



City of Killeen
802 North 2nd Street, Building E, 2nd Floor
Killeen, Texas 76541

Master Rental Agreement – This agreement and all terms and conditions as outlined in RFP #21-04, Copier Lease Services and Addenda (if applicable), which are incorporated herein by reference and made a part hereof and which have been prepared by the City of Killeen shall be in affect from _____, 2021 through _____, 2026. This turnkey solution is for 55 systems installed at various city locations. All systems will be Canon brand to provide likeness, consistency, and operator friendliness. This is a city- wide rental agreement and has the flexibility to change or add equipment to meet the future needs of the city. All equipment, service, parts, staples, and toner will be provided by Kirbo's Office Systems for this agreement. This agreement does not include paper. There will be no charges for taxes on this contract. After the 60-month term, this contract may be extended for an additional 60- month term if agreed upon in writing 120 days prior to the end of the initial term. Kirbo's Office Systems will provide machines for special events at no additional charge to the city. The City of Killeen will be responsible for replacement charges for all damages to equipment due to fire, flood, theft, and vandalism beyond Kirbo's Office Systems control.

Delivery- There will be no delivery or set up charges with this equipment. There will also be no removal charges that apply to this contract. Delivery of equipment and Training will be performed in a timely manner at no additional charge to the City and will be coordinated with the City staff.

Service- Kirbo's Office Systems guarantees an average on- site two- hour response time for all service issues. Kirbo's will carry a full stock of parts and supplies to support this contract. There will never be an additional charge to re-locate or remove a copier on contract. All data will be removed from the hard drives at contract end.

Changes- This agreement allows flexibility for changes that might occur. With Kirbo's turnkey solution agreement, the contract is not tied to any specific piece of equipment as Kirbo's Office Systems has ownership of the equipment. Equipment beyond the 55 systems can be added to contract as needed, and will incur additional charges depending on the placement. All equipment is guaranteed to operate per manufacturer's specifications.

Charges- The monthly rental fee for the copiers will be billed monthly. Quarterly and annual billing will also be available as an option. The invoice will increase annually as upgrades are added as existing contracts expire. Please see attached "Evolving Equipment Schedule". The annual total number of Black copies is unlimited. All Color copies will be billed at \$0.040 per copy. All invoices will be promptly emailed to City of Killeen accounts payable and payment will be expected net 30 from date of invoice.

Department Usage- At the end of each month all meters will be collected by Kirbo's staff and a detailed report will follow showing copy usage for each location.

All terms and conditions are acceptable and agreeable:

KIRBO'S OFFICE SYSTEMS, LLC

City of Killeen

RONNIE STRAWN
BRANCH MANAGER

Date: _____

TITLE: _____

Date _____



Since 1972

www.kirbos.com

Authorized Dealer

Brownwood
3005 Hwy. 377 S.
325-643-3383

San Angelo
1202 W. Beauregard
325-658-2679

Harker Heights
617 E. Veterans Memorial Blvd.
254-526-682

Stephenville
234 N. Belknap
254-968-4221



Contract Verification

Texas law provides that a governmental entity may not enter into certain contracts for goods and services with a company unless the company provides written verification regarding aspects of the company's business dealings.

- Texas Government Code, Chapter 2271 – the company must verify that it does not boycott Israel and will not boycott Israel during the term of the contract. *Boycott Israel is defined in Government Code Chapter 808.*
- Texas Government Code, Chapter 2274 – the company must verify that it does not boycott energy companies and will not boycott energy companies during the term of the contract. *Boycott energy company is defined in Government Code Chapter 809.*
- Texas Government Code, Chapter 2274 – the company must verify that it does not have a practice, policy, guidance or directive that discriminates against a firearm entity or firearm trade association and will not discriminate during the term of the contract against a firearm entity or firearm trade association. Verification is not required from a sole source provider. *Discriminate, firearm entity and firearm trade association are defined in Government Code Chapter 2274.*

Affected by the above statutes are contracts 1) with a company with ten (10) or more full-time employees, and 2) valued at \$100,000 or more to be paid wholly or partly from public funds. A contract with a sole proprietorship is not included.

By signing below, I verify that the company listed below does not boycott Israel, does not boycott energy companies and does not discriminate against firearms entities or firearm trade associations and will not do so during the term of the contract entered into with the City of Killeen. I further certify that I am authorized by the company listed below to make this verification.

Darryl Kirbo
Signature

DARRYL KIRBO
Printed Name

21 Sept 2021
Date

Kirbo's Jc Systems
Company Name

owner / partner
Title