



## MEETING AGENDA

### Village Council

*Mayor Nicole Milovich-Walters*

*Village Clerk Marie Arrigoni*

*Commissioner G. Darryl Reed*

*Commissioner Dan Polk*

*Commissioner Mike Wade*

*Commissioner Rebecca Petan*

**REVISED 8/23/2024**

**Monday, August 26, 2024**

**6:30 PM**

**Kaptur Administrative Center**

**1) CALL TO ORDER**

**2) ROLL CALL**

**3) PLEDGE OF ALLEGIANCE**

**4) APPROVAL OF MINUTES**

A. Regular Council meeting of August 12, 2024

**5) RECOGNITION/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS**

A. To proclaim September 2 – 6, 2024, National Payroll Week

**6) HEARINGS**

**7) CONSENT AGENDA**

All items on the consent agenda are routine or have been brought forward at the direction of the Board of Commissioners and will be enacted with one motion. If discussion is desired, that item will be removed from the consent agenda and considered separately

A. To ratify a Village of Palos Park Temporary Special Event Liquor License issued to Durbin's Pizza for the *rescheduled* Concert on The Green event held on August 22, 2024 from 6:00 to 8:00 pm on the Village Green

B. To approve payment of invoices on the Warrant List dated August 26, 2024 in the amount of \$143,659.86

**8) OLD BUSINESS**

**9) BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS**

## **10) INFORMATION & UPDATES**

### A. Public Works and Streets, Recreation Report

1. To waive the formal bidding process and approve using iTrees for the Village of Palos Park's Fall Tree Planting Program in the amount not to exceed \$27,000.00

### B. Building and Public Property Report

1. Building Department Report

### C. Public Health and Safety Report

1. Police Activity Report

### D. Accounts and Finances Report

### E. Mayor's Report

### F. Clerk's Report

### G. Manager's Report

1. To approve an agreement for Student Internships/Externships with Northern Illinois University
2. To approve Proven IT's copier Refresh and Managed Print System Services in the amount of \$2,128.00 per month.

## **11) ANNOUNCEMENTS**

## **12) CITIZENS AND VISITORS COMMENT PERIOD**

## **13) ADJOURNMENT OF REGULAR MEETING**

**MINUTES OF THE BOARD OF COMMISSIONERS'  
REGULAR MEETING  
HELD ON AUGUST 12, 2024**

The Board of Commissioners of the Village of Palos Park, Cook County, Illinois held its regular meeting on Monday, August 12, 2024. Mayor Milovich-Walters called the meeting to order at 6:30 p.m. Answering roll call were Commissioners Petan, Wade, Polk and Mayor Milovich-Walters. Commissioner Reed was absent this evening.

Also in attendance were Rick Boehm, Village Manager; Howard Jablecki, Village Attorney; Mark Herman, Community Development Director; Mike Sibrava, Public Works Director; Joe Miller, Police Chief; Stephen DeFalco, Recreation Director and Lisa Boyle, Deputy Clerk.

**APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETING HELD ON JULY 22, 2024:** Commissioner Petan moved, seconded by Commissioner Wade, to approve the minutes of the Regular Council Meeting held on July 22, 2024, as presented.

On the call of the roll, the vote was as follows:

AYES: -4- Commissioners Petan, Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -1- Commissioner Reed

**RECOGNITIONS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:**

**HEARINGS:** None

**CONSENT AGENDA**

All items on the consent agenda are routine or have been brought forward at the direction of the Board of Commissioners and will be enacted with one motion. If discussion is desired, that item will be removed from the consent agenda and considered separately.

Commissioner Petan moved, seconded by Commissioner Wade to:

- A. To grant a Village of Palos Park Temporary Liquor License to Durbin's Pizza for the Concert on the Green event scheduled for Thursday, August 15, 2024 from 6:00 to 8:00 pm on the Village Green
- B. To approve the purchase of a Stalker Speed Radar Trailer (replacement) at a cost of \$9,675.79 from All Traffic Solutions
- C. To approve payment of invoices on the Warrant List dated August 12, 2024 in the amount of 152,996.64
- D. To approve payment of the Supplemental Warrant List dated August 12, 2024 for manual checks payroll, and recurring wire transfers in the amount of \$549,076.77

On the call of the roll, the vote was as follows:

AYES: -4- Commissioners Petan, Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -1- Commissioner Reed

**OLD BUSINESS:** None

**BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS:**

Commissioner Wade presented Ordinance 2024-14 “An Ordinance Approving The Malik Ali Subdivision (117 and 119 Forest Edge Drive)” An application has been filed to request approval of a preliminary and final plat for a 2-lot subdivision. The property consists of 2.66 acres that previously consisted of two lots which were recently consolidated into a single lot. The property owner is requesting to re-subdivide the property back into the two previous lots, each of which would have a size greater than 1 acre. The property is commonly known as 117 and 119 Forest Edge Drive in Palos Park, Illinois. No discussion was had.

Commissioner Wade moved, seconded by Commissioner Petan to approve Ordinance 2024-14 “An Ordinance Approving The Malik Ali Subdivision (117 and 119 Forest Edge Drive)”

On the call of the roll, the vote was as follows:

AYES: -4- Commissioners Wade, Petan, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -1- Commissioner Reed

**INFORMATION & UPDATES:**

**COMMISSIONER OF PUBLIC WORKS AND STREETS/RECREATION & PARKS, REBECCA PETAN:**

Commissioner Petan had no formal report this evening. Commissioner Petan announced that the 2024 paving project is slated to begin August 19<sup>th</sup> and that the Spring Drive/90<sup>th</sup> Ave. paving project will be completed next. Commissioner Petan made recreation announcements to remind residents about programs and opportunities. This Thursday is Concert on The Green from 6-8pm and pickle ball courts are open and Autumn in The Park is September 20<sup>th</sup> and 21<sup>st</sup>.

**COMMISSIONER OF BUILDING & PUBLIC PROPERTY, MIKE WADE:**

POOL WATER: Commissioner Wade reminded residents when draining end of season pool water to make sure it drains on your own property and not your neighbor’s property.

BUILDING DEPARTMENT REPORT: Commissioner Wade reported that the Building Department processed thirty (46) permits from July 17, 2024 to August 7, 2024 resulting in \$10,195.00 in permit fees. Forty-one (41) inspections were completed during this time.

**COMMISSIONER OF PUBLIC HEALTH AND SAFETY, DANIEL POLK:**

POLICE ACTIVITY REPORT: Commissioner Polk reported the Police Department received 1745 calls for service/CAD Events from July 29, 2024 through August 11, 2024. Palos Park Police also issued 23 citizen assists calls, 14 case reports, 7 accident reports, 2 adult arrests, 0 juvenile arrests, 2 police impounds, 69 traffic stops, 28 moving violations, 24 adjudication tickets, and 43 speeding tickets.

**FIVE “D”s OF CRIME PREVENTION:** Commissioner Polk informed residents of the “Five D”s of crime prevention: Deny Access, Delay the Act, Deter the Opportunity, Devalue Perception and Detect the Crime.

**CALL 911 FIRST:** Commissioner Polk informed residents to call 911 should a child or adult wander away. Call 911 - The faster help can get there, the better chances the person will be found and helped.

**LIFEVAC:** Commissioner Polk announced that Palos Park Police Department patrol units are now in the process of being equipped with a life-saving tool called a LifeVac. It is an airway device and can be used by adults and children.

**COMMISSIONER OF ACCOUNTS AND FINANCES, G. DARRYL REED:**

Commissioner Reed was absent this evening. Accounts and Finances had no formal report.

**MAYOR’S REPORT:** Mayor Milovich-Walters did not have a formal report this evening.

**CLERK’S REPORT:**

Clerk Arrigoni was absent this evening. Deputy Village Clerk, Lisa Boyle had no formal report this evening.

**MANAGER’S REPORT:**

**WASTENOT, INC FRANCHISE AGREEMENT:** Manager Boehm presented an agreement with WasteNot, Inc. - a subscription-based food scrap compost collection program. The program is optional. The company would provide residents with a 5-gallon sealable bucket for \$10/month based on bi-weekly service. Finished compost is free to its subscribers annually. Any resident in Palos Park that signs up would be able to claim 8–10-pound bag of finished compost every year as a perk of the service. Manager Boehm added that the program fits in well with Palos Park. No discussion was had.

Commissioner Petan moved, seconded by Commissioner Wade to approve a Franchise Agreement with WasteNot, Inc. to Provide a Subscription Based Food Scrap Compost Collection Program in the Village of Palos Park.

On the call of the roll, the vote was as follows:

AYES: -4- Commissioners Petan, Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -1- Commissioner Reed

**CELLULAR SITE RETENTION:** Manager Boehm presented an item for the Council’s consideration regarding the criteria for cellular site retention as found in the July 12, 2024 letters from AT&T/MD7. This item was continued from the July 22<sup>nd</sup> meeting. After renegotiation, the rent escalator was increased in the new lease terms to 7.5% every 5 years as opposed to 5% every 5 years. No discussion was had by the Council.

Commissioner Petan moved, seconded by Commissioner Wade to accept the Criteria for Cellular Site Retention as found in the August 2, 2024 letters from AT&T/MD7.

On the call of the roll, the vote was as follows:

AYES: -4- Commissioners Petan, Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -1- Commissioner Reed

#### **ANNOUNCEMENTS**

Mayor Milovich Walters gave a shout out to Palos Park resident Bella Narciso to congratulate her on being the first president of the new Lions Club under 18 organization - Leo Club of Palos. The Charter Members include Aaron Aldrich, Delilah Capuano, Ethan Froylan, Eddie Garvey, James Gira, Brendan Kelly, Bella Narciso, Chance Narciso, Mia Narciso, Will Polacek, Patrick Ready and Luke Snell.

#### **CITIZENS AND VISITORS COMMENT PERIOD:**

Palos Park resident, Luke O'Toole expressed concerns regarding the Palos Park Police Cadet service, exit and entrance ways, signs and traffic violations at and around the Palos Islamic Center. Mr. O'Toole also misses having paper notifications mailed to residents for happenings in the Village for people who do not want to go online.

**ADJOURNMENT OF REGULAR COUNCIL MEETING:** There being no further business, Commissioner Petan moved, seconded by Commissioner Wade, to adjourn the meeting at 6:57 p.m.

On the call of the roll, the vote was as follows:

AYES: -4- Commissioners Petan, Wade, Polk and Mayor Milovich-Walters

NAYS: -0-

ABSENT: -1- Commissioner Reed

Respectfully submitted,

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Lisa M. Boyle, Deputy Village Clerk



VILLAGE OF  
**PALOS PARK**

NICOLE MILOVICH-WALTERS  
Mayor

MARIE ARRIGONI  
Village Clerk

G. DARRYL REED  
Accounts & Finances

DAN POLK  
Public Health & Safety

MIKE WADE  
Building & Public Property

REBECCA PETAN  
Public Works & Streets, Recreation

RICHARD B. BOEHM  
Village Manager

**PROCLAMATION DECLARING  
SEPTEMBER 2-6, 2024 NATIONAL PAYROLL WEEK**

WHEREAS, PayrollOrg and its more than 20,000 members have launched a nationwide public awareness campaign that pays tribute to the more than 150 million people who work in the United States and the payroll professionals who support the American system by paying wages, reporting worker earnings and withholding federal employment taxes; and

WHEREAS, payroll professionals in Palos Park, IL. play a key role in maintaining the economic health of Palos Park, carrying out such diverse tasks as paying into the unemployment insurance system, providing information for child support enforcement, and carrying out tax withholding, reporting and depositing; and

WHEREAS, payroll departments collectively spend more than \$2.4 trillion annually complying with myriad federal and state wage and tax laws; and Whereas payroll professionals play an increasingly important role ensuring the economic security of American families by helping to identify noncustodial parents and making sure they comply with their child support mandates; and

WHEREAS, payroll professionals have become increasingly proactive in educating both the business community and the public at large about the payroll tax withholding systems; and

WHEREAS, payroll professionals meet regularly with federal and state tax officials to discuss both improving compliance with government procedures and how compliance can be achieved at less cost to both government and businesses; and

WHEREAS, the week in which Labor Day falls has been proclaimed National Payroll Week, I hereby give additional support to the efforts of the people who work in Palos Park, IL. and of the payroll profession by proclaiming the first full week of September Payroll Week for Palos Park, IL.

In witness whereof I have hereunto set my hand this 26<sup>th</sup> day of August, 2024 and caused this seal to be affixed.

\_\_\_\_\_  
Nicole Milovich-Walters, Mayor

Attest:

\_\_\_\_\_  
Marie Arrigoni, Village Clerk



No. 2024-05  
\$ 0.00

VILLAGE OF  
**PALOS PARK**

**LICENSE**

**TO SELL ALCOHOLIC LIQUOR AT RETAIL**

**BY AUTHORITY OF**

**THE VILLAGE OF PALOS PARK, COOK COUNTY, ILLINOIS**

License is Hereby Granted to: DURBIN'S PIZZA

**TEMPORARY SPECIAL EVENT LIQUOR LICENSE**

(KIND AND CLASSIFICATION OF LICENSE)

PALOS PARK CONCERT ON THE GREEN

THURSDAY, AUGUST 22, 2024 6:00 PM - 8:00 PM

at No. 8901 W. 123RD STREET in said Village until the end of the 22ND day  
of AUGUST A.D. 2024 subject to the provisions of all Ordinances now in force and  
that may hereafter be passed by said Village.

Witness the hand of the Mayor and Liquor Commissioner of the Village of Palos Park  
and the Corporate Seal thereof, this 14TH day of AUGUST A.D. 2024.

Nicole Milovich-Walters, Mayor and Liquor Commissioner

Attest:

Marie Arrigoni, Village Clerk

LISA BOYLE, DEPUTY VILLAGE CLERK

**THE VILLAGE OF PALOS PARK**  
**ACCOUNTS PAYABLE WARRANT**  
**FOR AUGUST 26, 2024**

THE MAYOR AND THE COMMISSIONERS OF THE VILLAGE OF PALOS PARK  
APPROVE THE FOLLOWING ACCOUNTS PAYABLE WARRANT AS STATED  
BELOW, AND AUTHORIZE THE TREASURER TO FORWARD PAYMENT.

\_\_\_\_\_  
MAYOR NICOLE MILOVICH-WALTERS SIGNATURE

ATTEST:

\_\_\_\_\_  
VILLAGE CLERK MARIE ARRIGONI SIGNATURE

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 08/26/2024  
 POSTED AND UNPOSTED  
 OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice Description Amount Check Number

GL Number	Invoice Line Desc	Vendor Name	Amount	Check Number
<b>Fund: 01 GENERAL FUND</b>				
<b>Department: 00</b>				
01-00-9999	MUST CHANGE DESCRIPTION DU ODP BUSINESS SOLUTIONS, LL		70.03	188003
01-00-9999	MUST CHANGE DESCRIPTION DU SHARK SHREDDING, INC		0.00	188011
01-00-9999	MUST CHANGE DESCRIPTION DU QUILL CORPORATION		0.00	188006
			<b>Total] Department 00</b>	
			70.03	

<b>Department: 02 POLICE DEPARTMENT REVENUE</b>				
01-02-2301	ONLINE TICKET PAYMENT REFU CESAR CAHUE		20.00	187969
01-02-2301	ONLINE TICKET PAYMENT REFU IDALIS M PETER MENDEZ		164.00	187990
			<b>Total] Department 02 POLICE DEPARTMENT REVENUE</b>	
			184.00	

<b>Department: 20 ADMINISTRATION DEPARTMENT</b>				
01-20-6990	OTHER CONTRACTUAL SERVICES A-ABEL ROOFING		225.00	187961
01-20-7200	PHONE EXPENSE	PEERLESS NETWORK, INC	410.87	188005
01-20-7200	PHONE EXPENSE	PEERLESS NETWORK, INC	606.41	188005
01-20-7210	MOBILE TELECOMMUNICATIONS	STEPHEN DEFALCO	100.00	188012
01-20-7210	ADMIN. CELL PHONE	VERIZON WIRELESS	42.31	188018
01-20-7500	FILE CABINET TOPPERS	GARVEY'S OFFICE PRODUCTS	692.00	187983
01-20-7990	OFFICE SUPPLIES COFFEE PAP GARVEY'S OFFICE PRODUCTS		189.46	187983
01-20-7990	CREDIT FROM GARVEYS FOR CO GARVEY'S OFFICE PRODUCTS		(109.98)	187983
			<b>Total] Department 20 ADMINISTRATION DEPARTMENT</b>	
			2,156.07	

<b>Department: 21 PUBLIC AFFAIRS DEPARTMENT</b>				
01-21-7990	VILLAGE COUNCIL	VERIZON WIRELESS	108.03	188018
			<b>Total] Department 21 PUBLIC AFFAIRS DEPARTMENT</b>	
			108.03	

<b>Department: 22 POLICE DEPARTMENT</b>				
01-22-6540	AUG ADJ HEARING COURT SERV TOSCAS LAW GROUP		450.00	188016
01-22-6700	GRILL REPLACEMENT AFTER AC MIDWEST 911, INC		397.26	188001
01-22-6700	CAR WASHES FOR JULY 2024	FULLER'S CAR WASH	512.97	187981
01-22-6700	OIL CHANGE 272	FULLER'S CAR CARE, INC.	100.04	187980
01-22-6700	UNIT 267 AC REPAIRS	RIZZA	1,598.60	188008
01-22-6700	OIL CHANGE 266	FULLER'S CAR CARE, INC.	113.67	187980
01-22-6700	OIL CHANGE 273	FULLER'S CAR CARE, INC.	113.67	187980
01-22-6700	OXYGEN SENSOR REPLACEMENT	FULLER'S CAR CARE, INC.	233.97	187980
01-22-6990	OTHER CONTRACTUAL SERVICES DAV-COM ELECTRIC, INC		576.00	187977
01-22-6990	MONTHLY SHREDDING SERVICES SHARK SHREDDING, INC		47.04	188011
01-22-6990	7 PHONE SEARCHES AND JULY LEXIS NEXIS RISK DATA MGT, CONTRACT FEE-MAY 05/#1241214		33.50	187994
01-22-7010	BOX PAPER AND NEW LABE MA QUILL CORPORATION		83.98	188006
01-22-7010	SOLICITOR PERMIT BADGE SEA AMAZON CAPITAL SERVICES		41.82	187964
01-22-7010	KLEENEX	AMAZON CAPITAL SERVICES	40.20	187964
01-22-7200	PHONE EXPENSE	PEERLESS NETWORK, INC	321.00	188005
01-22-7200	PHONE EXPENSE	VERIZON WIRELESS	0.00	188019
01-22-7210	POLICE DEPT. CELL PHONE	VERIZON WIRELESS	319.58	188018
01-22-7300	2 SHIRTS FOR NEW CSO	THE EAGLE UNIFORM CO., INC.	80.00	188013
01-22-7300	5 SHIRTS UA MARANO	MICHELLE MARANO	181.49	188000
01-22-7300	SHIRTS UA REIMBURSEMENT MA MICHELLE MARANO		172.45	188000
			<b>Total] Department 22 POLICE DEPARTMENT</b>	
			5,417.24	

<b>Department: 24 PUBLIC WORKS DEPARTMENT</b>				
01-24-6420	STREET LIGHTING JUN/JUL 20	COM ED	2,859.85	187973
01-24-6700	UNIT 267 AC REPAIRS	RIZZA	1,598.61	188008

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 08/26/2024  
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 OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice  
 Description

Amount  
 Check  
 Number

GL Number	Line Desc	Vendor Name	Amount	Check Number
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Fund: 01 GENERAL FUND  
 Department: 24 PUBLIC WORKS DEPARTMENT

01-24-6700	#67 REPLACEMENT TIRES	TIRE SERVICES COMPANY	1,091.60	188015
01-24-6786	TREE TRIMMING / REMOVAL	LOBOS TREE & LANDSCAPING S	1,800.00	187995
01-24-6786	TREE TRIMMING / REMOVAL	GROUNDSKEEPER LANDSCAP CARE	5,550.00	187985
01-24-6786	TREE TRIMMING / REMOVAL	GROUNDSKEEPER LANDSCAP CARE	3,850.00	187985
01-24-6990	PW MATS	CINTAS	111.41	187970
01-24-7200	PHONE EXPENSE	PEERLESS NETWORK, INC	154.08	188005
01-24-7200	PHONE EXPENSE	VERIZON WIRELESS	0.00	188019
01-24-7210	PUBLIC WORKS DEPT. CELL PH	VERIZON WIRELESS	288.57	188018
01-24-7300	UNIFORMS	CINTAS	155.00	187970
01-24-7300	UNIFORMS	CINTAS	115.01	187970
01-24-7300	UNIFORMS	CINTAS	115.01	187970
01-24-7510	OPERATING TOOLS	HOME DEPOT CREDIT SERVICES	348.94	187988
Total] Department 24 PUBLIC WORKS DEPARTMENT			18,038.08	

Department: 25 BUILDING DEPARTMENT

01-25-6600	PLAN REVIEW & INSPECTION	HR GREEN, INC	482.10	187989
01-25-7200	PHONE EXPENSE	PEERLESS NETWORK, INC	102.72	188005
01-25-7200	PHONE EXPENSE	VERIZON WIRELESS	0.00	188019
01-25-7210	BUILDING DEPT. CELL PHONE	VERIZON WIRELESS	156.64	188018
Total] Department 25 BUILDING DEPARTMENT			741.46	

Department: 26 RECREATION DEPARTMENT

01-26-6991	CONTRACTUAL PROGRAMS	DONNA FURMANEK	640.00	187978
01-26-7200	PHONE EXPENSE	PEERLESS NETWORK, INC	51.36	188005
01-26-7200	PHONE EXPENSE	PEERLESS NETWORK, INC	80.11	188005
01-26-7200	PHONE EXPENSE	VERIZON WIRELESS	0.00	188019
01-26-7210	REC. DEPT. CELL PHONE	VERIZON WIRELESS	42.31	188018
01-26-7522	CLASS & CAMP SUPPLIES	CITI CARDS	23.50	187971
Total] Department 26 RECREATION DEPARTMENT			837.28	

Department: 28 CAPITAL EXPENDITURE DEPARTMENT

01-28-8011	BODY CAMERAS	AXON ENTERPRISE INC	23,709.00	187966
01-28-8011	SPEED TRAILER	ALL TRAFFIC SOLUTIONS, INC	9,675.79	187963
Total] Department 28 CAPITAL EXPENDITURE DEPARTMENT			33,384.79	

Department: 29 FINANCE DEPARTMENT

01-29-7200	PHONE EXPENSE	PEERLESS NETWORK, INC	51.36	188005
01-29-7200	PHONE EXPENSE	VERIZON WIRELESS	0.00	188019
01-29-7210	FINANCE DEPT.	VERIZON WIRELESS	36.01	188018
Total] Department 29 FINANCE DEPARTMENT			87.37	

Department: 32 PALOS PARK FESTIVALS

01-32-6001	CHILDREN'S ACTIVITIES	CLOWNING AROUND ENTERTAINM BAL. - AIRBRSH/MAGICIAN-"90TH"	2,009.50	187972
Total] Department 32 PALOS PARK FESTIVALS			2,009.50	

Department: 91 BUILDING MAINTENANCE - KAPTUR CENTER

01-91-6410	NICOR AT KAPTUR 7/5/24 - 8 NICOR GAS	MATS/KAC	338.20	188002
01-91-6710	MATS AT KAPTUR	ROSCOE	233.32	188009
Total] Department 91 BUILDING MAINTENANCE - KAPTUR CENTER			571.52	

Department: 92 BUILDING MAINTENANCE - RECREATION CENTER

01-92-6780	BOLLARD LIGHT FIXTURE REAP MENARDS		30.59	187999
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INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 08/26/2024  
 POSTED AND UNPOSTED  
 OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice Description

Amount Check Number

GL Number	Invoice Line Desc	Vendor Name	Amount	Check Number
<b>Fund: 01 GENERAL FUND</b>				
<b>Department: 92 BUILDING MAINTENANCE - RECREATION CENTER</b>				
Total Department 92 BUILDING MAINTENANCE - RECREATION CENTER			30.59	
<b>Department: 97 PROPERTY MAINTENANCE - VILLAGE GREEN</b>				
01-97-6780	VG BOLLARD BASE REPAIR PAR PALOS ACE HARDWARE		9.70	188004
01-97-6990	OTHER CONTRACTUAL SERVICES LRS, LLC		202.40	187996
Total Department 97 PROPERTY MAINTENANCE - VILLAGE GREEN			212.10	
Total Fund 01 GENERAL FUND			63,848.06	

<b>Fund: 03 SPECIAL EVENT FUND</b>				
<b>Department: 24 PUBLIC WORKS DEPARTMENT</b>				
03-24-6003	SPECIAL EVENT INSURANCE PO VICTOR INSURANCE MANAGERS		1,160.00	188020
03-24-6085	THE COUNTRY NIGHT FRI. NIG THE RIGHT STUFF ENTERTAINM		1,500.00	188014
03-24-6085	MIKE & JOE SAT. NIGHT BAND IMAGE RECORDS, INC.		4,999.00	187991
03-24-6085	WHISKEY ROAD SAT. AFTERNOO WHISKEY ROAD, LLC		1,000.00	188021
03-24-6830	TENT AND STAGE RENTAL AIP BIG TENT EVENTS		19,860.50	187968
03-24-6830	AIP SOUND RENTAL VANTAGE PRODUCTION GROUP		3,750.00	188017
03-24-7001	VENDOR REFUND KATHERINE EINHORN		50.00	187993
03-24-7002	LIQUOR PURCHASES HAVES BEER DISTRIBUTING CO		11,090.62	187987
03-24-7004	FALL FESTIVAL EXPENSES LUDWIG'S INC.		585.00	187997
Total Department 24 PUBLIC WORKS DEPARTMENT			43,995.12	
Total Fund 03 SPECIAL EVENT FUND			43,995.12	

<b>Fund: 23 1/2% SALES TAX FUND</b>				
<b>Department: 28 CAPITAL EXPENDITURE DEPARTMENT</b>				
23-28-8020	DRAINAGE MATERIAL CONSERV FS, INC		384.00	187975
23-28-8060	RAMSGATE DRAINAGE GROUNDKEEPER LNSCAP CARE		3,950.00	187985
23-28-8060	RAMSGATE RESTORATION GROUNDKEEPER LNSCAP CARE		4,670.00	187985
Total Department 28 CAPITAL EXPENDITURE DEPARTMENT			9,004.00	
Total Fund 23 1/2% SALES TAX FUND			9,004.00	

<b>Fund: 24 MFT FUND</b>				
<b>Department: 24 PUBLIC WORKS DEPARTMENT</b>				
24-24-7700	COLD PATCH FOR POTHOLES GALLAGHER MATERIALS, INC.		515.04	187982
Total Department 24 PUBLIC WORKS DEPARTMENT			515.04	
Total Fund 24 MFT FUND			515.04	

<b>Fund: 26 BEAUTIFICATION FUND</b>				
<b>Department: 24 PUBLIC WORKS DEPARTMENT</b>				
26-24-6992	MAILBOX INSTALLATION MAILBOX FAST LLC		2,575.00	187998
Total Department 24 PUBLIC WORKS DEPARTMENT			2,575.00	
Total Fund 26 BEAUTIFICATION FUND			2,575.00	

<b>Fund: 51 SEWER FUND</b>				
<b>Department: 24 PUBLIC WORKS DEPARTMENT</b>				
51-24-6410	8201 RT. 83/ 7-12 TO 8-13- NICOR GAS		48.16	188002
51-24-6990	2024-2025 GIS ANNUAL SERVI RUEKERT & MIELKE, INC.		805.50	188010
51-24-6990	OTHER CONTRACTUAL SERVICES INVOICE CLOUD INC		54.35	187992
51-24-6990	OTHER CONTRACTUAL SERVICES INVOICE CLOUD INC		52.98	187992

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 08/26/2024  
 POSTED AND UNPOSTED  
 OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
<b>Fund: 51 SEWER FUND</b>					
<b>Department: 24 PUBLIC WORKS DEPARTMENT</b>					
51-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		58.62	187992
51-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		45.20	187992
51-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		53.12	187992
51-24-7200	PHONE EXPENSE	PEERLESS NETWORK, INC		51.36	188005
51-24-7200	PHONE EXPENSE	VERIZON WIRELESS		0.00	188019
51-24-7210	SEWER CELL PHONE	VERIZON WIRELESS		134.47	188018
51-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	44.48	187970
51-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	44.48	187970
51-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	44.48	187970
Total] Department 24 PUBLIC WORKS DEPARTMENT				1,437.20	
Total] Fund 51 SEWER FUND				1,437.20	
<b>Fund: 52 WATER FUND</b>					
<b>Department: 24 PUBLIC WORKS DEPARTMENT</b>					
52-24-6410	10057 W. 125TH ST/ 7-3 TO	NICOR GAS		148.09	188002
52-24-6700	VEHICLE MAINTENANCE & SUPP TIRE SERVICES	COMPANY		109.40	188015
52-24-6708	OPERATING EQUIPMENT MAINTENANCE-TECHNICS			3,169.50	187979
52-24-6750	WATER LINE MAINTENANCE & S AIRY'S INC.			3,701.24	187962
52-24-6750	WATER LINE MAINTENANCE & S CORE & MAIN LP			266.19	187976
52-24-6750	WATER LINE MAINTENANCE & S CORE & MAIN LP			926.17	187976
52-24-6990	OTHER CONTRACTUAL SERVICES	HACH COMPANY		3,000.00	187986
52-24-6990	OTHER CONTRACTUAL SERVICES	CONCENTRIC INTERGRATION LL		488.00	187974
52-24-6990	OTHER CONTRACTUAL SERVICES	CONCENTRIC INTERGRATION LL		2,273.00	187974
52-24-6990	MCCARTHY ROAD WATER MAIN C	BAXTER & WOODMAN, INC.		1,411.25	187967
52-24-6990	UTILITY RATE STUDY	BAXTER & WOODMAN, INC.		1,000.85	187967
52-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		54.35	187992
52-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		52.97	187992
52-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		58.63	187992
52-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		45.20	187992
52-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		53.13	187992
52-24-6990	OTHER CONTRACTUAL SERVICES	INVOICE CLOUD INC		240.88	188005
52-24-7200	PHONE EXPENSE	PEERLESS NETWORK, INC		141.24	188005
52-24-7200	PHONE EXPENSE	PEERLESS NETWORK, INC		0.00	188019
52-24-7200	PHONE EXPENSE	VERIZON WIRELESS		134.46	188018
52-24-7210	WATER DEPT. CELL PHONE	VERIZON WIRELESS		93.90	188019
52-24-7210	DAN FOSTER/SENSUS	VERIZON WIRELESS		44.48	187970
52-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	44.48	187970
52-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	44.48	187970
52-24-7300	UNIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	44.48	187970
52-24-7990	MISCELLANEOUS COMMODITIES	ASSOCIATED TECHNICAL SERVI		980.00	187965
Total] Department 24 PUBLIC WORKS DEPARTMENT				18,481.89	
Total] Fund 52 WATER FUND				18,481.89	
<b>Fund: 53 COMMUTER LOT FUND</b>					
<b>Department: 24 PUBLIC WORKS DEPARTMENT</b>					
53-24-6710	MATS AT METRA	ROSCOE	MATS/KAC	84.56	188009
53-24-6712	CAFETERIA GATE REPAIRS D GOLDY LOCKS, INC			199.00	187984
53-24-6780	PAVER LOCKING SAND FOR REP MENARDS			19.99	187999
Total] Department 24 PUBLIC WORKS DEPARTMENT				303.55	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 08/26/2024  
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 OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 53	COMMUTER LOT FUND		Total Fund 53 COMMUTER LOT FUND	303.55	
Fund: 80	ESCROW FUND				
Department: 00			Total Department 00	3,500.00	188007
80-00-2106	BUILDING ROW BONDS BS&A	RICHARD MURPHY	Total Fund 80 ESCROW FUND	3,500.00	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 08/26/2024  
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 OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
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01	GENERAL FUND			63,848.06	
03	SPECIAL EVENT FUND			43,995.12	
23	1/2% SALES TAX FUND			9,004.00	
24	MFT FUND			515.04	
26	BEAUTIFICATION FUND			2,575.00	
51	SEWER FUND			1,437.20	
52	WATER FUND			18,481.89	
53	COMPUTER LOT FUND			303.55	
80	ESCROW FUND			3,500.00	
Total] For All Funds:				<u>143,659.86</u>	

---- TOTALS BY FUND ----



VILLAGE OF  
**PALOS PARK**

**Village Council**

Mayor Nicole Milovich-Walters  
Village Clerk Marie Arrigoni  
Commissioner G. Darryl Reed  
Commissioner Dan Polk  
Commissioner Mike Wade  
Commissioner Rebecca Petan

Meeting of: August 26, 2024

6:30 PM

Kaptur Administrative Center

**AGENDA MATTER:**

Approve 2024 Tree Planting Program

**BACKGROUND/HISTORY:**

Every Fall the Village completes the annual tree planting program. Though the spring and summer residents can sign up to receive a free tree from the Village. They can choose from several varieties and can choose the location in the ROW for planting. The money used to purchase the trees comes from the Tree Bank Fund. In this way the Village uses the monies collected for tree removal to reforest the Village ROW. The program grows every year, costing 22,000.00 in 2022 and \$25,910.00 in 2023. The Village Arborist has estimated the cost for the 2024 program to be \$27,000.00 using itrees to supply and plant the trees.

**STAFF RECOMMENDATION:**

Staff recommends approving the funding of the 2024 Fall Tree Planting Program.

**RECOMMENDED MOTION:**

I move to waive the formal bidding process and approve using itrees for the Fall Tree Planting Program in an amount not to exceed \$27,000.00.

8999 West 123<sup>rd</sup> Street  
 Fax: (708) 448-9542  
 Phone: (708)671-3730  
 Palos Park, IL 60464  
 www.palospark.org



To: Mike Wade, Building Dept. Commissioner  
 From: Building Department  
 Date: August 20, 2024  
 Subject: Building Department Report for Council Meeting August 26, 2024

**CONSTRUCTION CONDUCT & WORK HOURS**

We all have a role in protecting, maintaining, and improving our environment. Construction conduct means being a good neighbor. Village Code Chapters 1460, 652, and 480 define appropriate conduct on construction sites. Please review codes on-line or get a copy at the Kaptur Center. The goal is to keep undesirable impacts to a minimum. Respect for neighbors, safety, and cleanliness will lead to a successful construction project.

Contractor work hours are Monday – Friday 7AM – 8PM or dusk if earlier and Saturday 7AM – 5PM or dusk if earlier and not on New Year’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas. Homeowners may do construction Monday – Saturday 7AM – 9PM or dusk if earlier and Sundays and Holidays 10AM – 6PM or dusk if earlier.

Please contact the Village if you notice any work being done outside of work hours.

**PERMITS:**

The Building Department processed thirty-four (34) permits from August 7, 2024-August 20, 2024 resulting in \$11,659.90 in permit fees.

**BUILDING PERMIT INSPECTIONS**

Ninety (90) inspections were completed during this time.

ADDRESS	PERMIT TYPE	COST
7832 OAK RIDGE	SHED	\$314.70
12220 S WILL COOK ROAD	COMMERICAL ALTERATION	\$4,605.20
9119 W 121 <sup>ST</sup> STREET	DECK	\$300.00
44 BROOK LANE	ELECTRICAL	\$75.00
8021 W 119 <sup>TH</sup> STREET	GUTTERS	\$150.00
12631 REGINA LANE	HVAC	\$75.00
11912 92 <sup>ND</sup> AVENUE	HVAC	\$90.00
12518 IROQUOIS ROAD	INSULATION	\$225.00
35 RAMSGATE DRIVE	PILLARS	\$225.00
126 COMMONS DRIVE	POND WORK	\$150.00
8404 W 123 <sup>RD</sup> STREET	PAVERS	\$225.00
12705 S WOLF ROAD	PAVERS	\$450.00
1 SUNNY SLOPE ROAD	ROOF	\$225.00
31 ROMIGA LANE	ROOF	\$150.00
12400 S ELM STREET	ROOF	\$225.00

5 BLACK WALNUT TRAIL	ROOF	\$225.00
14 BLACK WALNUT TRAIL	ROOF	\$225.00
11729 S 82 <sup>ND</sup> AVENUE	ROOF	\$225.00
12315 S MOHAWK	ROOF	\$225.00
10035 125 <sup>TH</sup> STREET	ROOF	\$225.00
12645 S 80 <sup>TH</sup> AVENUE	ROOF	\$225.00
11729 HIGHWOOD DRIVE	ROOF	\$225.00
12108 SPRING DRIVE	ROOF	\$150.00
12513 IROQUOIS ROAD	ROFF	\$225.00
11 FOX LANE	ROOF	\$225.00
9314 W 122 <sup>ND</sup> PLACE	ROOF	\$225.00
12646 TIMERLANE DRIVE	ROOF	\$225.00
1240S S ELM STREET	ROOF	\$225.00
8715 W 123 <sup>RD</sup> STREET	ROOF	\$225.00
11815 S 85 <sup>TH</sup> AVENUE	ROOF	\$225.00
12517 S 89 <sup>TH</sup> AVENUE	ROOF	\$225.00
6 OLD TIMER LANE	ROOF	\$225.00
12616 S LAGRANGE ROAD	SIGNS	\$275.00
11532 OLD PRAGUE PATH	DOOR	\$150.00
	TOTAL	\$11,659.90
	PREVIOUS REPORT	\$77,219.35
	FISCAL YEAR TO DATE	\$88,879.25

## **GRANT AWARD**

Palos Park Police Commissioner Dan Polk has announced that the Palos Park Police Department has been awarded a grant from the Office of the Attorney General, State of Illinois as part of the department's ongoing efforts to create a targeted response with patrol officers utilizing technology or other equipment to help deter strategies for preventing or responding to crime.

Mayor Nicole Milovich Walters said, "With our assorted grant funding our officer's attention and time can be directed towards utilizing grant funds to help prevent and respond to crimes. We work closely with other agencies and there is a lot of technology involved. This will give us the ability to enhance our connectivity and network to *give and get* real time information. Passing on information with interfacing to other agencies will be key."

With this crucial grant funding, we will further bolster the effort of the Palos Park Police Department to deter, suppress crime among other critical public safety initiatives the funding will sustain.

This spring, the Palos Park Police Department participated in the Illinois Department of Transportation (IDOT) Sustained Traffic Enforcement Period (STEP). A program, funded by a grant through the state of Illinois, designed to provide funding for officers to conduct additional traffic enforcement outside their normal patrol shifts. During their normal patrol shifts, officers perform a number of tasks including preventive patrols, responding to calls for service, citizen assists, as well as traffic enforcement. The STEP program allows officers to strictly conduct traffic enforcement.

*Joe Miller,  
Chief of Police  
Palos Park Police Department  
8999 W 123<sup>rd</sup> Street  
Palos Park, Illinois 60464*

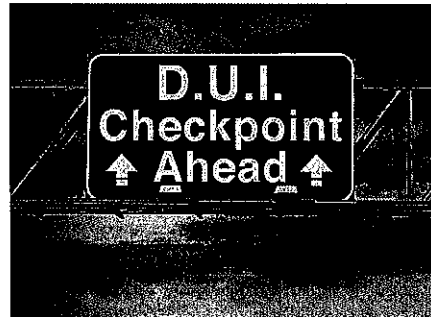
**Palos Park Police Commissioner Dan Polk said, "Keeping the roads clear of impaired drivers must continue to be a priority for law enforcement officers throughout this country. There is no excuse for getting behind the wheel of a motor vehicle while impaired"**

**Palos Park Police will be out in force as Labor Day marks the end of the 100 Deadliest Days of Summer, the period between Memorial Day and Labor Day that sees a spike in fatal crashes.**

Palos Park Police are prepared for the unofficial last weekend of summer. Traffic will be up due to more people heading to summer cookouts and beach outings. Palos Park police will have roving patrols focus on aggressive reckless and impaired driving that will continue through Monday night. Long weekends are never an excuse to drive impaired, the only way to avoid a DUI is by driving sober. It's that simple. Enjoy the holiday responsibly by leaving the keys at home and planning a sober ride.

"Impaired driving-related crashes, injuries and fatalities are entirely preventable. When you drive under the influence of drugs or alcohol, you are gambling with other people's lives," said Police Chief Joe Miller. Palos Park Police are urging those who plan to celebrate with alcohol to be safe and smart and avoid impaired, distracted and aggressive driving. In preparation for the expected high volume of traffic and the potential for many more impaired drivers than on a typical weekend, Palos Park Police will be ready.

With an increase in impaired drivers expected throughout the state this holiday weekend, PPPD plans saturation patrols focusing on impaired, aggressive and distracted driving. Your holiday weekend could quickly come to an end with a DUI, jail time or even a fatal crash. Keep your safety and that of others in mind — the only choice is a sober ride. Impairment can affect a person's judgment, balance, vision, and reaction time, impacting others on the road. It's important to note that alcohol consumption is not the only cause of a DUI arrest. Drivers who are under the influence of illegal drugs or prescription medication are also at risk of being arrested for DUI. Driving under the influence of drugs is just as dangerous as driving under the influence of alcohol. This stresses the importance of understanding how prescribed medications affect your ability to operate a vehicle safely.



*Joe Miller,  
Chief of Police  
Palos Park Police Department  
8999 W 123<sup>rd</sup> Street  
Palos Park, Illinois 60464  
Palos Park, Illinois 60464*

## **BIKE HELMETS**

PPPD still has some bike helmets available for children as part of the National Children-N-Safety program.

Palos Park Police are handing out free bicycle safety helmets to children in Palos Park.

Head injuries and falls from bicycles are often the main reason children visit emergency rooms during the summer months. We hope by issuing the helmets we can prevent head injuries to children riding bicycles.

Helmets can be picked up at the Palos Park Police Department 8999 W. 123rd St. For more information, contact Chief Joe Miller at 708-671-3770





VILLAGE OF  
**PALOS PARK**

**Village Council**

*Mayor Nicole Milovich-Walters*

*Village Clerk Marie Arrigoni*

*Commissioner G. Darryl Reed*

*Commissioner Dan Polk*

*Commissioner Mike Wade*

*Commissioner Rebecca Petan*

Meeting of: August 26, 2024

6:30 PM

Kaptur Administrative Center

**AGENDA MATTER:**

Approve an Agreement for Student Internships/Externships with Northern Illinois University

**BACKGROUND/HISTORY:**

Northern Illinois University (NIU) has a program for internships through an agreement with an entity, in this case the Village of Palos Park. Through NIU's Center for Governmental Studies, a Master of Public Administration (MPA) candidate will be provided to work for the Village of Palos Park from September 1, 2024, through June 30, 2025, at a maximum 20 hours per week per the 'Statement of Work' portion of the agreement. The Village will pay NIU \$1,789.20 per month for 10 months for the intern services; the University will in turn compensate the intern. The MPA candidate that will work for the Village graduated from Illinois State University with bachelor's degrees in political science and public relations. This individual is also a graduate of Carl Sandburg High School. His experience includes having worked for the Town of Normal under the direction of the City Manager and City Planner.

**STAFF RECOMMENDATION:**

Staff recommends the Council approve the agreement with NIU.

**RECOMMENDED MOTION:**

**I Move to Approve an Agreement for Student Internships/Externships with Northern Illinois University**

## **AGREEMENT FOR STUDENT INTERNSHIPS/EXTERNSHIPS**

This **Agreement for Student Internships/Externships** ("**Agreement**") is made and entered into by and between the Board of Trustees of Northern Illinois University, located in DeKalb, Illinois 60115 ("**University**"), and Village of Palos Park, 8999 W. 123<sup>rd</sup> Street, Palos Park, Illinois 60464. ("**Sponsor**").

**WHEREAS**, Sponsor and University desire to enter into an agreement pertaining to an internship/externship for University students; and

**WHEREAS**, such internship/externship is to be funded by Sponsor and performed by the parties under the terms and conditions specified herein; and

**WHEREAS**, the performance of the internship/externship is of mutual interest to Sponsor and University, and is consistent with the instructional, scholarship and research objectives of University as a non-profit, tax-exempt educational institution.

**NOW, THEREFORE**, in consideration of the foregoing recitals, which are by this reference incorporated into and made a part of this Agreement, and the mutual covenants and promises hereinafter set forth, the parties agree as follows:

### **1. STATEMENT OF WORK**

University may provide one or more student interns/externs (each a "**Student**") for an internship/externship ("**Int/Ext**") with Sponsor and Sponsor agrees to assign professional duties and supervision to enhance the overall educational experience for the Student(s) during the Int/Ext, as further described in a Statement of Work ("**SOW**") which shall be in the form of Appendix A attached hereto. A SOW, when executed by the parties, shall be incorporated into and made a part of this Agreement. The parties may agree to subsequent internships/externships in separate statements of work, which if executed by the parties, shall also be incorporated into Appendix A and made a part of this Agreement.

### **2. STUDENT INTERN**

The number of hours to be worked by the Student will be as agreed to by the parties and as stated in the respective SOW. If for any reason a selected Student withdraws from participation in the Int/Ext, or University or Sponsor become dissatisfied with the performance of the Student, University and Sponsor shall endeavor to agree upon a successor Student or shall terminate this Agreement in the manner provided under this Agreement. University and Sponsor agree to notify the other party in writing regarding attendance or other concerns relating to a Student's performance. Sponsor shall designate an on-site supervisor who will be responsible for reporting and receiving such concerns to/from the designated University contact as listed in the respective SOW.

### 3. **TERM**

The term of this Agreement shall commence on September 1, 2024 (“**Effective Date**”) and terminate on June 30, 2025, unless earlier terminated as provided for herein (“**Term**”). This Agreement shall not be binding until it is signed by authorized representatives of both parties. The Term may be extended by the mutual written agreement of authorized representatives of the parties. For clarity, notwithstanding the Term or execution of this Agreement by the parties, University is not obligated to provide and Sponsor is not obligated to accept any Student, unless a corresponding SOW for a specific Int/Ext is executed by the parties for specific Student(s).

### 4. **INT/EXT COST AND PAYMENT**

Payment obligations shall be as stated in each respective SOW.

### 5. **INSURANCE**

Both parties shall maintain during the Term of this Agreement, general liability insurance in amounts not less than One Million Dollars (\$1,000,000) per occurrence or claim and Two Million Dollars (\$2,000,000) in the aggregate for claims arising out of the actions of their respective employees or other participating agents. Where required by law, each party shall maintain workers’ compensation insurance in amounts not less than that required by law for employees performing work in connection with this Agreement. Sponsor’s site may be self-insured.

University shall carry professional liability insurance of One Million Dollars (\$1,000,000) per occurrence or claim and Two Million Dollars (\$2,000,000) in the aggregate for professional services administered by University employees in connection with this Agreement.

### 6. **INVENTIONS AND PATENTS**

If the Int/Ext results in any new, patentable development, the parties shall negotiate ownership, licensing and disposition of such developments in good faith.

### 7. **CONFIDENTIAL INFORMATION**

Each party to this Agreement agrees to treat confidential or proprietary information (“**Proprietary Information**”) received from the other with the same degree of care with which it treats its own confidential or proprietary information and further agrees not to disclose such Proprietary Information to a third party without prior written consent from the party disclosing the Proprietary Information. The foregoing obligations of non-disclosure do not apply to Proprietary Information which:

- a. was known to the recipient prior to the disclosure hereunder;
- b. is in the public domain at the time of disclosure hereunder or subsequently entered the

- public domain without the fault of the recipient;
- c. has been independently developed by an employee of recipient that has not had access directly or indirectly to Proprietary Information, and recipient can substantiate any claim of independent development by written evidence; or
- d. is required to be disclosed by law or court order.

Unless otherwise agreed to in writing or as otherwise required by law, neither party hereto shall have any obligation of confidentiality under this Agreement after the earlier of either the fifth anniversary of the termination or expiration of this Agreement.

Notwithstanding the foregoing, the parties shall additionally comply with all applicable laws governing personal information, educational information, personally identifiable information, directory information or health information, including but not limited to the Family Educational Rights and Privacy Act, the Health Insurance Portability and Accountability Act and the Illinois Personal Information Protection Act.

## **8. TERMINATION**

This Agreement or any SOW may be terminated by either party upon thirty (30) days' written notice. If the Agreement is terminated, all SOWs shall automatically terminate on the Agreement's end date. In the event of termination by Sponsor, University shall be reimbursed for all costs incurred and all non-cancellable commitments at the time of termination. In the event of termination by University, any unexpended or unobligated balance of funds advanced by Sponsor shall be refunded to Sponsor.

The parties' payment obligations, duties of confidentiality, obligations to indemnify, defend and hold harmless and choice of law provisions shall survive any termination or expiration of the Agreement, as shall any other provision or term which ought to survive based on its context and intent.

## **9. USE OF THE NAME OF THE PARTIES**

Neither party shall issue any press release or other public announcement relating to this Agreement or the activities contemplated by this Agreement, or use the other party's logos, marks or any other trade designations (including, but not limited to, on its website, in printed materials or in any other manner) or any intellectual property of the other party, without the prior written approval of the other party, which approval may be withheld for any reason. Any approved use of a party's logos, marks or any other trade designations, shall be subject to compliance with that party's written requirements, specifications and brand guidelines pertaining to such use.

## **10. INTELLECTUAL PROPERTY AND STUDENT PUBLICATIONS**

The parties shall retain all of their respective pre-existing intellectual property rights including, without limitation, all trademarks and logos, patents, copyrights, trade secrets, and proprietary technology, owned prior to the execution of this Agreement. If an Int/Ext results in any new inventions or other intellectual property, each party agrees to disclose them to the other party

and the parties shall negotiate ownership and licensing rights in good faith.

During the Term of this Agreement, where applicable, the parties shall cooperate in good faith to agree on what redaction of information from Student's thesis, dissertation or manuscript is required, such that Student will not be unreasonably delayed or prevented from completing their requirements for applicable college credit.

#### 11. WARRANTIES

**UNIVERSITY MAKES NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, REGARDING ITS PERFORMANCE UNDER THIS AGREEMENT, INCLUDING BUT NOT LIMITED TO THE MARKETABILITY, USE OR FITNESS FOR ANY PARTICULAR PURPOSE OF THE INT/EXT RESULTS DEVELOPED UNDER THIS AGREEMENT, OR THAT SUCH RESULTS DO NOT INFRINGE UPON ANY THIRD PARTY'S PROPERTY RIGHTS (BUT WITHOUT PREJUDICE TO ITS OBLIGATIONS TO INDEMNIFY, DEFEND OR HOLD HARMLESS, AS STATED BELOW).**

#### 12. INDEMNIFICATION AND LIMITATIONS OF LIABILITY

To the fullest extent permitted by Illinois law, each party (the "**Indemnifying Party**" for purposes of this Section) shall indemnify, defend and hold the other party (the "**Indemnified Party**" for purposes of this Section) harmless from and against any claims, actions demands, suits, judgments, expenses, reasonable attorneys' fees and legal costs, damages, liability or injuries, by and to the extent attributable to the Indemnifying Party, its agents' or employees': (a) negligence or intentional misconduct; (b) breach of applicable laws and regulations; or (c) infringements of intellectual property rights of third parties. Notwithstanding the foregoing, University will not indemnify, defend or hold Sponsor harmless for Student's actions, including, but not limited to, the Student's quality of work, performance, competence or progress in any Int/Ext or SOW under this Agreement.

Except for the parties' obligations to indemnify, defend and hold the other party harmless under this Section, neither party shall be liable or responsible for any indirect, consequential, punitive damages, or loss of profits or business, whether or not foreseeable.

#### 13. ASSIGNMENT

Neither party shall assign its rights under this Agreement without the prior written consent of the other party.

#### 14. APPLICABLE LAW

This Agreement shall be interpreted and construed in accordance with the laws of the State of Illinois, without regard to its conflict of laws principles. This Agreement shall not limit either party's right to assert any governmental immunities or defenses in any claims against the other party.

**15. NON-DISCRIMINATION**

Neither party shall discriminate on the basis of race, color, national or ethnic origin, ancestry, age, religion or religious creed, disability or handicap, sex or gender, gender identity and/or expression (including transgender identity), sexual orientation, military or veteran status, or any other protected category under applicable Federal, State or Municipal law.

**16. INDEPENDENCE OF THE PARTIES**

Sponsor and University shall perform under this Agreement independently of each other and shall not be considered an employee, partner or agent of the other party.

**17. NON WAIVER AND SEVERABILITY**

A party does not waive any right under this Agreement by failing to insist on compliance with any of the terms of this Agreement or by failing to exercise any right hereunder. Any waivers granted hereunder are effective only if recorded in a writing signed by the party granting such waiver.

If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions will continue in full force and effect without being impaired or invalidated in any way.

**18. CONFLICTS OF INTEREST**

Sponsor warrants that there exists no actual or potential conflict between Sponsor's employees, agents, business or financial interests and its duties under this Agreement. Sponsor shall notify University in writing of any change in conditions that might create, give the appearance of or raise questions regarding a possible conflict of interest.

**19. SIGNATURE AND EXECUTION**

The parties agree that a signature transmitted to the other party by electronic transmission shall be effective to bind the party whose signature was transmitted. The parties further agree that any xerographically or electronically reproduced copy of this fully executed agreement shall have the same legal force and effect as any copy bearing original signatures of the parties.

**20. ENTIRE AGREEMENT**

This Agreement, together with all attached appendices, which are incorporated by this reference, constitute the complete and final agreement of the parties pertaining to the Int/Ext. To the extent there is a conflict between the terms in this Agreement and any attached appendices or schedules, the terms in this Agreement shall govern. This Agreement supersedes the parties' prior agreements, understandings and discussions relating to the Int/Ext. No modification of this

Agreement is binding, unless it is in writing and signed by authorized representatives of University and Sponsor.

**IN WITNESS WHEREOF**, the parties have executed this Agreement on the dates indicated below by representatives authorized to make such commitments on behalf of the respective party.

**BOARD OF TRUSTEES OF  
NORTHERN ILLINOIS UNIVERSITY**

**SPONSOR**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Robert Brinkmann

Name: Richard B. Boehm

Title: Dean

Title: Village Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPENDIX A  
STATEMENT OF WORK**

This Statement of Work ("**SOW**") is an appendix to the Agreement for Student Internships/Externships between the Board of Trustees of Northern Illinois University ("**University**") and Village of Palos Park, Illinois ("**Sponsor**") with an Effective Date of September 1, 2024 (the "**Agreement**"), which is hereby incorporated by reference. All capitalized terms which are not defined herein shall have the same meanings set forth in the Agreement.

**1. Scope of Services by Student(s)**

Under the direction of Sponsor, the Student(s) assigned by University for performance of the internship/externship ("Int/Ext") is John Burner. University shall appoint one or more faculty advisor or Int/Ext director to serve as a University representative(s).

The Int/Ext duties that Student will undertake are in the attached job description.

**2. SOW Term/Period of Performance by Student.**

The internship/externship shall commence on September 1, 2024 ("**SOW Effective Date**") and shall continue in full force and effect until June 30, 2025 ("**SOW Termination Date**").

Student will devote up to a maximum of twenty (20) hours per week to the Int/Ext in furtherance of performing duties as assigned and determined by Sponsor over the SOW period of performance specified in this Section 2.

**3. Payments**

Sponsor shall reimburse University a total of \$17,892 for the performance of the Int/Ext (the "**Sponsor Payment**"). The Sponsor Payment shall be made in accordance with the following schedule: \$1,789.20 per month for 10 months.

Checks are to be made payable to Northern Illinois University and sent to the University Financial Contact specified below, by the first day of each month.

University is not obligated to expend any other funds for this Int/Ext, and Sponsor is not obligated to pay University in excess of the above stated amount.

Sponsor's payment to University as set forth in this SOW includes all applicable Federal, State and local taxes.

Sponsor is aware and responsible for a minimum wage increase that may go into effect within University FY of this contract.

4. **No Modification.** Any modifications to this SOW shall be subject to a separate amendment executed by authorized representatives of the parties.

5. **Not an Offer.** This SOW shall only be binding if it is signed by authorized representatives of University and Sponsor.

6. **Special Terms/Assumptions**  
None.

7. **Contacts.** The following individual for each of the parties shall be responsible for the daily operation of this SOW. These individuals shall also serve as the contacts for all communications and billing questions, or issues related to the Int/Ext.

**Sponsor Contact:**

Name: Richard B. Boehm  
Title: Village Manager  
Department: Administration  
Phone: 708-671-3702  
Email: rboehm@palospark.org

**University Contact:**

Name: Denise Burchard  
Title: Assistant to the Chair  
Department: Public Administration  
Phone: 815-753-0183  
Email: dburchard@niu.edu

**Sponsor Financial Contact:**

Name: Alison Brothen  
Title: Finance Director  
Department: Finance  
Phone: 708-671-3715  
Email: abrothen@palospark.org

**University Financial Contact:**

Name: Catherine Watson  
Title: Accountant I  
Department: Commercial Accounts  
Receivable  
Phone: 815-753-0773  
Email: cewatson@niu.edu

This Statement of Work is hereby agreed to by the parties as evidenced by the signatures of its authorized representatives below.

**BOARD OF TRUSTEES OF  
NORTHERN ILLINOIS UNIVERSITY**

**SPONSOR**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: Robert Brinkmann

Name: Richard B. Boehm

Title: Dean

Title: Village Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_



VILLAGE OF  
**PALOS PARK**

**Village Council**

*Mayor Nicole Milovich-Walters*

*Village Clerk Marie Arrigoni*

*Commissioner G. Darryl Reed*

*Commissioner Dan Polk*

*Commissioner Mike Wade*

*Commissioner Rebecca Petan*

**Meeting of: August 26, 2024**

**6:30 PM**

**Kaptur Administrative Center**

**AGENDA MATTER:** Approve the proposal from Proven IT for new copiers for the Recreation Center, Administration Department, Police Department, Pumping Station and Public Works Garage.

**BACKGROUND/HISTORY:**

The Village's current copiers/printers are maintained by Proven IT. Proven IT has provided a quote to update all the current printers/copiers for the Recreation Center, Administration Department, Police Department, Pumping Station and Public Works Garage. Currently, the Village is paying \$2,006.44 per month. The current proposal is \$2,128.00 per month or \$25,536.00 per year. Village Staff received 2 other quotes in the amount of \$2,373.50 per month and \$2,329.27 per month from Toshiba and Toshiba America Business Solutions.

The proposal from Proven IT includes the following:

**New Equipment to Replace Existing Equipment:**

- 4 New Toshiba e-STUDIO330AC Copier Printer
- 1 New Toshiba e-STUDIO4525AC Copier Printer

**Local Devices:**

- 5 HP Desktop Color Printers
- 12 Desktop Printers

**STAFF RECOMMENDATION:**

Staff recommends approval of Proven IT's Copier Refresh and Managed Print System Services in the amount of \$2,128.00 per month. Proven will be providing all new copiers and printers with the same level of support for \$121.56 per month more than the Village is currently paying.

**RECOMMENDED MOTION:**

To approve Proven IT's Copier Refresh and Managed Print System Services in the amount of \$2,128.00 per month.

## Proposal – Copier Refresh and Managed Print Services

Customer:   
VILLAGE OF  
PALOS PARK

### Copier and Managed Print Service Proposal

#### New Equipment:

- 4 New Toshiba e-STUDIO330AC
- 1 New Toshiba e-STUDIO4525AC
- 12+ Customer-Owned Devices Under Full Managed Print

#### Volume Allotments (overages invoiced semi-annually):

- **Copiers Mono:** 5,200
- **Copiers Color:** 3,700
- **Printers Mono:** 6,200
- **Printers Color:** 5,265

#### Local Devices:

- 5 HP Color Printers Flat Rated Per Month to Avoid Overage
- Consistent Billing: \$44 Per Device

#### Current Spend:

- **Lease:** \$1,282.84
- **Monthly Service Base:** \$723.60
- **Overages (Past 12 Mo., excludes 5K invoice):** \$0.00
- **Average Monthly Spend:** \$2,006.44

#### New Monthly Spend:

**\$2,128 Per Month**



1. LEASE. The Seller, Proven IT, assigns the financial/payment portion of this transaction to a financing company for purposes of the Customer leasing the goods subject to this Agreement.
2. AVAILABILITY: Customer agrees that the Goods and Services are subject to availability and Seller reserves the right to substitute models of like specification if practicable. Seller may cancel any order or any part of an order without cause at any time and without penalty, and Seller's sole obligation shall be to return any down payment paid by Customer. If parts become unavailable for discontinued equipment, Seller reserves the right to delete said equipment in accordance with the terms of this agreement.
3. DELIVERY AND INSTALLATION: Seller shall use its standard packaging. Seller shall choose the method of delivery; Seller reserves the right to deliver the goods in installments. Equipment will be installed in accordance with manufacturer's specification. At Customer's sole cost and expense, Customer shall insure that equipment is placed in an environment that conforms with the manufacturer's specifications and requirements and will bear all costs and expenses for any additional necessities required for installation such as telephone and electrical wiring, remodeling, and noise and power filters. Any electrical work, external to the equipment (i.e. associated peripheral equipment, power, transmission and phone lines) and equipment line cord, is not covered by this agreement, unless otherwise specified on the front side of this document. Upon delivery and installation of the equipment, Customer will sign a Delivery and Acceptance form from the financing company acknowledging that all equipment has been received. Upon receipt of the signed Delivery and Acceptance form, Proven IT will submit the form to the financing company for final approval and funding on the lease.
4. MAINTENANCE, SUPPORT AND SERVICE: Any and all maintenance, support and service in relation to the goods and services shall come directly from the manufacturer, unless separately agreed to in writing by the parties. Proven IT shall not provide support, education, maintenance, or repairs in relation to the goods and services as Proven IT is acting merely as a reseller and installer of the goods. Proven IT is not acting as employee or agent of the manufacturer in conjunction with the resale or installation of the goods.
5. INDEPENDENT CONTRACTOR: It is understood and acknowledged that the goods and services which Proven IT provides to Customer hereunder shall be in the capacity of an independent contractor and not as an employee or agent of Customer. Proven IT shall not be eligible for and shall not receive any employee benefits from Customer and shall be solely responsible for the payment of all taxes, FICA, federal and state unemployment insurance contributions, state disability premiums and all similar taxes and fees relating to the fees earned by Proven IT hereunder.
6. RISK OF LOSS: The goods shall be identified to the contract, and risk of loss shall pass to Customer when the goods are placed in the hands of the carrier.
7. NO WARRANTIES: PROVEN IT IS NOT THE MANUFACTURER OF THE GOODS AND SERVICES. CUSTOMER UNDERSTANDS AND AGREES THAT THE GOODS AND SERVICES ARE PROVIDED "AS IS" AND PROVEN IT DISCLAIMS ALL WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION ANY WARRANTY OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, NON-INFRINGEMENT OR TITLE REGARDING OR RELATING TO THE GOODS AND SERVICES, OR ANY MATERIALS, SERVICES OR ITS INSTALLATION FURNISHED OR PROVIDED TO CUSTOMER IN CONNECTION WITH THIS AGREEMENT, INCLUDING UPDATES OR SUPPORT. PROVEN IT MAKES NO WARRANTY OR REPRESENTATION REGARDING THE RESULTS THAT MAY BE OBTAINED FROM THE USE OF THE GOODS AND SERVICES, REGARDING THE ACCURACY OR RELIABILITY OF ANY INFORMATION OBTAINED THROUGH THE GOODS AND SERVICES, THAT THE GOODS AND SERVICES WILL MEET THE CUSTOMER'S NEEDS OR EXPECTATIONS, OR BE UNINTERRUPTED, TIMELY, SECURE OR ERROR FREE, OR THAT DEFECTS WILL BE CORRECTED. USE OF THE GOODS AND SERVICES IS AT CUSTOMER'S SOLE RISK. ANY MATERIAL AND/OR DATA DOWNLOADED OR OTHERWISE OBTAINED THROUGH THE USE OF THE GOODS AND SERVICES IS AT CUSTOMER'S OWN DISCRETION AND RISK. CUSTOMER WILL BE SOLELY RESPONSIBLE FOR ANY DAMAGE RESULTING FROM USE OF THE GOODS AND SERVICES. ANY APPLICABLE WARRANTY ON THE GOODS AND SERVICES PROVIDED BY THE MANUFACTURER WILL PASS THROUGH TO THE CUSTOMER.
8. LIMITATION OF LIABILITY: TO THE MAXIMUM EXTENT PERMITTED BY LAW, OTHER THAN DAMAGES PROXIMATELY CAUSED BY REASON OF WILLFUL MISCONDUCT ON THE PART OF PROVEN IT, PROVEN IT, ITS REPRESENTATIVES, SUCCESSORS AND ASSIGNS DO NOT ACCEPT LIABILITY BEYOND THE REMEDIES SET FORTH HEREIN, INCLUDING ANY LIABILITY CAUSED BY THE GOODS AND SERVICES NOT BEING AVAILABLE FOR USE OR FOR LOST OR CORRUPTED DATA OR PRODUCTS, BUSINESS INTERRUPTION, FAILURE OR MALFUNCTION OF THE GOODS AND SERVICES, LOSS, OR OTHERWISE FOR THE PROVISION OF THE GOODS AND SERVICES, EVEN IF NEGLIGENT. PROVEN IT PROVIDES THE GOODS AND SERVICES TO CUSTOMER "AS IS" AND WITH ALL FAULTS. PROVEN IT DOES NOT WARRANT THE ERROR-FREE OPERATION OF THE GOODS AND SERVICES. CUSTOMER ACKNOWLEDGES THIS ALLOCATION OF RISK BY EXECUTION OF THIS AGREEMENT AND/OR BY THE PAYMENT OF FEES TO PROVEN IT. IN NO EVENT WILL PROVEN IT BE LIABLE FOR LOST PROFITS, LOSS OF BUSINESS OR OTHER CONSEQUENTIAL, SPECIAL, INCIDENTAL, EXEMPLARY, INDIRECT, OR PUNITIVE DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, OR FOR ANY CLAIM BY ANY THIRD PARTY EXCEPT AS EXPRESSLY PROVIDED HEREIN. OTHER THAN AS EXPRESSLY PROVIDED IN THIS AGREEMENT, PROVEN IT MAKES NO REPRESENTATIONS OR WARRANTIES OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE, ALL OF WHICH ARE EXPRESSLY DISCLAIMED. IN NO EVENT SHALL PROVEN IT'S LIABILITY UNDER THIS AGREEMENT EXCEED THE AMOUNT OF FEES ACTUALLY PAID TO PROVEN IT DURING THE 90-DAY PERIOD IMMEDIATELY PRECEDING THE ALLEGED CLAIM AND/OR TERMINATION OF THIS AGREEMENT.
9. ASSIGNMENT: This agreement shall not be assigned by Customer without Seller's express written consent. In the event that Seller assigns any of its obligations under this agreement, Seller shall remain primarily responsible to perform those obligations. Any claim or defense Customer may have relating to those obligations must be asserted on or against Seller and not its assignee.
10. NOTICES: All notices required to be given under this agreement shall be in writing and shall be sent by U.S. first class mail to the parties at the address listed on the front of this agreement.
11. INDEMNIFICATION: Customer shall bear all risk of theft, loss or damage not caused by Seller's employees or agents, to all goods and services installed under this agreement. Customer agrees to indemnify, defend and hold harmless Seller, its officers, directors, employees and agents from all loss, liability, claims or expenses (including reasonable attorneys' fees) arising from this Agreement and from Customer's use of the goods and services, including but not limited to liabilities arising from bodily injury, including death, or property damage to any person, unless caused solely as the result of an intentional act or omission by Seller. Seller shall indemnify Customer against any costs, losses, damages or liability incurred by Customer as the result of any third party's claim of infringement of its patent, copyright trademark which claim arises out of the use of the product by Customer. Customer shall immediately notify Seller in writing of such claim or demand. Seller shall have the sole right to control, and defense, thereof, and Customer agrees that it will not settle any such claim against itself without the prior written consent of Seller. Provided however, that Seller shall not indemnify Customer with respect to any claim relating to product(s) which is/are manufactured according to Customer's instructions, or modified by Customer or combined with other non-seller products, equipment, systems and/or processes. Failure of Customer to provide timely notification of claim to Seller shall relieve Seller of its obligation to indemnify Customer.
12. FORCE MAJEURE: Neither party shall be responsible for delays or failure in performance of this agreement (other than failure to make payment) to the extent that such party was hindered in its performance by act of god, abuse, misuse, excess of voltage or power surges, repairs other than those provided by PROVEN IT authorized personnel, civil commotion, labor dispute, or any other occurrence beyond its reasonable control.
13. SEVERABILITY: If any provision of this agreement shall be unlawful, void or for any reason unenforceable, then that provision shall be deemed severable from this agreement and shall not affect the validity and enforceability of the remaining provisions of this agreement.
14. APPLICABLE LAW: This agreement shall be governed by the laws of the State of Illinois and the Uniform Commercial Code as adopted therein without regard to choice of law principles. In the event of litigation or other proceedings by Seller to enforce or defend any term or provision of this agreement, Customer agrees to pay all costs and expenses sustained by Seller, including but not limited to, reasonable attorney's fees.
15. SELLER'S AGENTS. Customer acknowledges that it has been advised that no agent, employee, or representative of Seller has any authority to bind seller to any affirmation promise, representation, or warranty concerning any goods and services, and unless such affirmation, promise, representation, or warranty is specifically set forth in this agreement it does not form a basis of this bargain and shall not be enforceable against Seller.
16. ENTIRE AGREEMENT: This instrument, and any attachments hereto, is the entire agreement between Customer and seller and supersedes any proposal or prior agreement, oral written, and any other communications relating to the subject matter of this agreement. The terms and conditions of this agreement shall supersede any terms and conditions which may be contained on any purchase order or other document which may be issued by Customer.

Customer Initials \_\_\_\_\_

Proven IT Representative Initials \_\_\_\_\_



Value Agreement

APPLICATION NO.

AGREEMENT NO.

18450 Crossing Drive, Suite D • Tinley Park, IL 60487 • Phone: 708.614.1770 • Fax: 708.614.1760

The words "Lessee," "you" and "your" refer to Customer. The words "Lessor," "we," "us" and "our" refer to Proven Business Systems, LLC.

CUSTOMER INFORMATION

FULL LEGAL NAME: VILLAGE OF PALOS PARK, STREET ADDRESS: 8999 W 123RD ST 0, CITY: PALOS PARK, STATE: IL, ZIP: 60464, PHONE: (708) 671-3730, FAX: ...

EQUIPMENT DESCRIPTION

MAKE/MODEL/ACCESSORIES: Toshiba e-STUDIO4525AC, SERIAL NO., STARTING METER, Toshiba ESTUDIO330AC, Customer Owned Printers (See Schedule A), 60 month total lease

See attached Schedule A See attached Billing Schedule

TERM AND PAYMENT INFORMATION

2@ \$0/ 58 @ Payments\* of \$2,127.60, If you are exempt from sales tax, attach your certificate. \*plus applicable taxes, Payment includes 5,200 B&W images per month, Overages billed semimonthly at 0.01100 per B&W image\*

END OF TERM OPTIONS

You may choose one of the following options, which you may exercise at the end of the term, provided that no event of default under this Agreement has occurred and is continuing. If no box is checked and initialed, Fair Market Value will be your end of term option. Fair Market Value means the value of the Equipment in continued use.

Upon acceptance of the Equipment, THIS AGREEMENT IS NONCANCELABLE, IRREVOCABLE AND CANNOT BE TERMINATED.

LESSOR ACCEPTANCE

Proven Business Systems, LLC, LESSOR, SIGNATURE, TITLE, DATED

CUSTOMER ACCEPTANCE

BY SIGNING BELOW OR AUTHENTICATING AN ELECTRONIC RECORD HEREOF, YOU CERTIFY THAT YOU HAVE REVIEWED AND DO AGREE TO ALL TERMS AND CONDITIONS OF THIS AGREEMENT ON THIS PAGE AND ON PAGE 2 ATTACHED HERETO.

VILLAGE OF PALOS PARK, CUSTOMER (as referenced above), SIGNATURE, TITLE, DATED, FEDERAL TAX I.D.#, PRINT NAME

DELIVERY & ACCEPTANCE CERTIFICATE

You certify and acknowledge that all of the Equipment listed above: 1) has been received, installed and inspected; and 2) is fully operational and unconditionally accepted. Upon you signing below, your promises in this Agreement will be irrevocable and unconditional in all respects.

VILLAGE OF PALOS PARK, CUSTOMER (as referenced above), SIGNATURE, TITLE, ACCEPTANCE DATE

1. **AGREEMENT:** You agree to lease from us the goods, together with all replacements, parts, repairs, additions, and accessories incorporated therein or attached thereto and any and all proceeds of the foregoing, including, without limitation, insurance recoveries ("Equipment") and, if applicable, finance certain software, software licenses(s), software components and/or professional services in connection with software (collectively, the "Financed Items," which are included in the word "Equipment" unless separately stated) from software licensor(s) and/or supplier(s) (collectively, the "Supplier"), all as described in this Agreement and in any attached schedule, addendum or amendment hereto ("Agreement"). You represent and warrant that you will use the Equipment for business purposes only. You agree to all of the terms and conditions contained in this Agreement, which, with the acceptance certification, is the entire agreement between you and us regarding the Equipment and which supersedes any purchase order, invoice, request for proposal, response or other related document. This Agreement becomes valid upon execution by us. If any provision of this Agreement is declared unenforceable, the other provisions herein shall remain in full force and effect to the fullest extent permitted by law.

2. **OWNERSHIP; PAYMENTS; TAXES AND FEES:** We own the Equipment, excluding any Financed Items. Ownership of any Financed Items shall remain with Supplier thereof. You will pay all Payments, as adjusted, when due, without notice or demand and without abatement, set-off, counterclaim or deduction of any amount whatsoever. If any part of a Payment is more than 5 days late, you agree to pay a late charge of 10% of the Payment which is late or, if less, the maximum charge allowed by law. The Payment may be adjusted proportionately upward or downward: (i) if the shipping charges or taxes differ from the estimate given to you; and/or (ii) to comply with the tax laws of the state in which the Equipment is located. You shall pay all applicable taxes, assessments and penalties related to this Agreement, whether levied or assessed on this Agreement, on us (except on our income) or you, or on the Equipment, its lease, sale, ownership, possession, use or operation. If we pay any taxes or other expenses that are owed hereunder, you agree to reimburse us when we request. You agree to pay us a yearly processing fee of up to \$50 for personal property taxes we pay related to the Equipment. You agree to pay us a fee of up to \$50 for filing and/or searching costs required under the Uniform Commercial Code ("UCC") or other laws. You agree to pay us an origination fee of \$150 for all closing costs. We may apply all sums received from you to any amounts due and owed to us under the terms of this Agreement. If for any reason your check is returned for insufficient funds, you will pay us a service charge of \$30 or, if less, the maximum charge allowed by law. We may make a profit on any fees, estimated tax payments and other charges paid under this Agreement.

3. **EQUIPMENT; SECURITY INTEREST:** At your expense, you shall keep the Equipment: (i) in good repair, condition and working order, in compliance with applicable laws, ordinances and manufacturers' and regulatory standards; (ii) free and clear of all liens and claims; and (iii) at your address shown on page 1, and you agree not to move it unless we agree in writing. You grant us a security interest in the Equipment to secure all amounts you owe us under this Agreement or any other agreement with us ("Other Agreements"), except amounts under Other Agreements which are secured by land and/or buildings. You authorize and ratify our filing of any financing statement(s) to show our interest. You will not change your name, state of organization, headquarters or residence without providing prior written notice to us. You will notify us within 30 days if your state of organization revokes or terminates your existence.

4. **INSURANCE; COLLATERAL PROTECTION; INDEMNITY; LOSS OR DAMAGE:** You agree to keep the Equipment fully insured against all risk, with us named as lender's loss payee, in an amount not less than the full replacement value of the Equipment until this Agreement is terminated. You also agree to maintain commercial general liability insurance with such coverage and from such insurance carrier as shall be satisfactory to us and to include us as an additional insured on the policy. You will provide written notice to us within 10 days of any modification or cancellation of your insurance policy(s). You agree to provide us certificates or other evidence of insurance acceptable to us. If you do not provide us with acceptable evidence of property insurance within 30 days after the start of this Agreement, we may, at our sole discretion, do so as provided in either (A) or (B) below, as determined in our discretion: (A) We may obtain insurance on your behalf and you will pay us for any insurance premium and related charges on which we may make a profit; or (B) We may charge you a monthly property damage surcharge of up to .0035 of the Equipment cost as a result of our credit risk and administrative and other costs, as would be further described on a letter from us to you. We may make a profit on this program. **NOTHING IN THIS PARAGRAPH WILL RELIEVE YOU OF RESPONSIBILITY FOR LIABILITY INSURANCE ON THE EQUIPMENT.** We are not responsible for, and you agree to hold us harmless and reimburse us for and to defend on our behalf against, any claim for any loss, expense, liability or injury caused by or in any way related to delivery, installation, possession, ownership, leasing, manufacture, use, condition, inspection, removal, return or storage of the Equipment. All indemnities will survive the expiration or termination of this Agreement. You are responsible for any loss, theft, destruction or damage to the Equipment ("Loss"), regardless of cause, whether or not insured. You agree to promptly notify us in writing of any Loss. If a Loss occurs and we have not otherwise agreed in writing, you will promptly pay to us the unpaid balance of this Agreement, including any future Payments to the end of the term plus the anticipated residual value of the Equipment, both discounted to present value at 2%. Any proceeds of insurance will be paid to us and credited against the Loss. You authorize us to sign on your behalf and appoint us as your attorney-in-fact to endorse in your name any insurance drafts or checks issued due to a Loss.

5. **ASSIGNMENT: YOU SHALL NOT SELL, TRANSFER, ASSIGN, ENCUMBER, PLEDGE OR SUBLEASE THE EQUIPMENT OR THIS AGREEMENT,** without our prior written consent. You shall not consolidate or merge with or into any other entity, distribute, sell or dispose of all or any substantial portion of your assets other than in the ordinary course of business, without our prior written consent, and the surviving, or successor entity or the transferee of such assets, as the case may be, shall assume all of your obligations under this Agreement by a written instrument acceptable to us. No event shall occur which causes or results in a transfer of majority ownership of you while any obligations are outstanding hereunder. We may sell, assign, or transfer this Agreement without notice to or consent from you. You agree that if we sell, assign or transfer this Agreement, our assignee will have the same rights and benefits that we have now and will not have to perform any of our obligations. You agree that our assignee will not be subject to any claims, defenses, or offsets that you may have against us. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective successors and assigns.

6. **DEFAULT AND REMEDIES:** You will be in default if: (i) you do not pay any Payment or other sum due to us or you fail to perform in accordance with the covenants, terms and conditions of this Agreement or any other agreement with us or any of our affiliates or fail to perform or pay under any material agreement with any other entity; (ii) you make or have made any false statement or misrepresentation to us; (iii) you or any guarantor dies, dissolves, liquidates, terminates existence or is in bankruptcy; (iv) you or any guarantor suffers a material adverse change in its financial, business or operating condition; or (v) any guarantor defaults under any guaranty for this Agreement. If you are ever in default, at our option, we can cancel this Agreement and require that you pay the unpaid balance of this Agreement, including any future Payments to the end of term plus the anticipated residual value of the Equipment, both discounted to present value at 2%. We may recover default interest on any unpaid amount at the rate of 12% per year. Concurrently and cumulatively, we may also use any remedies available to us under the UCC and any other law and we may require that you immediately stop using any Financed Items. If we take possession of the Equipment, you agree to pay the costs of repossession, moving, storage, repair and sale. The net proceeds of the sale of any Equipment will be credited against what you owe us under this Agreement and you will be responsible for any deficiency. In the event of any dispute or enforcement of our rights under this Agreement or any related agreement, you agree to pay our reasonable attorneys' fees (including any incurred before or at trial, on appeal or in any other proceeding), actual court costs and any other collection costs, including any collection agency fee. **WE SHALL NOT BE RESPONSIBLE TO PAY YOU ANY CONSEQUENTIAL, INDIRECT OR INCIDENTAL DAMAGES FOR ANY DEFAULT, ACT OR OMISSION BY ANYONE.** Any delay or failure to enforce our rights under this Agreement will not prevent us from enforcing any rights at a later time. You agree that this Agreement is a "Finance Lease" as defined by Article 2A of the UCC and your rights and remedies are governed exclusively by this Agreement. You waive all rights under sections 2A-508 through 522 of the UCC. If interest is charged or collected in excess of the maximum lawful rate, we will refund such excess to you, which will be your sole remedy.

7. **INSPECTIONS AND REPORTS:** We have the right, at any reasonable time, to inspect the Equipment and any documents relating to its installation, use, maintenance and repair. Within 30 days after our request (or such longer period as provided herein), you will deliver all requested information (including tax returns) which we deem reasonably necessary to determine your current financial condition and faithful performance of the terms hereof. This may include: (i) compiled, reviewed or audited annual financial statements (including, without limitation, a balance sheet, a statement of income, a statement of cash flow, a statement of changes in equity and notes to financial statements) within 120 days after your fiscal year end, and (ii) management-prepared interim financial statements within 45 days after the requested reporting period(s). Annual statements shall set forth the corresponding figures for the prior fiscal year in comparative form, all in reasonable detail without any qualification or exception deemed material by us. Unless otherwise accepted by us, each financial statement shall be prepared in accordance with generally accepted accounting principles consistently applied and shall fairly and accurately present your financial condition and results of operations for the period to which it pertains. You authorize us to obtain credit bureau reports for credit and collection purposes and to share them with our affiliates and agents.

8. **END OF TERM:** Unless the purchase option is \$1.00, at the end of the initial term, this Agreement shall renew for successive 3-month renewal term(s) under the same terms hereof unless you send us written notice between 90 and 150 days before the end of the initial term or at least 30 days before the end of any renewal term that you want to purchase or return the Equipment, and you timely purchase or return the Equipment. You shall continue making Payments and paying all other amounts due until the Equipment is purchased or returned. As long as you have given us the required written notice, if you do not purchase the Equipment, you will return all of the Equipment to a location we specify, at your expense, in retail re-saleable condition, full working order and complete repair. At the end of the term or upon repossession of the Equipment after a default, you agree to pay us a minimum return fee of \$250, which will cover up to 10 units of returned Equipment and will not be prorated, and in addition, a supplemental return fee of up to \$50 per each unit of returned Equipment in excess of 10 units (collectively, the "Return Fee"). If, in our sole discretion, we allow you to return any Equipment prior to the end of the term, you shall pay us the Return Fee each time you return Equipment. **YOU ARE SOLELY RESPONSIBLE FOR REMOVING ANY DATA THAT MAY RESIDE IN THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO HARD DRIVES, DISK DRIVES OR ANY OTHER FORM OF MEMORY.**

9. **USA PATRIOT ACT NOTICE; ANTI-TERRORISM AND ANTI-CORRUPTION COMPLIANCE:** To help the government fight the funding of terrorism and money laundering activities, federal law requires all financial institutions to obtain, verify, and record information that identifies each customer who opens an account. When you enter into a transaction with us, we ask for your business name, address and other information that will allow us to identify you. We may also ask to see other documents that substantiate your business identity. You and any other person who you control, own a controlling interest in, or who owns a controlling interest in or otherwise controls you in any manner ("Representatives") are and will remain in full compliance with all laws, regulations and government guidance concerning foreign asset control, trade sanctions, embargoes, and the prevention and detection of money laundering, bribery, corruption, and terrorism, and neither you nor any of your Representatives is or will be listed in any Sanctions-related list of designated persons maintained by the U.S. Department of Treasury's Office of Foreign Assets Control or successor or the U.S. Department of State. You shall, and shall cause any Representative to, provide such information and take such actions as are reasonably requested by us in order to assist us in maintaining compliance with anti-money laundering laws and regulations.

10. **MISCELLANEOUS:** Unless otherwise stated in an addendum hereto, the parties agree that: (i) this Agreement and any related documents hereto may be authenticated by electronic means; (ii) the "original" of this Agreement shall be the copy that bears your manual, facsimile, scanned or electronic signature and that also bears our manually or electronically signed signature and is held or controlled by us; and (iii) to the extent this Agreement constitutes chattel paper (as defined by the UCC), a security interest may only be created in the original. You agree not to raise as a defense to the enforcement of this Agreement or any related documents that you or we executed or authenticated such documents by electronic or digital means or that you used facsimile or other electronic means to transmit your signature on such documents. Notwithstanding anything to the contrary herein, we reserve the right to require you to sign this Agreement or any related documents hereto manually and to send to us the manually signed, duly executed documents via overnight courier on the same day that you send us the facsimile, scanned or electronic transmission of the documents. You agree to execute any further documents that we may request to carry out the intents and purposes of this Agreement. Whenever our consent is required, we may withhold or condition such consent in our sole discretion, except as otherwise expressly stated herein. From time to time, Supplier may extend to us payment terms for Equipment financed under this Agreement that are more favorable than what has been quoted to you or the general public, and we may provide Supplier information regarding this Agreement if Supplier has assigned or referred it to us. All notices shall be mailed or delivered by facsimile transmission or overnight courier to the respective parties at the addresses shown on this Agreement or such other address as a party may provide in writing from time to time. By providing us with a telephone number for a cellular phone or other wireless device, including a number that you later convert to a cellular number, you are expressly consenting to receiving communications, including but not limited to prerecorded or artificial voice message calls, text messages, and calls made by an automatic telephone dialing system, from us and our affiliates and agents at that number. This express consent applies to each such telephone number that you provide to us now or in the future and permits such calls for non-marketing purposes. Calls and messages may incur access fees from your cellular provider. You authorize us to make non-material amendments (including completing and conforming the description of the Equipment) on any document in connection with this Agreement. Unless stated otherwise herein, all other modifications to this Agreement must be in writing and signed by each party or in a duly authenticated electronic record. This Agreement may not be modified by course of performance.

11. **WARRANTY DISCLAIMERS: WE ARE LEASING THE EQUIPMENT TO YOU "AS-IS."** YOU HAVE SELECTED SUPPLIER AND THE EQUIPMENT BASED UPON YOUR OWN JUDGMENT. IN THE EVENT WE ASSIGN THIS AGREEMENT, OUR ASSIGNEE DOES NOT TAKE RESPONSIBILITIES FOR THE INSTALLATION OR PERFORMANCE OF THE EQUIPMENT. SUPPLIER IS NOT AN AGENT OF OURS AND WE ARE NOT AN AGENT OF SUPPLIER, AND NOTHING SUPPLIER STATES OR DOES CAN AFFECT YOUR OBLIGATIONS HEREUNDER. YOU WILL MAKE ALL PAYMENTS UNDER THIS AGREEMENT REGARDLESS OF ANY CLAIM OR COMPLAINT AGAINST ANY SUPPLIER, LICENSOR OR MANUFACTURER, AND ANY FAILURE OF A SERVICE PROVIDER TO PROVIDE SERVICES WILL NOT EXCUSE YOUR OBLIGATIONS TO US UNDER THIS AGREEMENT. WE MAKE NO WARRANTIES, EXPRESS OR IMPLIED, OF, AND TAKE ABSOLUTELY NO RESPONSIBILITY FOR, MERCHANTABILITY, FITNESS FOR ANY PARTICULAR PURPOSE, CONDITION, QUALITY, ADEQUACY, TITLE, DATA ACCURACY, SYSTEM INTEGRATION, FUNCTION, DEFECTS, INFRINGEMENT OR ANY OTHER ISSUE IN REGARD TO THE EQUIPMENT, ANY ASSOCIATED SOFTWARE AND ANY FINANCED ITEMS. SO LONG AS YOU ARE NOT IN DEFAULT UNDER THIS AGREEMENT, WE ASSIGN TO YOU ANY WARRANTIES IN THE EQUIPMENT GIVEN TO US.

12. **LAW; JURY WAIVER:** This Agreement will be governed by and construed in accordance with the law of the principal place of business of Lessor or, if assigned, its assignee. You consent to jurisdiction and venue of any state or federal court in the state the Lessor or, if assigned, its assignee has its principal place of business and waive the defense of inconvenient forum. For any action arising out of or relating to this Agreement or the Equipment, **BOTH PARTIES WAIVE ALL RIGHTS TO A TRIAL BY JURY.**

13. **MAINTENANCE AND SUPPLIES:** You have elected to enter into a separate arrangement with Supplier for maintenance, inspection, adjustment, parts replacement, drums, cleaning material required for proper operation and toner and developer ("Arrangement"). You agree to pay all amounts owing under this Agreement regardless of any claim you have against Supplier relating to the Arrangement. Supplier will be solely responsible for performing all services and providing all supplies under the Arrangement. You agree not to hold Lessor (if different from Supplier) or any assignee of this Agreement responsible for Supplier's obligations under the Arrangement. As a convenience to you, we will provide you with one combined invoice covering amounts owing under this Agreement and the Arrangement. If necessary, Supplier's obligations to you under the Arrangement may be assigned by us. You agree to pay a monthly supply freight fee to cover the costs of shipping supplies to you. Each month, you are entitled to produce the minimum number of images/prints shown on page 1 for each applicable image/print type. Regardless of the number of images/prints made, you will never pay less than the minimum Payment. You agree to provide periodic meter readings on the Equipment. You agree to pay the applicable overage charge for each metered image/print that exceeds the applicable minimum number of images/prints. Images/prints made on equipment marked as not financed under this Agreement will be included in determining your image/print and overage charges. **AFTER COMMENCEMENT OF THE AGREEMENT AND UPON YOUR WRITTEN REQUEST, AT OUR SOLE DISCRETION, WE MAY REVIEW YOUR IMAGE VOLUME AND PROPOSE OPTIONS FOR UPGRADING OR DOWNGRADING THE EQUIPMENT TO ACCOMMODATE YOUR BUSINESS NEEDS.** At the end of the first year of this Agreement, and once each successive 12-month period thereafter, the Payment and the overage charges may be increased by a maximum of 15% of the existing payment or charge. In order to facilitate an orderly transition, the designated start date of this Agreement will be the 20th day of the month following the date the Equipment is delivered to you (unless the date the Equipment is delivered to you is the 20th day of the month, in which case the start date will be the date the Equipment is delivered to you). In addition to all Payments and other amounts due hereunder, you agree to pay us a transitional payment equal to 1/30th of the Payment, multiplied by the number of days between the date the Equipment is delivered to you and the designated start date. The first Payment is due 30 days after the start of this Agreement and each Payment thereafter shall be due on the same day of each month.



## SERVICE AGREEMENT

Proposal #	Proposal Date	Customer PO #	Delivery Date	Sales Representative
7871	07/30/2024			Brian Badke

SHIP TO	
Customer #: 7086713770	
<b>VILLAGE OF PALOS PARK</b>	
8999 W 123RD ST 0	
PALOS PARK, IL 60464	
<b>Contact:</b>	
<b>Phone:</b>	
<b>Email:</b>	

BILL TO	
Customer #: 7086713770	
<b>VILLAGE OF PALOS PARK</b>	
8999 W 123RD ST 0	
PALOS PARK, IL 60464	
<b>Contact:</b>	
<b>Phone:</b>	(708) 671-3730
<b>Email:</b>	

<b>Meter Contact:</b>		<b>Email Address:</b>	
<b>Phone:</b>		<b>Meter Collection Method:</b>	

**FM Audit Installed on Print Server. Required for Auto-Toner Replenishment**

Unlimited Remote Support: \$200 Annually     
  I Decline Remote Support: \$150/hr Chargeable

Term	Service Payment	Total Payment	Start Date	End Date	Overage Billing Cycle
60 months	Included in Lease	\$2,127.60	Install		Quarterly

Make / Model	Serial #	EQID #	Beginning Meter Reading		Image Allowance		Overages Billed	
			B/W	Color	B/W	Color	B/W	Color
Toshiba e-STUDIO4525AC - Copier Pool					5,200	3,700	0.01100	0.06500
Toshiba ESTUDIO330AC + Customer Owned Printers					6,200	5,265	0.01600	0.10000
5 HP Local Color Printers Flat at \$44 Per Device					Included	Included		

**Notes:**

Accepted by ProvenIT	Accepted by Customer
<div style="display: flex; justify-content: space-between;"> <span>Authorized Signature</span> <span>Date</span> </div>	<div style="display: flex; justify-content: space-between;"> <span style="background-color: #ffff00;">Authorized Signature</span> <span style="background-color: #ffff00;">Date</span> </div>
<div style="text-align: center;">Printed Name / Title</div>	<div style="text-align: center; background-color: #ffff00;">Printed Name / Title</div>

Agreement is not binding until accepted by Proven IT, Tinley Park, IL  
 Leased equipment - Maintenance Agreement will run full term of lease and is non cancellable.

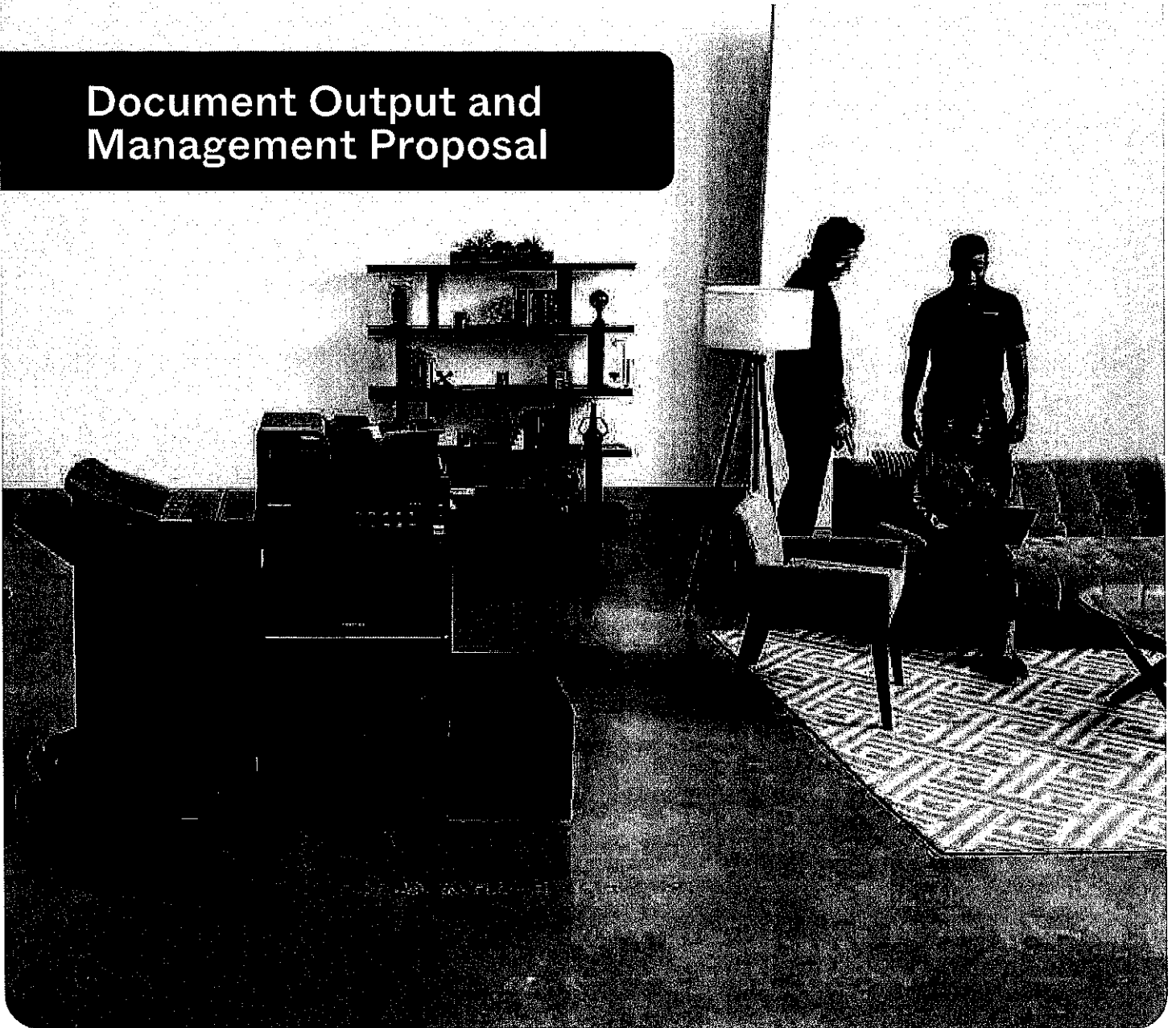
## Terms and Conditions

1. **ITEMS INCLUDED:** This Agreement Includes the following as applicable: unlimited service calls, parts (as classified by the manufacturers) and consumable supplies (maintenance kits, transfer kits, fuser kits, process kits, developer and imaging drums and toner). Supplies consumption is based off the manufacturer's suggested yields and fill rate. If supplies consumption is excessive, a surcharge may be assessed. Proven IT reserves the right to reset supply items (i.e. fuser and maintenance kits) in lieu of replacement so long as the device functionality and print quality are not affected.
2. **ITEMS EXCLUDED:** This Agreement excludes the following unless otherwise specified:
  - a. Paper and staples.
  - b. Any items damaged by Customer such as, but not limited to, doors, paper trays and covers. Replacement of these items will be charged to the Customer at current Proven IT rates.
  - c. Fax Machines: Thermal heads, process units and fuser units.
  - d. Network Connected Equipment: Network connected equipment will be covered up to the network connection of the Printer/MFP. Service calls caused by computer or network issues will be charged to the Customer at current Proven IT rates.
3. Proven IT reserves the right, at reasonable times during Customer's normal business hours and upon reasonable notice to customer, to inspect all equipment covered under this Agreement to determine that it is in good mechanical condition prior to the effective date on the front of this Agreement. Should the equipment require significant repair or overhaul, such repairs may be chargeable to the Customer at current Proven IT rates. Such repairs will be performed only upon Agreement of both parties.
4. **SERVICE:** Proven IT agrees to provide emergency service and all maintenance on the equipment listed on the attached schedule(s) for the term of the Agreement except as follows:
  - a. Use of supplies, spare parts, or paper that do not meet manufacturer's specifications and cause abnormal service problems.
  - b. Fire, accident, theft or damage to the machine due to repairs or movement by someone other than an authorized Proven IT representative.
  - c. If replacement of consumable items recommended by Proven IT service representatives is not complied with and results in additional service calls, the Customer will be charged at our normal hourly rates. These consumable items are to include, but not limited to toner, developer, drums and supply modules.
  - d. Proven IT shall not be responsible for repairs or maintenance resulting from the use of supplies or parts not obtained from Proven IT. Any repairs resulting from the use of supplies or parts not obtained through Proven IT will be charged to the Customer at current Proven IT rates. For these -purposes, the term "supplies" will not include paper, envelopes, labels or other related paper products.
  - e. Proven IT shall not be responsible for delays, inability to provide service calls due to strikes, accidents, act of God or any other event beyond its reasonable control. All Service under this Agreement shall be rendered during normal working hours of 8:00am to 5:00pm Monday through Friday, local time, unless otherwise agreed upon by both parties.
  - f. Proven IT does not guarantee that parts will be available during the term of the Agreement, but in the event a manufacturer discontinues parts or supplies for a specific device, the unused portion of the services under this Agreement can be transferred to a new machine purchased through Proven IT. Should all or some parts become unavailable and no longer are supported by the Original Equipment Manufacturer ("OEM") the products shall be considered "End of Life". In such cases, Proven IT will make all reasonable efforts to honor any respective contract Maintenance Agreement term or as agreed upon service coverage. "End of Life" defined products will not be available under new or renewed Contracted Maintenance Agreements.
5. **EQUIPMENT:** All equipment covered under the Agreement must adhere to the following guidelines:
  - a. Equipment must be located in a normal office setting with sufficient amount of space for access, free from excessive dust, humidity, temperature and ammonia or other corrosive fumes.
  - b. Equipment must be operated on an isolated electrical line, if so noted on the Scope of Work Agreement or the OEM. Equipment must always be operated on a UL approved electrical circuit, with proper current, voltage and type of outlets as specified by the OEM.
  - c. Equipment should be operated within the specified operational (including usage) specifications of the OEM.
  - d. Only Proven furnished supplies may be used.
6. **PREVENTATIVE MAINTENANCE:** Proven IT will perform preventative maintenance on each machine based on the manufacturer's recommended interval. This will include cleaning toner and paper dust out of the inside. Checking and proactively replacing high-mortality parts (i.e. rollers) and a wipe-down of the exterior of the machine.
7. **METERS:** Proven IT utilizes Print Management Software to electronically report meters and supply consumption. Customer agrees to work with Proven IT's software administrator to install the Print Management software prior to the New Customer Onboarding. Customer grants Proven IT permission to upgrade, modify, or maintain the Print Management software or to install new releases or additions. Under no circumstances will the Print Management software provide Proven IT access to confidential information other than data directly related to the Printers/Copiers on the network. Customer agrees not to delete, alter, modify, or otherwise render the software unusable during the term of this Agreement and agrees to reinstall the software in the event their actions inadvertently affect reporting capabilities. If Customer declines to install Proven IT's Print Management Software, then Proven IT retains the right to invoice Customer at the prevailing hourly labor rate for services due to manual meter collections. Manual meter collection will be performed during standard business 8:00am to 5:00pm Monday through Friday, local time.
8. **NEW EQUIPMENT ADDED:** Throughout the duration of the Agreement, if additional metered devices of like models to those on the Agreement today are discovered in the Customer fleet, they will be automatically added to this Agreement and initiated for coverage and billing.  
Throughout the duration of the Agreement, if additional metered devices of dissimilar models to those on the Agreement today are discovered in the Customer fleet, or are reported by the Customer to be added to the Agreement, they will be added to the Agreement at the then current rates and be included for coverage and billing. For devices of this kind, the Customer will have the opportunity to remove the devices from the Agreement 90 days from the date they were added.
9. **REMITTANCE:** Payment is due thirty (30) days from date of Customer's receipt of invoice. Delinquent accounts which are not being disputed in good faith by Customer shall accrue interest at a rate of one and one half percent of the past due amount per month or, (if lower, the maximum rate of interest chargeable under applicable law). Customer shall pay all federal, state and local sales, use, property, excise or other taxes imposed with respect to the purchase price listed on this Agreement.
10. **BILLING AND CONTRACT ADJUSTMENT:** Proven IT will invoice the Customer monthly for the Monthly Payment and usage will be reconciled on the frequency indicated on the front of this Agreement. Customer will be invoiced for any overages multiplied by the rates indicated on the front of this Agreement. The contract volume can be adjusted at the end of each reconciliation period. The Contract volume may be adjusted down to the previous quarters' actual usage; not to exceed 15% of the current volume at the time of the adjustment. At the end of the first year of this Agreement and once each successive twelve month period, we may increase the base contract payment and overage rates by a maximum of 15% or an equivalent amount to that stated on any associated Value Agreement or Lease Agreement between both the parties. Additionally, Proven reserves the right to increase the base contract payment and overage rates beyond the aforementioned 15% annual increase on equipment which is more than five (5) years old. Proven IT may charge Customer a fee for supply freight and administrative costs for document processing and management.
11. **BREACH OR DEFAULT:** If the Customer does not pay all charges as provided hereunder promptly when due Proven IT may (a) Refuse to service the equipment or (b) Furnish service on a C.O.D, "Per Call" basis at current Proven IT rates. The Customer agrees to pay Proven IT costs and expenses of collection including reasonable attorney's fees permitted by law in addition to all other rights and remedies available to Proven IT.
12. **AGREEMENT:** This Agreement is not refundable or transferable to a third party unless agreed upon in writing by both parties.
13. **PENALTY FOR EARLY CANCELLATION:** This Agreement is binding and noncancelable. If the Customer wishes to terminate the Agreement in advance of the Agreement maturity date then the Customer is responsible for buying out the remaining term of the Agreement.  
The penalty is calculated using the then current service rates multiplied by the remaining term published on the front of the Agreement or the remaining term based on any Supplements that have been executed modifying the term of the Agreement.  
For Customer Agreements billing using Actual Meter reads or Usage Based programs, the penalty is calculated based on the prior 12 months average monthly billing multiplied by the remaining term published on the front of the Agreement or the remaining term based on any Supplements that have been executed modifying the term of the Agreement.  
If there is no request for cancellation, but all devices covered under this Agreement have been removed from service, this will be considered a cancellation of the Agreement and the formula(s) listed above will apply.
14. **RESPONSIBILITY:** Other than the obligations set forth herein, Proven IT disclaims all warranties, expressed or implied, including any implied warranties or merchantability for use or fitness for a particular purpose. Proven IT shall not be responsible for direct, incidental or consequential damages, including but not limited to, damages arising out of the performance of the equipment or the loss of the use of the equipment and the Customer hereby waives any claims related thereby.
15. **INDEMNIFICATION:** Each party shall indemnify, defend and hold harmless the other party and its officers, directors, employees, agents and representatives from any and all claims, losses, damages or expenses, including but not limited to, court costs, fees and expenses of counsel and attorney fees to the extent any such claim, loss, or damage results from a breach of the terms of the Agreement by a party, or resulting from the death or bodily injury for any person or damage to any property to the extent it was caused by the negligent act, willful misconduct, tortious or other unlawful act, error or omission of a party or its officers, directors, employees, agents and representatives in connection with the subject matter of this Agreement.
16. **JURISDICTION:** This Agreement shall be governed by and construed according to the laws of the State of Illinois applicable to Agreements wholly negotiated, executed and performed in Illinois. It constitutes the entire Agreement between parties and may not be modified except in writing signed by duly authorized officer of Proven IT and the Customer.
17. **TRAINING:** The customer agrees to make available and designate a key contact for training on the use of any Proven IT furnished equipment. Should the employment status of designated operator change so as to affect the contact's availability to perform the assignment, the Customer shall inform Proven IT as soon as reasonably practical. 18. **RENEWAL:** This Agreement shall be renewed automatically upon approval by Proven IT unless Customer notifies Proven IT in writing between 90 and 150 days prior to the end of the Agreement term. Customer agrees to pay the then current rates at the beginning of each subsequent renewal Agreement period.

Initials:

2373.50

# Document Output and Management Proposal



PREPARED FOR

**Village of Palos Park, IL-Kathie May**

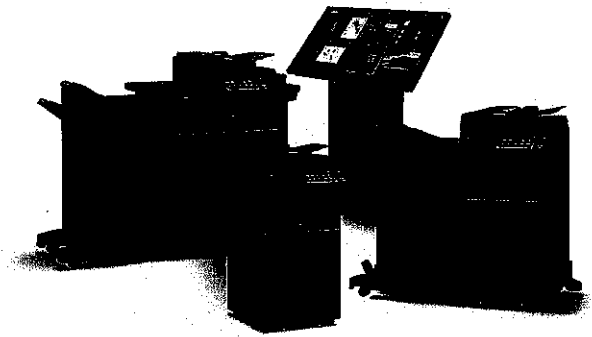
July 19, 2024

Prepared by:  
Kennedy Cross

**TOSHIBA**

# TOSHIBA

ADAMS REMCO INC is pleased to provide you with the following document solutions:



1. (1) Toshiba e-STUDIO4525AC

- Includes DSDF (DUAL SCAN DOCUMENT FEEDER), LARGE CAPACITY FEEDER, 50-SHEET INNER FINISHER (FITS UP TO 45PPM MODELS ONLY), FAX UNIT / SECOND LINE FAX UNIT

2. (4) Toshiba e-STUDIO400AC

- Includes PAPER FEED UNIT 330AC/400AC, LARGE CAPACITY FEEDER, 2000 SHEETS

**EQUIPMENT AND SERVICE COST**

Description	60 Mo. Lease
Toshiba Solution	\$2,373.50

**TOSHIBA E-STUDIO4525AC**

Items	Mono	Color
Monthly Pages Included	5,000	3,700
Monthly Overage Per Page	\$0.0150	\$0.0750

**TOSHIBA E-STUDIO400AC**

Items	Mono	Color
Monthly Pages Included	1,500	1,250
Monthly Overage Per Page	\$0.0210	\$0.1150

# TOSHIBA

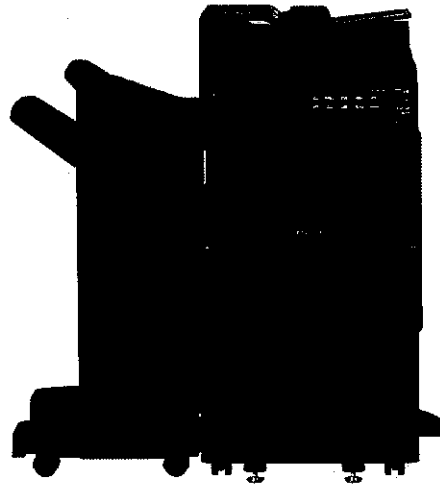
## THE PERFECT MFP TO TAKE ON YOUR BUSY MIDSIZE WORKGROUP TASKS

Toshiba's new e-STUDIO4525AC doesn't just look good, it makes you look good too. With image quality unsurpassed in the industry. It will look good every time. At 45PPM and with up to 5,200 sheets of paper on tasks, it never flinches on big jobs. The 65-sheet finisher's stack capacity is a good match too.

The dual scan document feeder option holds 300 originals and scans at up to 240 duplex impressions per minute. Built-in OCR makes your PDFs searchable or easily converts your paper-based documents to popular Microsoft Office formats. It'll be the hardest worker in the office.

### FEATURES AT A GLANCE

- Full Color A3 MFP
- 45PPM Letter-size
- Small Workgroups
- Compact Footprint
- Copy, Print, Scan & Optional Fax



**e-STUDIO4525AC**

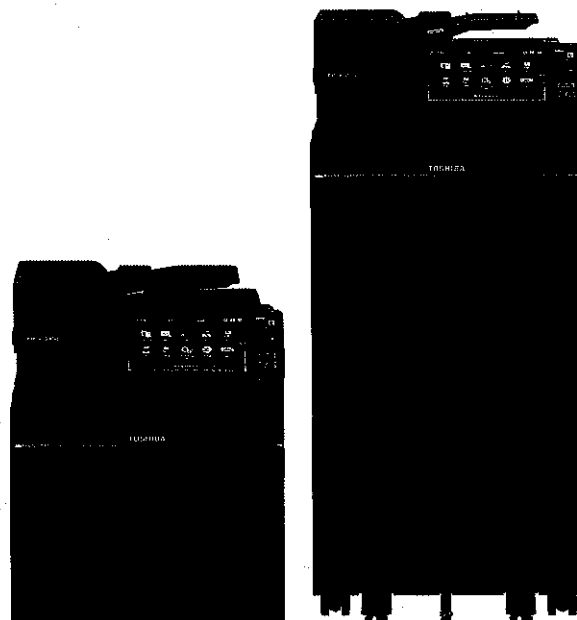
### POPULAR OPTIONS

65-Sheet Saddle Stitch Finisher
Wireless Connectivity
Pedestal LCF
Dual Scan Document Feeder

# TOSHIBA

## BIG FEATURES IN A SMALL FOOTPRINT

The amazing color and impressive features you'd expect to find on Toshiba's larger departmental MFPs are now available in a desktop model. Toshiba's e-STUDIO330AC/400AC provides the robust feature set of its full-size MFPs in a compact footprint, making this series an ideal candidate for small workgroups. They will also lighten the load of the busiest workgroup systems. Like the bigger models, this series offers all the functions and applications you need to keep your business running smoothly – copy, print, scan, and fax, plus the same workflow-enhancing solutions.



### e-STUDIO330AC/400AC

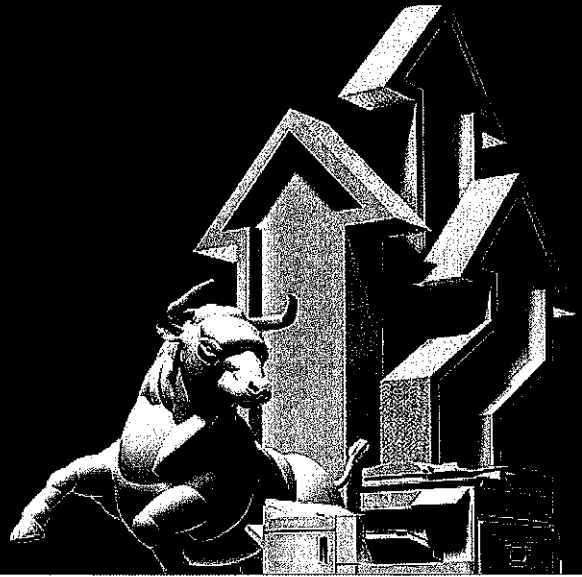
### FEATURES AT A GLANCE

- Fast 35/42 PPM Performance
- Copy, Print & Scan Standard
- Large 10.1" Touchswipe UI
- 650 Std./2,300 Max. Paper Supply
- Built in 120 IPM DSDF
- Mobile Device Ready
- Full Solutions Support

### POPULAR OPTIONS

802.11b/g/n Wi-Fi
Convenience Stapler
2,000 Sheet Large Capacity Feeder
550 Sheet Paper Cassette
Fax Card
Printer Stand

# EMPOWERING THE ART OF BUSINESS®



**At Toshiba, we are focused on helping businesses better control their productivity and profitability by delivering innovative imaging products and content solutions.**

## **TOSHIBA AMERICA BUSINESS SOLUTIONS, INC. (TABS)**

is an independent operating company of Toshiba Corporation, one of the largest integrated electronics and electrical equipment companies in the world with more than 140,000 employees globally and annual sales surpassing \$37 billion. TABS is a leading managed print and content solutions provider with experts that help organizations print smarter, improve workflow and communicate better.

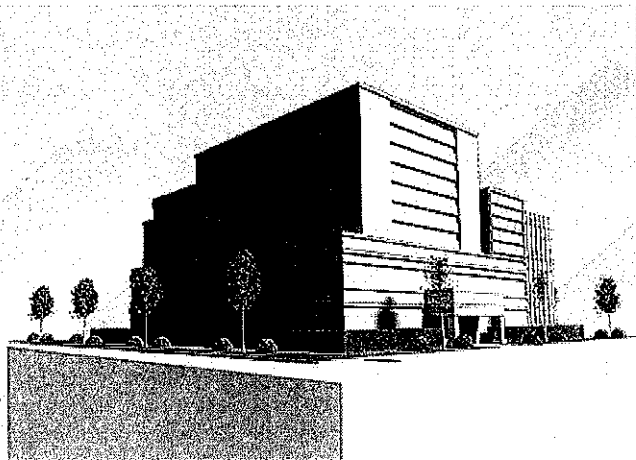
Our current and future commitment is to continue to improve and enhance the functionality and capabilities of our digital imaging products and content solutions. Toshiba invests more than 6% of its annual revenue to Research & Development, and deploys a network of R&D centers around the world. In an average year, Toshiba Corporation is awarded more than 5,000 patents, many of which find their way either directly or indirectly into our multifunction office solutions products.

### **OUR MISSION**

As a technology company, we go way beyond printing. We are a creative and nimble organization that empowers our people to do whatever it takes to help our clients succeed.

### **OUR VISION**

Empowering new and better ways to deliver ideas and information.



# TOSHIBA

## OUR QUALITY COMMITMENT

The Toshiba Quality Commitment is our guarantee that you're getting the utmost in advanced technology, dependability, service and support. Toshiba stands squarely behind our promise with the assurance of complete satisfaction. Everything we do contributes to that goal—from setting the industry standard for research and development, to providing timely access to Toshiba support personnel. Look around. Nothing compares to Toshiba...quality guaranteed.

### **NO FINE PRINT. NO STRINGS ATTACHED. HERE'S HOW THE GUARANTEE WORKS.**

#### **FREE REPLACEMENT**

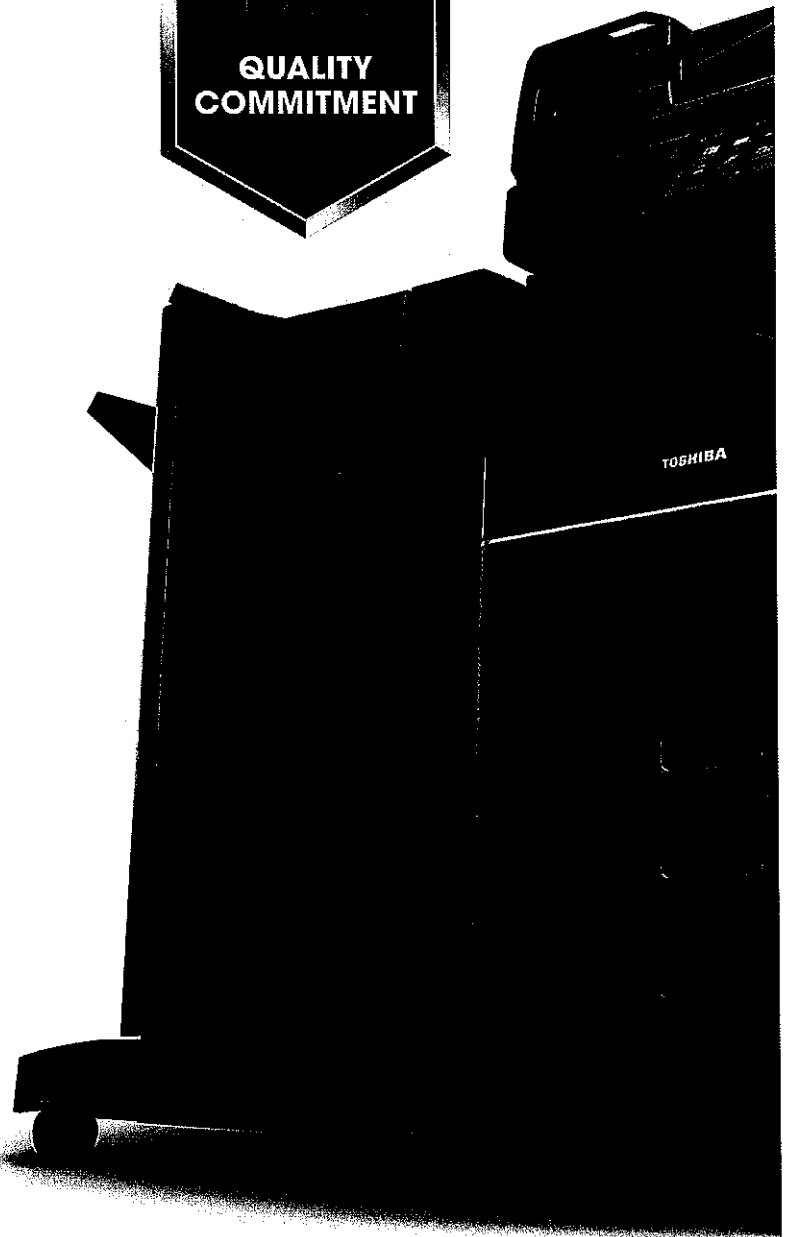
If your Toshiba manufactured copier, facsimile, printer, thermal barcode printer or its accessories do not operate within Toshiba's product specifications during the term of this program, and if the equipment cannot be repaired to perform within product specifications, Toshiba will replace the copier, facsimile, printer, thermal barcode printer or accessory at no charge with a model of equal or better features and specifications.

#### **FREE LOANER**

If your Toshiba manufactured copier, facsimile, printer or thermal barcode printer is out-of-service more than two (2) consecutive business days after notifying your Authorized Toshiba Servicing Dealer or requires off-site service, a loaner copier, facsimile, printer or thermal barcode printer will be provided by the Authorized Toshiba Servicing Dealer at no additional charge.

#### **TERM OF PROGRAM**

The term of this program is: a) for purchased equipment, three years from equipment installation date or maximum number of copies as stated in the product specifications, whichever occurs first; or b) for leased or rental equipment, three years or the length of the original lease starting from the equipment installation date, whichever is longer.



# TOSHIBA

## THE PATH TO A SMALLER CARBON FOOTPRINT.

We've put together an entire program to help both our business and yours reduce, reuse and recycle. It's simple, of course. That way, everyone is more likely to participate. So, let us help you become the most sustainable you can.



### ENCOMPASS ECOSMART EVALUATION

We'll come out and evaluate your current power usage, entire printer fleet, document management procedures and recycling efforts. Then we'll show you how you can reduce your carbon footprint.



### GREENER MANUFACTURING

Toshiba employs strict Green Procurement Guidelines. The guidelines are geared toward creating "Environmentally conscious products". The entire process decreases the negative environmental impacts at each stage of the products life; selection of raw materials, manufacturing process, circulation, consumption, and end of life/recycling.



### GREENER PRODUCTS

Most e-STUDIO models Typical Electrical Consumption, or TEC value is exceptionally low, equating to an environmentally friendly product with a low operating cost. Printing is duplex by default and includes an omit blank page function, while our Super-Sleep Mode uses only 1 watt of power. In addition, the e-STUDIO4508LP uses erasable toner so you can reuse the paper again and again.



### GREENER PRINTING

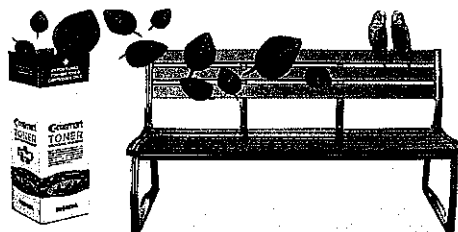
Save money on printing costs while saving the environment. Eco-friendly print solutions and an energy management application allow you to manage printing across your entire fleet, improve print efficiency and optimize energy consumption.



### ENVIRONMENTAL PROGRAMS

Toshiba offers its customers the Toshiba EcoSmart Recycling program. That means you can recycle used Toshiba cartridges and zero waste goes into landfills. Better yet, it goes into making waterproof, insect-proof eLumber. We provide the collection boxes, you discard the waste, and schedule a pickup. And we have partnered with PrintReleaf, where clients can offset the effects of their printing by having trees replanted in a reforestation project of their choice.

Toshiba's EcoSmart Toner Recycling Program is part of our commitment to the environment and to our clients.



ENCOMPASS  
**ecosmart**



**TOSHIBA**

# **CORPORATE SOCIAL RESPONSIBILITY**

**At Toshiba, we believe our slogan “Committed to People, Committed to the Future” to be an integral part of our corporate ethos.**

Toshiba is not just about manufacturing and selling products and services. Rather, we continually demonstrate our commitment to people and the future through contributions, charitable sponsorships, employee volunteer programs, fundraisers, and other worthwhile endeavors that allow us to give back to the communities that have helped us grow and succeed.

## **COMMUNITY CHARITABLE SUPPORT**

To help enhance the quality of life for people in communities where we do business, Toshiba implements a wide variety of corporate initiatives like helping build Habitat for Humanity homes, hosting blood drives, collecting warm clothing, and sponsoring community fundraisers and events that raise money for charitable organizations.

## **WORLDWIDE RELIEF EFFORTS**

Following devastating weather-related events around the globe, Toshiba and its dedicated employees have made technology and monetary donations to emergency aid organizations to help with recovery and clean up.

## **SUSTAINABILITY**

We believe that the earth is an irreplaceable asset and that it is the duty of humankind to hand it over to future generations as we found it, if not in better condition. For these reasons, Toshiba promotes the three R's (Reduce, Re-Use, Recycle) throughout our manufacturing and business processes, including green procurement, recycling programs, and creating efficient EPA ENERGY STAR compliant products with the lowest possible environmental impact.

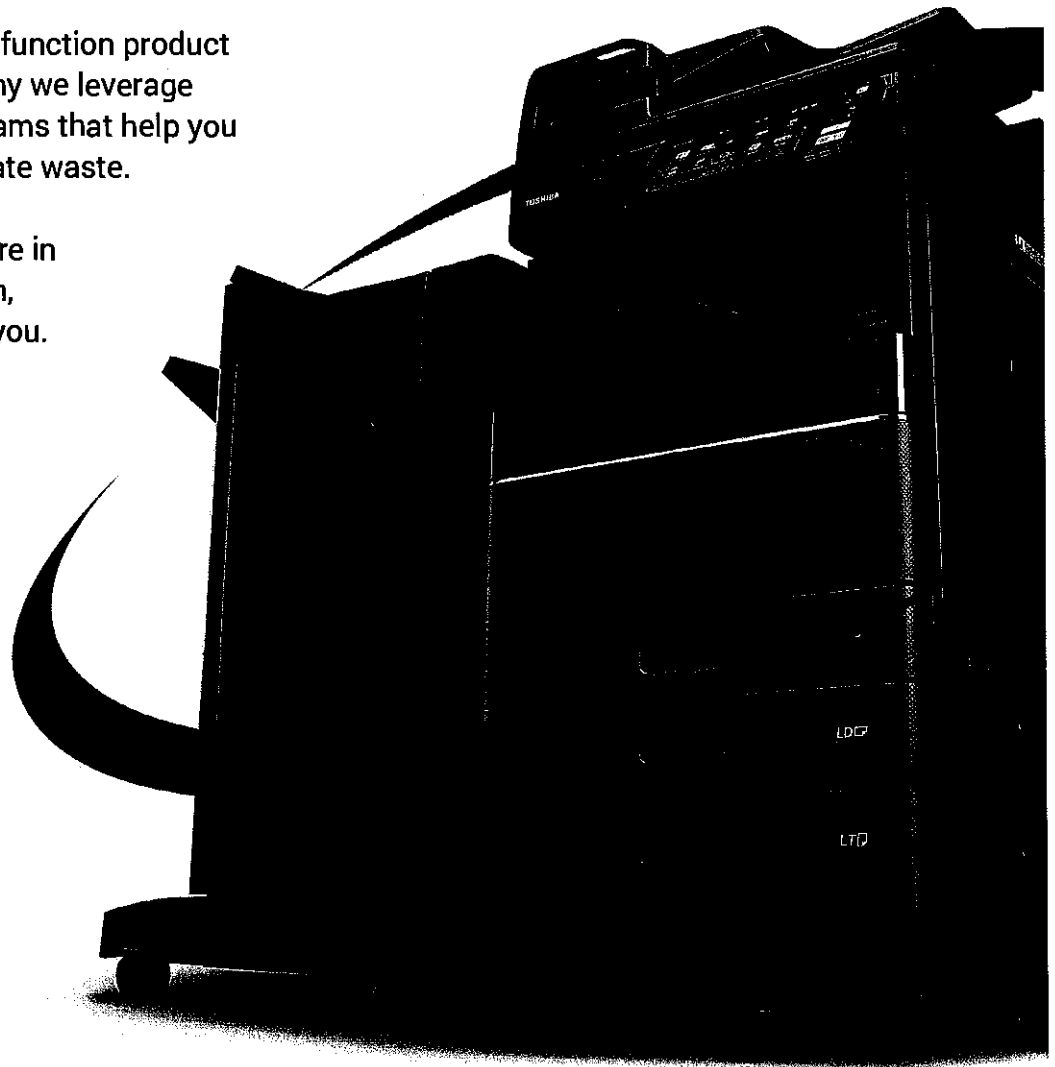
**TOSHIBA**



# **EMPOWERING THE ART OF INTEGRATED SOFTWARE SOLUTIONS**

Toshiba understands the multifunction product is just the beginning. That's why we leverage innovative software and programs that help you increase efficiency and eliminate waste.

No matter what industry you are in or the size of your organization, we have the right solution for you.



## QUICK, EASY, SECURE ACCESS

All Toshiba MFPs come equipped with e-BRIDGE productivity enhancement tools which enable quick, easy and secure access to commonly used business collaboration tools. But the productivity doesn't stop there. We've selected leading solutions providers to deliver integrated e-BRIDGE certified solutions that will meet all of your print, document management, and content needs. Toshiba is your one-stop solutions provider.

### DOCUMENT CAPTURE

- Easily capture and convert paper documents to electronic files
- Securely manage and share data
- Convert hard copies into a variety of formats, including PDF, TIFF, JPG, and more
- Create searchable and editable files

### DOCUMENT WORKFLOW

- Increase productivity by minimizing steps in current workflows
- Centralize documents for easy retrieval
- Promote collaboration through enhanced capabilities
- Provide enhanced data security and compliance features
- Share secure information through fax or file transfer

### PRINT MANAGEMENT

- Track, measure, and monitor document output
- Ensure efficient use and control of print devices
- Introduce rules-based printing to reduce office output
- Save money while saving the environment with eco-conscious solutions

### SECURITY

- Keep confidential documents secure
- Prevent unauthorized device access
- Securely store print jobs until they are ready to be collected
- Release jobs via authentication
- Capture walk-up copy usage

### MOBILE PRINTING

- Access business data anytime, anywhere
- Create, access, share and print content
- Maximize office efficiency with increased accessibility and on-the-go printing
- Improve office collaboration with intelligent cloud-based print / scan solutions
- Support dedicated mobile and security features required by BYOD policies



# secur MFP

## **A HOLISTIC APPROACH TO SECURITY**

To best tackle your security vulnerabilities, Toshiba takes a unique, comprehensive approach to safeguarding your print and document environments. We look at security in your environment across three areas: product, process and people. The most important component is indeed product security because that is the hub of all your data and human interactions. Once the device is secured, we focus on understanding the processes and people who interact with the device. This allows us to advise you on not just the equipment, but also on the best security methodologies to put in place in your organization. This powerful combination ensures an end-to-end security strategy for your print environment.

## **PRODUCT SECURITY**

Starting at the product level, we deliver an in-depth defense across four areas:

### **1. INSTALL TO END-OF-LIFE DEVICE SECURITY**

- Self-encrypting hard drive
- Firmware & BIOS whitelisting
- End-of-Life automatic data erase

### **2. PHYSICAL AND DIGITAL ACCESS PROTECTION**

- Restrict who, what, where
- Manage centrally and by role
- Monitor and audit in real-time

### **3. DOCUMENT LIFECYCLE DEFENSE**

- Secure document capture
- Encrypt information storage
- Secure document tracking & delivery

### **4. FLEET-WIDE SECURITY ADMINISTRATION**

- Remote monitoring & management
- Proactive alerts & automatic remediation
- Policy-based security management

# TOSHIBA

## LEADING INNOVATION HAS ITS REWARDS

At Toshiba, our commitment to quality, reliability and innovation continues to set us apart in the technology industry earning us top honors from respected organizations like Keypoint Intelligence, Better Buys for Business and the Business Technology Association. See the other side of this flyer for a full list of awards.

To learn more, visit  
[business.toshiba.com](http://business.toshiba.com)



# OUR AWARD-WINNING LINE UP

## RECENT AWARDS INCLUDE:



### 2022 GOLD MERIT

e-BRIDGE® Global Print



### Keypoint Intelligence Buyers Lab Gold Rating

Toshiba Workplace Productivity Bundle



### THE AMERICAN BUSINESS AWARDS® BRONZE 2022 STEVIE®

Best Customer Experience  
eConnect TouchFree™ mobile app



### KEYPOINT INTELLIGENCE BUYERS LAB 2021 WINTER PICK AWARD

Outstanding A4 Color MFP for Large  
Workgroups e-STUDIO™400AC



### THE CANNATA REPORT 2021 FRANK AWARD

Best-in-Class



### KEYPOINT INTELLIGENCE BUYERS LAB 2021 WINTER PICK AWARD

Outstanding A4 Color MFP for Mid-Size to  
Large Workgroups e-STUDIO™330AC



### THE CANNATA REPORT 2020 FRANK AWARD

Best Technical Service



### THE AMERICAN BUSINESS AWARDS® BRONZE 2021 STEVIE®

Best Hardware Peripheral  
e-STUDIO™330AC and e-STUDIO™400AC



### THE CANNATA REPORT 2020 FRANK AWARD

Best-in-Class



### KEYPOINT INTELLIGENCE BUYERS LAB 2020-2021 PACESETTER AWARD

Logistics



### BETTER BUYS Q4 2020 EDITOR'S CHOICE AWARD

e STUDIO™330AC/400AC series



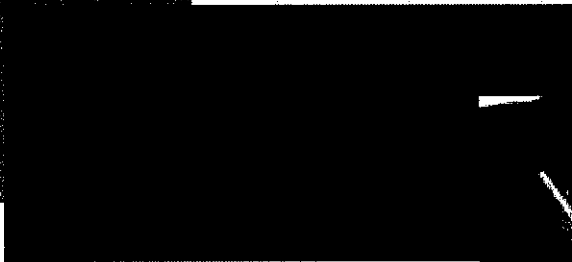
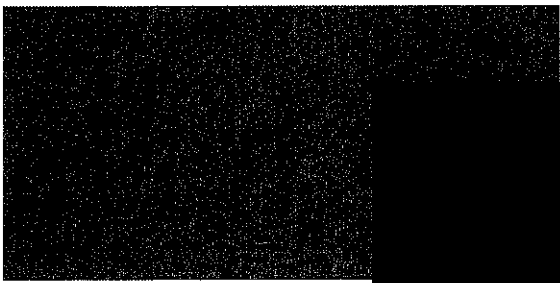
### BETTER BUYS Q1 2020 EDITOR'S CHOICE AWARD

e-STUDIO™2829A and e-STUDIO™2329A



### SUPPLY & DEMAND CHAIN EXECUTIVE 2020 GREEN SUPPLY CHAIN AWARD

\$2,329,271



# PROPOSAL & INVESTMENT PLAN

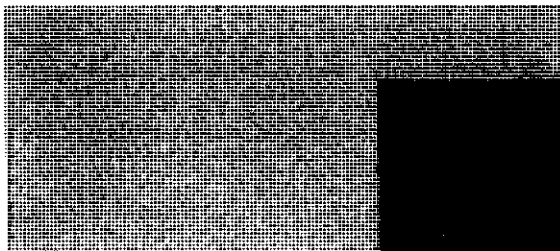
# TOSHIBA

Pricing in this proposal expires 30 days after July 18, 2024.

FOR: Village of Palos Park

BY: Toshiba America Business Solutions

DATE: 7/18/2024



# TOSHIBA

## PROPOSED SOLUTION FOR: Village of Palos Park

### Equipment Proposed

QTY	MODEL	DESCRIPTION
1	e-Studio4525AC	45ppm Color MFP
1	MR4010	Dual Scan Document Feeder
1	KD1073LT	Large Capacity Feeder
1	MJ1048	50 Sheet Inner Finisher
1	GD1370N	Fax Unit
4	e-Studio 330AC	35ppm Color unit up to Legal Sized Printing
4	MY1050	Paper Feed 550Sheet
4	MX-6500N	KD1071 Large Capacity Feeder

Please see attached brochure or specification sheet for more details.

### Lease Options includes Maintenance

PAYMENT
60 Payments
\$2,329.27

### Maintenance and Supplies Included In Price

- All parts, labor, toner and service calls.
- Up to 5,000 mono copies per month with additional mono copies billed monthly at \$0.015 per copy. (4525AC)
- Up to 3,000 color copies per month with additional color copies billed monthly at \$0.07 per copy. (4525AC)
- Up to 6,000 color copies per month with additional color copies billed monthly at \$0.02 per copy. (4 x 330AC)
- Up to 5,000 color copies per month with additional color copies billed monthly at \$0.10 per copy. (4 x 330AC)
- 4-hour response time in the metro area and next-day service for out-of-town customers

# TOSHIBA

## **e-STUDIO™ 2525AC/3025AC/3525AC/4525AC**

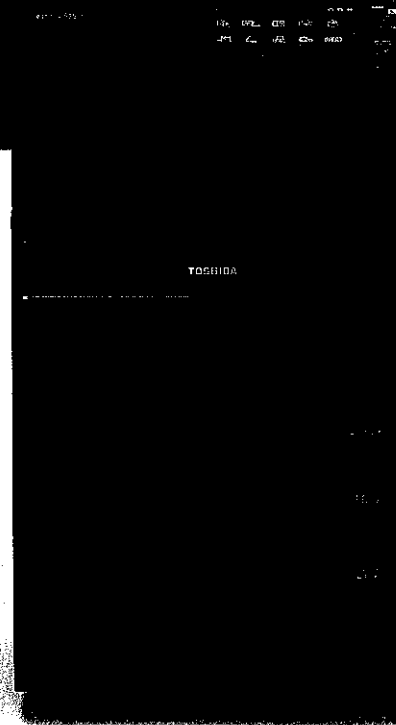
Introducing a new generation of Toshiba MFPs – with high-performance, advanced security and cloud-ready features, these printers are the perfect choice for today's modern work environments.

- Highly Productive Color MFPs
- High-speed – 25, 30, 35 & 45 PPM
- Leading-edge Security Features
- Cloud Print & Service Capabilities
- Built-in Optical Character Recognition



# CLOUD-READY AND SECURE FOR TODAY'S DIGITAL WORKPLACE

Today's new hybrid work environment demands that information be available and accessible from anywhere at any time for organizations to be efficient and productive. Yet it needs to be secure. Introducing Toshiba's newest e-STUDIO™ workgroup MFPs, specifically designed to meet this need. Providing the ultimate in productivity through speed, quality and consistency, these printers also deliver a zero-trust approach for the highest level of security and cloud-ready features built-in for anywhere accessibility.



## AT TOSHIBA, PRODUCTIVITY IS A PRIORITY

Our new color MFPs are faster and more productive, secure, and reliable than any other workgroup models Toshiba has ever produced. With everything from a super-charged document feeder to greater maximum paper capacity to next-level finishing performance, these new models raise the bar on what an MFP can do for productivity in the modern workplace.

**25, 30, 35 & 45 PPM** for departmental-level performance in a workgroup-size device, designed to handle more volume for more users.

**New High-Speed, High-Capacity Dual Side Document Feeder (DSDF) with Double Feed Detection (DFD)** for the most mission-critical scanning environments, providing up to 240 IPM duplex scan speeds.

**High-Resolution** for crisp image quality: up to 1,200 dpi x 1,200 dpi.

**Continuous Scan** allows you to switch seamlessly between simplex, duplex, original size, and orientation, or even switch from DF to glass in one scan job.

**Enhanced Scan Functions** provide options for mixed sizes, sources orientation, and more in one job – as well as employ a network share location right from front panel.

**Accurate Color & e-BRIDGE® Color Profiler Tool V4.1** allows demanding color print users to accurately hit the widest array of recognized Pantone colors or unique brand identity colors – or match other output devices.

**65-Sheet Stapling** takes finishing to the next level and is available on both the regular and saddle stitch finisher, the latter capable of producing booklets up to 60-pages.

**5,200-Sheet Maximum Paper Capacity** helps you pump up the volume thanks to our modular design. Choose one or two drawer paper feed pedestals or tandem LCF – and for those really demanding environments, an additional external Large Capacity Feeder (LCF).

**10.1" Tablet-Style Full Color Tilting Touch Screen Panel** offers touch swipe User Interface (UI) featuring newly designed icons that provide access to the MFP's core functions and productivity-enhancing workflow solutions – all while offering a consistent and familiar user experience to the entire Office Collection.



**Built-in OCR (Optical Character Recognition)** allows you to quickly and easily scan paper documents to create searchable PDFs or editable document formats such as Microsoft® Word®.

**Annotation & Bates Stamping** allows you to assign a unique identifier to documents for indexing, labeling, and identifying content to ensure all pages are accounted for.

**Voice Guidance Technology** affirms your programming selections and is a great option for users with visual disabilities through Section 508 of the Rehabilitation Act, opening it up to a wider audience.

**Soft Closing Drawers** provide a luxurious feeling and better end user experience.

**Environmentally Friendly** is the Toshiba way: RoHS compliant, recycled plastics, Low-Power (1W) Super Sleep Mode, and our EcoSmart Recycling Program – as well as lower TEC values for more energy efficiency, earning them the newest EPA ENERGY STAR rating.

**Higher Duty Cycles and Periodic Maintenance Intervals** provide greater volume with fewer routine service calls so you can stay focused on productivity.



Optical Character Recognition



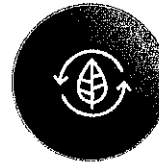
Annotation & Bates Stamping



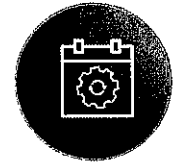
Voice Guidance



Soft Close Drawers



Environmentally Friendly



Fewer Routine Service Calls

## SECURITY IS JOB NUMBER ONE

secureMFP

Security has never been a more critical consideration for any device in today's business landscape. MFPs have the extra burden of being shared by all users, and many if not all written documents pass through this device while being printed, scanned, faxed, or copied. That's why Toshiba strongly believes in zero-trust security principles while designing the applications and cloud services for MFPs. Instead of assuming that the applications and services running on MFPs behind the corporate firewall are safe, we ensure that access and communication with the MFP is fully authenticated, authorized, and encrypted. We accomplish this by enhancing security using the following features:

**Trusted Platform Module 2.0** features the latest version of hardware-based security that safeguards all data on the MFP using cryptographic keys.

**Built-in Antimalware** that's stronger than antivirus protects the MFP from Trojan horses, ransomware, spyware, rogue software, and more.

**OAuth2 Token-based Identity Management** helps integrate cloud services with your existing identity management, therefore credentials are not replicated, and the chance of vulnerabilities is reduced.

**Enhanced Data Encryption with TLS 1.3** keeps the communication between MFP and other applications fully secure thanks to the latest and most secure version of transport layer security.

**New 128GB SSD** provides the latest encryption and improved reliability.

**512GB SSD** option provides additional onboard document storage capacity.

**FIPS 140-2 Validated HDD** option enables these MFPs to meet the Hardcopy Device Protection Profile (HCD-PP) when the MFP is configured in High Security Mode.



**e-STUDIO 4525AC series**

## HARNESS THE POWER OF THE CLOUD

With **Elevate Sky™** from Toshiba, you'll find cloud-based print solutions for the modern workforce, allowing workflows to seamlessly integrate your MFPs and documents with the cloud applications you're already using.

**e-BRIDGE® Global Print** allows you to fully embrace cloud technology. It simplifies and secures your print environment while providing the flexibility for users to print from anywhere – work, home office, or on the road.

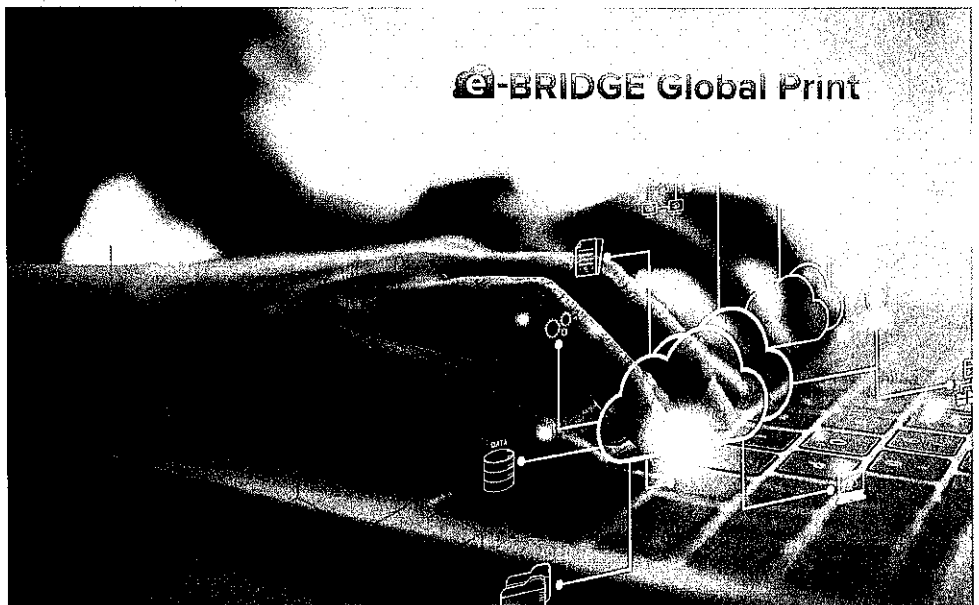
**Elevate Sky™ Service** from Toshiba is a suite of cloud-based applications designed to better manage print and document environments by improving device uptime and visibility to fleet usage and performance.

Leveraging big data analytics and artificial intelligence, **Elevate Sky™ Service** can identify impending errors before they happen. In many cases, remote intervention can address the issue before affecting regular device operations.

**Elevate Sky™ Service CloudConnect** is an innovative and exclusive, cloud-based app that's ideal for remote fleet management, application and license deployment, and policy-based security management for your fleet.

**Elevate Sky™ Service Remote Assist** enables technicians, with the end-user's approval, to remotely access the MFP and perform diagnostics and adjustments potentially eliminating the need for what might otherwise be an onsite service call.

**Elevate Sky™ Service Remote Diagnostics** assists technicians by applying predictive analytics to anticipate an MFP's service needs thus improving uptime.



**Elevate Sky™ Service AI** uses machine learning models to predict parts failures within a Toshiba fleet, helping reduce service costs by optimizing technician dispatch.

**Elevate Sky™ Service Device Management** allows IT administrators to remotely monitor fleet status, deploy licenses and applications to devices, and ensure that all Toshiba MFPs on the network have consistent and compliant security settings and policies.

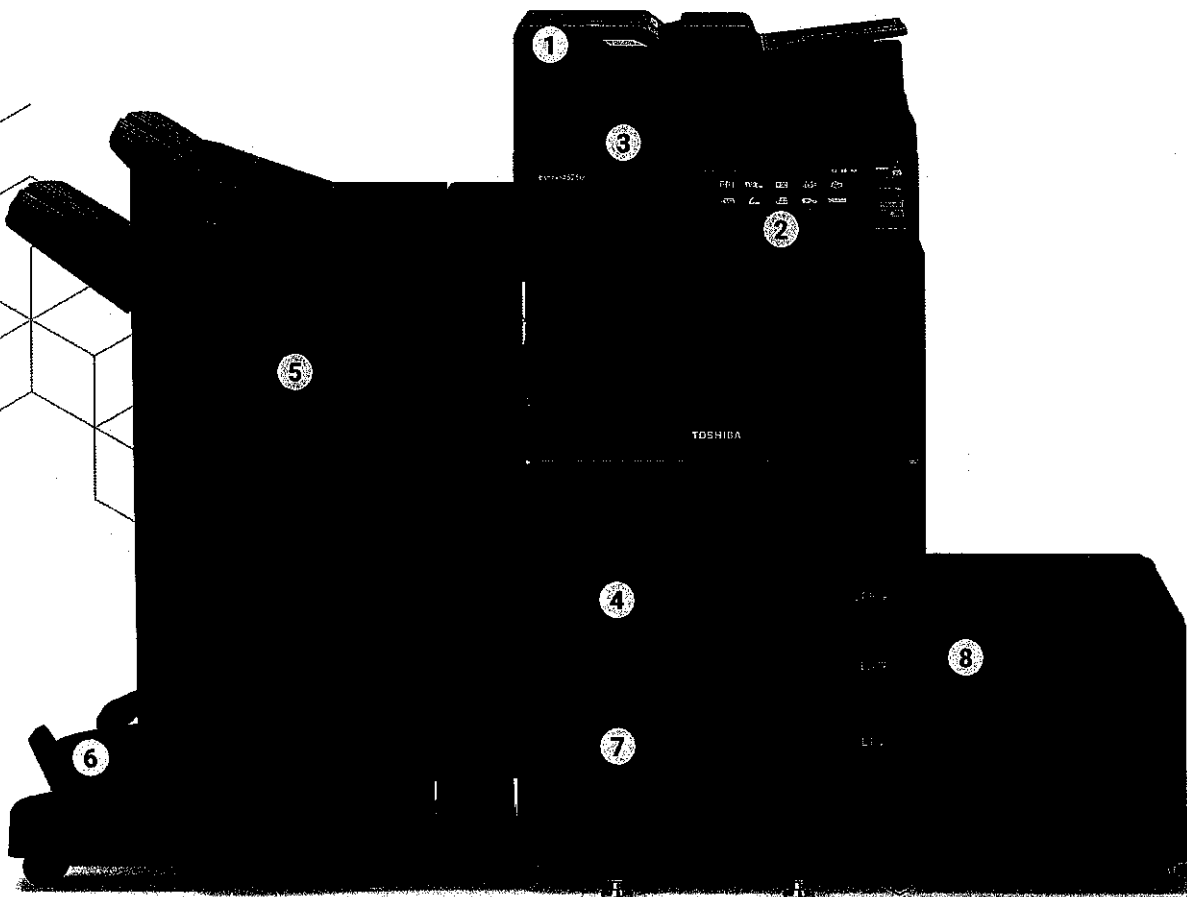
**Elevate Sky™ Service Reports** monitors MFP usage patterns, generate, and schedule custom reports for their entire fleet to gain valuable insights into how MFPs are being utilized.

Toshiba's cloud-ready MFPs and our team of experts provide the solutions your business needs to improve workflows and print smarter. Utilizing the latest technological advancements and security standards, we provide end-to-end solutions to help you seamlessly and securely navigate today's digital workplace from consulting, cloud migration, fleet management, implementation, and technical support.

# STANDOUT FEATURES IN OUR MFPs

## e-STUDIO™ 2525AC/3025AC/3525AC/4525AC

- 1 **Dual Scan Document Feeder** available with Double Feed Detection – Scans up to 240 IPM; holds up to 300 originals (refillable)
- 2 **10.1" Tiltable Front Panel** makes programming jobs easier than ever – even for wheelchair users – and is Section 508 friendly
- 3 **Card Reader Pocket** enables badge authentication to control device access
- 4 **Soft Closing Drawers** automatically pull drawer closed when initiated and provide a luxury experience
- 5 **65-Sheet Stapling Finishers** and an output capacity of up to 3,000 pages enable bigger jobs
- 6 **Saddle Stitch Finishing** enables up to 60-page booklets, and unique avalanche tray increases exit capacity
- 7 **Tandem LCF Pedestal** holds 2 x 1,000-sheet stacks of letter-size paper, while refillable design allows users to add paper while MFP is in use
- 8 **2,000-Sheet External LCF** boosts paper capacity to an amazing 5,200 sheets



# e-STUDIO<sup>®</sup> 2525AC/3025AC/3525AC/4525AC

## MAIN SPECIFICATIONS

<b>Copy System</b>	Indirect Electrostatic Photographic/OPC/Laser Printing/Heat Roller Fusing
<b>Display</b>	10.1" Color WSVGA Touch Screen Tilting Display
<b>Copy Speed</b>	25/30/35/45 PPM (LT)
<b>First Copy Out</b>	Color: Less Than 7.6/7.8/7.8/5.7 Seconds Monochrome: Less Than 5.9/5.9/5.9/4.4 Seconds
<b>Warm-Up Time</b>	From powering on: Approx. 20 Seconds From Sleep & Low Power: Less Than 12 Seconds
<b>Copy Resolution</b>	600 x 600 dpi
<b>Stack Feed Bypass</b>	3.9" x 5.8" to 12" x 18", 12" x 47" Banner, Envelope
<b>Multiple Copying</b>	Up to 999 Copies
<b>Paper Capacity</b>	Standard 1,200 Sheets/Max. 5,200 Sheets
<b>Original Feed</b>	300-Sheet DSDf or DSDf with Double Feed Detection or 100-Sheet RADF
<b>Scan Speed &amp; Weights</b>	DSDf Scan: 70IPM (Monochrome or Color), Simplex or Duplex: 9.3-110lb Bond RADF Scan: 50IPM (Monochrome or Color), Simplex: 9.3-41.8lb Bond, Duplex: 13.3-41.8lb Bond
<b>Max. Original Size</b>	LD/A3
<b>Paper Feed Sizes</b>	Drawer 1: 550 Sheets-ST-R to LD Drawer 2: 550 Sheets-ST-R to 12" x 18" Stack Feed Bypass: 100 Sheets-3.9" x 5.8" to 12" x 18", 12" x 47" Banner Opt. 550-Sheet Paper Feed Pedestal-ST-R to 12" x 18" Opt. 550-Sheet Drawer for PFP-ST-R to 12" x 18" Opt. Envelope Cassette for PFP-Approx. 60 Envelopes/550 Sheets-ST-R to LG Opt. 2,000-Sheet Tandem LCF (Pedestal Type)-LT Only Opt. 2,000-Sheet External LCF-LT Only
<b>Paper Weights</b>	Standard: 550 Sheets x 2-16lb Bond-110lb Cover Stack Feed Bypass: 100 Sheets-14lb Bond-110lb Cover Opt. 550-Sheet Paper Feed Pedestal-16lb Bond-110lb Cover Opt. 550 Sheets Drawer for PFP-16lb Bond-110lb Cover Opt. Envelope Cassette for PFP-16lb Bond-140lb Index Opt. 2,000-Sheet Tandem LCF (Pedestal Type)-17lb-28lb Bond Opt. 2,000-Sheet External LCF-LT 16lb Bond-110lb Cover Standard Automatic Duplex Unit (16lb Bond-140lb Index)
<b>Duplex Reproduction Ratio</b>	25% to 400%
<b>Max Duty Cycle</b>	Max. 75K/90K/105K/105K Month (Color: 100%) Max. 150K/180K/210K/210K Month (Monochrome: 100%)
<b>Weight</b>	Approx. 169lb/172lb
<b>Approx. Dimensions</b>	23" (W) x 25.2" (D) x 31" (H)
<b>CMYK Toner Yield</b>	CMY: 38K, K: 39.8K @ 5%
<b>Power Source</b>	120 Volts, 50/60 Hz, 12 Amps
<b>Power Consumption</b>	Maximum 1.6kW (120V)
<b>Plug Type</b>	NEMA 5-15
<b>Memory</b>	4GB
<b>Hard Disk Drive</b>	128GB Solid State Drive (SSD)

## e-BRIDGE NEXT PRINT SPECIFICATIONS

<b>PDL</b>	PCL5e, PCL5c, PCL6 (PCL XL), PS3, PDF, XPS, JPEG
<b>Print Resolution</b>	600 x 600 dpi (5 bit), 1,200 x 1,200 dpi (Color/2 bit) or 3,600 (Equivalence) x 1,200 dpi (BW/with Smoothing) (PS3 Only)
<b>Operating Systems</b>	Windows <sup>®</sup> 8.1, 10, 11, Windows Server <sup>®</sup> 2012/R2, Windows Server <sup>®</sup> 2016/19/22, Macintosh <sup>®</sup> (macOS X 10.10-15, 12), Unix <sup>®</sup> , Linux <sup>®</sup>
<b>Network Protocols</b>	TCP/IP (IPv4, IPv6), NetBIOS over TCP/IP, IPX/SPX <sup>®</sup> for Novell <sup>®</sup> Environments, EtherTalk for Macintosh Environments
<b>Printing Protocols</b>	SMB V1-3, LPR/LPD, IPP V1.2 w/Authentication (TLS 1.2/1.3), AppleTalk <sup>®</sup> PAP or EtherTalk, Port 9100 (Bi-Directional), NetWare P-SERVER LPD w/Print, Bluetooth (HCRP/BIP/OPP/FTP), WS Print, FTP
<b>Print Drivers</b>	Windows <sup>®</sup> 8.1 (32-bit, 64-bit), Windows Server <sup>®</sup> 2012/R2 (64-bit), Windows Server <sup>®</sup> 2016/19/22, Windows <sup>®</sup> 10, 11 (64-bit), macOS X 10.12-15, 11, 12
<b>Interface</b>	RJ-45 Ethernet (10/100/1000 Base-T), USB 2.0 (High-Speed) Optional IEEE802.11b/g/n, Wireless LAN, Optional Bluetooth
<b>Wireless Device</b>	Android (Available via Apple <sup>®</sup> App Store or Google Play)
<b>Device Management</b>	TopAccess
<b>Account Control</b>	Up to 10,000 Users or 1,000 Departments Supports User Authentication (on Device), Login Name/Password (via Windows <sup>®</sup> Domain) or Login Name/Password (via LDAP Server) for Copy, Print, Scan, Fax, List, and User Function
<b>Accessibility Features</b>	Tilt Front Panel, Job Programs, Universal Grip for Paper Trays, Disable Screen Timeout, Audible Beeps, Optional Voice Assist



## Security Features

User Authentication, Trusted Platform Module, On-Board Data Scramble Function, SCEP, Disable, e-Filing, Disable Copy, Disk Overwrite<sup>\*</sup>, IP Address Filtering (10 Sets), MAC Address Filtering (10 Sets), Network Service Control, Network Port Control, SMB Packet Signing, SSL/TLS (HTTP, IPP, LDAP, SMTP, POP, FTP, DPWS, SYSLOG), IPsec (IKEv1, IKEv2), Security Mode Change, CC Certified (ISO/IEC15408)<sup>\*</sup> with HCD-PP v1.0, IEEE802.1X (Wired/Wireless), Digital Signature for Client Utilities, Password Policy, Password Lock, Password Expiration, Self Testing, Job Access Control, Log Access Control for Job Log, Security Stamp, Role Based Access Control, Secure PDF, Digital Signature for Firmware Update, Integrity Check Function, Image Log, Card Authentication, Biometric Authentication  
<sup>\*</sup>Requires FiPSHDD, Conformance with HCD-PPv1.0 in High Security Mode ENERGY STAR<sup>®</sup> (v3.1), EPEAT Gold, California Proposition 65 WHQL (Windows<sup>®</sup> 8, 8.1, 10, 11, 2012, 2012 R2, 2016/19/22), Novell<sup>®</sup>, Citrix<sup>®</sup>, SAP, AirPrint<sup>®</sup> and Mopria<sup>®</sup>

## Environmental Standards Certifications

## SCAN SPECIFICATIONS

<b>Scan Speed</b>	DSDf Scan: Up to 240 IPM Duplex, 120 IPM Simplex (Monochrome or Color) RADF Scan: Up to 73 IPM (Monochrome or Color)
<b>Scan Modes</b>	Standard: Full Color, Auto Color, Monochrome, Grayscale
<b>OCR</b>	DOC/XLS/PPT/PDF
<b>Scan Resolution</b>	600 dpi, 400 dpi, 300 dpi, 200 dpi, 150 dpi, 100 dpi
<b>File Formats</b>	Monochrome: TIFF-Multi/Single Page, PDF-Multi/Single Page, PDF/A, Searchable PDF, XPS-Multi/Single Page, DCCX, XLSX, PPTX, Color/Grayscale: JPEG, TIFFMulti/Single Page, PDF-Multi/Single Page, PDF/A, Slim PDF, Searchable PDF, XPSMulti/Single Page, DCCX, XLSX, PPTX
<b>Image Compression</b>	Color/Grayscale: JPEG (High, Middle, Low)

## FACSIMILE SPECIFICATIONS

<b>Compatibility</b>	Super G3
<b>Data Compression</b>	MH/MR/MMR/JBIG
<b>Transmission Speed</b>	Approx. 3 Seconds Per Page
<b>Fax Modem Speed</b>	Up to 33.6 Kbps
<b>Memory Transmission</b>	100 Jobs (with HDD), 2,000 Destinations Max. 400 Destinations/Job
<b>Scan Speed</b>	0.7 Seconds Per Page, Maximum 73 IPM

## e-FILING SPECIFICATIONS

<b>Operation Method</b>	Color Touch Screen Control Panel or Client PC
<b>Number of Boxes</b>	1 Public Box, 200 Private User Boxes
<b>Capacity of Boxes</b>	100 Folders Per Box, 400 Documents Per Folder/Box, 200 Pages Per Document

## ACCESSORIES (OPTIONS)

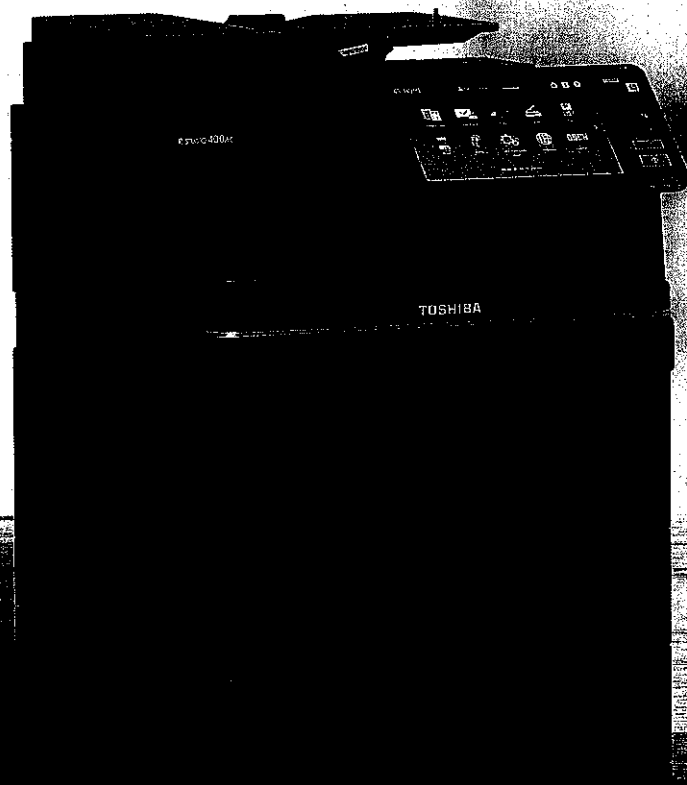
<b>Platen &amp; Document Feeder Options</b>			
DSDf	MR4010	IPSec Enabler	GP1080NODE
DSDf with Double Feed Detection	MR4020	Unicode Font Enabler	GS1007NODE
RADF	MR3033	Multi-Station Print Enabler	
Platen Cover	KA5005PC	Per Seat License	GS1090NODE
<b>Additional Paper Options</b>		e-BRIDGE Plus for OneDrive for Business V3.0	GB2300NODE
Paper Feed Pedestal	KD1072	e-BRIDGE Plus for SharePoint Online V3.0	GB2310NODE
Drawer Module	MY1052	e-BRIDGE Plus for Exchange Online V3.0	GB2320NODE
Envelope Cassette Option	MY1053	e-BRIDGE Plus for Gmail	GB2380NODE
Large Capacity Feeder	KD1073LT	e-BRIDGE Plus for Google Workspace	GB2390NODE
External Large Capacity Feeder	MP2002	Hardcopy Security Printing	GP1190NODE
<b>Finishing Options</b>		Security SSD (512GB)	GE1280
50-Sheet Inner Finisher	MJ1048	FiPS HDD (320GB)	GE1260
65-Sheet Staple Finisher	MJ1113	e-BRIDGE Plus Voice Guidance	GB2540NODE
65-Sheet Saddle-Stitch Finisher	MJ1114	e-BRIDGE Global Print	GB2550NODE
Hole Punch for MJ1048	MJ6011	<b>Miscellaneous Options</b>	
Hole Punch for MJ1113/MJ1114	MJ6107	Card Reader Holder	GR1320
Bridge Kit	KN5005	Accessory Tray	GR1330
Job Separator	MJ5015	Network 10-Key Option Stand	STAND5015
<b>Connectivity/Security Options</b>		Work Tray	KK5005
FAX Unit/2 <sup>nd</sup> Line for FAX Unit	GD1370N	Manual Pocket	KK5008
Wireless LAN/Bluetooth	GN4030A3	Harness for Coin Controller	QQ1280
Fax Over IP License Key	GS1100NODE	Accessible Arm	KK2560
Bluetooth Keyboard	GR9001		
2 <sup>nd</sup> NIC Holder	GR1430		
USB Hub	GR1420		
Meta Scan Enabler	GS1010NODE		

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# TOSHIBA

## e-STUDIO™ 330AC/400AC

- › Color A4 Multifunction Printer
- › Up to 42 PPM
- › Small/Medium Workgroups
- › Copy, Print, Scan, Fax
- › Advanced Features
- › Customizable UI



## BIG FEATURES IN A SMALL FOOTPRINT.

The amazing color and impressive features you'd expect to find on Toshiba's larger departmental MFPs are now available in a desktop model. Toshiba's e-STUDIO330AC/400AC provides the robust feature set of its full-size MFPs in a compact footprint, making this series an ideal candidate for small to mid-size workgroups. They will also lighten the load of the busiest workgroup systems. Like Toshiba's larger models, this series offers all the functions and applications you need to keep your business running smoothly – copy, print, scan, and fax, plus the same workflow-enhancing solutions.

### People-pleasing performance.

We know deadlines can't wait. Your teams have contracts, presentations, and reports to produce. These machines ramp up quickly in 20 seconds (or less) and produce 35 and 42 Pages per Minute (PPM), respectively. While the 100-sheet Dual-Scan Document Feeder automatically adjusts for any skews as it scans 120 duplex Impressions per Minute (IPM). Scan Preview allows you to scan, rotate pages, or even change their order. For added efficiency, Print Around eliminates printing bottlenecks by allowing other print jobs to go around any job being held-up for a specific paper size, media type or even color toner if not available in the machine. And Limitless Job Reservation allows you to queue up multiple copy or print jobs.

### Super easy to use.

The tilting 10.1" full-color, tablet-style touch screen with embedded web browser makes it easy to navigate features and functions. You may customize the user interface to your needs and simplify the menu structure to improve workflow and productivity. Cloud accessibility is built-in, simply print documents from the cloud, or scan to a folder, email or a variety of cloud-based applications. With Toshiba's Auto-Launcher, you may even scan and print from a USB quickly and easily. These machines will automatically notify you and the dealer when service or supplies are needed. And if you need any more help, you can access the manual right on the touch screen.

### Paper handling that stacks up.

These machines are team players. They can accommodate heavy paper and two-sided printing. On their own, they offer 650-sheet capacity from two paper sources. If you want even more, an optional second cassette will add another 550 sheets. Still not enough? An optional base provides one or two additional 550-sheet cassettes, or an optional tandem Large Capacity Feeder (LCF) that provides 2,000 sheets instead for a maximum capacity of 3,200 sheets.

### Strong and dependable.

This series is designed for minimal downtime with a maximum Monthly Copy Volume of 150,000 for color and monochrome printing, a high toner yield of 17,400 pages at five percent coverage, and periodic maintenance that can be done quickly.

### True colors.

Let your output shine with proven, accurate color. Just as its larger systems, Toshiba's unique toner formulation and patented image technology enables these compact models to achieve a wider gamut of colors more accurately

than found on competitive 4-color toner-based devices.

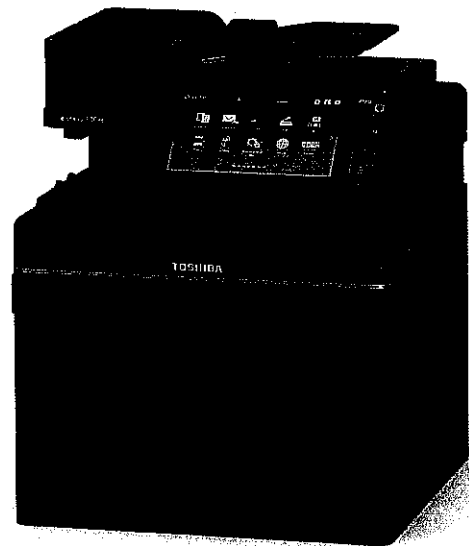
Whether it's a boardroom presentation or your brand identity, the new e-STUDIO330AC/400AC will capture each color correctly in high-resolution up to 1,200 dpi. As sticklers for image quality, periodic auto-checks ensure colors remain consistent throughout long runs.

### State-of-the-art security.

Whether you're protecting personal records, private data, or intellectual property, Toshiba knows security is a top priority. These machines are equipped with a 320GB Self-Encrypting Drive (SED) with Automatic Drive Invalidation and Data Overwrite capability for advanced protection. With the optional FIPS 140-2 Validated SED, the e-STUDIO330AC/400AC further attain Hardcopy Device Protection Profile (HCD-PP) certification, the latest benchmark in printer and MFP security.

### Green machines.

This series not only has a compact footprint, but a compact carbon footprint. They are RoHS compliant, use recycled plastics, and have a Super Sleep (1W) Mode. They also reduce the environmental impact by being EPEAT Gold and Energy Star V 3.0 certified.



The e-STUDIO330AC/400AC Series is small enough for the desktop but big enough for the most demanding jobs with impressive features you'd expect to find on Toshiba's larger departmental MFPs.

# TOSHIBA

## A QUICK LOOK AT A COMPACT MACHINE.

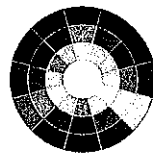
### Impressive Performance

- > 35 and 42 PPM, respectively
- > 100-sheet dual-scan document feeder provides 120 duplex IPM
- > Fast, first-copy-out times at 7.2 for color and 5.7 for monochrome



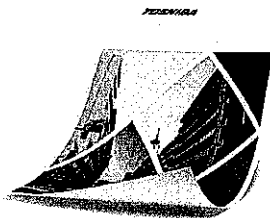
### Brilliant Image Quality

- > High resolution up to 1,200 dpi color with 256 gradations
- > Accurate color and fine detail
- > Auto color calibration for consistent color across large print jobs



### Broad Paper Handling

- > 650-sheet standard with up to 3,200-sheet maximum capacity
- > Heavy paper support through drawers and duplex up to 140-lb index
- > Support for envelopes through the drawers



### Unmatched Reliability

- > 150K monthly copy volume and periodic maintenance intervals
- > High toner yields of K: 18.4K & CMY: 17.4K @ 5% coverage
- > Service Module Design allows for efficient maintenance

### Easy to Use

- > 10.1" Tablet-Style, Full-Color Tilting Touchscreen Panel
- > Customizable user interface
- > Embedded web browser allows third-party document solutions within front panel



### Innovative Technology

- > Next generation e-BRIDGE technology enables third-party solutions integration and support
- > Fast Intel dual-core processor with 4GB RAM and 320GB SED
- > Optional fax with iFax capability



Like our larger models, this series offers all the functions and applications you need to keep your business running smoothly – copy, print, scan, and fax, plus the same workflow-enhancing solutions, all in a compact design to fit any size workspace.



# e-STUDIO™ 330Ac/400Ac

## Main Specifications

<b>Copy System</b>	Indirect Electrostatic Photographic Method/OPC/LED Printing/Heat Roller Fusing
<b>Display</b>	10.1" Color WSVGA Touch Screen Tilting Display
<b>Copy Speed</b>	35/42 PPM (LT)
<b>First Copy Out</b>	Color: 7.2/8.3 Seconds Monochrome: 5.7/5.1 Seconds
<b>Warm-Up Time</b>	Approx. 20 Seconds
<b>Copy Resolution</b>	600 x 800 dpi
<b>Stack Feed Bypass</b>	3.9" x 5.8" to 8.5" x 14" (LG), Envelope
<b>Multiple Copying</b>	Up to 999 Copies
<b>Paper Capacity</b>	Standard 650 Sheets/Max. 3,200 Sheets
<b>Original Feed</b>	Standard 100-Sheet DSDf
<b>Scan Speed &amp; Weights</b>	DSDf Scan: Up to 120 IPM Duplex, 60 IPM Simplex (Monochrome) Up to 82 IPM Duplex, 41 IPM Simplex (Color), 9.3-28lb Bond LG
<b>Max. Original Size</b>	Drawer 1: 550 Sheets-ST-R to LG
<b>Paper Feed Sizes</b>	Stack Feed Bypass: 100 Sheets-3.9" x 5.8" to 8.5" x 14" (LG) Opt. 550-Sheet Paper Feed Unit (up to 3)-ST-R to 8.5" x 14" (LG) Opt. 2,000-Sheet LCF (Pedestal Type)-LT Only Standard: 550 Sheets x 1-16 lb Bond-140 lb Index Stack Feed Bypass: 100 Sheets-14 lb Bond-140 lb Index Opt. 550-Sheet Paper Feed Unit-16 lb Bond-140 lb Index Opt. 2,000-Sheet LCF (Pedestal Type)-16 lb Bond-140 lb Index Standard Automatic Duplex Unit (16 lb Bond-140 lb Index)
<b>Duplex</b>	Standard Automatic Duplex Unit (16 lb Bond-140 lb Index)
<b>Reproduction Ratio</b>	25% to 400%
<b>Max Duty Cycle</b>	Max. 150K Month
<b>Weight</b>	Approx. 117 lb
<b>Approx. Dimensions</b>	20.6" (W) x 21.3" (D) x 25" (H)
<b>CMYK Toner Yield</b>	CMY: 17.4K, BK: 16.4K @ 5%
<b>Power Source</b>	120 Volts, 50/60 Hz, 12 Amps
<b>Power Consumption</b>	Maximum 1.5 kW (120 V)
<b>CPU</b>	Intel ApolloLake™ E3930 (Dual-Core)
<b>Memory</b>	4GB
<b>Hard Disk Drive</b>	320GB Self-Encrypting Drive

## e-BRIDGE Next Print Specifications

<b>PDL</b>	PCL5e, PCL5c, PCL6 (PCLXL), PS3, PDF, XPS, JPEG
<b>Print Speed</b>	35/42 Pages Per Minute (LT)
<b>Print Resolution</b>	600 x 800 dpi (6bit), 1,200 x 1,200 dpi (Color/2bit) or 3,600 (Equivalence) x 1,200 dpi (BW/with Smoothing) (PS3Only)
<b>Operating Systems</b>	Windows Server® 2008 R2, R2 SP1, 2008/SP2, Windows® 8.1, 10, Windows Server® 2012/R2, Windows Server® 2016, Macintosh® (macOS X 10.7.4, 10.8, 10.9, 10.10, 10.11, 10.12, 10.13), Unix®, Linux®
<b>Network Protocols</b>	TCP/IP (IPv4, IPv6), NetBIOS over TCP/IP, IPX/SPX® for Novell® Environments, EtherTalk for Macintosh Environments
<b>Printing Protocols</b>	SMB, LPR/LPD, IPP (Ver. 2.0) w/Authentication, AppleTalk® PAP or EtherTalk, Port 9100 (Bi-Directional), NetWare P-SERVER LPD w/Print, WS Print, FTP
<b>Print Drivers</b>	Windows Server® 2008 SP2 (32-bit, 64-bit) Windows Server® 2008 R2 SP1 (64-bit), SP1 (32-bit, 64-bit), Windows® 8.1 (32-bit, 64-bit), Windows Server® 2012/R2 (64-bit), Windows Server® 2016, Windows® 10 (32-bit, 64-bit), macOS X 10.7.4, 10.8, 10.9, 10.10, 10.11, 10.12, 10.13
<b>Interface</b>	RJ-45 Ethernet (10/100/1000 Base-T), USB 2.0 (High-Speed) Optional IEEE802.11b/g/n, Wireless LAN, Optional Bluetooth
<b>Wireless Device</b>	AirPrint®, Mopria®, e-BRIDGE Print & Capture Application on iOS and Android (Available via Apple® App Store or Google Play)
<b>Account Control</b>	Up to 10,000 Users or 1,000 Departments Supports User Authentication (on Device), Login Name/Password (via Windows® Domain) or Login Name/Password (via LDAP Server) for Copy, Print, Scan, Fax, List, and User Function
<b>Accessibility Features</b>	Tilt Front Panel, Job Programs, Universal Grip for Paper Trays, Disable Screen Timeout and Audible Beep Message Alerts



\*Requires FIPS 140-2 HDD

## Security Features

User Authentication, SCEP, Disable e-Filing, Disable Copy, Disk Overwrite, IP Address Filtering (10 Sets), MAC Address Filtering (10 Sets), Network Service Control, Network Port Control, SMB Packet Signing, SSL/TLS (i-HTTP, IPP, LDAP, SMTP, POP, FTP, DPWS, SYSLOG), IPsec (IKEv1, IKEv2), Security Mode Change, CC Certified (ISO/IEC15408)\* with HOD-PP v1.0\*, IEEE802.1X (Wired/Wireless), Digital Signature for Client Utilities, Password Policy, Password Lock, Password Expiration, Self Testing, Job Access Control, Log Access Control for Job Log, Security Stamp, Role Based Access Control, Secure PDF, Digital Signature for Firmware Update, Integrity Check Function, Image Log, Card Authentication, NFC Authentication  
\*Conformance with HOD-PPv1.0 in High Security Mode.

## Environmental Stds.

### Certification

ENERGY STAR® (V3.0), EPEAT Gold, Californian Proposition 65 WHQL (Windows® 8.1, 10, 2008 R2, 2012, 2012 R2), Novell®, Citrix®, SAP, AirPrint® and Mopria®

## Scan Specifications

<b>Scan Speed</b>	DSDf Scan: Up to 120 IPM Duplex, 60 IPM Simplex (Monochrome) Up to 82 IPM Duplex, 41 IPM Simplex (Color)
<b>Scan Modes</b>	Standard: Full Color, Auto Color, Monochrome, Grayscale
<b>Scan Resolution</b>	600 dpi, 400 dpi, 300 dpi, 200 dpi, 150 dpi, 100 dpi
<b>File Format</b>	Monochrome: TIFF-Multi/Single Page, PDF-Multi/Single Page, Searchable PDF (Opt.), XPS-Multi/Single Page, DOCX (Opt.), XLSX (Opt.), PPTX (Opt.) Color/Grayscale: JPEG, TIFF-Multi/Single Page, PDF-Multi/Single Page, Slim PDF
<b>Image Compression</b>	Color/Grayscale: JPEG (High, Middle, Low)

## Facsimile Specifications

<b>Compatibility</b>	SuperG3
<b>Data Compression</b>	MH/MMR/MMR/UBIG
<b>Transmission Speed</b>	Approx. 3 Seconds Per Page
<b>Fax Modem Speed</b>	Up to 33.6Kbps
<b>Memory Transmission</b>	100 Jobs (with HDD), 2,000 Destinations Max. 400Destinations/Job
<b>Scan Speed</b>	0.7 Seconds Per Page, Up to 120 IPM Duplex, 60 IPM Simplex (Monochrome or Color)

## e-Filing Specifications

<b>Operation Method</b>	Color Touch Screen Control Panel or Client PC
<b>Number of Boxes</b>	1 Public Box, 200 Private User Boxes
<b>Capacity of Boxes</b>	100 Folders Per Box, 400 Documents Per Folder/Box, 200 Pages Per Document

## Accessories (Options)

Paper Feed & Finishing Options	Software Options	
Paper Feed Unit	IPsec	GP1080NODE
2,000 Sheet LCF	Hardcopy Security	GP1190NODE
Spacer	Unicode Font	GS1007NODE
Caster	Metascan	GS1010NODE
Offline Stapler	Embedded OCR 1 License	GS1080NODE
	Multi-Station Print 1 License	GS1090NODE
	Fax Over IP	GS1100NODE
<b>Connectivity Options</b>	e-BRIDGE Replicator Ex	GB1550NODE
FAX Unit	e-BRIDGE Job Print Ex	GB1560NODE
FIPS 140-2 HDD	e-BRIDGE Job Separator Ex	GB1590NODE
Wireless LAN Bluetooth Option	e-BRIDGE Plus	
	for Exchange Online V3.0	GB2320NODE
<b>Miscellaneous Options</b>	e-BRIDGE Job Build Ex	GB1610NODE
Panel 10 Key Option 10.1*	e-BRIDGE Plus for OneDrive	
Card Reader Holder	for Business V3.0	GB2300NODE
Harness for Coin Controller	e-BRIDGE Plus	
Stand	for Sharepoint Online V3.0	GB2310NODE
Power Filter, 120V/15A, Compact, 1 Receptacle	e-BRIDGE Plus for Gmail	GB2380NODE
	e-BRIDGE Plus for Google Drive	GB2390NODE
	e-BRIDGE Plus for Docuware	GB2430NODE

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