

**GALVESTON ISD PO VERBIAGE – 2023-2024**

**DIR State Contract – DIR-CPO-4435**

**Equipment to be leased in accordance with the terms and conditions of State of Texas Department of Information Resources Contract No. DIR-CPO-4435 Appendix E Master Lease Agreement. It is acknowledged and agreed that this Purchase Order constitutes a "Schedule" as defined in the Master Lease Agreement.**

**9 Month Term – Effective September 1, 2023 through May 30, 2024.**

**Billing Frequency: Monthly/Monthly  
Monthly Equipment Lease: \$10,079.04**

**Docuware Cloud Infrastructure Solution  
\*4 Full Named User Licenses**

**\*20GB of Document Cloud Storage**

**Business Consulting/Workflow Assessment**

**9 Mos. Monthly Equipment Maintenance - \$6,422.23; Flat Rate**

**Gold Service Level; Staples included; Invoiced Monthly**

**Fiscal year September 1<sup>st</sup> thru August 31<sup>st</sup>**

**Email for invoices: bethparker@galvestonisd.org**

**Bill to address: Attention: Beth Parker**

**Galveston Independent School District**

**PO Box 660**

**Galveston, TX 77553**

**Contact: Beth Parker – 409-766-5151**

**Remittance Address:  
RICOH USA, INC.  
PO Box 650016  
Dallas, TX 75265-0073**

**Quantity/Models 65 MFPs – SEE ATTACHED**