFISERV -EFI Fiery Network Server	\$105.97	\$83.84
ENVLPTRY -Envelop Tray	\$6.48	\$5.13
ETHUBKIT -Ethernet Hub Option Kit	\$13.45	\$10.64
HCFB2W -High Capacity Feeder (2000 Sheet)	\$17.39	\$13.78
MCAFEEIC -McAfee Integrity Control Enablement	\$10.83	\$8.57
RFIDEMB79 -Integrated Programmable RFID Reader	\$13.15	\$11.04
SCN2SE25 -Scan to PC Desktop 25 Seats	\$9.04	\$7.14
SCNPRO25 -Scan to PC Desktop PRO 25 Seats	\$45.82	\$36.33
SIPRNET -Secure DoD Network Enablement Kit	\$10.15	\$8.04
SIPR-RDR -SIPRNet DoD Network Enable & Card Reader	\$14.15	\$12.04
SMARTCRD -Enable Kit for Customer Provided Reader	\$7.77	\$6.98
SMARTRDR -Smart Card Enable with Reader	\$8.31	\$7.41
STAPLERKT -Convenience Stapler With Work Surface	\$8.12	\$6.42
UNICODE -Unicode Kit	\$6.48	\$5.13
XPS-ENBL -XPS Enablement Kit	\$8.12	\$6.42
YRC -Foreign Interface Kit	\$3.81	\$3.01

Major Account Lease Pricing Exhibit
Florida
Highlands County v2 MENU

----- Periodic Base Charge -----

36-Month Option 48-Month Option 60-Month Option

B/W Prints Included

Color Prints Included

B/W Print Charge

Color Print Charge

Supplies Included

Staples Included

Product	Description/Accessories	CPM	36-Month Option	48-Month Option	60-Month Option	B/W Prints Included	Color Prints Included	B/W Print Charge	Color Print Charge	Supplies Included	Staples Included
C8170H	Xerox C8170H 70 ppm IOT w/High Capacity Tandem Tray Module (EFO) with speed kit (FGQ), 250 sheet Single Pass Document Handler (SPDH), (two 520 sheet Trays, Trays 3&4 = 2000 sheets [LT/A4], 100 Sheet Bypass, Automatic Duplex, Two x 250 OCTs, 100 sheet face up tray, Exit 2 inner tray), 128GB SSD*, US standard 120V power cord, in-box neutral toner cartridges, waste toner bottle, drum cartridge installed. 120V / 20amp. * GSA market code configured with 500GB HDD MAY Choose One of the Following: BRF-81 -BR Finisher w/2/3 Hole Punch BRFB-81 -BR Bldet Mkr Finisherw/2/3 Hole OFC-81 -Office Finisher ----- May Choose One of the Following: FAX-1LINE -1 Line Fax FAX-2LINE -2 Line Fax ----- MAY Choose One of the Following: CACPIVRDR -CAC PIV Card Reader RFID70 -Integrated Programmable RFID Reader SIPRRDR2 -SIPRNet Card Reader ----- May Choose any of the following: BANFEEDKT -Banner Feed Kit CZFOLD81 -BR Finisher C/Z Folder EFIBUNDL1 -Spot-On Auto Trap Hot Fldr Virt Print EFI-FLDER - EFI Hot Folders / Virtual Printers EFI-PROF -EFI Profile Suite 4.X EFISERV81 -EFI A10 Print Server EFI-SPOT -EFI Spot On ENVLPTR -Envelope Tray ETHUBKIT -Ethernet Hub Kit for Multi Connections HCF3K -High Capacity Feeder 3KSHTs HC-KNO2 -Healthcare MFP (6XC) HDD81 -800GB HDD Kit with Image Overwrite MCAFEERC -McAfee Integrity Control Enablement OFC-BM -Booklet Unit for Office Finisher OFC-HPKIT -OFC-HPKIT PZA -Foreign Device Interface SCANCLOUD -Scan to Cloud Enablement Kit STPLKIT81 -Convenience Stapler w/surface UNICODE -Xerox International Print Kit WIRELESS1 -Dual Band Wireless Kit	70	\$143.14	\$113.24	\$95.48	0	0	\$0.0048	\$0.0398	Yes	Yes
C8155H	Xerox C8155H 55 ppm IOT w/High Capacity Tandem Tray Module (EFO) with speed kit (FFZ), 130 sheet Single Pass Document Handler (SPDH), (two 520 sheet Trays, Trays 3&4 = 2000 sheets [LT/A4], 100 Sheet Bypass, Automatic Duplex, Two x 250 OCTs, 100 sheet face up tray, Exit 2 inner tray), 128GB SSD*, US standard 120V power cord, in-box neutral toner cartridges, waste toner bottle, drum cartridge installed. 120V / 15amp. * GSA market code configured with 500GB HDD MAY Choose One of the Following: BRF-81 -BR Finisher w/2/3 Hole Punch BRFB-81 -BR Bldet Mkr Finisherw/2/3 Hole INTFIN81 -Integrated Office Finisher OFC-81 -Office Finisher ----- May Choose One of the Following:	55	\$133.60	\$105.89	\$89.09	0	0	\$0.0048	\$0.0398	Yes	Yes

Product	Description/Accessories	CPM	35-Month Option	48-Month Option	60-Month Option	B/W Prints Included	Color Prints Included	B/W Print Charge	Color Print Charge	Supplies Included	Staples Included
	FAX-1LINE -1 Line Fax		\$13.00	\$10.29	\$8.68						
	FAX-2LINE -2 Line Fax		\$30.40	\$24.05	\$20.28						
	MAY Choose One of the Following:										
	CACPIVRDR -CAC PIV Card Reader		\$3.36	\$2.66	\$2.24						
	RFID70 -Integrated Programmable RFID Reader		\$10.44	\$8.89	\$7.96						
	SIPRRDR2 -SIPRNet Card Reader		\$8.46	\$6.69	\$5.64						
	May Choose any of the following:										
	BANFEEDKT -Banner Feed Kit		\$16.61	\$13.14	\$11.08						
	CZFOLD81 -BR Finisher C/Z Folder		\$68.31	\$69.87	\$58.90						
	EFIBUNDL1 -Spot-On Auto Trap Hot Fldr Virt Print		\$56.48	\$44.69	\$37.67						
	EFI-FLDER - EFI Hot Folders / Virtual Printers		\$33.80	\$26.73	\$22.54						
	EFI-PROF -EFI Profile Suite 4.X		\$74.72	\$59.12	\$49.84						
	EFISERV81 -EFI A10 Print Server		\$101.73	\$80.48	\$67.84						
	EFI-SPOT -EFI Spot On		\$28.02	\$22.17	\$18.69						
	ENVLPTR -Envelope Tray		\$10.15	\$8.04	\$6.77						
	ETHUBKIT -Ethernet Hub Kit for Multi Connections		\$16.81	\$13.30	\$11.21						
	HCF3K -High Capacity Feeder 3KSHTs		\$21.60	\$17.09	\$14.40						
	HC-KNO2 -Healthcare MFP (BXC)		\$15.55	\$12.72	\$11.04						
	HDD81 -500GB HDD Kit with Image Overwrite		\$13.59	\$10.75	\$9.06						
	MCAFEIC -McAfee Integrity Control Enablement		\$10.83	\$8.57	\$7.23						
	OFC-BM -Booklet Unit for Office Finisher		\$17.36	\$13.73	\$11.57						
	OFC-HPKIT -OFC-HPKIT		\$5.43	\$4.30	\$3.62						
	PZA -Foreign Device Interface		\$3.81	\$3.01	\$2.54						
	SCANCLOUD -Scan to Cloud Enablement Kit		\$3.36	\$2.66	\$2.24						
	STPLKIT81 -Convenience Stapler w/surface		\$8.12	\$6.42	\$5.41						
	UNICODE -Xerox International Print Kit		\$6.48	\$5.13	\$4.33						
	WIRELESS1 -Dual Band Wireless Kit		\$4.72	\$3.73	\$3.15						
CB130T	Xerox CB130T 30 ppm IOT w/ 2 Tray Module (EKZ) with speed kit (FDZ) - 130 sheet Single Pass Document Handler (SPDH), (two 520 sheet Trays, 100 Sheet Bypass, Automatic Duplex, Two x 250 OCTs, 100 sheet face up tray, Exit 2 inner tray), 128GB SSD*, US standard 120V power cord, in-box neutral toner cartridges, waste toner bottle, drum cartridge installed. 120V / 15amp, * GSA market code configured with 500GB HDD	30	\$118.99	\$94.14	\$79.35	0	0	\$0.0036	\$0.0458	Yes	Yes
	MAY Choose One of the Following:										
	BRF-81 -BR Finisher w/2/3 Hole Punch		\$39.94	\$31.61	\$26.64						
	BRFB-81 -BR Bklet Mkr Finisherw/2/3 Hole		\$65.18	\$51.57	\$43.47						
	INTFIN81 -Integrated Office Finisher		\$18.34	\$14.51	\$12.23						
	OFC-81 -Office Finisher		\$20.85	\$18.34	\$13.78						
	May Choose One of the Following:										
	FAX-1LINE -1 Line Fax		\$13.00	\$10.29	\$8.68						
	FAX-2LINE -2 Line Fax		\$30.40	\$24.05	\$20.28						
	MAY Choose One of the Following:										
	CACPIVRDR -CAC PIV Card Reader		\$3.36	\$2.66	\$2.24						
	RFID70 -Integrated Programmable RFID Reader		\$10.44	\$8.89	\$7.96						
	SIPRRDR2 -SIPRNet Card Reader		\$8.46	\$6.69	\$5.64						
	May Choose any of the following:										
	BANFEEDKT -Banner Feed Kit		\$16.61	\$13.14	\$11.08						
	CZFOLD81 -BR Finisher C/Z Folder		\$68.31	\$69.87	\$58.90						
	EFIBUNDL1 -Spot-On Auto Trap Hot Fldr Virt Print		\$56.48	\$44.69	\$37.67						
	EFI-FLDER - EFI Hot Folders / Virtual Printers		\$33.80	\$26.73	\$22.54						
	EFI-PROF -EFI Profile Suite 4.X		\$74.72	\$59.12	\$49.84						
	EFISERV81 -EFI A10 Print Server		\$101.73	\$80.48	\$67.84						
	EFI-SPOT -EFI Spot On		\$28.02	\$22.17	\$18.69						
	ENVLPTR -Envelope Tray		\$10.15	\$8.04	\$6.77						
	ETHUBKIT -Ethernet Hub Kit for Multi Connections		\$16.81	\$13.30	\$11.21						
	HCF3K -High Capacity Feeder 3KSHTs		\$21.60	\$17.09	\$14.40						
	HC-KNO2 -Healthcare MFP (BXC)		\$15.55	\$12.72	\$11.04						
	HDD81 -500GB HDD Kit with Image Overwrite		\$13.59	\$10.75	\$9.06						

Product	Description/Accessories	CPM	35-Month Option	48-Month Option	60-Month Option	B/W Prints Included	Color Prints Included	B/W Print Charge	Color Print Charge	Supplies Included	Staples Included
	MCAFEEIC - McAfee Integrity Control Enablement		\$10.83	\$8.57	\$7.23						
	OFC-BM -Booklet Unit for Office Finisher		\$17.38	\$13.73	\$11.57						
	OFC-HPKIT -OFC-HPKIT		\$5.43	\$4.30	\$3.62						
	PZA -Foreign Device Interface		\$3.81	\$3.01	\$2.54						
	SCANCLOUD -Scan to Cloud Enablement Kit		\$3.36	\$2.66	\$2.24						
	STPLKIT81 -Convenience Stapler w/surface		\$8.12	\$6.42	\$5.41						
	UNICODE -Xerox International Print Kit		\$8.48	\$5.13	\$4.33						
	WIRELESS1 -Dual Band Wireless Kit		\$4.72	\$3.73	\$3.15						
C8130H	Xerox C8130H 30 ppm IOT w/High Capacity Tandem Tray Module (ELQ) with speed lot (FDZ), 130 sheet Single Pass Document Handler (SPDH), (two 520 sheet Trays, Trays 3&4 = 2000 sheets [LT/A4], 100 Sheet Bypass, Automatic Duplex, Two x 250 OCTs, 100 sheet face up tray, Ext 2 Inner tray), 128GB SSD, US standard 120V power cord, in-box neutral toner cartridges, waste toner bottle, drum cartridge installed. 120V / 15amp MAY Choose One of the Following: BRF-81 -BR Finisher w/2/3 Hole Punch BRFB-81 -BR Bklat Mkr Finisherw/2/3 Hole NTFIN81 -Integrated Office Finisher OFC-81 -Office Finisher May Choose One of the Following: FAX-1LINE -1 Line Fax FAX-2LINE -2 Line Fax MAY Choose One of the Following: CACPIVRDR -CAC PIV Card Reader RFID70 -Integrated Programmable RFID Reader SIPRRDR2 -SIPRNet Card Reader May Choose any of the following: BANFEEDKT -Banner Feed Kit CZFOLD81 -BR Finisher C/Z Folder EFIBUNDL1 -Spot-On Auto Trap Hot Fldr Virt Print EFI-FLDER -EFI Hot Folders / Virtual Printers EFI-PROF -EFI Profile Suite 4 X EFISERV81 -EFI A10 Print Server EFI-SPOT -EFI Spot On ENVLPTR -Envelope Tray ETHUBKIT -Ethernet Hub Kit for Multi Connections HCF3K -High Capacity Feeder 3KSHTs HC-KNO2 -Healthcare MFP (8XC) HDD81 -500GB HDD Kit with Image Overwrite MCAFEEIC -McAfee Integrity Control Enablement OFC-BM -Booklet Unit for Office Finisher OFC-HPKIT -OFC-HPKIT PZA -Foreign Device Interface SCANCLOUD -Scan to Cloud Enablement Kit STPLKIT81 -Convenience Stapler w/surface UNICODE -Xerox International Print Kit WIRELESS1 -Dual Band Wireless Kit	30	\$123.75	\$97.50	\$82.52	0	0	\$0.0059	\$0.0458	Yes	Yes
			\$39.94	\$31.81	\$26.64						
			\$65.18	\$51.57	\$43.47						
			\$18.34	\$14.51	\$12.23						
			\$20.65	\$16.34	\$13.78						
			\$13.00	\$10.29	\$8.68						
			\$30.40	\$24.05	\$20.28						
			\$3.36	\$2.66	\$2.24						
			\$10.44	\$8.69	\$7.96						
			\$8.48	\$6.69	\$5.84						
			\$16.61	\$13.14	\$11.08						
			\$88.31	\$69.87	\$58.90						
			\$56.48	\$44.89	\$37.67						
			\$33.80	\$26.73	\$22.54						
			\$74.72	\$69.12	\$49.84						
			\$101.73	\$80.48	\$67.84						
			\$28.02	\$22.17	\$18.89						
			\$10.16	\$8.04	\$6.77						
			\$16.81	\$13.30	\$11.21						
			\$21.80	\$17.09	\$14.40						
			\$15.55	\$12.72	\$11.04						
			\$13.59	\$10.75	\$9.06						
			\$10.83	\$8.57	\$7.23						
			\$17.38	\$13.73	\$11.57						
			\$5.43	\$4.30	\$3.62						
			\$3.81	\$3.01	\$2.54						
			\$3.36	\$2.66	\$2.24						
			\$8.12	\$6.42	\$5.41						
			\$8.48	\$5.13	\$4.33						
			\$4.72	\$3.73	\$3.15						
C405DN	VersaLink C405 Color Multifunction Printer, Print/Copy/Scan/Fax, Letter/Legal, Up to 36ppm, 2-Sided Print, USB/Ethernet, 550-Sheet Tray, 150 Sheet Multi-Purpose Tray, 50-Sheet DADF (Single-Pass Duplex), 110V, Solutions & Cloud Enabled MAY Choose One of the Following: DRCINST -Carrier Delivery & Install -MAY Choose One of the Following: SIPR-RDR2 -SIPRNet DoD Netwk Enable & Card Reader SMRT-RDR1 -Smart Card Reader TRX -Productivity Kit with 320GB HDD	36	\$33.82	\$26.75	\$22.55	0	0	\$0.0140	\$0.0890	Yes	No
			\$2.42	\$1.91	\$1.61						
			\$12.46	\$10.69	\$9.84						
			\$4.72	\$3.73	\$3.15						
			\$10.15	\$8.04	\$6.77						

Product	Description/Accessories	CPM	36-Month Option	48-Month Option	60-Month Option	B/W Prints Included	Color Prints Included	B/W Print Charge	Color Print Charge	Supplies Included	Staples Included
	FORNINTR - Foreign Interface Device		\$11.85	\$9.38	\$7.91						
	HC-KNO2 - Healthcare MFP (8XC)		\$15.55	\$12.72	\$11.04						
	LB1 - 550-Sheet Feeder Adjustable to A4/Legal		\$10.15	\$8.04	\$6.77						
	RFIDKIT2 - RFID Card Reader for C406		\$7.44	\$5.89	\$4.96						
	STNDSTORE - Stand with Storage		\$10.15	\$8.04	\$6.77						
	UNICODE - Xerox Internal Print (Prod Kit Req'd)		\$6.48	\$5.13	\$4.33						
	WIFIVL - Wireless Accessory		\$1.66	\$1.31	\$1.11						
B405DN	VersaLink B405 B/W Multifunction Printer, Print/Copy/Scan/Fax, Letter/Legal, up to 47PPM, 2-Sided Print, USB/Ethernet, 550-Sheet Paper Tray, 150-Sheet Multipurpose Tray, 60-Sht DADF (Single-Pass Duplex), 110V	47	\$29.12	\$21.29	\$18.41	0	0	\$0.0090	N/A	Yes	No
	MAY Choose One of the Following: DRCINST - Carrier Delivery & Install		\$2.42	\$1.91	\$1.61						
	MAY Choose One of the Following: SIPR-RDR2 - SIPRNet DoD Netwk Enable & Card Reader		\$12.48	\$10.69	\$9.64						
	SMRT-RDR1 - Smart Card Reader		\$4.72	\$3.73	\$3.15						
	6RX - Productivity Kit with 16GB SSD		\$10.15	\$8.04	\$6.77						
	FORNINTR - Foreign Interface Device		\$11.85	\$9.38	\$7.91						
	HC-KNO2 - Healthcare MFP (8XC)		\$15.55	\$12.72	\$11.04						
	RFIDKIT2 - RFID Card Reader for C406		\$7.44	\$5.89	\$4.96						
	STNDSTORE - Stand with Storage		\$10.15	\$8.04	\$6.77						
	UNICODE - Xerox Internal Print (Prod Kit Req'd)		\$6.48	\$5.13	\$4.33						
	WCTRAY1 - 550 Sheet Feeder		\$5.12	\$4.05	\$3.42						
	WCTRAY2 - 550 Sheet Feeder		\$5.12	\$4.05	\$3.42						
	WCTRAY3 - 550 Sheet Feeder		\$5.12	\$4.05	\$3.42						
	WIFIVL - Wireless Accessory		\$1.66	\$1.31	\$1.11						
B7030H	VersaLink B7030 Multifunction Printer with 110 Sheet DADF, Tandem Tray Module, Duplex, 2- 520 Sheet Trays, 50 Sheet Bypass Tray, Catch Tray, 320GB Hard Drive, 2GB Memory, Scan to E-mail, Security (Disk Encryption and Image Overwrite), 30 PPM MFP Initialization Kit	30	\$81.32	\$65.17	\$55.56	0	0	\$0.0066	N/A	Yes	Yes
	MUST Choose One of the Following: NO-PS3 - No PostScript Needed		\$0.00	\$0.00	\$0.00						
	PSCRIPT3 - PostScript 3 Kit		\$11.01	\$8.71	\$7.34						
	MAY Choose One of the Following: INTFIN1 - Integrated Office Finisher		\$18.34	\$14.51	\$12.23						
	OFFFINLX1 - Office Finisher LX with Gap Filler		\$20.65	\$16.34	\$13.78						
	MAY Choose One of the Following: FAX-1LIN - Embedded 1-Line Fax		\$14.64	\$11.58	\$9.76						
	FAX-3LIN - Embedded 3-Line Fax		\$30.53	\$24.16	\$20.37						
	FOIPFAX - Fax Over IP		\$21.87	\$17.31	\$14.59						
	MAY Choose One of the Following: CARDRDR - Common Access Card Card Reader		\$2.00	\$1.58	\$1.33						
	SIPR-RDR1 - SIPRNet DoD Netwk Enable & Card Reader		\$12.48	\$10.69	\$9.64						
	CNVSTPLR - Convenience Stapler and Work Surface		\$9.14	\$7.23	\$6.09						
	ENVELTRAY - Envelope Feeder Tray		\$7.30	\$5.77	\$4.87						
	FIDKIT - Foreign Interface Kit		\$7.64	\$6.05	\$5.09						
	HCFB2W - High Capacity Feeder (2000 Sheet)		\$17.39	\$13.78	\$11.60						
	HC-KNO2 - Healthcare MFP (8XC)		\$15.55	\$12.72	\$11.04						
	OFC-BM - Booklet Unit for Office Finisher		\$17.36	\$13.73	\$11.57						
	OFC-HPKIT - OFC-HPKIT		\$5.43	\$4.30	\$3.62						
	RFID70 - Integrated Programmable RFID Reader		\$10.44	\$8.89	\$7.96						
	UNICODE - Xerox International Print Kit		\$6.48	\$5.13	\$4.33						
	WIFIVL - Wireless Accessory		\$1.66	\$1.31	\$1.11						

Product	Description/Accessories	CPM	36-Month Option	48-Month Option	60-Month Option	B/W Prints Included	Color Prints Included	B/W Print Charge	Color Print Charge	Supplies Included	Staples Included
B703DS	VersaLink B7030 Multifunction Printer with 110 Sheet DADF, Stand, Duplex, 2-520 Sheet Trays, 100 Sheet Bypass Tray, Offset Catch Tray, 320GB Hard Drive, 2GB Memory, . Scan to Email, Security (Disk Encryption and Image Overwrite), 30 PPM MFP Initialization Kit	30	\$75.55	\$80.60	\$51.71	0	0	\$0.0058	N/A	Yes	Yes
	MUST Choose One of the Following: NO-PS3 -No PostScript Needed PSCRIPT3 -PostScript 3 Kit		\$0.00 \$11.01	\$0.00 \$8.71	\$0.00 \$7.34						
	MAY Choose One of the Following: INTFIN1 -Integrated Office Finisher OFFINLX1 -Office Finisher LX with Gap Filler		\$18.34 \$20.65	\$14.51 \$18.34	\$12.23 \$13.78						
	MAY Choose One of the Following: FAX-1LIN -Embedded 1-Line Fax FAX-3LIN -Embedded 3-Line Fax FOIPFAX -Fax Over IP		\$14.64 \$30.53 \$21.87	\$11.58 \$24.16 \$17.31	\$9.76 \$20.37 \$14.59						
	MAY Choose One of the Following: CARDRDR -Common Access Card Card Reader SIPR-RDR1 -SIPRNet DoD Netwk Enable & Card Reader		\$2.00 \$12.48	\$1.58 \$10.69	\$1.33 \$9.64						
	CNVSTPLR -Convenience Stapler and Work Surface ENVELTRAY -Envelope Feeder Tray FIDKIT -Foreign Interface Kit HCFB2W -High Capacity Feeder (2000 Sheet) HC-KNO2 -Healthcare MFP (8XC) OFC-BM -Booklet Unit for Office Finisher OFC-HPKIT -OFC-HPKIT		\$9.14 \$7.30 \$7.64 \$17.39 \$15.55 \$17.36 \$5.43	\$7.23 \$5.77 \$6.05 \$13.78 \$12.72 \$13.73 \$4.30	\$6.09 \$4.87 \$5.09 \$11.60 \$11.04 \$11.57 \$3.62						
	RFID70 -Integrated Programmable RFID Reader UNICODE -Xerox International Print Kit WIFIVL -Wireless Accessory		\$10.44 \$6.48 \$1.66	\$8.89 \$5.13 \$1.31	\$7.98 \$4.33 \$1.11						
B400DN	VersaLink B400 B/W Printer, Letter/Legal, up to 47PPM, . USB, Ethernet, 550-Sheet Paper Tray, 150-Sheet Multipurpose Tray, 110V	47	\$22.15	\$18.36	\$16.11	0	0	\$0.0080	N/A	Yes	No
	MAY Choose One of the Following: ORCINST -Corner Delivery & Install		\$2.42	\$1.91	\$1.61						
	MAY Choose One of the Following: SIPR-RDR5 -SIPRNet DoD Netwk Enable & Card Reader SMRT-RDR4 -Smart Card Reader		\$12.48 \$4.72	\$10.69 \$3.73	\$9.64 \$3.15						
	GRX -Productivity Kit with 16GB SSD FORNINTR -Foreign Interface Device PHTRAY1 -550 Sheet Feeder PHTRAY2 -550 Sheet Feeder PHTRAY3 -550 Sheet Feeder RFIDKIT -RFID Kit STNDSTORE -Stand with Storage		\$10.15 \$11.85 \$5.12 \$5.12 \$5.12 \$7.44 \$10.15	\$8.04 \$9.38 \$4.05 \$4.05 \$4.05 \$5.89 \$8.04	\$6.77 \$7.91 \$3.42 \$3.42 \$3.42 \$4.98 \$6.77						
	UNICODE -Xerox Internat'l Print (Prod Kit Req'd) WIFIVL -Wireless Accessory		\$6.48 \$1.66	\$5.13 \$1.31	\$4.33 \$1.11						

EXHIBIT "A"

County of Highlands Machine List

Dept	Current	New	Current Model	New Model	Lease Start	Lease End
Administration	\$ 195.48	\$ 178.65	C8070H	C8170H	09/21	10/25
Ag-Extension	\$ 196.74	\$ 181.94	C8070H	C8170H	10/21	10/25
Office of Management & Budget (OMB)	\$ 195.48	\$ 192.41	C8070H	C8170H	09/21	10/25
Building Department	\$ 159.11	\$ 136.62	C8055H	C8155H	09/21	10/25
Childrens Advocacy	\$ 175.29	\$ 155.14	C8070H	C8170H	10/21	10/25
Commissioners	\$ 118.49	\$ 105.69	C8055H	C8155H	09/21	10/25
Development Services	\$ 135.20	\$ 122.40	C8055H	C8155H	09/21	10/25
Emergency Management Services (EMS)	\$ 194.18	\$ 180.27	C8070H	C8170H	09/21	10/25
Engineering	\$ 25.99	\$ 23.20	B405DN	B405DN	09/21	10/25
Engineering	\$ 180.12	\$ 105.69	C8055H	C8155H	09/21	10/25
Engineering	\$ 185.18	\$ 188.36	C8070H	C8170H	09/21	10/25
Emergency Operations Center-Office (EOC)	\$ 189.05	\$ 172.23	C8070H	C8170H	10/21	10/25
Emergency Operations Center-War Room (EOC)	\$ 28.28	\$ 23.20	B405DN	B405DN	10/21	10/25
Facility Management	\$ 23.85	\$ 28.66	B405DN	C405DN	10/21	10/25
Fire Service #19	\$ 54.04	\$ 28.66	C405DN	C405DN	09/21	10/25
Fire Service #1 Avon Park	\$ 39.72	\$ 28.66	C405DN	C405DN	09/21	10/25
Fire Service #36 Lake Placid	\$ 56.23	\$ 28.66	C405DN	C405DN	09/21	10/25
Fire Service #4 Avon Park	\$ 56.23	\$ 28.66	C405DN	C405DN	09/21	10/25
Fire Service #41 Lake Placid	\$ 40.74	\$ 28.66	C405DN	C405DN	09/21	10/25
Fire Service #7 Sebring	\$ 39.72	\$ 28.66	C405DN	C405DN	09/21	10/25
Fire Service #17 Sebring	\$ 56.23	\$ 28.66	C405DN	C405DN	09/21	10/25
Fire Service Warehouse	\$ 41.83	\$ 28.66	C405DN	C405DN	09/21	10/25
Healthy Families	\$ 165.00	\$ 155.14	C8070H	C8170H	10/21	10/25
Housing	\$ 33.08	\$ 28.66	C405DN	C405DN	09/21	10/25
Human Resources	\$ 110.64	\$ 108.19	C8030H	C8130H	09/21	10/25
Library Public - Avon Park	\$ 165.49	\$ 100.91	C8030H	C8130H	10/21	10/25
Library Public - Lake Placid	\$ 165.49	\$ 100.91	C8030H	C8130H	10/21	10/25
Library Public - Sebring	\$ 165.49	\$ 100.91	C8030H	C8130H	10/21	10/25
Library Staff - Avon Park	\$ 97.04	\$ 94.14	C8030T	C8130T	10/21	10/25
Library Staff - Lake Placid	\$ 97.04	\$ 94.14	C8030T	C8130T	10/21	10/25
Library Staff - Sebring	\$ 113.38	\$ 110.48	C8030T	C8130T	10/21	10/25
Placid Lakes Special District	\$ 35.28	\$ 0.00	B405DN	None	10/21	10/25
Planning & Zoning	\$ 215.35	\$ 168.36	C8070H	C8170H	09/21	10/25
Road & Bridge	\$ 175.29	\$ 155.14	C8070H	C8170H	10/21	10/25
Road Bridge - Front	\$ 163.06	\$ 147.59	C8055H	C8155H	09/21	10/25
Road Bridge - Shop	\$ 109.13	\$ 104.43	C8030T	C8130T	09/21	10/25
Solid Waste	\$ 28.28	\$ 23.20	B405DN	B405DN	10/21	10/25
Solid Waste - Office	\$ 150.09	\$ 137.30	C8055H	C8155H	10/21	10/25
Tourist Development	\$ 123.61	\$ 112.47	C8030T	C8130T	10/21	10/25
Traffic Operations	\$ 107.33	\$ 104.43	C8030T	C8130T	10/21	10/25
Veterans Services	\$ 149.42	\$ 136.62	C8055H	C8155H	10/21	10/25
West Sebring	\$ 29.30	\$ 28.66	C405DN	C405DN	10/21	10/25
West Sebring	\$ 182.60	\$ 156.00	C8030T	C8130T	10/21	10/25

Image Cost (each)				
Model	Description	Black & White	Color	
B405DN	B/W Multifunction	0.0090	n/a	
C405DN	Color Multifunction	0.0140	0.0890	
C8130H	Color Multifunction	0.0056	0.0456	
C8130T	Color Multifunction	0.0056	0.0456	
C8155H	Color Multifunction	0.0046	0.0396	
C8170H	Color Multifunction	0.0046	0.0396	

Staples and Supplies Are Included In Contract

Any new or machine change will be based on the attached price schedule titled "Major Account Lease Pricing Exhibit"

Agenda Item Summary

Date of Action: August 29, 2022

Subject: 2022-2023 Health Insurance Selection

Item No.: D-9

Placed on Agenda by: David Shoup – HR Director

Staff Review: Yes

Attorney Review:

Recommended Motion(s): Selecting/Approving Health Insurance for FY 2022-2023.

Documentation:

- City of Avon Park Medical Insurance Renewal Presentation 2022
- EverydayCARE with Hospitalization, Managed by Redirect Health

Background:

Acentria Insurance, Danny Page, supplies information regarding health insurance renewal from health insurance providers that have quoted for the upcoming fiscal year (2022-2023).

Current coverage (Employee monthly rate city pays: \$510.20).



City of Avon Park

Employee Benefits Presentation

08/22/2022

Danny Page

Danny.Page@Acentria.com


(904) 838-3189



Table of Contents:

- 1. Medical Cost Analysis**
- 2. Redirect Health Benefit Summary**
- 3. Claims**
- 4. Additional Offer**
- 5. Letters of Declination**
- 6. Dental Cost Analysis**
- 7. Vision Cost Analysis**
- 8. Public Entities Currently Working with Acentria**

City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Plans			Renewal								
		Aetna			Aetna								
		OAEPO 2000 HDHP 20% after Ded	OAEPO 1500 \$25/\$50 Copay	OAEPO 500 \$20/\$40 Copay	OAEPO 2000 HDHP 20% after Ded	OAEPO 1500 \$25/\$50 Copay	OAEPO 500 \$20/\$40 Copay						
In-Network Benefits													
Deductible (Individual / Family)		\$2,000 / \$4,000	\$1,500 / \$3,000	\$500 / \$1,000	\$2,000 / \$4,000	\$1,500 / \$3,000	\$500 / \$1,000						
Coinsurance		20%	20%	20%	20%	20%	20%						
Out-of-Pocket Maximum (Individual / Family)		\$4,500 / \$7,150	\$5,000 / \$10,000	\$4,000 / \$8,000	\$4,500 / \$7,150	\$5,000 / \$10,000	\$4,000 / \$8,000						
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes	Yes	Yes	Yes	Yes						
Lifetime Maximum		Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited						
Prescription Drugs													
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$45 / \$80 after Ded	\$10 / \$40 / 470	\$10 / \$30 / \$60	\$10 / \$45 / \$80 after Ded	\$10 / \$40 / 470	\$10 / \$30 / \$60						
Mail Order		2x Retail	2x Retail	2x Retail	2x Retail	2x Retail	2x Retail						
Routine Care													
Preventive Care		\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay						
Primary Office Visit		20% after Ded	\$25 Copay	\$20 Copay	20% after Ded	\$25 Copay	\$20 Copay						
Specialist Office Visit		20% after Ded	\$50 Copay	\$40 Copay	20% after Ded	\$50 Copay	\$40 Copay						
Referral Needed for Specialist		No	No	No	No	No	No						
Hospital Services													
Inpatient Hospitalization		20% after Ded	20% after Ded	20% after Ded	20% after Ded	20% after Ded	20% after Ded						
Outpatient Hospitalization		20% after Ded	\$600 after Ded	\$600 after Ded	20% after Ded	\$600 after Ded	\$600 after Ded						
Emergency Room		20% after Ded	\$500 Copay	\$400 Copay	20% after Ded	\$500 Copay	\$400 Copay						
Other Services (Independent Stand Alone Facility)													
Urgent Care		20% after Ded	\$50 Copay	\$50 Copay	20% after Ded	\$50 Copay	\$50 Copay						
Diagnostic Test (Labs / X-Rays)		20% after Ded	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray	20% after Ded	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray						
Complex Imaging (MRI, CT & Pet Scan)		20% after Ded	\$300 Copay	\$300 Copay	20% after Ded	\$300 Copay	\$300 Copay						
Out-of-Network Benefits													
Deductible (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A						
Coinsurance		N/A	N/A	N/A	N/A	N/A	N/A						
Out-of-Pocket Maximum (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A						
Inpatient Hospitalization		N/A	N/A	N/A	N/A	N/A	N/A						
Rates	Counts												
	2000	1500	500										
	Employee	18	32	8	\$402.92	\$510.20	\$570.24	\$579.42	\$720.78	\$805.21			
	Employee/Spouse	1	1	1	\$893.11	\$1,129.72	\$1,262.13	\$1,284.34	\$1,595.99	\$1,782.44			
	Employee/Child(ren)	1	0	0	\$731.51	\$926.53	\$1,034.03	\$1,051.95	\$1,308.94	\$1,460.31			
	Employee/Family	0	0	0	\$1,234.62	\$1,562.62	\$1,745.47	\$1,775.45	\$2,207.57	\$2,465.04			
Estimated Monthly Premium		\$8,877.18		\$17,456.12		\$5,824.05		\$12,765.85		\$24,660.95		\$8,224.12	
Combined Estimated Monthly Premium		\$32,157.35						\$45,650.92					
Combined Estimated Annual Premium		\$385,888.20						\$547,811.04					
Percentage Change from Current		0.00%						41.96%					
Annual Dollar Change from Current		\$0.00						\$161,922.84					


This summary highlights the benefits. It is not a summary plan description (SPD). Official plan documents actually govern the rights and benefits including covered expenses, exclusions and limitations. If any discrepancy exists between this summary and the official documents, the official documents will prevail.

City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current	Renewal 1B
		OAMC 500 \$20/\$40 Copay	OAMC 500 \$20/\$40 Copay
In-Network Benefits			
Deductible (Individual / Family)		\$500 / \$1,000	\$500 / \$1,000
Coinsurance		20%	20%
Out-of-Pocket Maximum (Individual / Family)		\$4,000 / \$8,000	\$4,000 / \$8,000
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes
Lifetime Maximum		Unlimited	Unlimited
Prescription Drugs			
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$30 / \$60	\$10 / \$30 / \$60
Mail Order		2x Retail	2x Retail
Routine Care			
Preventive Care		\$0 Copay	\$0 Copay
Primary Office Visit		\$20 Copay	\$20 Copay
Specialist Office Visit		\$40 Copay	\$40 Copay
Referral Needed for Specialist		No	No
Hospital Services			
Inpatient Hospitalization		20% after Ded	20% after Ded
Outpatient Hospitalization		\$600 after Ded	\$600 after Ded
Emergency Room		\$400 Copay	\$400 Copay
Other Services (Independent Stand Alone Facility)			
Urgent Care		\$50 Copay	\$50 Copay
Diagnostic Test (Labs / X-Rays)		\$0 Copay Lab / \$40 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray
Complex Imaging (MRI, CT & Pet Scan)		\$300 Copay	\$300 Copay
Out-of-Network Benefits			
Deductible (Individual / Family)		\$2,000 / \$4,000	\$2,000 / \$4,000
Coinsurance		50%	50%
Out-of-Pocket Maximum (Individual / Family)		\$12,000 / \$24,000	\$12,000 / \$24,000
Inpatient Hospitalization		50% after Ded	50% after Ded
Rates	Counts		
	500 PPO		
	Employee	\$638.57	\$899.64
	Employee/Spouse	\$1,413.80	\$1,991.81
	Employee/Child(ren)	\$1,159.01	\$1,632.85
	Employee/Family	\$1,954.68	\$2,753.82
Estimated Monthly Premium		\$1,277.14	\$1,799.28
Combined Estimated Annual Premium		\$15,325.68	\$21,591.36
Percentage Change from Current		40.88%	
Annual Dollar Change from Current		\$522.14	


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Plans			Alternate 1					
		Aetna			Aetna					
		OAEPO 2000 HDHP 20% after Ded	OAEPO 1500 \$25/\$50 Copay	OAEPO 500 \$20/\$40 Copay	OAEPO 3000 100 HDHP \$20/\$60 after Ded	OAEPO 2000 80 \$15/\$70 Copay	OAEPO 1000 80 \$25/\$50 Copay			
In-Network Benefits										
Deductible (Individual / Family)		\$2,000 / \$4,000	\$1,500 / \$3,000	\$500 / \$1,000	\$3,000 / \$6,000	\$2,000 / \$4,000	\$1,000 / \$2,000			
Coinsurance		20%	20%	20%	0%	20%	20%			
Out-of-Pocket Maximum (Individual / Family)		\$4,500 / \$7,150	\$5,000 / \$10,000	\$4,000 / \$8,000	\$6,000 / \$12,000	\$5,500 / \$11,000	\$4,000 / \$8,000			
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes	Yes	Yes	Yes	Yes			
Lifetime Maximum		Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited			
Prescription Drugs										
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$45 / \$80 after Ded	\$10 / \$40 / 470	\$10 / \$30 / \$60	\$10 / \$45 / \$80 after Ded	\$10 / \$40 / \$70	\$10 / \$40 / \$70			
Mail Order		2x Retail	2x Retail	2x Retail	2x Retail	2x Retail	2x Retail			
Routine Care										
Preventive Care		\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay			
Primary Office Visit		20% after Ded	\$25 Copay	\$20 Copay	\$20 after Ded	\$15 Copay	\$25 Copay			
Specialist Office Visit		20% after Ded	\$50 Copay	\$40 Copay	\$60 after Ded	\$70 Copay	\$50 Copay			
Referral Needed for Specialist		No	No	No	No	No	No			
Hospital Services										
Inpatient Hospitalization		20% after Ded	20% after Ded	20% after Ded	\$500 after Ded	20% after Ded	\$400 after Ded			
Outpatient Hospitalization		20% after Ded	\$600 after Ded	\$600 after Ded	\$400 after Ded	20% after Ded	\$600 after Ded			
Emergency Room		20% after Ded	\$500 Copay	\$400 Copay	\$300 after Ded	20% after Ded	\$500 Copay			
Other Services (Independent Stand Alone Facility)										
Urgent Care		20% after Ded	\$50 Copay	\$50 Copay	\$60 after Ded	\$75 Copay	\$50 copay			
Diagnostic Test (Labs / X-Rays)		20% after Ded	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray	\$10 after Ded Lab / \$40 after Ded X-Ray	\$0 Copay Lab / \$40 Copay X-Ray	\$0 Copay Lab / \$60 Copay X-Ray			
Complex Imaging (MRI, CT & Pet Scan)		20% after Ded	\$300 Copay	\$300 Copay	\$300 after Ded	\$300 Copay	\$300 Copay			
Out-of-Network Benefits										
Deductible (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A			
Coinsurance		N/A	N/A	N/A	N/A	N/A	N/A			
Out-of-Pocket Maximum (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A			
Inpatient Hospitalization		N/A	N/A	N/A	N/A	N/A	N/A			
Rates	Counts									
	2000	1500	500							
	Employee	18	32	8	\$402.92	\$510.20	\$570.24	\$505.00	\$666.00	\$755.00
	Employee/Spouse	1	1	1	\$893.11	\$1,129.72	\$1,262.13	\$1,119.00	\$1,477.00	\$1,674.00
	Employee/Child(ren)	1	0	0	\$731.51	\$926.53	\$1,034.03	\$916.00	\$1,210.00	\$1,371.00
	Employee/Family	0	0	0	\$1,234.62	\$1,562.62	\$1,745.47	\$1,547.00	\$2,041.00	\$2,314.00
Estimated Monthly Premium		\$8,877.18		\$17,456.12	\$5,824.05	\$11,125.00	\$22,789.00	\$7,714.00		
Combined Estimated Monthly Premium		\$32,157.35				\$41,628.00				
Combined Estimated Annual Premium		\$385,888.20				\$499,536.00				
Percentage Change from Current		0.00%				29.45%				
Annual Dollar Change from Current		\$0.00				\$113,647.80				


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Aetna OAMC 500 \$20/\$40 Copay	Alternate 1B Aetna OAMC 1000 80/50 \$10/\$50 Copay
In-Network Benefits			
Deductible (Individual / Family)		\$500 / \$1,000	\$1,000 / \$2,000
Coinsurance		20%	20%
Out-of-Pocket Maximum (Individual / Family)		\$4,000 / \$8,000	\$3,000 / \$6,000
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes
Lifetime Maximum		Unlimited	Unlimited
Prescription Drugs			
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$30 / \$60	\$10 / \$30 / \$60
Mail Order		2x Retail	2x Retail
Routine Care			
Preventive Care		\$0 Copay	\$0 Copay
Primary Office Visit		\$20 Copay	\$10 Copay
Specialist Office Visit		\$40 Copay	\$50 Copay
Referral Needed for Specialist		No	No
Hospital Services			
Inpatient Hospitalization		20% after Ded	20% after Ded
Outpatient Hospitalization		\$600 after Ded	20% after Ded
Emergency Room		\$400 Copay	20% after Ded
Other Services (Independent Stand Alone Facility)			
Urgent Care		\$50 Copay	\$60 Copay
Diagnostic Test (Labs / X-Rays)		\$0 Copay Lab / \$40 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray
Complex Imaging (MRI, CT & Pet Scan)		\$300 Copay	\$300 Copay
Out-of-Network Benefits			
Deductible (Individual / Family)		\$2,000 / \$4,000	\$3,000 / \$6,000
Coinsurance		50%	50%
Out-of-Pocket Maximum (Individual / Family)		\$12,000 / \$24,000	\$10,500 / \$21,000
Inpatient Hospitalization		50% after Ded	50% after Ded
Rates	Counts		
	500 PPO		
	Employee	\$638.57	\$818.00
	Employee/Spouse	\$1,413.80	\$1,813.00
	Employee/Child(ren)	\$1,159.01	\$1,485.00
	Employee/Family	\$1,954.68	\$2,507.00
Estimated Monthly Premium		\$1,277.14	\$1,636.00
Combined Estimated Annual Premium		\$15,325.68	\$19,632.00
Percentage Change from Current		28.10%	
Annual Dollar Change from Current		\$358.86	


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Plans			Alternate 2					
		Aetna			Aetna					
		OAEPO 2000 HDHP 20% after Ded	OAEPO 1500 \$25/\$50 Copay	OAEPO 500 \$20/\$40 Copay	OAEPO 4000 80 HDHP 20% after Ded	OAEPO 2500 80% \$15/\$75 Copay	OAEPO 1500 80 ES \$10/\$75 Copay			
In-Network Benefits										
Deductible (Individual / Family)		\$2,000 / \$4,000	\$1,500 / \$3,000	\$500 / \$1,000	\$4,000 / \$8,000	\$2,500 / \$5,000	\$1,500 / \$3,000			
Coinsurance		20%	20%	20%	20%	50%	20%			
Out-of-Pocket Maximum (Individual / Family)		\$4,500 / \$7,150	\$5,000 / \$10,000	\$4,000 / \$8,000	\$6,500 / \$13,000	\$6,500 / \$13,000	\$6,000 / \$12,000			
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes	Yes	Yes	Yes	Yes			
Lifetime Maximum		Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited			
Prescription Drugs										
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$45 / \$80 after Ded	\$10 / \$40 / 470	\$10 / \$30 / \$60	\$10 / \$45 / \$80 after Ded	\$10 / \$50 / \$85	\$10 / \$50 / \$100			
Mail Order		2x Retail	2x Retail	2x Retail	2x Retail	2x Retail	2x Retail			
Routine Care										
Preventive Care		\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay			
Primary Office Visit		20% after Ded	\$25 Copay	\$20 Copay	20% after Ded	\$15 Copay	\$10 Copay			
Specialist Office Visit		20% after Ded	\$50 Copay	\$40 Copay	20% after Ded	\$75 Copay	\$75 Copay			
Referral Needed for Specialist		No	No	No	No	No	No			
Hospital Services										
Inpatient Hospitalization		20% after Ded	20% after Ded	20% after Ded	20% after Ded	50% after Ded	20% after Ded			
Outpatient Hospitalization		20% after Ded	\$600 after Ded	\$600 after Ded	20% after Ded	50% after Ded	20% after Ded			
Emergency Room		20% after Ded	\$500 Copay	\$400 Copay	20% after Ded	50% after Ded	20% after Ded			
Other Services (Independent Stand Alone Facility)										
Urgent Care		20% after Ded	\$50 Copay	\$50 Copay	20% after Ded	\$75 Copay	\$50 Copay			
Diagnostic Test (Labs / X-Rays)		20% after Ded	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray	20% after Ded	\$0 Copay Lab / \$40 Copay X-Ray	\$15 Copay Lab, 20% after Ded X-Ray			
Complex Imaging (MRI, CT & Pet Scan)		20% after Ded	\$300 Copay	\$300 Copay	20% after Ded	\$300 Copay	20% after Ded			
Out-of-Network Benefits										
Deductible (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A			
Coinsurance		N/A	N/A	N/A	N/A	N/A	N/A			
Out-of-Pocket Maximum (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A			
Inpatient Hospitalization		N/A	N/A	N/A	N/A	N/A	N/A			
Rates	Counts									
	2000	1500	500							
	18	32	8	\$402.92	\$510.20	\$570.24	\$485.00	\$617.00	\$648.00	
	Employee									
	Employee/Spouse	1	1	1	\$893.11	\$1,129.72	\$1,262.13	\$1,075.00	\$1,368.00	\$1,437.00
	Employee/Child(ren)	1	0	0	\$731.51	\$926.53	\$1,034.03	\$881.00	\$1,120.00	\$1,177.00
Employee/Family	0	0	0	\$1,234.62	\$1,562.62	\$1,745.47	\$1,487.00	\$1,891.00	\$1,986.00	
Estimated Monthly Premium		\$8,877.18		\$17,456.12	\$5,824.05	\$10,686.00	\$21,112.00	\$6,621.00		
Combined Estimated Monthly Premium		\$32,157.35			\$38,419.00					
Combined Estimated Annual Premium		\$385,888.20			\$461,028.00					
Percentage Change from Current		0.00%			19.47%					
Annual Dollar Change from Current		\$0.00			\$75,139.80					


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Aetna OAMC 500 \$20/\$40 Copay	Alternate 2B Aetna OAMC 1500 80/50 \$25/\$50 Copay
In-Network Benefits			
Deductible (Individual / Family)		\$500 / \$1,000	\$1,500 / \$3,000
Coinsurance		20%	20%
Out-of-Pocket Maximum (Individual / Family)		\$4,000 / \$8,000	\$5,000 / \$10,000
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes
Lifetime Maximum		Unlimited	Unlimited
Prescription Drugs			
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$30 / \$60	\$10 / \$30 / \$60
Mail Order		2x Retail	2x Retail
Routine Care			
Preventive Care		\$0 Copay	\$0 Copay
Primary Office Visit		\$20 Copay	\$25 Copay
Specialist Office Visit		\$40 Copay	\$50 Copay
Referral Needed for Specialist		No	No
Hospital Services			
Inpatient Hospitalization		20% after Ded	20% after Ded
Outpatient Hospitalization		\$600 after Ded	\$600 after Ded
Emergency Room		\$400 Copay	\$500 Copay
Other Services (Independent Stand Alone Facility)			
Urgent Care		\$50 Copay	\$50 Copay
Diagnostic Test (Labs / X-Rays)		\$0 Copay Lab / \$40 Copay X-Ray	\$0 Copay Lab / \$60 Copay X-Ray
Complex Imaging (MRI, CT & Pet Scan)		\$300 Copay	\$300 Copay
Out-of-Network Benefits			
Deductible (Individual / Family)		\$2,000 / \$4,000	\$4,500 / \$9,000
Coinsurance		50%	50%
Out-of-Pocket Maximum (Individual / Family)		\$12,000 / \$24,000	\$19,800 / \$39,600
Inpatient Hospitalization		50% after Ded	50% after Ded
Rates	Counts		
	500 PPO		
	Employee	2	\$638.57
	Employee/Spouse	0	\$1,413.80
	Employee/Child(ren)	0	\$1,159.01
	Employee/Family	0	\$1,954.68
Estimated Monthly Premium		\$1,277.14	\$1,590.00
Combined Estimated Annual Premium		\$15,325.68	\$19,080.00
Percentage Change from Current		24.50%	
Annual Dollar Change from Current		\$312.86	


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Plans			Alternate 3					
		Aetna	Aetna	Aetna	Aetna	Aetna				
		OAEPO 2000 HDHP 20% after Ded	OAEPO 1500 \$25/\$50 Copay	OAEPO 500 \$20/\$40 Copay	OAEPO 5000 100 HDHP \$20/\$50 after Ded	OAEPO 3500 80% \$30/\$60 Copay	OAEPO 2000 80 \$15/\$70 Copay			
In-Network Benefits										
Deductible (Individual / Family)		\$2,000 / \$4,000	\$1,500 / \$3,000	\$500 / \$1,000	\$5,000 / \$10,000	\$3,500 / \$7,000	\$2,000 / \$4,000			
Coinsurance		20%	20%	20%	0%	20%	20%			
Out-of-Pocket Maximum (Individual / Family)		\$4,500 / \$7,150	\$5,000 / \$10,000	\$4,000 / \$8,000	\$6,750 / \$13,500	\$6,500 / \$13,000	\$5,500 / \$11,000			
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes	Yes	Yes	Yes	Yes			
Lifetime Maximum		Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited			
Prescription Drugs										
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$45 / \$80 after Ded	\$10 / \$40 / 470	\$10 / \$30 / \$60	\$10 / \$45 / \$80 after Ded	\$10 / \$50 / \$85	\$10 / \$40 / \$70			
Mail Order		2x Retail	2x Retail	2x Retail	2x Retail	2x Retail	2x Retail			
Routine Care										
Preventive Care		\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay			
Primary Office Visit		20% after Ded	\$25 Copay	\$20 Copay	\$20 after Ded	\$30 Copay	\$15 Copay			
Specialist Office Visit		20% after Ded	\$50 Copay	\$40 Copay	\$50 after Ded	\$60 Copay	\$70 Copay			
Referral Needed for Specialist		No	No	No	No	No	No			
Hospital Services										
Inpatient Hospitalization		20% after Ded	20% after Ded	20% after Ded	\$500 after Ded	20% after Ded	20% after Ded			
Outpatient Hospitalization		20% after Ded	\$600 after Ded	\$600 after Ded	\$400 after Ded	\$600 after Ded	20% after Ded			
Emergency Room		20% after Ded	\$500 Copay	\$400 Copay	\$300 after Ded	\$500 Copay	20% after Ded			
Other Services (Independent Stand Alone Facility)										
Urgent Care		20% after Ded	\$50 Copay	\$50 Copay	\$60 after Ded	\$50 Copay	\$75 Copay			
Diagnostic Test (Labs / X-Rays)		20% after Ded	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray	\$10 after Ded Lab, \$20 after Ded X-Ray	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray			
Complex Imaging (MRI, CT & Pet Scan)		20% after Ded	\$300 Copay	\$300 Copay	\$300 after Ded	\$350 Copay	\$300 Copay			
Out-of-Network Benefits										
Deductible (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A			
Coinsurance		N/A	N/A	N/A	N/A	N/A	N/A			
Out-of-Pocket Maximum (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A			
Inpatient Hospitalization		N/A	N/A	N/A	N/A	N/A	N/A			
Rates	Counts									
	2000	1500	500							
	Employee	18	32					8		
	Employee/Spouse	1	1					1		
	Employee/Child(ren)	1	0					0		
	Employee/Family	0	0					0		
Employee		18	32	8	\$402.92	\$510.20	\$570.24	\$418.00	\$649.00	\$666.00
Employee/Spouse		1	1	1	\$893.11	\$1,129.72	\$1,262.13	\$826.00	\$1,438.00	\$1,477.00
Employee/Child(ren)		1	0	0	\$731.51	\$926.53	\$1,034.03	\$758.00	\$1,178.00	\$1,210.00
Employee/Family		0	0	0	\$1,234.62	\$1,562.62	\$1,745.47	\$1,280.00	\$1,988.00	\$2,041.00
Estimated Monthly Premium		\$8,877.18		\$17,456.12	\$5,824.05	\$9,108.00	\$22,206.00	\$6,805.00		
Combined Estimated Monthly Premium		\$32,157.35			\$38,119.00					
Combined Estimated Annual Premium		\$385,888.20			\$457,428.00					
Percentage Change from Current		0.00%			18.54%					
Annual Dollar Change from Current		\$0.00			\$71,539.80					


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Aetna OAMC 500 \$20/\$40 Copay	Alternate 3B Aetna OAMC 2000 100/50 \$20/\$60 Copay
In-Network Benefits			
Deductible (Individual / Family)		\$500 / \$1,000	\$2,000 / \$4,000
Coinsurance		20%	0%
Out-of-Pocket Maximum (Individual / Family)		\$4,000 / \$8,000	\$6,000 / \$12,000
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes
Lifetime Maximum		Unlimited	Unlimited
Prescription Drugs			
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$30 / \$60	\$10 / \$40 / \$70
Mail Order		2x Retail	2x Retail
Routine Care			
Preventive Care		\$0 Copay	\$0 Copay
Primary Office Visit		\$20 Copay	\$20 Copay
Specialist Office Visit		\$40 Copay	\$60 Copay
Referral Needed for Specialist		No	No
Hospital Services			
Inpatient Hospitalization		20% after Ded	\$400 after Ded
Outpatient Hospitalization		\$600 after Ded	\$600 after Ded
Emergency Room		\$400 Copay	\$500 Copay
Other Services (Independent Stand Alone Facility)			
Urgent Care		\$50 Copay	\$50 Copay
Diagnostic Test (Labs / X-Rays)		\$0 Copay Lab / \$40 Copay X-Ray	\$0 Copay Lab / \$60 Copay X-Ray
Complex Imaging (MRI, CT & Pet Scan)		\$300 Copay	\$300 Copay
Out-of-Network Benefits			
Deductible (Individual / Family)		\$2,000 / \$4,000	\$6,000 / \$12,000
Coinsurance		50%	50%
Out-of-Pocket Maximum (Individual / Family)		\$12,000 / \$24,000	\$15,000 / \$30,000
Inpatient Hospitalization		50% after Ded	50% after Ded
Rates	Counts		
	500 PPO		
	Employee	\$638.57	\$767.00
	Employee/Spouse	\$1,413.80	\$1,700.00
	Employee/Child(ren)	\$1,159.01	\$1,393.00
	Employee/Family	\$1,954.68	\$2,351.00
Estimated Monthly Premium		\$1,277.14	\$1,534.00
Combined Estimated Annual Premium		\$15,325.68	\$18,408.00
Percentage Change from Current		20.11%	
Annual Dollar Change from Current		\$256.86	


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Plans			Alternate 4					
		Aetna	Aetna	Aetna	Florida Blue	Florida Blue	Florida Blue			
		OAEPO 2000 HDHP 20% after Ded	OAEPO 1500 \$25/\$50 Copay	OAEPO 500 \$20/\$40 Copay	BlueOptions 5182/83 HDHP 10% after Ded	BlueOptions 5360 \$25/\$50 Copay	BlueOptions 5786 \$25/\$45 Copay			
In-Network Benefits										
Deductible (Individual / Family)		\$2,000 / \$4,000	\$1,500 / \$3,000	\$500 / \$1,000	\$2,500 / \$5,000	\$1,500 / \$4,500	\$1,000 / \$3,000			
Coinsurance		20%	20%	20%	10%	20%	0%			
Out-of-Pocket Maximum (Individual / Family)		\$4,500 / \$7,150	\$5,000 / \$10,000	\$4,000 / \$8,000	\$5,000 / \$10,000	\$5,000 / \$10,000	\$4,000 / \$8,000			
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes	Yes	Yes	Yes	Yes			
Lifetime Maximum		Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited			
Prescription Drugs										
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$45 / \$80 after Ded	\$10 / \$40 / 470	\$10 / \$30 / \$60	\$10 / \$50 / \$80 after Ded	\$10 / \$50 / \$80	\$10 / \$30 / \$50			
Mail Order		2x Retail	2x Retail	2x Retail	2.5x Retail	2.5x Retail	2.5x Retail			
Routine Care										
Preventive Care		\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay			
Primary Office Visit		20% after Ded	\$25 Copay	\$20 Copay	10% after Ded	\$25 Copay	\$25 Copay			
Specialist Office Visit		20% after Ded	\$50 Copay	\$40 Copay	10% after Ded	\$50 Copay	\$45 Copay			
Referral Needed for Specialist		No	No	No	No	No	No			
Hospital Services										
Inpatient Hospitalization		20% after Ded	20% after Ded	20% after Ded	10% after Ded	20% after Ded	\$500/day, \$1,500 Max			
Outpatient Hospitalization		20% after Ded	\$600 after Ded	\$600 after Ded	10% after Ded	20% after Ded	\$150/\$250 Copay			
Emergency Room		20% after Ded	\$500 Copay	\$400 Copay	10% after Ded	20% after Ded	\$250 Copay			
Other Services (Independent Stand Alone Facility)										
Urgent Care		20% after Ded	\$50 Copay	\$50 Copay	10% after Ded	\$55 Copay	\$50 Copay			
Diagnostic Test (Labs / X-Rays)		20% after Ded	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray	10% after Ded	\$0 Copay Lab / \$50 Copay X-Ray	\$0 Copay Lab / \$50 Copay X-Ray			
Complex Imaging (MRI, CT & Pet Scan)		20% after Ded	\$300 Copay	\$300 Copay	10% after Ded	\$450 Copay	\$350 Copay			
Out-of-Network Benefits										
Deductible (Individual / Family)		N/A	N/A	N/A	\$5,000 / \$10,000	\$3,000 / \$9,000	\$2,000 / \$6,000			
Coinsurance		N/A	N/A	N/A	40%	40%	50%			
Out-of-Pocket Maximum (Individual / Family)		N/A	N/A	N/A	\$10,000 / \$20,000	\$8,000 / \$16,000	\$8,000 / \$16,000			
Inpatient Hospitalization		N/A	N/A	N/A	40% after Ded	40% after Ded	50% after Ded			
Rates	Counts									
	2000	1500	500							
	18	32	8	\$402.92	\$510.20	\$570.24	\$620.38	\$736.41	\$802.37	
	Employee									
	Employee/Spouse	1	1	1	\$893.11	\$1,129.72	\$1,262.13	\$1,414.48	\$1,679.00	\$1,829.39
	Employee/Child(ren)	1	0	0	\$731.51	\$926.53	\$1,034.03	\$1,240.77	\$1,472.81	\$1,604.74
Employee/Family	0	0	0	\$1,234.62	\$1,562.62	\$1,745.47	\$1,985.22	\$2,356.49	\$2,567.57	
Estimated Monthly Premium		\$8,877.18	\$17,456.12	\$5,824.05	\$13,822.09	\$25,244.12	\$8,248.35			
Combined Estimated Monthly Premium		\$32,157.35			\$47,314.56					
Combined Estimated Annual Premium		\$385,888.20			\$567,774.72					
Percentage Change from Current		0.00%			47.13%					
Annual Dollar Change from Current		\$0.00			\$181,886.52					


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Aetna OAMC 500 \$20/\$40 Copay	Alternate 4B Florida Blue BlueOptions 3769 \$25/\$60
In-Network Benefits			
Deductible (Individual / Family)		\$500 / \$1,000	\$500 / \$1,500
Coinsurance		20%	20%
Out-of-Pocket Maximum (Individual / Family)		\$4,000 / \$8,000	\$3,000 / \$6,000
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes
Lifetime Maximum		Unlimited	Unlimited
Prescription Drugs			
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$30 / \$60	\$10 / \$30 / \$50
Mail Order		2x Retail	2.5x Retail
Routine Care			
Preventive Care		\$0 Copay	\$0 Copay
Primary Office Visit		\$20 Copay	\$25 Copay
Specialist Office Visit		\$40 Copay	\$60 Copay
Referral Needed for Specialist		No	No
Hospital Services			
Inpatient Hospitalization		20% after Ded	20% after Ded
Outpatient Hospitalization		\$600 after Ded	20% after Ded
Emergency Room		\$400 Copay	\$300 Copay
Other Services (Independent Stand Alone Facility)			
Urgent Care		\$50 Copay	\$65 Copay
Diagnostic Test (Labs / X-Rays)		\$0 Copay Lab / \$40 Copay X-Ray	\$0 Copay Lab / \$50 Copay X-Ray
Complex Imaging (MRI, CT & Pet Scan)		\$300 Copay	20% after Ded
Out-of-Network Benefits			
Deductible (Individual / Family)		\$2,000 / \$4,000	\$1,500 / \$4,500
Coinsurance		50%	50%
Out-of-Pocket Maximum (Individual / Family)		\$12,000 / \$24,000	\$6,000 / \$12,000
Inpatient Hospitalization		50% after Ded	50% after Ded
Rates	Counts		
	500 PPO		
	Employee	\$638.57	\$804.05
	Employee/Spouse	\$1,413.80	\$1,833.25
	Employee/Child(ren)	\$1,159.01	\$1,608.11
	Employee/Family	\$1,954.68	\$2,572.97
Estimated Monthly Premium		\$1,277.14	\$1,608.10
Combined Estimated Annual Premium		\$15,325.68	\$19,297.20
Percentage Change from Current		25.91%	
Annual Dollar Change from Current		\$330.96	


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City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Plans			Alternate 5			
		Aetna			United Healthcare			
		OAEPO 2000 HDHP 20% after Ded	OAEPO 1500 \$25/\$50 Copay	OAEPO 500 \$20/\$40 Copay	NHP CRUO 50% after Ded	NHP CRWF \$0/\$75/\$100 Copay	NHP CRVO \$25/\$75 Copay	
In-Network Benefits								
Deductible (Individual / Family)		\$2,000 / \$4,000	\$1,500 / \$3,000	\$500 / \$1,000	\$4,250 / \$8,500	\$7,000 / \$14,000	\$2,000 / \$4,000	
Coinsurance		20%	20%	20%	50%	0%	20%	
Out-of-Pocket Maximum (Individual / Family)		\$4,500 / \$7,150	\$5,000 / \$10,000	\$4,000 / \$8,000	\$7,050 / \$14,100	\$8,500 / \$17,000	\$7,500 / \$15,000	
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes	Yes	Yes	Yes	Yes	
Lifetime Maximum		Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	
Prescription Drugs								
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$45 / \$80 after Ded	\$10 / \$40 / 470	\$10 / \$30 / \$60	\$10 / \$35 / \$70 after Ded	\$10 / \$35 / \$70	\$10 / \$35 / \$70	
Mail Order		2x Retail	2x Retail	2x Retail	2.5x Retail	2.5x Retail	2.5x Retail	
Routine Care								
Preventive Care		\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	\$0 Copay	
Primary Office Visit		20% after Ded	\$25 Copay	\$20 Copay	50% after Ded	\$0 Copay	\$25 / \$75 Copay	
Specialist Office Visit		20% after Ded	\$50 Copay	\$40 Copay	50% after Ded	\$75 / \$100 Copay	\$75 / 20% after Ded	
Referral Needed for Specialist		No	No	No	No	No	No	
Hospital Services								
Inpatient Hospitalization		20% after Ded	20% after Ded	20% after Ded	50% after Ded	\$750 after Ded	20% after Ded + \$500	
Outpatient Hospitalization		20% after Ded	\$600 after Ded	\$600 after Ded	50% after Ded	\$500 after Ded	20% after Ded + \$350	
Emergency Room		20% after Ded	\$500 Copay	\$400 Copay	50% after Ded	\$500 after Ded	20% after Ded + \$350	
Other Services (Independent Stand Alone Facility)								
Urgent Care		20% after Ded	\$50 Copay	\$50 Copay	50% after Ded	\$75 Copay	\$50 Copay	
Diagnostic Test (Labs / X-Rays)		20% after Ded	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray	50% after Ded	\$25 Copay Lab / \$100 Copay X-Ray	20% after Ded	
Complex Imaging (MRI, CT & Pet Scan)		20% after Ded	\$300 Copay	\$300 Copay	50%^ after Ded	\$250 after Ded	20%after Ded + \$250	
Out-of-Network Benefits								
Deductible (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A	
Coinsurance		N/A	N/A	N/A	N/A	N/A	N/A	
Out-of-Pocket Maximum (Individual / Family)		N/A	N/A	N/A	N/A	N/A	N/A	
Inpatient Hospitalization		N/A	N/A	N/A	N/A	N/A	N/A	
Rates	Counts							
	2000	1500	500					
	Employee	18	32					8
	Employee/Spouse	1	1					1
	Employee/Child(ren)	1	0					0
	Employee/Family	0	0					0
Estimated Monthly Premium		\$8,877.18	\$17,456.12	\$5,824.05	\$14,416.43	\$24,973.83	\$8,223.39	
Combined Estimated Monthly Premium		\$32,157.35			\$47,613.65			
Combined Estimated Annual Premium		\$385,888.20			\$571,363.80			
Percentage Change from Current		0.00%			48.06%			
Annual Dollar Change from Current		\$0.00			\$185,475.60			


This summary highlights the benefits. It is not a summary plan description (SPD). Official plan documents actually govern the rights and benefits including covered expenses, exclusions and limitations. If any discrepancy exists between this summary and the official documents, the official documents will prevail.

City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

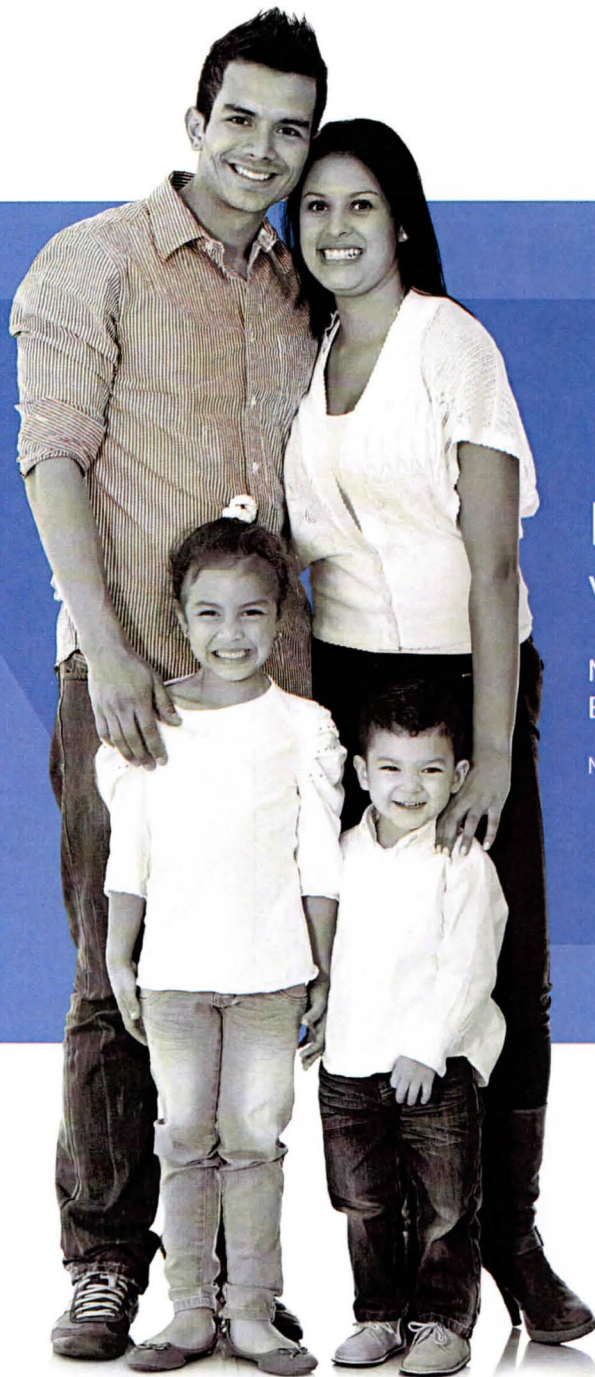
		Current Aetna OAMC 500 \$20/\$40 Copay	Alternate 5B United Healthcare NHP CRVP \$25/\$50
In-Network Benefits			
Deductible (Individual / Family)		\$500 / \$1,000	\$3,000 / \$6,000
Coinsurance		20%	50%
Out-of-Pocket Maximum (Individual / Family)		\$4,000 / \$8,000	\$7,500 / \$15,000
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes
Lifetime Maximum		Unlimited	Unlimited
Prescription Drugs			
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$30 / \$60	\$10 / \$35 / \$70
Mail Order		2x Retail	2.5x Retail
Routine Care			
Preventive Care		\$0 Copay	\$0 Copay
Primary Office Visit		\$20 Copay	\$25 / \$75 Copay
Specialist Office Visit		\$40 Copay	\$50 / 50% after Ded
Referral Needed for Specialist		No	No
Hospital Services			
Inpatient Hospitalization		20% after Ded	50% after Ded + \$500
Outpatient Hospitalization		\$600 after Ded	50% after Ded + \$350
Emergency Room		\$400 Copay	50% after Ded + \$350
Other Services (Independent Stand Alone Facility)			
Urgent Care		\$50 Copay	\$50 Copay
Diagnostic Test (Labs / X-Rays)		\$0 Copay Lab / \$40 Copay X-Ray	50% after Ded
Complex Imaging (MRI, CT & Pet Scan)		\$300 Copay	50% after Ded + \$250
Out-of-Network Benefits			
Deductible (Individual / Family)		\$2,000 / \$4,000	N/A
Coinsurance		50%	N/A
Out-of-Pocket Maximum (Individual / Family)		\$12,000 / \$24,000	N/A
Inpatient Hospitalization		50% after Ded	N/A
Rates	Counts		
	500 PPO		
	Employee	\$638.57	\$750.02
	Employee/Spouse	\$1,413.80	\$1,660.54
	Employee/Child(ren)	\$1,159.01	\$1,362.04
	Employee/Family	\$1,954.68	\$2,297.31
Estimated Monthly Premium		\$1,277.14	\$1,500.04
Combined Estimated Annual Premium		\$15,325.68	\$18,000.48
Percentage Change from Current		17.45%	
Annual Dollar Change from Current		\$222.90	

This summary highlights the benefits. It is not a summary plan description (SPD). Official plan documents actually govern the rights and benefits including covered expenses, exclusions and limitations. If any discrepancy exists between this summary and the official documents, the official documents will prevail.

City of Avon Park
Medical Cost Analysis
Effective Date: October 1, 2022

		Current Plans			Alternate 6			
		OAEPO 2000 HDHP 20% after Ded	Aetna OAEPO 1500 \$25/\$50 Copay	OAEPO 500 \$20/\$40 Copay	Redirect Health EverydayCare (Single Plan Option) \$0/\$50			
In-Network Benefits								
Deductible (Individual / Family)		\$2,000 / \$4,000	\$1,500 / \$3,000	\$500 / \$1,000	See Flyer	See Flyer	See Flyer	
Coinsurance		20%	20%	20%	See Flyer	See Flyer	See Flyer	
Out-of-Pocket Maximum (Individual / Family)		\$4,500 / \$7,150	\$5,000 / \$10,000	\$4,000 / \$8,000	See Flyer	See Flyer	See Flyer	
(Deductible applies to Out-of-Pocket Maximum)		Yes	Yes	Yes	Yes	Yes	Yes	
Lifetime Maximum		Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	Unlimited	
Prescription Drugs								
Tier 1 / Tier 2 / Tier 3 / Tier 4		\$10 / \$45 / \$80 after Ded	\$10 / \$40 / 470	\$10 / \$30 / \$60	See Flyer	See Flyer	See Flyer	
Mail Order		2x Retail	2x Retail	2x Retail	See Flyer	See Flyer	See Flyer	
Routine Care								
Preventive Care		\$0 Copay	\$0 Copay	\$0 Copay	See Flyer	See Flyer	See Flyer	
Primary Office Visit		20% after Ded	\$25 Copay	\$20 Copay	See Flyer	See Flyer	See Flyer	
Specialist Office Visit		20% after Ded	\$50 Copay	\$40 Copay	See Flyer	See Flyer	See Flyer	
Referral Needed for Specialist		No	No	No	See Flyer	See Flyer	See Flyer	
Hospital Services								
Inpatient Hospitalization		20% after Ded	20% after Ded	20% after Ded	See Flyer	See Flyer	See Flyer	
Outpatient Hospitalization		20% after Ded	\$600 after Ded	\$600 after Ded	See Flyer	See Flyer	See Flyer	
Emergency Room		20% after Ded	\$500 Copay	\$400 Copay	See Flyer	See Flyer	See Flyer	
Other Services (Independent Stand Alone Facility)								
Urgent Care		20% after Ded	\$50 Copay	\$50 Copay	See Flyer	See Flyer	See Flyer	
Diagnostic Test (Labs / X-Rays)		20% after Ded	\$0 Copay Lab / \$60 Copay X-Ray	\$0 Copay Lab / \$40 Copay X-Ray	See Flyer	See Flyer	See Flyer	
Complex Imaging (MRI, CT & Pet Scan)		20% after Ded	\$300 Copay	\$300 Copay	See Flyer	See Flyer	See Flyer	
Out-of-Network Benefits								
Deductible (Individual / Family)		N/A	N/A	N/A	See Flyer	See Flyer	See Flyer	
Coinsurance		N/A	N/A	N/A	See Flyer	See Flyer	See Flyer	
Out-of-Pocket Maximum (Individual / Family)		N/A	N/A	N/A	See Flyer	See Flyer	See Flyer	
Inpatient Hospitalization		N/A	N/A	N/A	See Flyer	See Flyer	See Flyer	
Rates	Counts							
	2000	1500	500					
	18	32	8					
	Employee							
	Employee/Spouse	1	1					1
	Employee/Child(ren)	1	0					0
Employee/Family	0	0	0					
Estimated Monthly Premium		\$8,877.18	\$17,456.12	\$5,824.05	\$8,710.00	\$13,425.00	\$3,945.00	
Combined Estimated Monthly Premium		\$32,157.35			\$26,080.00			
Combined Estimated Annual Premium		\$385,888.20			\$312,960.00			
Percentage Change from Current		0.00%			-18.90%			
Annual Dollar Change from Current		\$0.00			-\$72,928.20			

This summary highlights the benefits. It is not a summary plan description (SPD). Official plan documents actually govern the rights and benefits including covered expenses, exclusions and limitations. If any discrepancy exists between this summary and the official documents, the official documents will prevail.



EverydayCARE[®] with Hospitalization

Member-Only
Benefits Summary



Managed by Redirect Health

Routine Care can
Always be \$0
when Redirect Health
prepares your appointment

24/7/365
In English & Spanish

Welcome to SIMPLE AND TRULY AFFORDABLE virtual-first healthcare on your terms. Your EverydayCARE[®] plan provides real savings, 24/7/365 access to care, and a dedicated care team to ensure you always get the healthcare you need. Your membership includes primary care (virtual and in-office), mental health, free chiropractic, prescriptions, a large network of doctors, plus a low-cost deductible for hospitalization and so much more.

Benefit Summary

FEATURES	BENEFITS
EverydayCARE® Network Virtual Primary Care Visits (24/7/365) Primary & Urgent Care Office Visits Annual Adult Physical¹ & Well Child¹ Chiropractic Office Visits (12 visits per plan year) Labs (most routine - RedirectHealth.com/labcorp2021) X-ray Mental Health & Tele-Counseling Rx and Immunizations - RedirectHealth.com/formulary	<p>Always Use the Member App FIRST</p> <p>Multiplan  PHCS Practitioner Network (or add a doctor)[†]</p> <p>\$0 Copay with Appointment Preparation through the Redirect Member App</p> <p>OR</p> <p>\$50 Copay for self-directed care or out-of-network²</p> <p>No Cost Tele-Counseling</p> <p>Tiered Copays (\$10, \$25, \$50, \$100, \$250, \$500)</p>
Specialist/Hospital/Advanced Imaging (Directed through Redirect Health or no benefit)	
Network Specialist Consults & Care MRI, CT Scans, Ultra-Sound & other imaging Hospital Care - Inpatient Care & Outpatient Services (Pre-authorization required) Emergency Room	<p>Multiplan  PHCS Practitioner Network (or add a doctor)[†]</p> <p>\$50 Copay with Appointment Preparation through the Redirect Health App</p> <p>OR</p> <p>\$100 copay for out-of-network³ with Appointment Preparation through the Redirect Health App</p> <p>Individual - \$2,000 Deductible 20% coinsurance \$4,000 out-of-pocket max</p> <p>Family - \$4,000 Deductible 20% coinsurance \$6,000 out-of-pocket max</p> <p>\$500 + 20% Coinsurance</p>
Limitations & Exclusions	
Excluded Services⁴ – Always appointment preparation, coordination, navigation, alternative funding management, and pre-negotiations	Organ transplants, dialysis, skilled nursing and specialty & non-formulary medications ⁴

This program is an ERISA self-funded insurance plan managed by Redirect Health exclusively for members of the Modern Business Council. The risk pool is managed by Newpath Mutual Insurance Company. See program guide for details. ¹ Routine physical/exam; gynecological exam; mammogram; pap smear; prostate testing (PSA); other routine lab and immunizations. In-network routine endoscopy, colonoscopy, sigmoidoscopy, vision or hearing screening for children, and x-ray will also be included at no cost (with authorization) when required by provisions of the Affordable Care Act. Visit www.hrsa.gov for all Minimum Essential Coverage as outlined by the Affordable Care Act. ² Maximum allowable is 140% of Medicare allowable. ³ Pre-authorization required, self-directed visits with out-of-network providers are 100% member responsibility. Maximum allowable is 140% of Medicare allowable. ⁴ See Plan Document for coverage limitations and details. [†] Any doctor who accepts the Redirect Health Usual, Customary & Reasonable (UCR) Agreement can be in-network. This overview is intended only as an illustration of the benefit plan design. Please refer to your Plan Document for actual coverage, limitation, and exclusion provisions.

How your plan works

Get the most out of your healthcare by following these simple steps.

What if I need care?

Always use the Member App to schedule care and prepare for your appointments. Many times you'll get everything you need over the phone. Your Care Team will make sure you always get the right care. Never spend more than you should.

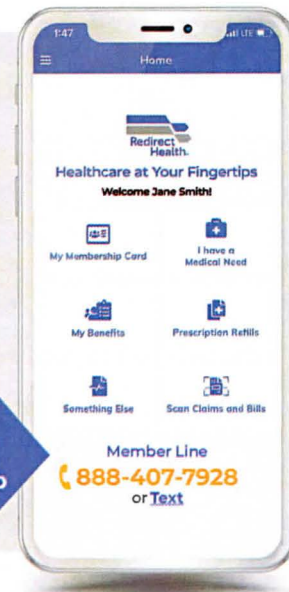
What if I get a bill?

Submit doctor's bills through the SECURE Member App (but most times we'll pay your doctor before you get a bill)

What if I have extra questions?

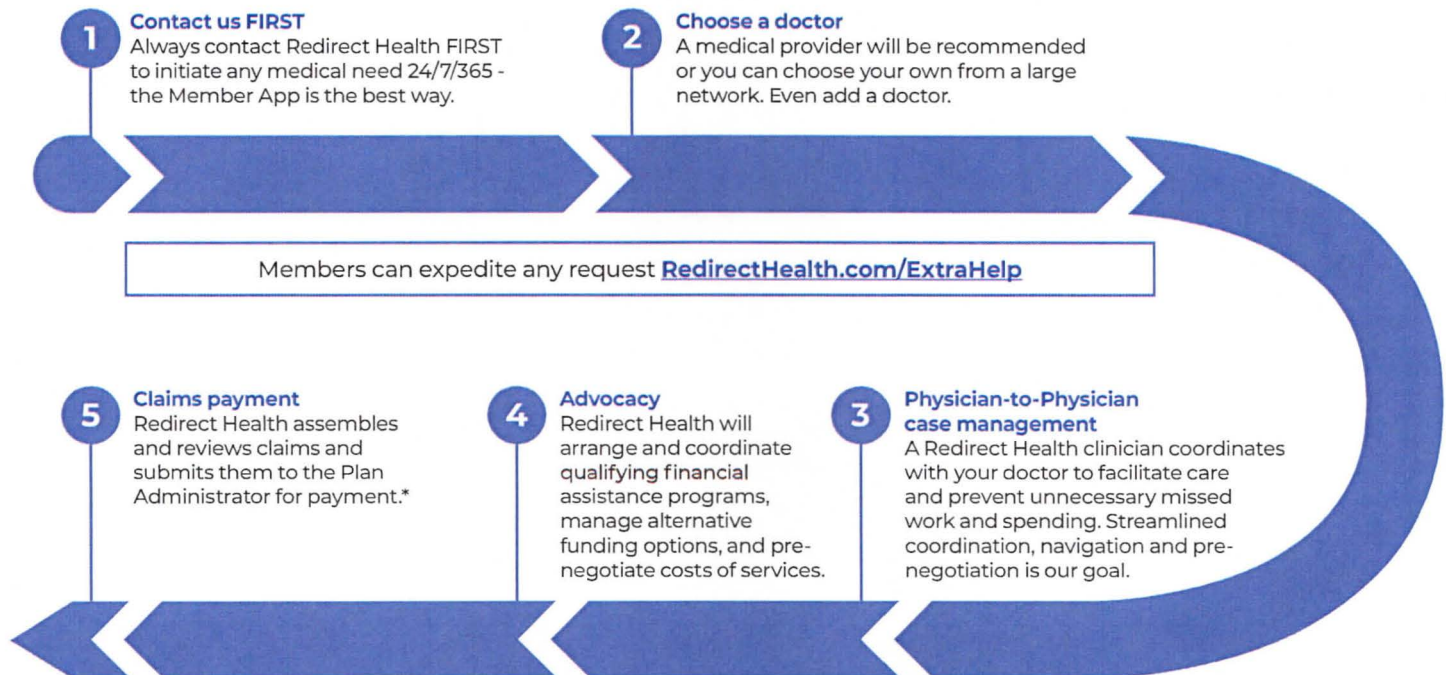
Expedite any request or obstacle on the Member App or use RedirectHealth.com/ExtraHelp

Click here to
download the App
RedirectHealth.com/app



How large medical claims are paid

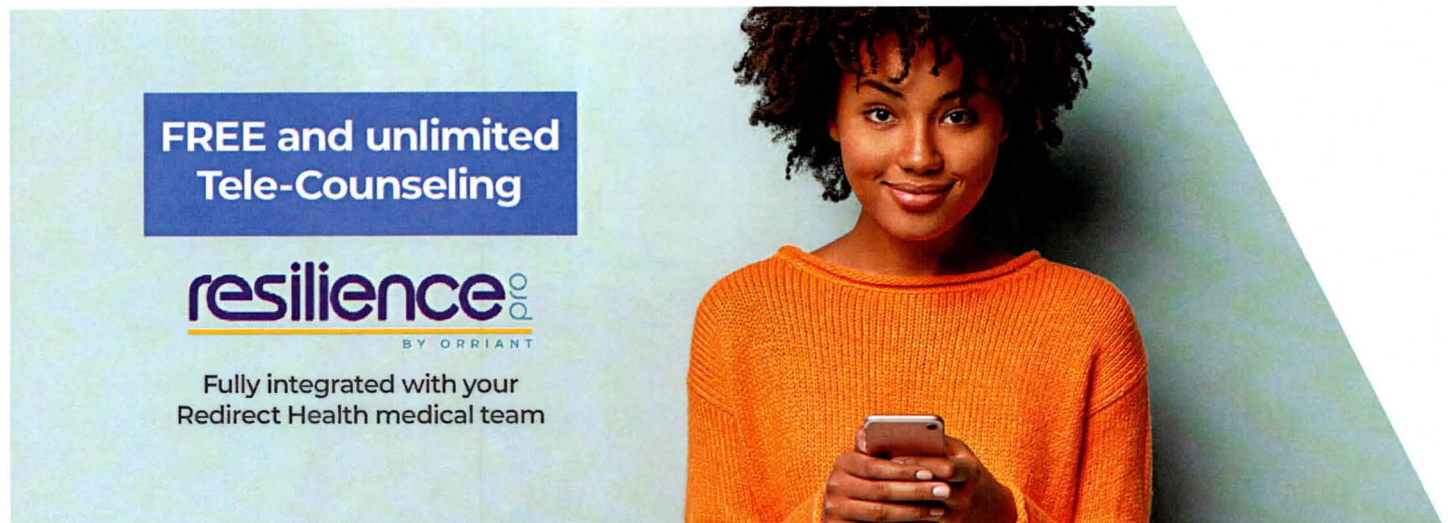
Your Redirect Health plan protects you and your family from high-dollar medical expenses



*Specialist, advanced imaging, and hospital claims must be pre-authorized and coordinated by Redirect Health to be eligible for payment.

Resilience PRO by Orriant Mental Wellness

Life can be stressful. The path to mental wellness starts right here.



With the support of:

- Mental Wellness Consultants
- Life Coaches
- Mental Health Crisis Counselors 24/7

Get help navigating life's challenges

Resilience PRO provides Redirect Health members effective tools, programs, suggestions, and coaching to help navigate the ups and downs of emotional and mental health. Resilience PRO provides gradual and measured behavioral changes – a new personal journey.

FREE Unlimited Consultations via video or telephone

Schedule appointments 8 am to 5 pm MT (weekdays)
or, call any time in the event of an urgent crisis.

- **Appointments last for up to 30 minutes.**
- **Consultations are available in both English & Spanish.**

Employee Only: \$395
Employee / Spouse: \$785
Employee / Children: \$815
Family: \$1145

Resilience PRO will help with any of the following:

- | | | |
|------------------|------------------------|-----------------|
| • Depression | • Stress/Anxiety | • Relationships |
| • Grief/Trauma | • Isolation/Loneliness | • Job Issues |
| • Financial Woes | • Emotional Struggles | • Well-being |
| • Addictions | • Coping Skills | • Anger |
| • Self-esteem | • Obsessiveness | • And more |

Contact us through your App to schedule appointments

CITY OF AVON PARK

Large Claim Listing

Effective Date: October 1, 2021

Policyholder Number - 108657

- This report is designed to meet your need for data in evaluating your benefit plan. We have removed individual member identifiers (e.g., name, ID number, etc.) because most plan sponsors find that their needs can be met without identifiers and also to comply with state and federal health information privacy regulations.
- Amounts below reflect Medical and RX costs.

Total Group

Claimants with over \$10,000 in claims for 5/1/2021 - 4/30/2022

Claimant	Medical	Rx	Total	ICD-10 Code Description	Claimant Status
Claimant 1	\$105,452	\$73,370	\$178,822	Encounter For Antineoplastic Immunotherapy	Active
Claimant 2	\$59,297	\$111	\$59,408	Inflammatory Disorders Of Scrotum	Active
Claimant 3	\$31,001	\$105	\$31,107	Other Chest Pain	Active

The months of March 2020 and forward may show lower claim amounts than the average claim month due to the COVID-19 pandemic. These months may not be reflective of normal utilization patterns, and we do not recommend using these months in projecting future utilization. Medical and dental utilization began to return to normal levels in June and July. We expect utilization in the second half of the year to remain at these levels with some regions continuing to be affected by COVID-19 waves

City Of Avon Park

Premium Credit

Effective Date: October 01, 2022

We are offering a one-time premium reduction of \$52,425.98 or amount equal to 1 months of premium, whichever is less. This reduction will apply to a mutually agreed upon month in October 01, 2022 to September 30, 2023 policy period and would be included as part of the final contract. This reduction would be subject to the following provisions:

- a. Our Fully Insured medical policy will remain in effect for the duration of the policy period.
- b. City Of Avon Park is required to make the required premium payments in accordance with contract provisions.
- c. Standard contract termination provisions apply.
- d. All of the plan caveats as stated in the Assumptions section of the Caveats page in the final proposal are met.
- e. Future renewals will be calculated based on the annualized premium before giving any effect to the premium reduction.
- f. In some cases, this premium reduction may not be available or may be available only if you purchase all quoted coverages. Please contact your Aetna representative for details.

In the event that any of these provisions are not met or City Of Avon Park terminates the contract prior to the end of the policy period listed above, City Of Avon Park will be required to remit the total amount of the reduction back to us within thirty days of notice of non-compliance.

The premium rates shown on the accompanying Rate Sheet will be billed every month of the policy period. The premium reduction will be shown as a separate line item. When you accept our quote, the Rate Sheet will become part of your Group Agreement with us.

You may wish to consult with your legal advisors about any changes that you may need to make in the administration of your plan as a result of this reduction consistent with your fiduciary obligations such as making adjustments to participant contributions.

Signature below indicates acceptance of these terms.

Jeff Tassmer - Underwriting Director

Date

Officer - City Of Avon Park

Date



August 3, 2022

Hi Kishondra,

I looked at this one every which way. Unfortunately, we do not handle groups 51+ enrolled. Sometimes I can write them if they have under 50 enrolled on their prior bill.

Looks like this one is outside my ballpark.

Please Note For 9/1 Groups:

For timely submission, need applications completed by Friday (8/12)

For smooth implementation, need submission documents by Friday (8/19)

Thanks,

Tim Gelsomino

Sales Consultant

Allstate Benefits – Group Health

Direct: 813-488-2781

Cell: 401-241-4743

Contact [John Neveux](#) for any Group Ancillary Quotes

Need to schedule a meeting? Click below.

<https://calendly.com/timothy-gelsomino>





Jason Szarek
New Business Manager
255 Primera Blvd. Suite 264
Tampa, FL 33607

August 03, 2022

Kishrondra Petruska
Acentria Insurance, a Foundation Risk Partners Company
9432 Baymeadows Rd. Suite 260
Jacksonville, FL 32256

RE: City of Avon Park

Dear Kishrondra Petruska,

Thank you for considering Cigna HealthCare for City of Avon Park.

Based upon our evaluation of the information provided with your request for proposal, we do not believe that we can offer a competitive proposal. Therefore, we respectfully decline to offer a quote at this time.

We appreciate being given the opportunity to review your request for a proposal and we look forward to working with you on future prospects. Please do not hesitate to contact me if you have any questions.

Sincerely,

Jason Szarek
New Business Manager
(813) 637-1382

Attention California Agents/Brokers: A copy of this letter must immediately be forwarded to the client in order to comply with California law, SB 1163 (2010).

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July 27, 2022

Hi Kishrondra,

After running the SARA tools, we are not able to quote this group due to too high of risk.

Thanks,

Sue White

Underwriter

D 920.425.7111 | T 920.338.1970 | F 920.338.1971

swhite@stratuw.com

Strategic Underwriting Solutions, an Amwins Company
2593 Development Drive | Suite 200 | Green Bay, WI 54311-4246
amwins.com



**Strategic
Underwriting
Solutions**

In New York: DBA Amwins A & H Underwriting Services, LLC

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City of Avon Park Dental Cost Analysis

Effective: October 1, 2022

		Current / Renewal Guardian Low Plan Dental PPO		Option 2 Principal Low Plan Dental PPO	
		In-Network	Out-of Network	In-Network	Out-of Network
Rates	Counts				
Single	3	\$21.85		\$20.62	
Employee + Spouse	0	\$43.71		\$41.25	
Employee + Child(ren)	1	\$41.92		\$39.56	
Family	0	\$65.50		\$61.80	
Estimated Annual Premium		\$1,290		\$1,217	
Percentage Change		N/A		-5.63%	
Dollar Change		N/A		-\$72.60	
Deductible		Preventative	Preventative	Preventative	Preventative
Individual		\$50	\$50	\$50	\$50
Family		\$150	\$150	\$150	\$150
Annual Maximum					
Individual		\$1,000	\$1,000	\$1,000	\$1,000
Family		\$1,000 / Member	\$1,000 / Member	\$1,000 / Member	\$1,000 / Member
Rollover		Yes	Yes	Yes	Yes
Diagnostic & Preventative					
Exams		90%	90%	90%	90%
Cleanings		90%	90%	90%	90%
Fluoride		90%	90%	90%	90%
X-Rays		90%	90%	90%	90%
Sealants		90%	90%	90%	90%
Regular Restorative Services					
Fillings, Stainless Crowns		70%	70%	70%	70%
Endodontics (Root Canal)		50%	50%	50%	50%
Periodontics (Gum Disease)		50%	50%	50%	50%
Simple Extractions		50%	50%	50%	50%
Major Services					
Crowns, Inlays, Outlays		50%	50%	50%	50%
Bridges and Dentures		50%	50%	50%	50%
Implants		50%	50%	50%	50%
Repairs and Adjustments		50%	50%	50%	50%
Orthodontics					
Appliances and Related Services		50%	50%	50%	50%
Lifetime Maximum		\$1,000	\$1,000	\$1,000	\$1,000
Age Limitation		19	19	19	19
Participation Requirements		N/A		Current Enrollment	
Packaging Requirements		N/A		Sold with Vision	



City of Avon Park Dental Cost Analysis

Effective: October 1, 2022

		Current / Renewal Guardian High Plan Dental PPO		Option 2 Principal High Plan Dental PPO	
		In-Network	Out-of Network	In-Network	Out-of Network
Rates	Counts				
Single	34	\$25.12		\$24.36	
Employee + Spouse	6	\$50.24		\$47.40	
Employee + Child(ren)	3	\$60.65		\$57.22	
Family	0	\$89.42		\$84.37	
Estimated Annual Premium		\$16,050		\$15,412	
Percentage Change		N/A		-3.98%	
Dollar Change		N/A		-\$638.04	
Deductible		Preventative	Preventative	Preventative	Preventative
Individual		\$50	\$50	\$50	\$50
Family		\$150	\$150	\$150	\$150
Annual Maximum					
Individual		\$1,500	\$1,500	\$1,500	\$1,500
Family		\$1,500 / Member	\$1,500 / Member	\$1,500 / Member	\$1,500 / Member
Rollover		Yes	Yes	Yes	Yes
Diagnostic & Preventative					
Exams		100%	100%	100%	100%
Cleanings		100%	100%	100%	100%
Fluoride		100%	100%	100%	100%
X-Rays		100%	100%	100%	100%
Sealants		100%	100%	100%	100%
Regular Restorative Services					
Fillings, Stainless Crowns		80%	80%	80%	80%
Endodontics (Root Canal)		50%	50%	50%	50%
Periodontics (Gum Disease)		50%	50%	50%	50%
Simple Extractions		50%	50%	50%	50%
Major Services					
Crowns, Inlays, Outlays		50%	50%	50%	50%
Bridges and Dentures		50%	50%	50%	50%
Implants		50%	50%	50%	50%
Repairs and Adjustments		50%	50%	50%	50%
Orthodontics					
Appliances and Related Services		50%	50%	50%	50%
Lifetime Maximum		\$1,000	\$1,000	\$1,000	\$1,000
Age Limitation		19	19	19	19
Participation Requirements		N/A		Current Enrollment	
Packaging Requirements		N/A		Sold with Vision	



City of Avon Park Vision Cost Analysis

Effective: October 1, 2022

		Current Guardian VSP Vision		Renewal Guardian VSP Vision		Option 2 Principal VSP Vision	
		In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Rates	Counts						
Single	31	\$6.29		\$6.67		\$5.94	
Employee + Spouse	7	\$11.94		\$12.66		\$17.22	
Employee + Children	3	\$13.94		\$14.78		\$19.11	
Family	2	\$19.67		\$20.85		\$24.52	
Estimated Annual Premium		\$4,317		\$4,577		\$4,933	
Percentage of Change		N/A		6.03%		14.27%	
Lenses							
Frequency		12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
Single		\$10	Up to \$23	\$10	Up to \$23	\$10	Up to \$30
Bifocal		\$10	Up to \$37	\$10	Up to \$37	\$10	Up to \$50
Trifocal		\$10	Up to \$49	\$10	Up to \$49	\$10	Up to \$65
Lenticular Lens		\$10	Up to \$64	\$10	Up to \$64	\$10	Up to \$100
Contact Lenses (in lieu of frames / lenses)							
Frequency		12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
Elective Allowance		\$130 Allowance	Up to \$100	\$130 Allowance	Up to \$100	\$130 Allowance	Up to \$105
Medically Necessary		Covered in Full	Up to \$210	Covered in Full	Up to \$210	\$25	Up to \$210
Frames							
Frequency		24 Months	24 Months	24 Months	24 Months	24 Months	24 Months
Allowance		\$130 Allowance	Up to \$46	\$130 Allowance	Up to \$46	\$130 Allowance	Up to \$70
Exams							
Frequency		12 Months	12 Months	12 Months	12 Months	12 Months	12 Months
Exam		\$10	Up to \$39	\$10	Up to \$39	\$10	Up to \$45
Participation Requirement		N/A		N/A		Current Enrollment	
Packaging Requirements		N/A		N/A		Sold with Dental	





Current Public Entity Clients

Cities & Towns

Alford, Town of
Altha, Town of
Apopka, City of
Arcadia, City of
Bayonne, City of
Brick, Township of
Clayton, Town of
Deltona, City of
Destin, City of
Doral, City of
Durham, City of
Fort Myers, City of
Fuquay Varina, Town of
Garner, Town of
Havana, Town of
Hillsboro Beach, Town of
Hoboken, City of
Hope Mills, Town of
Irvington, Township of
Keyport, Borough of
Lauderdale By-The-Sea, Town of
Lillington, Town of
Livingston, Township of
Miami Beach, City of
Miami Shores Village
Cities & Towns (Continued)
Morristown, Town of
Newark Board of Education
Newark, City of
Niceville, City of
North Bay Village
North Miami, City of
Orange, City of
Passaic, City of
Panama City Beach, City of
Panama City, City of

Cities & Towns Cont.

Parker, City of
Passaic, County of
Port St. Joe, City of
Quincy, City of
Red Bank, Borough of
Selma, Town of
Spring Lake, Town of
Titusville, City of
Vernon, Township of
Wachulla, City of
Warren, County of
West Orange, Township of
Windermere, Town of
Winter Garden, City of
Wood Ridge, Borough of
Zebulon, Town of

Counties

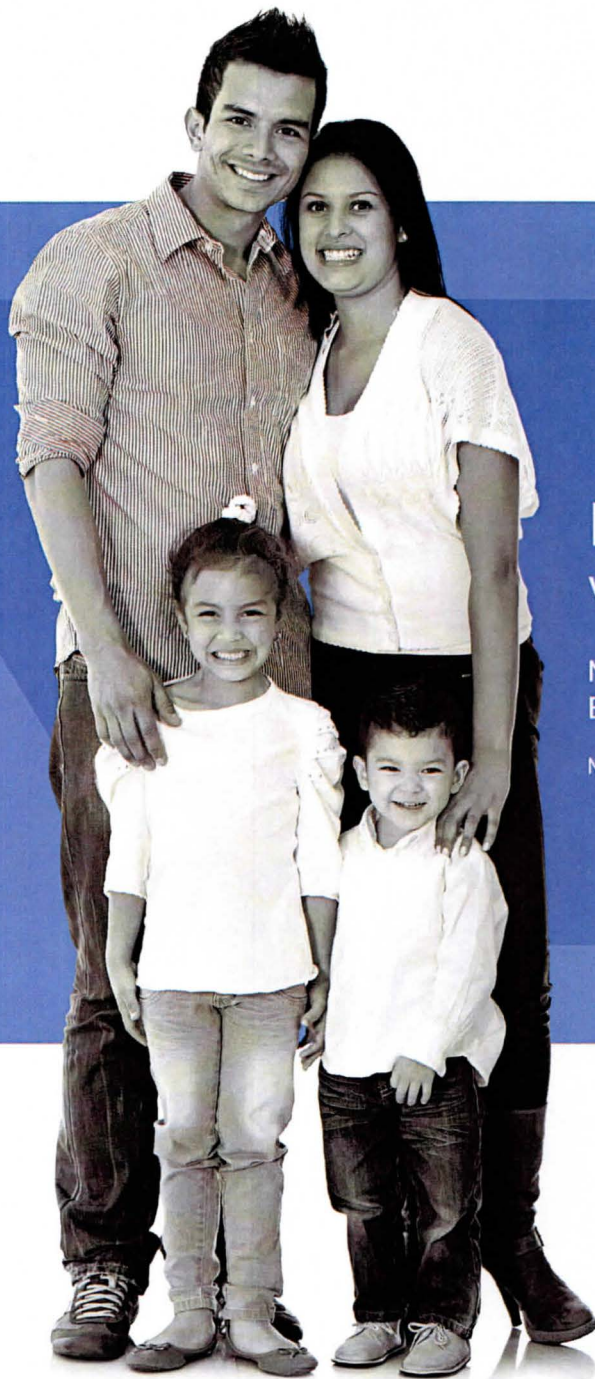
Calhoun County BOCC
Davie County Government
Durham County Government (Medicare)
Franklin County BOCC
Gadsden County BOCC
Gulf County BOCC
Hardee County BOCC
Lafayette County BOCC
Liberty County BOCC
Washington County BOCC

**School Districts**

Bayonne Board of Education
DeSoto County School District
Gadsden School District
Hardee County School Board
Irvington Board of Education
Jersey City Board of Education
Mendham Borough BOE
Okaloosa School District
Passaic Board of Education
Passaic Valley High School BOE
Taylor County BOCC
Totowa Board of Education

Other Public Entities

Baker Fire District
Crestview Housing Authority
Destin Fire Control District
Florida Keys MQ District
Halifax Health
New Smyrna Beach Utilities
NJ District Water Commission
Northwest Florida WM District
Osceola Clerk of Court
Panama City Downtown CRA
Panama City Downtown North CRA
Panama City Millville CRA
Panama City St Andrews CRA
Passaic Valley Water Commission
Quincy Gadsden Airport Authority
RWJ Barnabas
Sebastian Utilities Commission
South Walton MQ District
State Employee Association of NC
Tice Fire Control District



EverydayCARE[®] with Hospitalization

Member-Only
Benefits Summary



Managed by Redirect Health

Routine Care can
Always be \$0
when Redirect Health
prepares your appointment

24/7/365
In English & Spanish

Welcome to SIMPLE AND TRULY AFFORDABLE virtual-first healthcare on your terms. Your EverydayCARE[®] plan provides real savings, 24/7/365 access to care, and a dedicated care team to ensure you always get the healthcare you need. Your membership includes primary care (virtual and in-office), mental health, free chiropractic, prescriptions, a large network of doctors, plus a low-cost deductible for hospitalization and so much more.

Benefit Summary

FEATURES	BENEFITS
EverydayCARE® <p>Network</p> <p>Virtual Primary Care Visits (24/7/365)</p> <p>Primary & Urgent Care Office Visits</p> <p>Annual Adult Physical¹ & Well Child¹</p> <p>Chiropractic Office Visits (12 visits per plan year)</p> <p>Labs (most routine - RedirectHealth.com/labcorp2021)</p> <p>X-ray</p> <p>Mental Health & Tele-Counseling</p> <p>Rx and Immunizations - RedirectHealth.com/formulary</p>	<p>Always Use the Member App FIRST</p> <p>Multiplan  PHCS Practitioner Network (or add a doctor)[†]</p> <p>\$0 Copay with Appointment Preparation through the Redirect Member App</p> <p>OR</p> <p>\$50 Copay for self-directed care or out-of-network²</p> <p>No Cost Tele-Counseling</p> <p>Tiered Copays (\$10, \$25, \$50, \$100, \$250, \$500)</p>
<p>Specialist/Hospital/Advanced Imaging (Directed through Redirect Health or no benefit)</p> <p>Network</p> <p>Specialist Consults & Care</p> <p>MRI, CT Scans, Ultra-Sound & other imaging</p> <p>Hospital Care - Inpatient Care & Outpatient Services (Pre-authorization required)</p> <p>Emergency Room</p>	<p>Multiplan  PHCS Practitioner Network (or add a doctor)[†]</p> <p>\$50 Copay with Appointment Preparation through the Redirect Health App</p> <p>OR</p> <p>\$100 copay for out-of-network³ with Appointment Preparation through the Redirect Health App</p> <p>Individual - \$2,000 Deductible 20% coinsurance \$4,000 out-of-pocket max</p> <p>Family - \$4,000 Deductible 20% coinsurance \$6,000 out-of-pocket max</p> <p>\$500 + 20% Coinsurance</p>
<p>Limitations & Exclusions</p> <p>Excluded Services⁴ – Always appointment preparation, coordination, navigation, alternative funding management, and pre-negotiations</p>	<p>Organ transplants, dialysis, skilled nursing and specialty & non-formulary medications⁴</p>

This program is an ERISA self-funded insurance plan managed by Redirect Health exclusively for members of the Modern Business Council. The risk pool is managed by Newpath Mutual Insurance Company. See program guide for details. ¹ Routine physical/exam; gynecological exam; mammogram; pap smear; prostate testing (PSA); other routine lab and immunizations. In-network routine endoscopy, colonoscopy, sigmoidoscopy, vision or hearing screening for children, and x-ray will also be included at no cost (with authorization) when required by provisions of the Affordable Care Act. Visit www.hrsa.gov for all Minimum Essential Coverage as outlined by the Affordable Care Act. ² Maximum allowable is 140% of Medicare allowable. ³ Pre-authorization required, self-directed visits with out-of-network providers are 100% member responsibility. Maximum allowable is 140% of Medicare allowable. ⁴ See Plan Document for coverage limitations and details. [†] Any doctor who accepts the Redirect Health Usual, Customary & Reasonable (UCR) Agreement can be in-network. This overview is intended only as an illustration of the benefit plan design. Please refer to your Plan Document for actual coverage, limitation, and exclusion provisions.

How your plan works

Get the most out of your healthcare by following these simple steps.

What if I need care?

Always use the Member App to schedule care and prepare for your appointments. Many times you'll get everything you need over the phone. Your Care Team will make sure you always get the right care. Never spend more than you should.

What if I get a bill?

Submit doctor's bills through the SECURE Member App (but most times we'll pay your doctor before you get a bill)

What if I have extra questions?

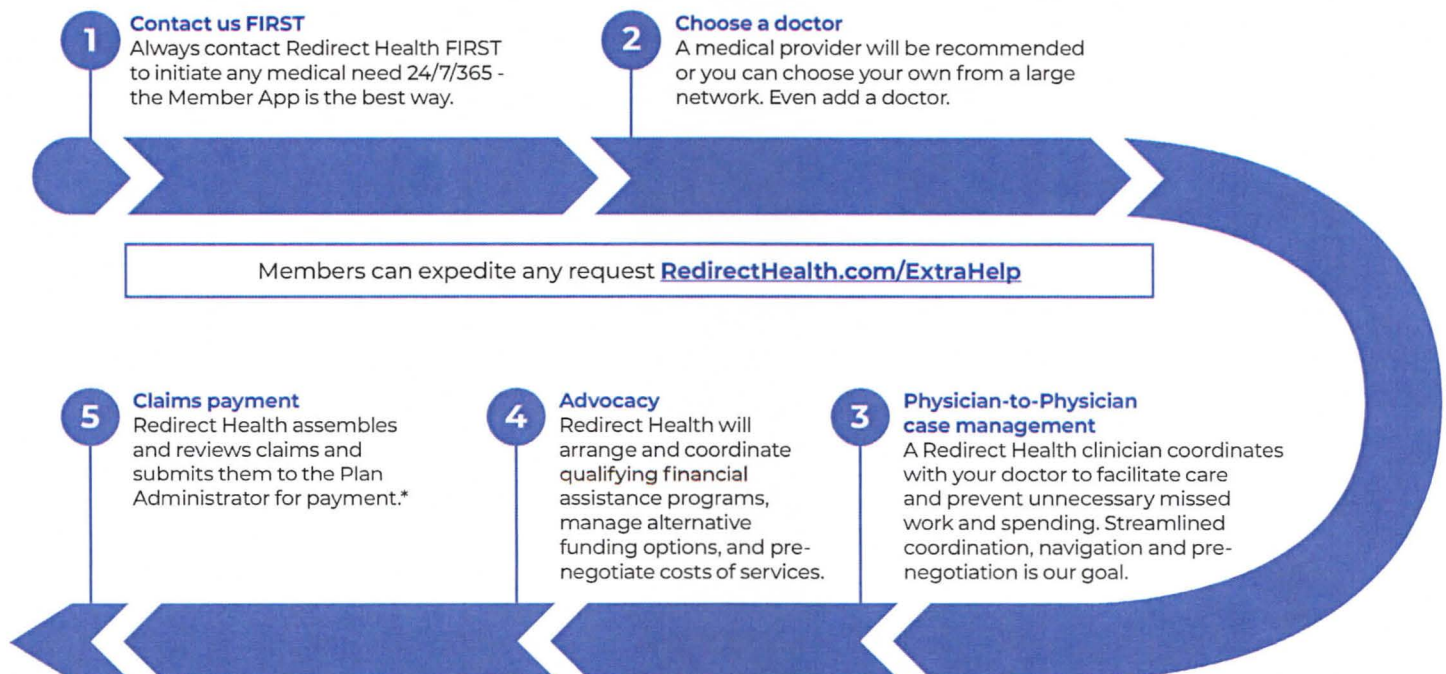
Expedite any request or obstacle on the Member App or use RedirectHealth.com/ExtraHelp

Click here to
download the App
RedirectHealth.com/app



How large medical claims are paid

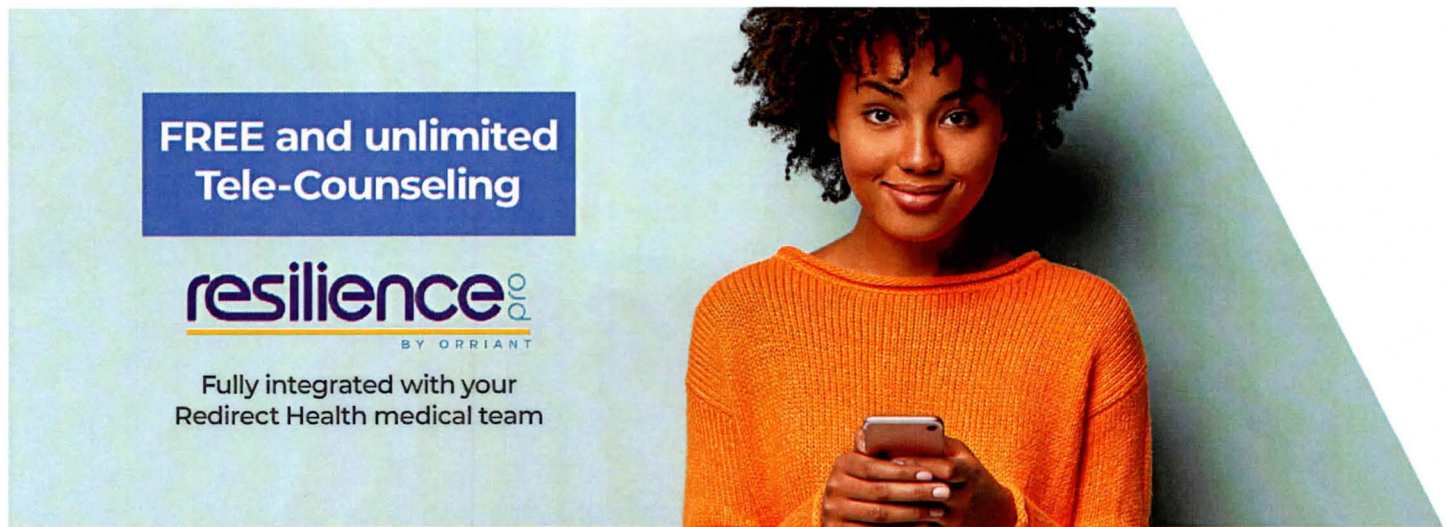
Your Redirect Health plan protects you and your family from high-dollar medical expenses



*Specialist, advanced imaging, and hospital claims must be pre-authorized and coordinated by Redirect Health to be eligible for payment.

Resilience PRO by Orriant Mental Wellness

Life can be stressful. The path to mental wellness starts right here.



With the support of:

- Mental Wellness Consultants
- Life Coaches
- Mental Health Crisis Counselors 24/7

Get help navigating life's challenges

Resilience PRO provides Redirect Health members effective tools, programs, suggestions, and coaching to help navigate the ups and downs of emotional and mental health. Resilience PRO provides gradual and measured behavioral changes – a new personal journey.

FREE Unlimited Consultations via video or telephone

Schedule appointments 8 am to 5 pm MT (weekdays)
or, call any time in the event of an urgent crisis.

- **Appointments last for up to 30 minutes.**
- **Consultations are available in both English & Spanish.**

Employee Only: \$395
Employee / Spouse: \$785
Employee / Children: \$815
Family: \$1145

Resilience PRO will help with any of the following:

- | | | |
|------------------|------------------------|-----------------|
| • Depression | • Stress/Anxiety | • Relationships |
| • Grief/Trauma | • Isolation/Loneliness | • Job Issues |
| • Financial Woes | • Emotional Struggles | • Well-being |
| • Addictions | • Coping Skills | • Anger |
| • Self-esteem | • Obsessiveness | • And more |

Contact us through your App to schedule appointments

Agenda Item Summary

Date of Action: August 29, 2022

Subject: Update of WWTP Facility Plan

Item No.: E-10

Placed on Agenda by: PW's Director, Rick Reed

Attorney Review:

Recommended Motion(s): Select One of the Alternatives

Documentation:

- Answers from Kimley-Horn, from questions asked the special meeting on August 15.
- Expansion Alternatives: 1 and 2, with estimated costs sheet

Background:

Council requested that PW's Director Rick Reed provide his opinion on which expansion alternative (either alternative 1 or 2) the city should go with.

Council must select one of the expansion alternatives; so, Kimley-Horn can complete the Wastewater Facility Plan.

Public Workshop Narrative

A public workshop was hosted on August 15th at 6:30 pm. Kimley-Horn received public input on the project. Feedback was considered and any modifications will be incorporated into the reports. The below is a summary of the feedback.

1. **Question:** How confident are you in the accuracy of the GIS/Utility Information we have?

Response: The existing GIS information was thoroughly reviewed. Kimley-Horn coordinated with the City to locate missing utilities, review record drawings, update pipe sizes, and investigate missing utilities. Based on the scope of services and thorough coordination with the City, the GIS utility information is much improved however continued investigation is strongly recommended to gain more accuracy on the GIS information. This can be accomplished by continued coordination, City review of maps created, and subsurface utility locates.

2. **Question:** From a previous meeting, it appeared the fire flows were low at Main Street. Is it a concern?

Response: It is a minor concern because the model demonstrated that the fire flows should be higher along Main Street. However, the fire flows were still meeting code along Main Street. The reduced fire flow could be caused by a closed valves or built up of tuberculation inside the old water mains reducing the inside diameter. It is recommended, the City verify that all valves are open around Glenwood and Main Street and review the GIS maps and verify all water mains shown are correct.

3. **Question:** Is it FDEP required to have a generator at the Lift Stations 7, 8, and 20?

Response: Yes. Since these Lift Stations receive flow from upstream lift stations, they are required by FDEP to have an "in-place emergency generator".

4. **Question:** Is the Wastewater Treatment Plant is expected to exceed capacity in the next 20 years?

Response: Yes. It is expected to exceed capacity around the year 2037 based on our population projections.

5. **Question:** Is Lift Station #7 sized for a third pump?

Response: Yes. It was originally designed as a triplex station with space for a third pump.

6. **Question:** Can the back up generator at the Wastewater Treatment Plant power the entire plant?

Response: No. It is not adequately sized to power the entire plant in the event of power outage. It was recommended to be replaced as soon as possible.

7. **Question:** Is it difficult to find staff and operators that are familiar with an MBR? Is it hard to train staff on this technology?

Response: There are multiple MBRs within a few hours of the City. Based on feedback from multiple MBR treatment operators, the technology is well received, easy to operate, and preferred over other technologies. Additionally, we toured plants an MBR facility with the City's operator and Rick Reed. They liked the ease of operation, effluent quality, and maintenance. If MBR treatment system is selected, the membrane manufacturer prior to start up and ongoing operation of the facility and can provide and can provide 24/7 assistance. It is noted in today's market, many utilities are struggling to find any operators at this time.

8. **Question:** How much capacity can you get out of the existing tankage with MBR technology?

Response: Close to 3.5 to 4.0 MGD while the other alternatives would require additional ditches/tankage.

9. **Question:** Was raising the walls in the oxidation ditch evaluated?

Response: Our structural engineer evaluated raising walls but advised against it due to the additional loads that would be generated by pouring new concrete on top of old and aging concrete. It was assumed that the existing walls were not designed to handle the additional load from new concrete. If this option would like to be further evaluated, additional structural evaluation will be required.

10. **Question:** How much does it cost to maintain an MBR plant?

Response: Maintenance costs are similar to a traditional plant but operational costs are expected to be at least 20% more from membrane operations.

11. **Question:** How long has MBR technology been around? How often should they be replaced?

Response: MBRs have been around for about 20 years. Multiple MBRs in southwest Florida have been in operation over 10 years. We included replacing at 10 years for our evaluation even though they may last longer and estimated \$600,000 replacement costs for that which is included in the net present worth analysis.

12. **Question:** What are the maintenance requirements for MBRs?

Response: It depends on the type of MBRs. All membranes require a recover and maintenance clean that can be accomplished without removing the membranes. Typically, hollow fiber MBRs require to be taken out once a year to be manually cleaned while the flat plate MBRs typically do not required to be removed.

13. **Question:** Have you considered adding a booster pump station instead of upsizing the water main?

Response: There are a large amount of mains that are planned to be upsized to meet the fire flow requirements. It should be evaluated on a case by case basis, but almost all of the cases it does not make sense due to the following reasons:

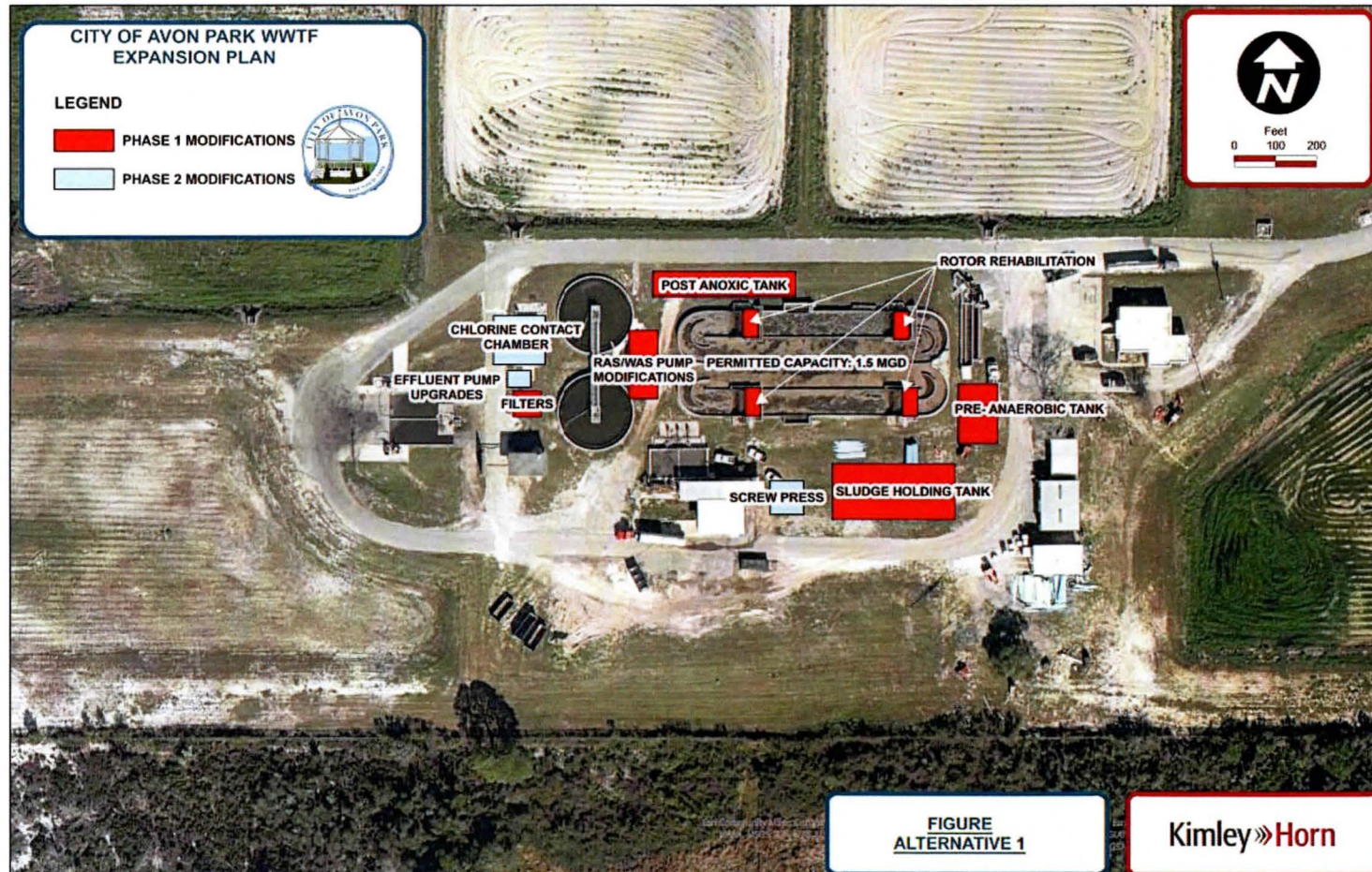
1. Most of the water mains recommended to be replaced are expected to be 30 years and older.
2. Most of the water mains being upsized may improve pressures to other areas.
3. Pump station comes with operating and maintenance costs, and requires land to be constructed and accessed.

Since it is not planned to have an interconnect with Sebring at this time, we re-evaluated Improvement No. 5 and the upsizing to an 8-inch is no longer required with the later Improvements No. 8 and 12. If these improvements are not planned, then it is recommended to upsize the 8-inch to 12-inch. If an interconnect is proposed, then the water main size and fire flows should be evaluated at the time.

14. **Question:** What wastewater treatment technology would you recommend if the City was going to construct a new wastewater treatment plant at a new site with no space limitations (i.e., greenfield site)?

Response: If space was not limited and there was no existing infrastructure (i.e., greenfield site), a 5-stage process using oxidation ditch technology with surface aerators, secondary clarifiers, and tertiary filters would likely be recommended. That technology/configuration is typically the most cost effective considering long-term operation and maintenance costs. However, oxidation ditch configurations require the largest footprint to treat the same levels as other technologies. Therefore, membrane based technology (e.g., MBR) warranted a detailed evaluation since the City's existing site is space constrained and significant infrastructure is already built. The City's existing infrastructure could be re-purposed to provide the City advanced wastewater treatment (BMAP requirements) and additional capacity at a lower capital costs (when expanding to more than 2 MGD) due to the smaller footprint requirements (i.e., less concrete tankage to construct).

Figure 14- Alternative 1 Concept Plan





Summary of proposed treatment plant improvements includes the following:

Phase 1	Phase 2
<ul style="list-style-type: none">• SCADA/Process Control System• Replacement and upgrade of Rotors• Tertiary Filters• Chemical Addition• Anaerobic and Post Anoxic Tank w/ Re-Aeration Zone• Additional Sludge Holding Tank(s) and Aeration System• RAS/WAS Pump Station Modifications	<ul style="list-style-type: none">• RIB Expansion• Aeration upgrades to the existing ditches• Upsize of Chlorine Contact Chamber• Additional Dewatering Screw Press• Effluent Pump Upgrades

Advantages

- Process Familiarity: The alternative is a similar process as the existing and would require minimal operator training and adjustment to the process.
- Downtime for Phase 1 and 2 Improvements
- Lowest capital cost for 2 MGD expansion

Disadvantages

- Horizontal aerators generate splash and spray. **Note:** This can be mitigated with covers.
- Additional tankage added: Anaerobic, post anoxic, and re-aeration tank required
- Below grade yard piping modifications/conflicts
- Process control flexibility with horizontal aerators. **Note:** Variable speed drives, sequential [on/off] aeration, and aeration control strategies (i.e., DO control, ABAC, etc) provide increased process control but still less than a tapered, full floor grid, fine bubble membrane diffuser aeration system with similar aeration control strategies. The goal of process control is reduced aeration energy and supplemental carbon costs.
- Requires largest footprint for future expansion beyond 2.0 MGD.
- High capital cost for future expansion beyond 2 MGD.



3.7.3. Nutrient Removal and Capacity Expansion Alternative No. 2

The basis of **Alternative 2** is to utilize existing infrastructure while also moving to more advanced technology. The treatment will include the conversion of existing facilities to a membrane bioreactor (MBR) process. This will replace the existing clarifiers and prevent the need for additional tertiary filtration. **Alternative 2** converts the current 'closed loop reactor' orientation of the oxidation ditches into a 'plug flow' orientation with dedicated anaerobic, pre-anoxic, aeration, and post-anoxic. In addition, the MBR process uses membrane filtration as the liquid/solid separation process instead of settling in clarifiers. This allows more biomass to develop in the existing tankage from the higher mixed liquor suspended solids (MLSS) concentrations in the treatment process. This in turn enables the existing infrastructure to be sufficient for capacity expansion to 2.0 MGD. **Alternative 2** would be designed and constructed in two phases to meet the projected future flows and FDEP permit regulations. The following is a description of each phase.

Phase 1

Phase 1 (Nutrient Removal) consists of converting the existing 'closed loop reactor' oxidation ditch into a 5-stage Bardenpho plug flow treatment process with the following improvements:

- Construct new fine screening and grit removal headworks as required for an MBR application. The new fine screening/grit removal headworks would be constructed downstream of the existing coarse screening headworks.
- Remove existing horizontal rotors and install horizontal mixers with a floor mounted, tapered full floor grid, fine bubble membrane diffused aeration system.
- Install aeration blowers, controls, instrumentation, electrical, and associated appurtenances.
- Install internal, non-hydrostatic, baffle walls to create dedicated anaerobic, pre-anoxic, tapered diffused aeration, post-anoxic zones within each oxidation ditch.
- Install wall pumps and piping for internal recycles from the end of the aeration zone (i.e., nitrate recycle) to the start of the pre-anoxic zone.
- Remove existing one (1) clarifier mechanism and install membrane filtration system into the one (1) clarifier (i.e., MBR conversion). **Note:** the second clarifier provides additional capacity (2.0 MGD) but is not required for Phase 1 Nutrient removal requirements.
- Install air scour blowers and permeate pumps, controls, instrumentation, electrical, and associated appurtenances.
- Install new RAS/WAS pump station and remove then existing RAS/WAS pump station.
- Provisions for supplemental chemical addition (supplemental carbon for the denitrifying organisms and metal salts [e.g., ferric chloride] for chemical phosphorous removal).

Each oxidation ditch can be isolated and converted individually to reduce maintenance of plant operations. Additional sludge holding tank(s) and sludge aeration systems will be constructed to provide the Operator with operational flexibility and redundancy. Installation of Supervisory Control and Data Acquisition (SCADA) and the associated treatment process control system will help operators monitor and control the nutrient removal and aeration system process. The membrane filters (i.e., MBR) provides additional removal of solids to consistently achieve total phosphorous concentrations below 1.0 mg/L.



Phase 2

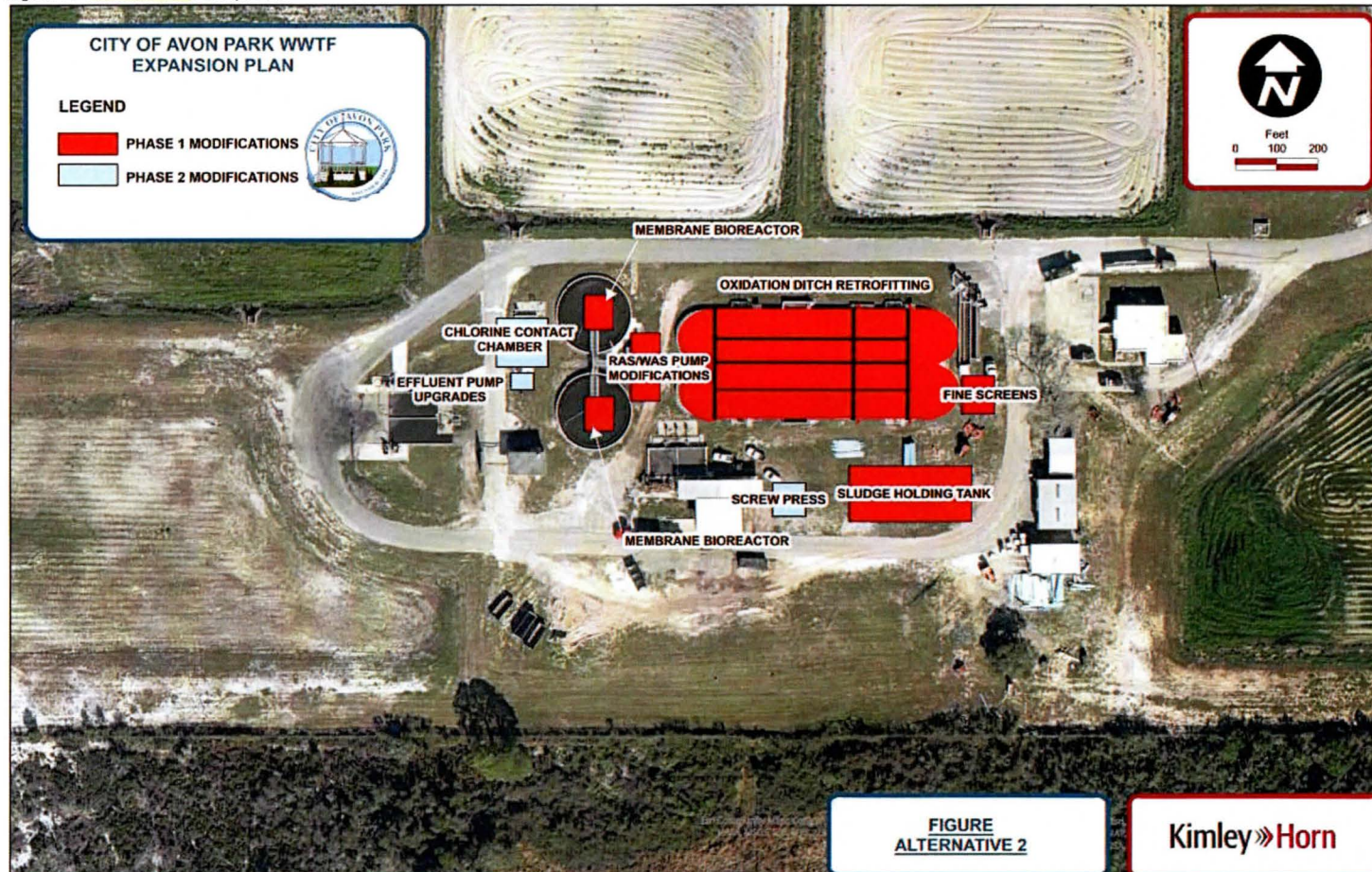
Phase 2 (Capacity expansion to 2.0 MGD) will consist of removing the second clarifier mechanism and install the second MBR system (membrane filters, air scour blowers, and permeate pumps).

Additional chlorine contact chambers will be constructed to disinfect the increased flows to meet the 15-minute (minimum) contact time. The rapid infiltration basins (RIBs) will be expanded from 1.85 MGD to 2.0 MGD. A new screw press will be installed to dewater the additional solids from the expansion. The effluent pumps will also be upsized to increase pumping capacity.

With the construction outlined above, cost estimates have been derived for this expansion of the plant. These costs are presented in **Appendix B** and summarized in the economic evaluation of alternatives section.

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Figure 15- Alternative 2 Concept Plan





Summary of proposed treatment plant improvements includes the following:

Phase 1	Phase 2
<ul style="list-style-type: none">• SCADA/Process Control System• Conversion of the existing clarifiers to membranes• Membrane Bioreactor System (including internal recycle)• Chemical Addition• Modification to the Ditches and Aeration System• Additional Fine Screening• Additional Sludge Holding Tank(s) and Aeration System• RAS/WAS Pump Station Modifications	<ul style="list-style-type: none">• RIB Expansion• Upsize of Chlorine Contact Chamber• Dewatering Screw Press• Effluent Pump Upgrades

Advantages

- Least Tankage Improvements: The MBR system does not require new construction of additional aeration basins, post anoxic tanks, anaerobic tanks, clarifiers, or filters.
- Ease of Construction and Minimal Pipe Modifications: Mostly above grade piping with the addition of membrane filters to the existing clarifiers and fine screening.
- Smallest footprint for future expansion beyond 2.0 MGD. Able to use existing ditch when expanding up to 3.6 MGD or more.
- Best Effluent Quality of all Alternatives.
- Lowest Capital Cost when expanding beyond 2 MGD. (No additional clarifier, filters, or tankage would be required until after 3.6 MGD or more).

Disadvantages

- New Treatment Process: Operators will have to learn about this process and how to deal with maintenance
- Longest downtime of existing ditch and clarifier.
- Highest Operation and Maintenance costs: MBR systems continuously or periodically air scour the membranes directly attributing to potentially higher operation costs compared to other technologies. Additionally, for planning purposes, membranes are assumed to be removed, washed down, and re-installed once a year (labor cost) and replaced every 10 to 13 years (overall life cycle costs).
- Highest Phase 1 Capital Costs



3.7.4. Nutrient Removal and Capacity Expansion Alternative No. 3

Alternative 3 retrofits the existing oxidation ditches with diffused aeration and mixers in lieu of the surface rotors in **Alternative 1**. Then, the additional improvements are very similar to **Alternative 1**, in that construction of a pre-anaerobic tank, post anoxic tank, and tertiary filters are necessary to meet the nutrient removal design criteria and capacity expansion to 2 MGD. The existing horizontal rotors would be replaced with floor mounted, grid, tapered, fine bubble membrane diffused aeration system coupled with rail mounted, horizontal mixers. **Alternative 3** would be designed and constructed in two phases to meet the projected future flows along with meeting FDEP permit regulations. The following is a description of each phase.

Phase 1

Phase 1 (Nutrient Removal) consists of converting the existing 'closed loop reactor' oxidation ditch into an aeration zone with the following improvements:

- Cast-in-place concrete anaerobic tank will be constructed to reduce phosphorous biologically (EBPR).
- Cast-in-place concrete post anoxic tank will be constructed to further reduce nitrogen biologically (denitrification) to less than 3.0 mg/L.
- Cast-in-place concrete re-aeration tank will be constructed to aerate the denitrified mixed liquor to prevent rising sludge from nitrogen gas discharges in the secondary clarifiers (i.e., sludge 'pop-ups' or clumping).
- Remove existing horizontal rotors and install horizontal mixers with a floor mounted, tapered full floor grid, fine bubble membrane diffused aeration system.
- Install aeration blowers, controls, instrumentation, electrical, and associated appurtenances.
- Provisions for supplemental chemical addition (supplemental carbon for the denitrifying organisms and metal salts [e.g., ferric chloride] for chemical phosphorous removal).

Additional sludge holding tank(s) and sludge aeration systems will be constructed to provide the Operator with operational flexibility and redundancy. Installation of Supervisory Control and Data Acquisition (SCADA) and the associated treatment process control system will help operators monitor and control the nutrient removal and aeration system process. The addition of tertiary filters improves treated wastewater quality and provides additional removal of solids to consistently achieve total phosphorous concentrations below 1.0 mg/L. The RAS/WAS pump station will be replaced as mentioned in the condition assessment section to be above ground and to meet return and wasting requirements of the future expansion.



Phase 2

Phase 2 (Capacity expansion to 2.0 MGD) will consist of aeration upgrades in the existing ditches to meet the increased oxygen demand from the capacity expansion. Additional chlorine contact chambers will be constructed to disinfect the increased flows to meet the 15-minute (minimum) contact time. The rapid infiltration basins (RIBs) will be expanded from 1.85 MGD to 2.0 MGD. A new screw press will be installed to dewater the additional solids from the expansion. The effluent pumps will also be upsized to increase pumping capacity.

With the construction outlined above, cost estimates have been derived for this expansion of the plant. These costs are presented in **Appendix B** and summarized in the economic evaluation of alternatives section.

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and diffused aeration systems. However, for cost comparative purposes, it was assumed that the operational costs were the same for both systems (i.e., Alternative No. 1, No. 3, and No. 4). The replacement cost (R) was only determined for equipment different amongst the alternatives that are expected to be replaced in the next 20 years (i.e. membranes and filters).

The USPWF, used to convert the annual O&M costs to present day dollars is a function of the discount rate and number of years in the planning period, was calculated using **Equation No. 2** below. This analysis considered a planning period (n) of 20 years. The discount rate (i) used for this analysis was 2.0%.

$$\text{Equation No. 2: USPWF} = \frac{(1 + i)^n - 1}{i \times (1 + i)^n}$$

The Net Present Worth (NPW) of the existing system were evaluated at 20 years to develop a baseline value to compare to the alternatives. The NPW analysis was performed for Alternatives 1,2, and 3. The O&M and replacement costs were combined, and **Equation No. 1** was used to calculate the total NPW for the existing system. The following assumptions were used to calculate the total O&M costs:

Energy Cost (\$/kWh) = \$0.08

Table 27 below shows the net present worth of improvements for each of the alternatives for 2 MGD expansion.

Table 3– City of Avon Park WWTP Alternative NPW Evaluation				
Scenario	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Total O&M Costs	\$70,400	\$94,700	\$70,400	\$70,400
Total Project Costs	\$13,130,200	\$15,003,600	\$14,304,700	\$14,061,400
Total Replacement Costs	\$140,000	\$600,000	\$140,000	\$140,000
Total Net Present Worth of O&M	\$1,151,141	\$1,548,480	\$1,151,141	\$1,151,141
Total Net Present Worth of Improvements	\$14,421,300	\$17,152,080	\$15,595,840	\$15,353,540

Agenda Item Summary

Date of Action: August 29, 2022

Subject: Budget Additions

Item No.: E-11

Placed on Agenda by: Finance Director, Melody Sauerhafer

Staff Review: Yes

Attorney Review: N/A

Recommended Motion(s): Approve Requested Additions

Documentation:

- General Fund, Water & Sewer Fund, and Sanitation Fund Budget Additions Worksheet

Background:

The General Fund and Water & Sewer Fund have additions to Vehicle Maintenance & Repair due to hail damage- these increases will be offset by insurance reimbursements.

Sanitation Fund has an addition to Diesel, part of this increase can be attributed to the raise in fuel costs; however, part of the increase can also be attributed to the fact that the City Landfill has been closed and the trucks have to travel to the Lorida Landfill.

City of Avon Park
General Fund Budget Revisions
2021/2022

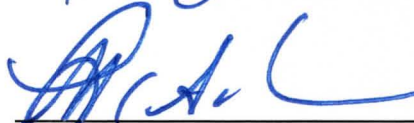
Additions/Deletions

8/15/2022

								77,000	
Department	Fund	Division	Dept	Description	Ele	Sub	Debit	Credit	
Code Enforcement	001	353	529	Vehicle M&R	46	20	25,000		
				Hail Damage Repairs - will be offset by Insurance Proceeds					
Transportation	001	0501	541	Vehicle M&R	46	20	52,000		
				Hail Damage Repairs - will be offset by Insurance Proceeds					
City Hall	001	0271	519	Building M&R	46	10	23,500		
				Hail Damage Repairs - will be offset by Insurance Proceeds					
Parks	001	0601	572	Building M&R	46	10	10,930		
				Hail Damage Repairs - will be offset by Insurance Proceeds					
Fire	001	0351	522	Capital	64	00	15,350		
Council	001	0101	511	Capital	60	00		15,350	
				Request to use leftover funds from Council Audio/Video					
				Upgrade to purchase gear washer for fire department					
CDBG	122	0552	552	CDBG Hardening	31	20	5,000		
	123	0552	522	CDBG Drinking Water Facility	31	20	5,000		
Council	001	0101	511	Capital	60	00		10,000	
				Request to use leftover funds from Council Audio/Video					
				Upgrade to cover grant admin fees					


Prepared By: Melody Sauerhafer, Finance Director


Date


Approved By: Mark C. Schrader, City Manager


Date

Approved By: City Council

Date

Entered By: Danielle Phillips, Finance Specialist

Date

City of Avon Park
Water Sewer Fund Budget Revisions
2021-2022

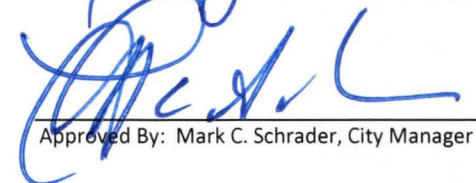
Additions/Deletions

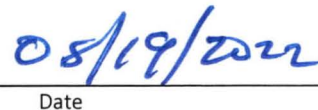
3/21/2022

Department	Fund	Division	Dept	Description	Ele	Sub	Increase	Decrease
Expenses								
Water	401	0801	536	Vehicle M&R			17,000	
				Hail Damages - to be offset by Insurance Proceeds				


Prepared By: Melody Sauerhafer, Finance Director


Date


Approved By: Mark C. Schrader, City Manager


Date

Approved By: City Council

Date

Entered By: Danielle Phillips, Finance Specialist

Date

City of Avon Park
Sanitation Fund Budget Revisions
2021-2022

Additions

Department	Fund	Division	Dept	Description	Ele	Sub	Debit	Credit
	403	0451	534	Diesel	42	30	45,000	
				Diesel Under Budgeted				


Prepared By: Melody Sauerhafer, Finance Director
8/24/2022
Date


Approved By: Mark C. Schrader, City Manager
08/24/2022
Date

Entered By: Daniel Phillips, Finance Specialist
Date

Agenda Item Summary

Date of Action: August 29, 2022

Subject: Planning and Zoning Board Members

Item No.: G-12

Placed on Agenda by: Mayor Anderson

Staff Review: Yes

Attorney Review:

Recommended Motion(s):

Documentation:

- Ordinance No. 20-11 with Exhibit "A" (See *Appointment of Members*)
- Ordinance 13-2022- Revision to Unified Land Development Code allowing for Business Owners to serve on the P&Z Board.
- Board Members' Attendance Record from: 2020-Pres.
- Board Member Carol West's letter of resignation
- Volunteer Application for P&Z Board from: Eric Marshall
- Volunteer Application for P&Z Board from: Daniel Sauls
- Volunteer Application for P&Z Board from: Laura Wade

Background:

Council requested this item be place on this agenda.

ORDINANCE NO. 20-11

AN ORDINANCE OF THE CITY OF AVON PARK, FLORIDA, AMENDING THE UNIFIED LAND DEVELOPMENT CODE OF THE CITY OF AVON PARK, FLORIDA; SPECIFICALLY, TO ELIMINATE THE BOARD OF ADJUSTMENT AS A DEVELOPMENT BOARD, BY REPEALING ARTICLE 8, SECTION 8.03.02, COMBINING FUNCTIONS OF THE BOARD OF ADJUSTMENT INTO THOSE OF THE PLANNING AND ZONING BOARD AS SET FORTH IN SECTION 8.03.01, AND REPLACING ALL REFERENCES TO THE BOARD OF ADJUSTMENT WITHIN THE CODE WITH REFERENCE TO THE PLANNING AND ZONING BOARD; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 163.3167(c), Florida Statutes, empowers the City to adopt land development regulations to guide the growth and development of the City; and

WHEREAS, the City Council of the City of Avon Park has determined it necessary and desirable to amend the regulations regarding the establishment and responsibilities of development Boards;

WHEREAS, pursuant to Section 166.041(c)2, Florida Statutes, the Planning and Zoning Board and the City Council have held meetings and hearings to amend the **Unified Land Development Code as presented in the attached exhibit**, such exhibit attached as Exhibit "A" and made a part hereof; and, the meetings were advertised and held with due public notice, to obtain public comment; and having considered written and oral comments received during public hearings, find the changes necessary and appropriate to the needs of the City.

NOW, THEREFORE BE IT ENACTED BY THE PEOPLE OF THE CITY OF AVON PARK, FLORIDA that the **Unified Land Development Code of the City of Avon Park** is amended as set forth in Exhibit "A".

(a) **Severability**: If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

(b) This Ordinance shall be codified in the Code of Ordinances of the City of Avon Park, Florida.

SCANNED

ORDINANCE NO. 20-11

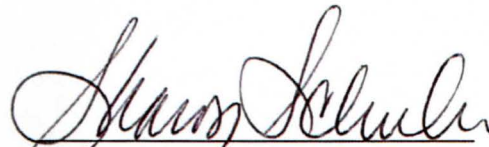
Page Two

(c) This ordinance shall be effective 10 days after passage upon Second Reading.

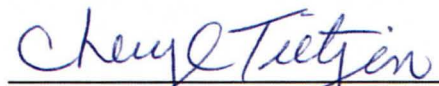
INTRODUCED AND PASSED on First Reading this 10th day of Oct, 2011.

PASSED AND DULY ADOPTED, on Second Reading with a quorum present and voting, by the City Council of Avon Park, Florida, this 24th day of Oct, 2011.

CITY OF AVON PARK, FLORIDA


Sharon Schuler, Mayor

ATTEST:


Cheryl Tietjen, City Clerk

Approved as to form:


Gerald T. Buhr, City Attorney

Motion made by Councilman Sutherland seconded by Deputy Mayor Gray.

The vote was 5 for 0 against with 0 abstentions and 0 absent

**ORDINANCE NO. 20-11
EXHIBIT "A"**

**Amendments to the City of Avon Park
Unified Land Development Code**

Proposed Revisions to LDC

1. References in the Land Development Code to the term "Board of Adjustment" are hereby removed and replaced with the term "Planning and Zoning Board", as found in Articles, 2, 3, 6, 7 and 8.
2. Article 8, Section 8.03.00, Development Boards , Sections 8.03.01 and 8.03.02, are hereby revised to read as follows, where underlined language represents new language, and language struck through (~~strike-through~~) is deleted:

8.03.00 Development Boards

8.03.01 Planning and Zoning Board

(A) *Functions, Powers and Duties*

- (1) Act as Local Planning Agency pursuant to the Local Government Comprehensive Planning and Land Development Regulation Act, Ch. 163, Part II, Florida Statutes, and perform all functions and duties prescribed in the statute.
- (2) Obtain and maintain information on population, property values, the land economy, land use and other information necessary to assess the amount, direction and type of development to be expected in the City.
- (3) ~~Advise and make recommendations to the City Council regarding applications for amendments to the Official Zoning Map and requests for Conditional Uses or other special designations on property within the City.~~

[Note: Number (3) divided into paragraphs 3 and 4 below to distinguish rezoning from conditional use approval.]

- (3) Review, hear, and make recommendations to the City Council regarding applications for amendments to the Official Zoning Map, as provided for in Sections 7.03.00 (Rezoning) and 7.04.00 (Planned Unit Development Rezoning) of this Code.
- (4) Review, hear, and make recommendations to the City Council regarding applications for Conditional Uses, as provided for in Section 7.08.00 of this Code.

- (5) Review and approve or disapprove site development plans for all uses designated in the Table of Land Uses 2.04.01(A) as permitted upon approval of a site development plan, per procedures prescribed under Section 7.05.00 of this Code.

[Note: Numbers (5) above and (6) below are added as a specific reference to this current responsibility of the Planning and Zoning Board to decide.]

- (6) Review, decide, and make recommendations to the City Council regarding preliminary subdivision plats, final plats, and plat vacations, as provided for in Section 7.06.00 (Subdivision Regulations) of this Code.

- (7) Consider the need for revision of the Comprehensive Plan, ~~and recommend changes to the City Council;~~ review, hear, and make recommendations to the City Council regarding applications and administrative requests to amend the Comprehensive Plan, as provided for in Section 7.02.00 of this Code.

[Note: New Number (7) revises existing Paragraph 6; language is added as a specific reference to this current responsibility of the Planning and Zoning Board.]

- (8) Authorize specific variances from appropriate provisions of this Code as will not be contrary to the public interest, in cases where literal enforcement of the Code will result in unnecessary hardship for the applicant, as provided for in Section 7.11.00 of this Code.

[Note: Paragraph (A), (1) and (2), current functions of the Board of Adjustment are relocated to here as Numbers (8) and (9), with appropriate Code reference added.]

- (9) Hear and decide upon appeals of administrative decisions where it is alleged there is an error in an order, requirement or policy of City staff. The Board may reverse or affirm, wholly or in part, the order, requirement or policy of the administrative official.

- (10) Hear applications to enter into, amend, or revoke, a Development Agreement, per Section 6.02.03 of this Code.

[Note: This function prescribed under Section 6.02.03 inserted here for consistency.]

- (11) Hear and decide applications for special exceptions authorized under Section 7.09.00 of this Code, for those activities specified as Special Exception uses in the Table of Land Uses 2.04.01(A), Article 2.

[Note: The hearing of special exceptions is currently a function of the Board of Adjustment per procedures prescribed in Section 7.09. This function is not, however, included under the general functions in Section 8.03.02. It is added as a reference here for consistency. Currently the only uses listed in Table

2.04.01(A) requiring Special Exception approval are Special Needs Facilities (regulated per 2.02.09) in Residential and Public Institutional districts, and non-profit organizations in Light Industrial.]

- (12) Make recommendations to the City Council regarding the designation of historic sites, and review plans for development sites and the modification of historic structures, as set forth in Section 2.02.06 of this Code.

[Note: Responsibilities of the Planning and Zoning Board prescribed under 2.02.06, Regulation for Historic Sites, inserted here for consistency.]

- (13)(4) At the request of the Development Director, interpret and determine the intent of provisions of this Code that are unclear or in conflict with other regulations.

- (14)(5) Consider the need for revision or addition of regulations in this Code, and recommend changes to the City Council.

- (15)(7) Other duties as assigned by the City Council.

(B) *Appointment of Members*

- (1) The Planning and Zoning Board shall have ~~five (5)~~ seven (7) members, to be appointed by the City Council.
- (2) Each member of the Planning and Zoning Board shall reside or be a property owner in the City.
- (3) Each member shall be appointed to a three (3) year term. In the event that all members are appointed at the same time, two (2) members shall be appointed for a term of one (1) year, two (2) members shall be appointed for a term of two (2) years, and three (3) members shall be appointed for a term of three (3) years.
- (4) The terms of all appointments, except those made to fill vacancies, shall expire on January 1.
- (5) If a position becomes vacant before the end of a term, the City Council shall appoint a substitute member to fill the vacancy for the duration of the vacated term. A member whose term expires may continue to serve until a successor is appointed and qualified.
- (6) Members may be removed without notice and without assignment of cause by a majority vote of the City Council.
- (7) At the first meeting held after July 1 of each year, the Board shall elect a Chairman, Vice-Chairman and such other officers as deemed necessary. The

Chairman, or in his absence the Vice-Chairman, shall preside over all meetings of the Board. Officers shall serve terms of one (1) year.

- (8) The Chairman will establish subcommittees and appoint members as needed to carry out the purposes of the Board.
- (9) Members shall not be compensated, but may be reimbursed for travel and other expenses incurred on Board business.
- (10) If any member fails to attend three (3) successive meetings, the Board may declare the member's office vacant and notify the City Council.

(C) *Procedures*

- (1) The Board shall adopt procedures to carry out its purposes. All rules must conform to this Code, other City ordinances, and state law.
- (2) The Board shall meet at least once each month, unless a meeting is canceled by a decision of the Board at a regular meeting or by decision of the Chairman.
- (3) The Board shall keep minutes of its proceedings, indicating the attendance of each member, and the decision on every question.
- (4) ~~Three (3)~~ Four (4) members shall constitute a quorum.
- (5) Each decision of the Board must be approved by a majority vote of the members present at a meeting in which a quorum is present and voting.
- (6) All decisions of the Planning and Zoning Board pertaining to variance requests are final. Variance requests, once acted upon, may not be reheard unless the applicant can demonstrate that the decision resulted from an error in substantive or procedural law, or provides new evidence or information not discoverable prior to the initial hearing. A different or more effective presentation of the same evidence or information shall not be considered grounds for a rehearing.
- (7) Any person or persons aggrieved by any decision of the Planning and Zoning Board pertaining to variance requests, may, within 30 days after the date of the public hearing at which the decision was rendered, but not thereafter, apply to the courts for relief in the manner provided by the laws of the State of Florida.

[Note: Current procedures of the Board of Adjustment placed here under the Planning and Zoning Board]

8.03.02 Board of Adjustment

(A) Functions, Powers and Duties

- ~~(1) To authorize specific variances from appropriate provisions of this Code as will not be contrary to the public interest, in cases where literal enforcement of the Code will result in unnecessary hardship for the applicant.~~
- ~~(2) To hear and decide upon appeals of administrative decisions where it is alleged there is an error in an order, requirement or policy of City staff. The Board may reverse or affirm, wholly or in part, the order, requirement or policy of the administrative official.~~

(B) Appointment of Members

- ~~(1) The Board of Adjustment shall have five (5) regular members and one (1) alternate member, to be appointed by the City Council.~~
- ~~(2) Each regular and alternate member of the Board of Adjustment shall reside in the City.~~
- ~~(3) Each regular member shall be appointed to a three (3) year term. In the event that all members are appointed at the same time, two (2) members shall be appointed for a term of one (1) year, one (1) members shall be appointed for a term of two (2) years, and two (2) members shall be appointed for a term of three (3) years. The alternate member shall be appointed for one (1) year.~~
- ~~(4) The terms of all appointments, except those made to fill vacancies, shall expire on January 1.~~
- ~~(5) If a position becomes vacant before the end of a term, the City Council shall appoint a substitute member to fill the vacancy for the duration of the vacated term. A member whose term expires may continue to serve until a successor is appointed and qualified.~~
- ~~(6) Members may be removed without notice and without assignment of cause by a majority vote of the City Council.~~
- ~~(7) At the first meeting held after January 1 of each year, the Board shall elect a Chairman and Vice Chairman. The Chairman, or in his absence the Vice Chairman, shall preside over all meetings of the Board. Officers shall serve terms of one (1) year.~~
- ~~(8) Members shall not be compensated, but may be reimbursed for travel and other expenses incurred on Board business.~~
- ~~(9) If any member fails to attend three (3) successive meetings, the Board may declare the member's office vacant and notify the City Council.~~

~~(C) — Procedures~~

- ~~(1) — The Board shall adopt procedures to carry out its purposes. All rules must conform to this Code, other City ordinances, and state law.~~
- ~~(2) — The Board shall meet at least once each month, unless a meeting is canceled by a decision of the Board at a regular meeting or by decision of the Chairman.~~
- ~~(3) — The Board shall keep minutes of its proceedings, indicating the attendance of each member, and the decision on every question.~~
- ~~(4) — Three (3) members shall constitute a quorum.~~
- ~~(5) — Each decision of the Board must be approved by a affirmative vote of three (3) members present at a meeting in which a quorum is present and voting.~~
- ~~(6) — All decisions of the Board of Adjustment are final. Variance requests, once acted upon, may not be reheard unless the applicant can demonstrate that the decision resulted from an error in substantive or procedural law, or provides new evidence or information not discoverable prior to the initial hearing. A different or more effective presentation of the same evidence or information shall not be considered grounds for a rehearing.~~
- ~~(7) — Any person or persons aggrieved by any decision of the Board of Adjustment, may, within 30 days after the date of the public hearing at which the decision was rendered, but not thereafter, apply to the courts for relief in the manner provided by the laws of the State of Florida.~~

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ORDINANCE 13-2022

AN ORDINANCE OF THE CITY OF AVON PARK, FLORIDA, AMENDING THE AVON PARK UNIFIED LAND DEVELOPMENT CODE, ADDING BUSINESS OWNERS WITHIN THE CITY OF AVON PARK AS ELIGIBLE TO SERVE ON THE PLANNING ZONING BOARD, SPECIFICALLY AMENDING ARTICLE 8, SECTION 8.03.01 PLANNING AND ZONING BOARD; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Section 163.3167(c), Florida Statutes, empowers the City of Avon Park to adopt land development regulations to guide the growth and development of the City; and

WHEREAS, pursuant to Section 166.041(3)(c)2, Florida Statutes, the City Council of the City of Avon Park has held meetings and hearings to amend the Unified Land Development Code as presented in the attached exhibit, such exhibit being Exhibit "A" made a part hereof; and the meetings were advertised and held with due public notice, to obtain public comment; and having considered written and oral comments received during public hearings, find the changes necessary and appropriate to the needs of the City; and

WHEREAS, in exercise of its authority, the City Council of the City of Avon Park has determined it necessary to adopt these amendments, which are shown in Exhibit "A" attached hereto and made a part hereof, to encourage the most appropriate use of land consistent with public interest.

NOW, THEREFORE BE IT ENACTED by the City Council of the City of Avon Park, Florida,

Section 1. Amendments providing regulations for business owners within the city limits of Avon Park to serve on the Planning and Zoning Board, specifically amending Article 8, Section 8.03.01 Planning and Zoning Board, as shown in Exhibit "A" are hereby approved.

Section 2. **Severability:** If any provision or portion of this Ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this Ordinance shall remain in full force and effect.

Section 3. **Codification:** It is the intention of the City Council that the provisions of this Ordinance shall become and be made a part of the Unified Land Development Code of the City of Avon Park; and regardless of whether such inclusion in the Code is accomplished, sections of this Ordinance may be renumbered or relettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or his or her designee, without need of public hearing, by filing a corrected or recodified copy of same with the City Clerk.

Section 4. **Effective Date:** The effective date of this Ordinance shall be the date of its adoption.

Section 5. A certified copy of this enacting ordinance shall be located in the Office of

the City Clerk of the City of Avon Park. The City Clerk shall also make copies available to the public for a reasonable publication charge.

INTRODUCED AND PASSED on First Reading at the regular meeting of the Avon Park City Council held on the 25th day of July, 2022.

PASSED AND DULY ADOPTED, on second reading at the meeting of the Avon Park City Council duly assembled on the 8th day of August, 2022.

ATTEST:

Christian Hardman
Christian Hardman, City Clerk

Garrett Anderson
Garrett Anderson, Mayor

CITY OF AVON PARK, FLORIDA
SEAL
1926
Highlands County, Florida

Approved as to form:

Gerald T. Buhr
Gerald T. Buhr, City Attorney

Motion made by Barnard seconded by McGuire.

The vote was 5 for 0 against with 0 abstentions and 0 absent

EXHIBIT "A"

**PROPOSED TEXT AMENDMENTS
to the City's Land Development Code**

Text shown below as underlined is text to be added.

ARTICLE 8: ADMINISTRATION AND APPROVAL

8.03.01 Planning and Zoning Board

(B) *Appointment of Members*

- (1) The Planning and Zoning Board shall have seven (7) members, and two (2) alternate members to be appointed by the City Council.
- (2) Each member of the Planning and Zoning Board shall reside or be a property or business owner in the City.
- (3) Each member shall be appointed to a three (3) year term. In the event that all members are appointed at the same time, two (2) members shall be appointed for a term of one (1) year, two (2) members shall be appointed for a term of two (2) years, and three (3) members shall be appointed for a term of three (3) years.
- (4) Each alternate member shall be appointed to a three (3) year term. In the event that both alternates are appointed at the same time, one (1) alternate shall be appointed for a term of one (1) year and one (1) alternate shall be appointed for a term of two (2) years.
- (5) During Planning and Zoning Board meetings, alternate members will be seated with regular members on the dais. The first alternate member will vote only when six or fewer regular members are in attendance at the meeting, and the second alternate member will vote only when five or fewer regular members are in attendance at the meeting. Except for this voting limitation, alternate members are free to ask questions, participate in discussions, and perform other functions in the same manner as regular members.
- (6) The terms of all appointments, except those made to fill vacancies, shall expire on January 1.
- (7) If a position becomes vacant before the end of a term, the City Council shall appoint a substitute member to fill the vacancy for the duration of the vacated term. A member whose term expires may continue to serve until a successor is appointed and qualified.

- (8) Members may be removed without notice and without assignment of cause by a majority vote of the City Council.
- (9) At the first meeting held after July 1 of each year, the Board shall elect a Chairman, Vice-Chairman and such other officers as deemed necessary. The Chairman, or in his absence the Vice-Chairman, shall preside over all meetings of the Board. Officers shall serve terms of one (1) year.
- (10) The Chairman will establish subcommittees and appoint members as needed to carry out the purposes of the Board.
- (11) Members shall not be compensated, but may be reimbursed for travel and other expenses incurred on Board business.
- (12) If any member or alternate member fails to attend three (3) successive meetings, the Board may declare the member's office vacant and notify the City Council.

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The below is a list of dates documenting the Planning and Zoning Board Members attendance.

Board Member Dallas appointed **September 28, 2020**.

- Total Planning and Zoning Meetings scheduled 2020: **5 meetings-**
 - 8/4/2020- **Board Members in Attendance: Cummings, Jordan, Miller, and West**
Board Members Absent: Gurganus
 - 8/11/2020- **Board Members in Attendance: Cummings, Jordan, and Miller**
Board Members Absent: Gurganus, West
 - 9/8/2020- **Board Members in Attendance: Gurganus, Jordan, Miller, and West**
Board Members Absent: Cummings
 - 11/10/2020- **Board Members in Attendance: Dallas, Gilfus, Gurganus, Jordan, Miller, Schuler, and West**
Board Members Absent: Cummings
- Total Planning and Zoning Meetings scheduled 2021: **8 meetings**
 - 3/9/2021-- **Board Members in Attendance: Cummings, Gilfus, Gurganus, Jordan, Miller, Schuler, and West**
Board Members Absent: Dallas
 - 4/13/2021- **Board Members in Attendance: Dallas, Jordan, Miller, and Schuler**
Board Members Absent: Cummings, Gilfus, Gurganus, West
 - 6/8/2021- **No Quorum**
 - 7/13/2021-- **Board Members in Attendance: Cummings, Gilfus, Miller, and West**
Board Members Absence: Dallas, Gurganus Jordan, Schuler
 - 8/10/2021 - **Board Members in Attendance: Cummings, Gilfus, Jordan, Miller, and West**
Board Members Absence: Dallas, Gurganus, Schuler
 - 9/14/2021 - **Board Members in Attendance: Gilfus, Gurganus, Jordan, Miller, and West**
Board Members Absent: Cummings, Dallas, and Schuler
 - 10/12/2021- **Board Members in Attendance: Gilfus, Jordan, Miller, and West**
Board Members Absent: Cummings, Dallas, Gurganus, and Schuler

- 12/14/2021- Board Members in Attendance: Cummings, Gilfus, Gurganus, Jordan, Miller, and West
Board Members Absent: Dallas and Schuler
- Total Planning and Zoning Meetings 2022: 6 meetings so far this year.
 - 3/8/2022- Board Members in Attendance: Cummings, Gurganus, Jordan, Miller, Schuler, and West
Board Members Absent: Dallas
 - 4/12/2022- Board Members in Attendance: Cummings, Gurganus, Jordan, Miller, Schuler, and West
Board Members Absent: Dallas
 - 5/10/2022- Board Members in Attendance: Blake, Gurganus, Jordan, Miller, Schuler, and West
Board Members Absent: Cummings and Dallas
 - 6/14/2022- Board Members in Attendance: Blake, Cummings, Miller, Schuler, Jordan, and Gurganus
Board Members Absent: Dallas
 - 7/12/2022- Board Members in Attendance: Blake, Cummings, Miller, Schuler, Jordan, and Gurganus
Board Members Absent: Dallas
 - 8/9/2022- Board Members in Attendance: Blake, Cummings, Miller, and Schuler
Board Members Absent: Dallas, Gurganus, Jordan

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May 6, 2022

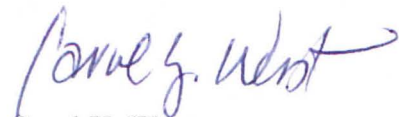
Mr. Mark Schrader
Avon Park City Manager
110 East Main Street
Avon Park, FL 33825

Dear Mr. Mark Schrader,

Effective May 10, 2022, after the Planning and Zoning meeting, I will be resigning from the Planning and Zoning Board. I have accepted a Veteran Services Officer position in another county which will involve me relocating in the very near future.

It has been a pleasure serving with you! I wish you and the City of Avon Park continued success.

Very Respectfully,



Carol Y. West
U.S. Air Force (Retired)

VOLUNTEER APPLICATION

CITY OF AVON PARK ADVISORY BOARDS AND COMMISSIONS

Thank you for your interest in serving the City of Avon Park. Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for your appointment.

Please choose the Board(s)/Commission(s) for which you wish to apply:

- | | |
|--|---|
| <input type="checkbox"/> Airport Committee | <input type="checkbox"/> Housing Authority |
| <input type="checkbox"/> Building Board of Adjustment & Appeals* | <input type="checkbox"/> Planning & Zoning Commission* |
| <input type="checkbox"/> Citizen's Advisory Task Force | <input type="checkbox"/> Pension Boards* |
| <input type="checkbox"/> Civil Service Board | <input type="checkbox"/> Police |
| <input type="checkbox"/> Code Enforcement Board* | <input type="checkbox"/> Fire |
| <input type="checkbox"/> Community Redevelopment Agency | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Contractor's Competency Board* | <input type="checkbox"/> Senior Center Advisory Board |
| | <input checked="" type="checkbox"/> Zoning Board of Adjustment* |

ALL OF THE ABOVE ARE SUBJECT TO THE "SUNSHINE LAW"

MEMBERS OF THE BOARDS/COMMISSIONS WITH AN ASTERISK ARE REQUIRED TO FILE FINANCIAL DISCLOSURES. (Within 30 days of date of appointment.)

1. Personal

Name Eric Marshall Driver's License # MB24-201-83-259-0

Address 607 N. Verona Ave Avon Park 35825

Home Tel. # 863-414-1643 Business Tel. # 863-414-1643

Are you a registered voter in Avon Park? ☒ yes ☐ no

How long have you been a resident of Avon Park? 15 Yrs

Are you currently serving on a City Board? NO

Have you ever served on a City Board? NO

If so, when and which Board?

2. References - Please list 3 references (Business and/or Personal)

Name, address and telephone number

Name, address and telephone number

Name, address and telephone number

3. Education

High School LEO

Date Graduated 2001

College SFCC

Date Graduated 2001

Other

Degree

4. Work Experience

Drafting Designs for 22yrs

5. Interests/Activities

Outdoors

6. Community Involvement

7. Why do you desire to serve on this/these Board(s)?

want to be apart of what happens in the city I live

8. A resume or separate sheet with additional information may be included.

I understand the responsibilities associated with being a Board member, and I have adequate time to serve if appointed.



Signature

4/29/22

Date

NOTE: If you have any questions concerning the duties and responsibilities of any of the above Boards/Commissions, please contact the City Manager's Office 452-4403.

Please return this form to the City Manager's Office, 110 E Main Street, Avon Park, FL 33825 between the hours of 8:00 a.m. and 5:00 p.m.

REFERENCE CHECK PLANNING AND ZONING BOARD

Eric Marshall

- **Reference 1: Tim Marine**

Mr. Marine has known the candidate for over 20 years, out of which, 7 to 8 years, he was an employee. About 4-years ago, Mr. Marine and Mr. Marshall became business partners. When describing the candidate, Mr. Marine said he is 100% trust worth which is the whole reason why he asked him to be a business partner. The candidate is highly communicative and well spoken. He has the ability to maintain a level head under pressure. The candidate is also described as being a strong leader who adapts to situations that come his way. He is a team player and an individual who doesn't need credit or glory; his goal is to complete projects. The candidate works well with different people and personalities. Mr. Marine highly recommends him for the Planning and Zoning Board because he is useful, energetic, a hard worker, who brings good energy to projects.

- **Reference 2: Sean Martin**

Mr. Martin knows the candidate from work that he has done over the years at his house. He describes the candidate as extremely well rounded. When asked about dependability, Mr. Martin said the candidate is top-notch, you can't find any better. They describe his temperament as cool. He has never seen the candidate get frustrated. He spoke of the candidate as a quick thinker, who is friendly and willing to help others. The candidate is a great friend and father; according to Mr. Martin, he 100% has the expertise to serve on the Planning and Zoning Board. He adapts well and knows his research. He comes highly recommended for the position.

- **Reference 3: Kendall Sheen**

Pastor Sheen knows the candidate through church. Where the candidate serves as a lead deacon. The candidate runs a team who handles for the church, service projects, security, as well as meet-and-greets. When asked about the candidate's dependability, Mr. Sheen responded he is as solid as it gets, trustworthy and a non-stop go getter. The candidate has a high-stress and heavy work load. He meets with clients, providing a good balance, communicating effectively with staff. The candidate has a great attitude that is always positive and he is a great multi-tasker.

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VOLUNTEER APPLICATION

CITY OF AVON PARK ADVISORY BOARDS AND COMMISSIONS

Thank you for your interest in serving the City of Avon Park. Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for your appointment.

Please choose the Board(s)/Commission(s) for which you wish to apply:

- | | |
|--|---|
| <input type="checkbox"/> Airport Committee | <input type="checkbox"/> Housing Authority |
| <input type="checkbox"/> Building Board of Adjustment & Appeals* | <input checked="" type="checkbox"/> Planning & Zoning Commission* |
| <input type="checkbox"/> Citizen's Advisory Task Force | <input type="checkbox"/> Pension Boards* |
| <input type="checkbox"/> Civil Service Board | <input type="checkbox"/> Police |
| <input type="checkbox"/> Code Enforcement Board* | <input type="checkbox"/> Fire |
| <input type="checkbox"/> Community Redevelopment Agency | <input type="checkbox"/> Recreation Advisory Board |
| <input type="checkbox"/> Contractor's Competency Board* | <input type="checkbox"/> Senior Center Advisory Board |
| | <input type="checkbox"/> Zoning Board of Adjustment* |

ALL OF THE ABOVE ARE SUBJECT TO THE "SUNSHINE LAW"

MEMBERS OF THE BOARDS/COMMISSIONS WITH AN ASTERISK ARE REQUIRED TO FILE FINANCIAL DISCLOSURES. (Within 30 days of date of appointment.)

1. Personal

Name Daniel Sauls Driver's License # S420-165-90-267-0

Address 599 Sunset Pointe Dr Lake Placid Fl 33852

Home Tel. # 321-848-4719 Business Tel. #

Are you a registered voter in Avon Park? ☐ yes ☒ no

How long have you been a resident of Avon Park?

Are you currently serving on a City Board? No

Have you ever served on a City Board? No

If so, when and which Board?

2. References - Please list 3 references (Business and/or Personal)

Jeffery King- Highlands county ecominic development 407-230-9600

Name, address and telephone number

Melanie Culpepper- Planning and Zoning Manager Highlands County 863-873-9950

Name, address and telephone number

Greg Sapp- Sapp Enviornmental/ Lake Placid Town Council 863-441-2717

Name, address and telephone number

3. Education

High School ☐ ☒

Date Graduated

College ☐ ☒

Date Graduated

Other

Degree

4. Work Experience

5. Interests/Activities

6. Community Involvement

7. Why do you desire to serve on this/these Board(s)?

8. A resume or separate sheet with additional information may be included.

I understand the responsibilities associated with being a Board member, and I have adequate time to serve if appointed.

Signature

Date

NOTE: If you have any questions concerning the duties and responsibilities of any of the above Boards/Commissions, please contact the City Manager's Office 452-4403.

Please return this form to the City Manager's Office, 110 E Main Street, Avon Park, FL 33825 between the hours of 8:00 a.m. and 5:00 p.m.

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VOLUNTEER APPLICATION

FOR BOARDS AND COMMISSIONS

Thank you for your interest in serving the City of Avon Park. Your completion of this application is necessary so that the members of the City Council can thoroughly review each application as part of their consideration for your appointment.

Please choose the Board(s) and/or Commissions(s) for which you wish to apply:

_____ Main Street CRA Advisory Board

_____ Southside CRA Advisory Board

_____ Airport CRA Advisory Board

_____ Housing Authority

_____ Pension Boards*

☒ Planning & Zoning Board*

_____ Police _____ Fire

ALL OF THE ABOVE ARE SUBJECT TO THE "SUNSHINE LAW"

*MEMBERS OF THE BOARD(S) AND/OR COMMISSIONS WITH AN
ASTERISK ARE REQUIRED TO FILE FINANCIAL DISCLOSURES. *

1. PERSONAL:

Name: Laura Wade E-Mail: puregritboot@gmail.com

Address: 1555 N. C. Hill Rd. Avon Park, FL 33825

Telephone: 863-368-2138 Business #: _____

Are you a registered voter in Avon Park? ☒ Yes _____ No

How long have you been a resident of Avon Park? Since 2008

Are you currently serving on a City Board? _____ Yes ☒ No

If yes, when and which Board? _____

2. REFERENCES: Please list 3 references (Business and/or Personal) include Name, Address, and Phone Number.

- #1 Carrett Anderson - 1-863-443-0608 18 Butler Ave. AP 33825
- #2 Mike Souther - 863-243-3984 1103 W. Circle St. Avon Park, 33825
- #3 Daniel Barber - 863-235-0190 3522 Bill Sachsenmaier Memorial Dr. Avon Park, FL

3. Education:

High School: Sebring HS 1998 Date Graduated: 1998
College: University of LA Date Graduated: 2002
Other: University of Alabama Degree: 2004

4. Work Experience:

Teaching 6 years - Chamber Director, 1.5 years
Webber-J Marketing Director 2 years
Business Owner 10 years. Director of
Student Life SFSC - 2 years

5. Interests/Activities:

Theatre, Teaching, Music, Business

6. Community Involvement:

Highlands Lakeside Theatre - Run education
committee, youth theatre, lounge

7. Why do you desire to serve on this and/or these Board(s)?

I care about Avon Park & what happens
here. I have two businesses on Main Street
so I care about zoning.

8. A resume or separate sheet with additional information may be included.

I understand the responsibilities associated with being a Board member, and I have adequate time to serve if appointed.

Paula Wade
Signature

May 16, 2022
Date

NOTE: If you have any questions concerning the duties and responsibilities of any of the above Boards and/or Commissions, please contact the City Manager's Office at 452-4400.

Please return this form to the City Manager's Office, 110 E. Main Street, Avon Park, FL 33825 between the hours of 8:00 a.m. and 5:00 p.m.

Laura Wade Reference Check

Mike Souther

What was your experience working with this candidate?

- Done work for PureGrit thorough his company. Friendly and easy to work with.

How would you rate the candidate when it comes to reliability? Dependability? Honesty? Trustworthiness?

- **Trusts her, he knows her personally. Dependable and involved with a lot of stuff. Always gets thing done.**

Tell me about the candidate's working relationships with peers and co-workers.

- **Very positive never seen her upset or negative with anyone. Always handles herself professional.**

How does the candidate handle stressful or challenging situations?

What do you think the candidate's strongest attributes are?

- **Has strong leadership qualities.**

How would you rate the candidate in terms of being a team player?

- **Very much a team player.**

How would you rate the candidate's ability to remain adaptable?

- **Adapts well has no problem learning and adapting as a business owner its already there.**

What type of work environment does the candidate perform best in?

Overall, would you recommend this candidate for the position?

- **Would very much recommend for this position.**

Agenda Item Summary

Date of Action: August 29, 2022

Subject: Regular Updates from the City Manager

Item No.: H-13

Placed on Agenda by: City Manager, Mark Schrader

Staff Review: Yes

Attorney Review:

Recommended Motion(s):

Documentation:

- BIRD Scooters
- Awarded FDOT SCOP (Small County Outreach Program) Grant FY 2023-2024 Milling/Resurfacing of Anoka Ave
- Dr. Danzey resigns from CRA Advisory Board (Letter)
- FAM
- Grants Awarded notified by Congressman's Steube (see attached)

The list of municipalities and communities receiving FY 2024 project awards are as follows:

SCOP MUNICIPALITIES and COMMUNITIES FY 2024 PROJECT AWARD RECIPIENTS by District			
District One	District Two	District Three	District Four
City of Avon Park	City of Chiefland	City of Apalachicola	City of Belle Glade
City of Bowling Green	City of Lake Butler	City of Chattahoochee	City of South Bay
City of Moore Haven	City of Lawtey	City of Port Saint Joe	
Immokalee Community/ Collier County	City of Trenton	City of Saint Marks	
	Town of Cross City	Town of Altha	
		Town of Bascom	
		Town of Havana	
		Town of Wausau	

W. Patrick Danzey, D.C., P.A.
David A. Boersma, D.C., P.A.
David J. Marinock, D.C.
Chiropractic Physicians



Phone: (863) 453-5777
Fax: (863) 453-9737
avonparkchiro.com

AVON • PARK • CHIROPRACTIC • CLINIC

08/24/2022

Avon Park City Council

Dear Sirs,

It has been an honor and a pleasure to serve on the Avon Park Airport Board and the Avon Park CRA Advisory board for the past fifteen years. Personal and professional commitments require me to resign my current position. Best of luck in all your endeavors.

Sincerlely,

W. Patrick Danzey



U.S. Department of Transportation
Office of the Secretary of Transportation

1200 New Jersey Ave., S.E.
Washington, DC 20590

GRANT ADVANCE NOTICE

Date: **08/25/2022**

NOTICE TO CONGRESS OF DOT DISCRETIONARY GRANT AWARDS: This notification is provided to the Committee pursuant to one of the following requirements governing the public announcement of a Department of Transportation discretionary grant, letter of intent, or Federal Transit Administration full funding grant agreement:

(1) Currently applicable General Provision of the Appropriations Act, Continuing Resolution, or Supplemental Appropriation governing Department of Transportation appropriations, containing a prohibition on the use of funds made available unless the Secretary notifies the House and Senate Committees on Appropriation at least three full business days before the Department or its operating administrations announces any discretionary grant award, letter of intent, or full funding grant agreement from: (A) any discretionary grant or federal credit program of the FHWA, including the emergency relief program; (B) the airport improvement program of the FAA; (C) any program of the FRA; (D) any program of the FTA other than the formula grants and fixed guideway modernization programs; (E) any program of the Maritime Administration; or (F) any funding provided under the heading "National Infrastructure Investments" in the Appropriations Act;

(2) Section 311 of title 49, United States Code;

(3) Section 159(b) of the Wendell H. Ford Aviation Investment and Reform Act for the 21st Century (AIR-21); or

(4) Section 5334(j) of title 49, United States Code.

Notice:

Title: **Avon Park Exec: Rehabilitate Apron**

Grant Amount: **\$ 2,106,366.00**

Description:
Rehabilitate Apron

Congressional members affected:

Greg Steube

Senators affected:

Marco Rubio
Rick Scott



U.S. Department of Transportation
Office of the Secretary of Transportation

1200 New Jersey Ave., S.E.
Washington, DC 20590

GRANT ADVANCE NOTICE

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(3) Section 159(b) of the Wendell H. Ford Aviation Investment and Reform Act for the 21st Century (AIR-21); or

(4) Section 5334(j) of title 49, United States Code.

Notice:

Title: **Avon Park Exec: Conduct Privatization Planning Study**

Grant Amount: **\$ 432,000.00**

Description:
Conduct Privatization Planning Study

Congressional members affected:

Greg Steube

Senators affected:

Marco Rubio
Rick Scott