

**CONTRACT MODIFICATION NO. 04****BETWEEN THE UNIVERSITY of MARY WASHINGTON and SWISS POST SOLUTIONS, INC.****August 19, 2023**

In accordance with the terms and conditions of the original Contract, #UCPUMW 16-524 "Changes to the Contract," the following modifications have been mutually agreed upon, and will take effect after full execution of this document by both parties.

Relative to the general scope of the above referenced contract, the University of Mary Washington hereby modifies the contract as follows:

- A. SPS North America (formerly Swiss Post Solutions, Inc.) (SPS) shall replace existing Toshiba equipment with Canon equipment as described in section C. of this modification, Table of MFD Locations. SPS shall provide proof to UMW within five (5) business days of removal that the Toshiba HDD Overwrite has been performed on each machine in accordance with the Toshiba Security Guide Vol. 6.2:
https://www.toshibatec.com/cnt/security/pdf/Security_Guide_V6.2.pdf

- B. Referencing Attachment, "Pricing Schedule":

Section 1. Fixed monthly Fee is replaced with**1. Fixed Monthly Fee: \$44,999.72**

This fee must include staffing for mail and copy, management, contingent labor, proposed equipment, service (parts, labor, supplies), software fees, equipment, including leases. Cost analysis includes multi-year schedule in section 5, below.

Impressions	#	Overage not inclusive of paper ***
1. Number of B&W impressions in Copy Center*	0	\$ 0.0061
2. Number of B&W impressions on Color V700*	0	\$ 0.0092
3. Number of Color impressions in the Copy Center*	0	\$ 0.0608
4. Number of B&W impressions**	0	\$ 0.0092
5. Number of Color impressions**	0	\$ 0.0919
*Included in monthly fixed fee		
**Included for decentralized MFDs on a monthly basis; attach an itemized MFD inventory		
*** UMW selected pricing is without paper		

Section 2. Impact to contract for additional MFDs that are added during life of contract* is replaced with:**2. Impact to contract for additional MFDs that are added during the life of the contract***

MFD Type	Increase to Monthly Fee
Canon C3926i	\$ 94.72
Canon C3935i	\$ 134.50
Canon iR8995i	\$ 479.00
Canon C700	\$ 861.00
HP Wide Format	\$ 563.99

*Cost for equipment is based on a 60-month term. Cost for any equipment added during the term are TBD if they will be co-terminus with the contract.

Section 5. Cost Analysis Detail and Renewal Costs is replaced with:

5. Cost Analysis Detail and Renewal Costs					
Pricing Schedule	Year 6	Year 7	Year 8	Year 9	Year 10
Section 1. Copy Center	\$ -	\$ -	\$ -	\$ -	\$ -
Labor for CC & MFD	\$ 72,655	\$ 72,655	\$ 72,655	\$ 72,655	\$ 72,655
Equipment	\$ 124,176	\$ 124,176	\$ 124,176	\$ 124,176	\$ 124,176
Maintenance	\$ 4,663	\$ 4,663	\$ 4,663	\$ 4,663	\$ 4,663
Operating	\$ 1,776	\$ 1,776	\$ 1,776	\$ 1,776	\$ 1,776
Operating/Admin/Profit	\$ 75,993	\$ 75,993	\$ 75,993	\$ 75,993	\$ 75,993
Fixed Annual Fee to UMW	\$ 279,262	\$ 279,262	\$ 279,262	\$ 279,262	\$ 279,262
Section 2. Post Office	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	\$ 147,615	\$ 147,615	\$ 147,615	\$ 147,615	\$ 147,615
Equipment	\$ 25,328	\$ 25,328	\$ 25,328	\$ 25,328	\$ 25,328
Maintenance	\$ 2,227	\$ 2,227	\$ 2,227	\$ 2,227	\$ 2,227
Operating	\$ 9,029	\$ 9,029	\$ 9,029	\$ 9,029	\$ 9,029
Operating/Admin/Profit	\$ 69,947	\$ 69,947	\$ 69,947	\$ 69,947	\$ 69,947
Fixed Fee to UMW	\$ 254,146	\$ 254,146	\$ 254,146	\$ 254,146	\$ 254,146
Subtotal Annual Fee	\$ 533,409	\$ 533,409	\$ 533,409	\$ 533,409	\$ 533,409
Section 3. Equipment Invoice Line Items	\$ -	\$ -	\$ -	\$ -	\$ -
Sendsuite	\$ 6,588	\$ 6,588	\$ 6,588	\$ 6,588	\$ 6,588
Total Annual Fee to UMW	\$ 539,996.61	\$ 539,996.61	\$ 539,996.61	\$ 539,996.61	\$ 539,996.61

C. Attachment E, Phase I MFD locations is replaced with the following:

Table of MFD Locations

Location	New model
Lee 1st Floor (110)	Canon C3926i

Copy Center	Canon 8995i
Copy Center	Canon 8995i
Copy Center, Color	Canon V700
Combs 1st Floor Lobby-Card Reader	Canon C3926i
Combs 1st Floor (126)	Canon C3926i
Combs 208	Canon C3926i
Combs 3rd Floor	Canon C3926i
South Hall (Brent)	Canon C3926i
Marye House	Canon C3926i
George Washington 103	Canon C3926i
George Washington 111	Canon C3926i
George Washington 209	Canon C3926i
George Washington 306	Canon C3926i
UC 206 (Tyler)	Canon C3926i
Fairfax (formally Lee, 3rd fl 308)	Canon C3926i
James Farmer Hall, Hallway (near 104) - Card Reader	Canon C3926i
James Farmer Hall 121	Canon C3926i
James Farmer Hall 226	Canon C3926i
Lee, 2nd floor (216)	Canon C3926i
Lee, 2nd floor (232)	Canon C3926i
Lee, 4th floor (420)	Canon C3926i
Lee Health Center	Canon C3926i
Monroe 2nd floor	Canon C3926i
Monroe 3rd floor	Canon C3926i
Mercer Room 319	Canon C3926i
Woodard 235	Canon C3926i
Woodard Post Office	Canon C3926i
UC 3rd Floor Hallyway (320)	Canon C3926i
UC(SAE)	Canon C3926i
duPont 324	Canon C3926i
Pollard	Canon C3926i
HCC 429	Canon C3926i
Simpson Library Rm 212	Canon C3926i
Simpson Library-Color	Canon C3926i
Simpson Library -Card Reader-L	Canon C3926i
Simpson Library -Card Reader-R	Canon C3926i
Simpson Library Rm 113	Canon C3926i

Simpson Library 107	Canon C3926i
Jepson 202	Canon C3835i
Jepson 359 (formerly Lee 315)	Canon C3835i
Goolrick 106A	Canon C3926i
Goolrick 212	Canon C3926i
William Street	Canon C3926i
Physical Plant	Canon C3926i
Tennis Center	Canon C3926i
AEC 3rd Floor (305)	Canon C3926i
AEC Basement, Alumni (102)	Canon C3926i
James Monroe Museum	Canon C3926i
Melchers Belmont	Canon C3926i
Eagle Village SBD 4th floor	Canon C3926i
Eagle Village 480 (Centre Court)	Canon C3926i
Eagle Village 300	Canon C3926i
Seacobeck 206 (Stafford Campus North, 248)	Canon C3926i
Seacobeck 124 (Stafford Library, Color)	Canon C3926i
Seacobeck 101 (Warsaw)	Canon C3926i
Stafford Campus, North	Canon C3926i
Dahlgren	Canon C3926i

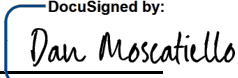
All other terms and conditions of the original contract referenced above shall remain in force.

By signing this modification, representatives of each party are certifying authorization to sign and agree to be bound by the terms and conditions of the contract.

CONTRACTOR**SPS North America Inc.**

DocuSigned by:
Signature: 
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Name (Printed): Alexander Burgess / Dan MoscatielloTitle: COO, NA / CEO, NAEmail: Alexander.burgess@spsglobal.com /
dan.moscatiello@spsglobal.comPhone: 212-204-0900Date: 9/11/2023 9/11/2023**AGENCY****University of Mary Washington**

DocuSigned by:
Signature: 
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Name (Printed): Melva KishpaughTitle: Director, Procurement ServicesDate: September 15, 2023