

RESOLUTION NO. 91-24

BUTLER

County, Ohio

Be It Resolved by the Township Trustees of UNION Township,

that

Resolution approving the purchase of a 60 channel Dictaphone Telephone and Radio Communications voice recording system and allied equipment as contained in the schedule attached hereto, in accordance with the terms and conditions contained within the State of Ohio Joint Purchasing Agreement number STS-66, Schedule Number 680269 revised 12/31/90 and attached hereto;

Said purchase to be made by the Board of Union Township Trustees from Dictaphone Corporation 870 High Street #202, Worthington, Ohio 43085 for the purchase price of \$86,744.00

Township Administrator Mr. David R. Gully is authorized by the Board to execute purchasing and licensing agreements necessary to effect procurement and implementation of the aforementioned system.

Bidding requirements on this purchase have been satisfied by the State of Ohio, Department of Administrative Services, State Joint Purchasing Division. All agreements shall be approved to form by the township attorney prior to their execution.

Adopted the 13th day of August, 19 91

Attest:

Attest: Patricia McLean Township Clerk.

Carl Woywenter Township Trustees



A Pitney Bowes Company

OHIO STATE CONTRACT: Index No. STS-66
Schedule No. 680269
Rev. Date: 1/29/90

UNION TOWNSHIP POLICE DEPARTMENT
Lt. Oliver
9113 Cincinnati-Dayton Rd.
West Chester, OH 45059

VERITRAC™ 9000 - 60-CHANNEL, THREE-TRANSPORT
JUNE 25, 1991

<u>QUANTITY</u>	<u>MODEL</u>	<u>DESCRIPTION</u>	<u>INVESTMENT</u>
1	9603	Sixty-Channel, Three-Transport Recorder/Reproducer. System Includes: AGC Amplifiers; Telephone/Radio Interfaces; 88" Cabinet; Time/Date Generator/Reader; Full Security; Built-in UPS, and Central CRT Controller	\$85,055.00
3 boxes	887298	Head Cleaning Pads (80/box)	99.00
65	421583	Recording Tape, 1", 3600 ft. of 1 mil tape (10.5" reel) at \$116.00 each	7,540.00
1	9002	Remote Control CRT Monitor Panel [Desk Top]	3,035.00
1	422692	Cassette Re-Record Panel	940.00
EQUIPMENT TOTAL			\$96,669.00
Less State Contract			-24,167.00
NET EQUIPMENT TOTAL			\$72,502.00
Installation to provided connections			1,347.00
First Year Maintenance included			
TOTAL SYSTEM INVESTMENT			\$73,849.00

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- 3,596
70,253

SPECIAL INFORMATION:

- The above equipment is at Ohio State Contract pricing and all invoices should reflect the Ohio State Contract Index No., Schedule No., and Rev. Date shown above.
- Purchase order must be received by August 30, 1991, and prices are only valid through August 30, 1991.
- Special trade-in offer for one month's supply of tapes offered by Gordon Moore, Vice President of the Communications Recording Systems can be applied to this proposal if ordered by August 30, 1991.
- Lease Purchase is available in monthly, quarterly, semi-annual, and annual payments in three-, four-, or five-year programs.

7-29-91

DICTAPHONE

Although the cost reflects \$90,340.00, we will receive an additional cost break on 31 tapes equal to \$3,596.00 if ordered before August 30, 1991. This will make the total cost \$86,744.00.

Also the maintenance figure of \$7,934.00. If we choose to go on time and materials for service, the fee will be \$105.00 per hour for the first hour. This service will be Monday thru Friday 8am-5pm.

Dictaphone has a much longer list of Public Safety Agencies using their equipment. (See attached)

I have checked with a few of these and they are all very satisfied with the system and have had virtually no problems with their system. System provides a Security Code access similar to our in-house computer.

We presently have a Dictaphone machine with 20 line capabilities. We have had very good success with it over the last 12 to 13 years. Since we will be expanding phone lines and radio activity, there is a need to expand our recording capabilities.

The 60 line unit will accommodate the initial expansion as well as offer space for later additions of lines for phones or radios.

Dictaphone offers a lease purchase agreement with their system, as we may wish to consider.

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UNION TOWNSHIP POLICE DEPARTMENT
Lt. Oliver
9113 Cincinnati-Dayton Rd.
West Chester, OH 45059

5700 CALL CHECKS™

JUNE 25, 1991

<u>QUANTITY</u>	<u>MODEL</u>	<u>DESCRIPTION</u>	<u>INVESTMENT</u>
6	5714	Five-Minute Recorder/Reproducer/ LCD/Remote at \$2,490.00 per unit	\$14,940.00
6	187011	Rack Panel Control 9.5" x 5.25" x 5.50" w/LCD at \$885.00 per unit	5,310.00
6	187016	Mounting Kit at \$95.00 per unit	570.00
EQUIPMENT TOTAL			\$20,820.00
Less State Contract			-5,205.00
NET EQUIPMENT TOTAL			\$15,615.00
Installation to provided connections			876.00
First Year Maintenance included			
TOTAL SYSTEM INVESTMENT			\$16,491.00

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SPECIAL INFORMATION:

1. The above equipment is at Ohio State Contract pricing and all invoices should reflect the Ohio State Contract Index No., Schedule No., and Rev. Date shown above.
2. Purchase order must be received by August 30, 1991, and prices are only valid through August 30, 1991.
3. Lease Purchase is available in monthly, quarterly, semi-annual, and annual payments in three-, four-, or five-year programs.

July 10, 1991

Lieutenant Oliver
Union Township Police Department
9113 Cincinnati-Dayton Rd.
West Chester, OH 45069

Dear Lieutenant:

Thank you for meeting with Kathleen Barrett and myself on July 9. This letter is an attempt to address some of your concerns regarding our service costs for both service contract and our rates for an "on call" basis.

First and foremost, I would like to explain to you the benefit of being covered by our Assured Performance Plan. Some of the benefits are:

- Unlimited call privileges
- Compatible design improvement (software upgrade if necessary)
- Shop overhauls and repairs (if necessary)
- Head coverage
- Preventive maintenance/inspection (2 times per year)

Lieutenant, you have enjoyed the benefits of having a service contract on your model 4000 logger for many years. As such, you have seen our preventive maintenance in action, which includes inspections and replacement of parts which may not have completely failed yet, but are noticed as being defective by our service technician on site.

A feature not available to you, however, on your model 4000 recorder APP contract was the head coverage. This is a very important part of the model 9000 APP contract. The model 9603, which had been proposed for your installation has 3 decks, and 4 heads per deck for a total of 12 heads. The cost of these heads for a non-service contract customer, at the present time, is \$2,212 each. Although heads are not something that routinely wear out, they are subject to constant wear as the tapes are moving across them 24 hours a day, 365 days per year.

In reviewing the proposal for Union Township, I noticed that the first year's maintenance contract costs are included in the purchase price. This will allow you to enjoy one full year of the benefits of our program. Although we manufacture a high quality, state-of-the-art product, there are always those possibilities of fine tuning and other adjustments that may need to be made. You can rest assured that all those will be handled on a no charge basis under your service contract.

Regarding future costs of our contract, the current list price of the APP for your machines as listed would be \$7,934 for the calendar year 1991. This breaks down as follows: your model 9603 and associates components total \$5,822. Your 6 model 5700 Call Checks total \$2,112. In an effort to address your concerns about future costs of service contracts, I am prepared to lock you in for year #2 and year #3 of your contract at the 1991 rates of \$7,934 each year. In addition, I will guarantee that for your fourth year the increase will not exceed 25% of the previous year's costs. This offer will be available to you for acceptance up until August 31, 1991.

Your alternative to our APP contract is going on a charge basis. Currently our charges for service on model 9000 equipment are \$105 per hour with a minimum of one hour per call. Additionally, other expenses are incurred on service calls including, but not limited to parts, travel, and taxes. Additional expenses would be incurred that are exclusive of Dictaphone's control would be your cost for cutting a P.O. or cutting a check for each service call rendered.

Lieutenant, when you compare the rates for your new equipment versus rates for your 4000 equipment, please keep in mind the following facts: You are going from a 20 channel recorder, dedicated exclusively for the police department, to a 60 channel recorder, which will be shared by 3 departments, those being Police, Fire, and Union Township Proper. Another item for consideration is the fact that you are going from 20 channels of recording to 60 channels of recording, from one Call Check to 6 Call Checks, additionally you will have a third deck on your model 9000 which will allow for remote playback and control of your machine, thereby eliminating wasted time listening to "blank" channels while searching for important audio.

In closing I would like to thank you for your consideration of this service contract through Dictaphone Corporation and would once again like to thank you for your support of our company through the purchase of our equipment. If I can answer any questions or be of further assistance please do not hesitate to contact me at your convenience.

Sincerely,

DICTAPHONE CORPORATION



Fred Pfalzgraf
District Service Manager

FP/lid

cc: Kathleen Barrett

Index No. STS-66
Schedule No. 680269
Rev. Date: 1/29/90

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
STATE PURCHASING
364 S. FOURTH ST., COLUMBUS, OHIO 43266-0001

ADDENDUM FOR CHANGE
ADDENDUM NO. 1

TO: ALL STATE AGENCIES, STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS,
STATE COMMUNITY COLLEGES AND PROPERLY REGISTERED SCHOOL
DISTRICTS, COUNTIES, TOWNSHIPS, AND MUNICIPAL CORPORATIONS
LOCATED WITHIN THE STATE OF OHIO

FROM: ADMINISTRATOR, STATE PURCHASING

SUBJECT: TERM SCHEDULE - RECORDING AND REPRODUCING AUDIO EQUIPMENT

Attached are revised pages 1 and 2 to this schedule. Remove the corresponding pages from the existing schedule and replace with the attached on the effective and/or revision date.

This addendum is published to change the Class, Item and Spec. Number. Please see page one of the schedule that is attached.

Affected Contractors: Dictaphone Corporation
870 High Street, Suite 202
Worthington, Ohio 43085

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
STATE PURCHASING
364 SO. FOURTH ST., COLUMBUS, OHIO 43268-0001

TO: ALL STATE AGENCIES, STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS, STATE COMMUNITY COLLEGES AND PROPERLY REGISTERED SCHOOL DISTRICTS, COUNTIES, TOWNSHIPS, AND MUNICIPAL CORPORATIONS LOCATED WITHIN THE STATE OF OHIO
FROM: ADMINISTRATOR, STATE PURCHASING
SUBJECT: PURCHASING INFORMATION, SCHEDULE NUMBER 680269 (12/31/90)

TERM SCHEDULE

DICTAPHONE

RECORDING AND REPRODUCING AUDIO EQUIPMENT

ADD CONTRACTOR, PRICES, TERM SCHEDULE ETC.
CODE

06	P.O.'s To:	*06-0992637 Dictaphone Corporation 870 High Street, Suite 202 Worthington, Ohio 43085	DELIVERY: 60 Days A.R.O., F.O.B. destination
	Invoices From:	*06-0992637 Dictaphone Corporation 3191 Broadbridge Avenue Stratford, CT 06497	TERMS: Net 30 Days Payment to: *06-0992637 Dictaphone Corporation P.O. Box 3812 Louisville, KY 40233-0120

Steve Hartman
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CONTRACTOR'S CONTACT: Mr. ~~Bill Hoffingsworth~~, Telephone: (614) 436-5951, Columbus, OH

EFFECTIVE DATE: This term schedule is effective for a period beginning 01/19/90 through 12/31/90 unless renewed or extended by the Office of State Purchasing.

PLACEMENT OF ORDERS: All purchases placed against this schedule must be accomplished on an ADM-0523, State of Ohio Purchase Order. This does not apply to State Colleges, Universities, Vocational Schools, Community Colleges or Properly Registered School Districts, Counties, Townships, or Municipal Corporations located within the State of Ohio. These agencies will utilize their own procurement document.

APPROVED PRODUCTS/SERVICES: Only those vendors, products or services as listed in the price pages, approved by the Office of State Purchasing, may be purchased from this State Term Schedule. Any vendors, prices, terms, conditions, products or services not listed in the approved price sheets are outside the scope of this schedule.

SPECIAL NOTE: ALL STATE AGENCIES ARE REQUIRED TO REFERENCE RESPECTIVE PRE-APPROVAL AND/OR APPLICABLE AUTHORIZATION NUMBERS FOR ALL PURCHASES PLACED AGAINST THIS STATE TERM SCHEDULE.

CLASS, ITEM, SPEC. NO'S: All purchase orders placed against this State Term Schedule shall list the following class, item and spec. numbers for the respective items.

Telephone Answering Equipment (Dictaphone).....	495-61-5007
Telephone Answering Equipment, Accessories, and Supplies (Dictaphone).....	495-61-5008
Maintenance, Telephone Answering Equipment (Dictaphone).....	1010-38-5002

Stephen A. Hunter
Stephen A. Hunter
Administrator, State Purchasing

Index No. STS-66
Rev. 1/19/90
Page 2

SPECIAL NOTE: THE STATE OF OHIO INCLUDING BUT NOT LIMITED TO ITS AGENCIES, BOARDS, COMMISSIONS, DEPARTMENTS, STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS, STATE COMMUNITY COLLEGES OF OHIO, AND ANY ENTITY AUTHORIZED BY LAW TO USE THIS STATE TERM SCHEDULE (THE "STATE") IS NOT OBLIGATED TO PROCURE ANY PRODUCTS OR SERVICES FROM THIS STATE TERM SCHEDULE. THIS TERM SCHEDULE SHALL NOT BE CONSTRUED TO PREVENT THE STATE FROM PURCHASING PRODUCTS OR SERVICES USING OTHER PROCUREMENT METHODS AS AUTHORIZED BY LAW.

***NOTICE TO VENDOR:** EFFECTIVE IMMEDIATELY - ALL INVOICES TO THE STATE OF OHIO MUST SHOW THE VENDOR'S E. I. TAX NUMBER. THIS CONTRACT SHOWS YOUR NUMBER AS PART OF THE ADDRESS AND IS ALSO YOUR CURRENT VENDOR NUMBER.

***NOTICE TO INSTITUTIONS:** Your purchase orders against this schedule MUST include the vendor number as shown on page 1.

Index No. STS-66
Schedule No. 680269
Rev. Date: 12/31/90

STATE OF OHIO
DEPARTMENT OF ADMINISTRATIVE SERVICES
STATE PURCHASING
364 S. FOURTH ST., COLUMBUS, OHIO 43266-0364

ADDENDUM FOR CHANGE
ADDENDUM NO. 3

TO: ALL STATE AGENCIES, STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS,
STATE COMMUNITY COLLEGES AND PROPERLY REGISTERED SCHOOL DISTRICTS,
COUNTIES, TOWNSHIPS, AND MUNICIPAL CORPORATIONS LOCATED WITHIN
THE STATE OF OHIO

FROM: ADMINISTRATOR, STATE PURCHASING

SUBJECT: TERM SCHEDULE - RECORDING AND REPRODUCING AUDIO EQUIPMENT

The following Term Schedule under Master Schedule No. 680269, Index No. STS-68, is hereby extended until December 31, 1991, unless otherwise cancelled or renewed. Contact "Contractor's Contact" for information, approved literature and certification letter.

All other prices, terms and conditions remain unchanged.

Affected Contractors: Dictaphone Corporation
870 High Street, Suite 202
Worthington, Ohio 43085

Contact: Mr. Bill Hollingsworth
Telephone: (614) 436-5951

OHIO STATE CONTRACT

DICTAPHONE CORPORATION

1-2-90

INFORMATION FOR ORDERING OFFICES
TERMS AND CONDITIONS

1. **Service Areas:**
Offices attached
2. **Ordering Address:**
Dictaphone Corporation
Communications Recording Systems
870 High Street, Suite 202
Worthington, Ohio 43085
3. **Payment Address:**
Dictaphone Corporation
P.O. Box 38120
Louisville, KY 40233-8120
4. **F.O.B. Points:**
F.O.B. Destination
6. **Delivery Time:**
Delivery will be made to the point specified within 60 days
after an order has been received.
7. **Discounts:**
 - a. Equipment
25% off list price on equipment
 - b. First year maintenance and installation at quoted price,
no discount.
 - c. Terms net 30 days
8. **Minimum Order:** \$25.00
9. **Size of Business Concern:** Large
10. **Foreign Produced Items:**
All Dictaphone Recorder/Reproducer Systems are made in the
United States
11. **Production Points:**
Dictaphone Corporation
3900 West Sarno Road
Melbourne, FL 32935
Brevard County
(305) 259-4524

12. Guarantee:

All necessary adjustments of equipment procured hereunder, not occasioned by accident or misuse, shall be made by the contractor at his own expense, including transportation costs, if any, during the 90-day period after delivery. All equipment procured hereunder is guaranteed for a period of one year from date of delivery, except expendable items, such as tubes, transistors, etc., which are guaranteed for 90 days from date of delivery. During the guarantee period, all broken or defective parts not caused by accident or misuse through fault or negligence by the Government, parts must be replaced at the contractor's expense.

13. Installation, Training and Manuals:

All of the equipment purchased under this schedule will be installed by Dictaphone Corporation if desired. Installation costs are quoted separately in the Equipment List. Instructions in the operation and preventive maintenance routine will be furnished to all users at no additional cost. Each system ordered will be delivered with one set of operator and installation/servicing manuals.

Dictaphone Corporation agrees to provide, at no charge, on-site operator and preventive maintenance instruction to personnel so designated by the using agencies. This instruction will detail all equipment supplied under this proposal.

14. Maintenance:

First year maintenance as quoted on Pricing and Order Guide.

LIST OF SERVICE OFFICES**OHIO**

Akron, OH 44319-2091
2650 S. Arlington Road
(216) 644-8839

Cincinnati, OH 45202-1415
2055 Reading Road
Suite 240
(513) 621-1930

Cleveland, OH
7711 Brookpark Road
Parma, OH 44129-1199
(216) 749-3555

Columbus, OH 43212
751 NW Blvd.
(614) 299-5671

Dayton, OH
100 Elmwood Park Drive
West Carrollton, OH 45449
(513) 865-0014

Lima, OH 45801-4343
205 W. High Street
(419) 229-4766

Toledo, OH 43623-3456
5151 Monroe Street
(419) 885-3393

Youngstown, OH 44505
310 Churchill Hubbard Road
Suite F
(216) 759-6900

PENNSYLVANIA

Erie, PA 16505-4302
2660 W. 14th Street
(814) 833-9864

Pittsburgh, PA
Carnegie Office Park
Building One
600 N. Bell Avenue
Carnegie, PA 15106
(412) 276-7500

WEST VIRGINIA

Huntington, WV 25708-0314
P.O. Box 314
(304) 529-4074

Wheeling, WV 26003-2794
318 Hawley Bldg.
Main Street
(304) 232-3850