



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Frank Conklin; Seat 3: Kenny Edge; Seat 4: George Mirabella; Seat 5: Danny Powers

DISTRICT MEETING AGENDA

April 12, 2021

Pursuant to Monroe County Emergency Directive 20-06 and Center for Disease Control ("CDC") social distancing guidelines established to contain the spread of the COVID-19 virus, this meeting will be accessible virtually via Zoom Meetings. Members of the public who wish to comment on matters before the District Board may do so by either: Sending an email to the clerk@klfremms.org or Calling (301) 715-8592, and upon receiving voice prompt, dialing Meeting ID: 602 743 6243 and Password: 33037 *Members of the public who participate in the meeting through this option must mute themselves until called upon to speak.* Website: <https://us02web.zoom.us/j/6027436243?pwd=Ylp2b3JYckhlQVpwVkhFIMmVKbE1uZz09>

1. **AGENDA**

1a. Call to Order

1b. Pledge of Allegiance

1c. Roll Call

2. **APPROVAL OF AGENDA & MINUTES**

2a. Approval of April 12, 2021 District Meeting Agenda

2b. Approval of March 22, 2021 District Meeting Minutes

3. **PUBLIC COMMENT**

4. **CHAIRMAN REPORT**

5. **SECRETARY REPORT**

6. **OLD BUSINESS**

6a. Fire Hydrant Report (Edge)

7. **NEW BUSINESS**

7a. DISCUSSION: EMS Calls & Refusals 2016 and 2020 (Conklin)

7b. DISCUSSION: Station 24 Design Contract \$34,950.00 (Little Red Rooster) (Jones)

7c. MOTION/APPROVAL: Commissioner Mirabella FASD Travel Request (Johnson)

7d. MOTION/APPROVAL: Station 24 Copier Contract (Johnson)

7e. MOTION/APPROVAL: IT Proposals (Jones)

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8. **FINANCE REPORT**

9. **LEGAL REPORT**

10. **AMBULANCE CORPS REPORT**

10a. KLVAAC Monthly Call Logs 210131 and 210228

11. **FIRE DEPARTMENT REPORT**

The KLFR&EMS District Mission is to provide *exceptional* fire protection and emergency medical services *efficiently* and *cost-effectively* *without compromising* the health or safety of residents or personnel.

www.klfirerescueems.com



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

Seat 1: Tony Allen; Seat 2: Frank Conklin; Seat 3: Kenny Edge; Seat 4: George Mirabella; Seat 5: Danny Powers

DISTRICT MEETING AGENDA

(Continued)

April 12, 2021

12. COMMISSIONER ITEMS

13. NEXT MEETING

13a. KLFR&EMS April 26, 2021, May 10th District Meetings or May 24 (Strategic Planning/District Meeting)

14. ADJOURN

NEXT MEETINGS

April 26, 2021 District Meeting
May 10, 2021 District Meeting (if required)
May 24, 2021 Strategic Planning Workshop
May 24, 2021 District Meeting
June 14, 2021 District Meeting (if required)
June 28, 2021 KLVAC Budget Workshop
June 28, 2021 District Meeting

DOCUMENTS

AI 02a. District Meeting Agenda
AI 02b. Minutes District Meeting March 22, 2021
AI 07a. EMS Calls & Refusals 2016 and 2020
AI 07b. 2nd Story Design Contract (Little Red Rooster)
AI 07c. FASD Travel Request (Mirabella)
AI 07d. Station 24 Copier Contract
AI 07e. IT Proposals
AI 10a. KLVAC Monthly Call Logs 210131 & 210228

*Persons who wish to be heard shall send submit a
Speaker Request Form to the Chairman or request to speak via Zoom.*



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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DISTRICT MEETING MINUTES

March 22, 2021 - **DRAFT**

1. **AGENDA**

1a. Call to Order

Chairman Allen called the combination (in-person meeting and Zoom video conference) District Meeting to order 6:07 pm.

Commissioner Powers led the Pledge of Allegiance.

1b. Roll Call

Vicky Fay called the roll. The following Commissioners were present: Tony Allen, Kenny Edge, George Mirabella, and Danny Powers. Commissioner Conklin was absent due to family medical situation. There was a quorum. Dirk Smits was also in attendance.

Also present via Zoom were: Don Bock, Vicky Fay, David Garrido, CJ Jones, Jennifer Johnson. Jason Mumper, Scott Robinson.

2. **APPROVAL OF AGENDA & MINUTES**

2a. Approval of March 22, 2021 District Meeting Agenda

MOTION: Commissioner Mirabella made a motion ***to approve the March 22, 2021 District Meeting Agenda.*** The motion was seconded by Commissioner Edge, and the Board unanimously passed the motion.

2b.1 Approval of February 08, 2021 Strategic Planning Minutes

MOTION: Commissioner Powers made a motion ***to approve the February 8, 2021 Strategic Planning Workshop Meeting Minutes.*** The motion was seconded by Commissioner Mirabella, and the Board unanimously passed the motion.

2b.2 Approval of February 08, 2021 District Meeting Minutes

MOTION: Commissioner Edge made a motion ***to approve the February 8, 2021 District Meeting Minutes.*** The motion was seconded by Commissioner Powers, and the Board unanimously passed the motion.

3. **PUBLIC COMMENT**

Sue Heim and Bob Thomas both spoke at Items 7A and 11a.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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4. CHAIRMAN REPORT

Chairman Allen did not have any items to present to the Board.

5. SECRETARY REPORT

There were no items presented to the Board by Commissioner Edge.

6. OLD BUSINESS

6a. Fire Hydrant Report

Commissioner Edge reported the non-FDOT permits were being approved, and one of the FDOT hydrant locations was approved by FDOT.

7. NEW BUSINESS

7a. MOTION/APPROVAL: Resolution 2021-001 Lack of Adequate Street Lighting

The District cannot do anything about the Street Lighting. The District is notifying the County and FDOT of the concern.

MOTION: Commissioner Powers made a motion ***to approve Resolution 2021-001 Lack of Adequate Street Lighting***

The motion was seconded by Commissioner Edge, and the Board Unanimously passed the motion.

7b. DISCUSSION: EMS Calls & Refusals 2016 and 2020

This item was tabled to the next meeting.

8. FINANCE REPORT

8a. KLFR&EMS District Five-Year Capital Budget – 2 Rescue

8b. KLFR&EMS District Five-Year Capital Budget – 3 Rescue

Jennifer Johnson did not discuss the 2-rescue vehicle plan as it is currently what the District budgets. Jennifer discussed the 3-Rescue Vehicle Five-Year Capital Budget as follows: The millage rate cannot be raised until 2023, and the number of personnel increases from 29 to 42 including a paid chief and human resource person for the Fire Department. Guaranteed staffing and maintaining the level of service drives everything.

FY 2022 Millage Rate is 1.0000 mil with a total revenue of \$4,142,925 and total expenditures including fund balance transfers of \$4,775,955.

FY 2023 Millage Rate is 1.5739 mil with a total revenue of \$6,138,456 and total expenditures including fund balance transfers of \$5,487,337. There is an increase in reserves to six months and a reserve future vehicle replacement fund of \$791,412.

FY 2024 Millage Rate is 1.5894 mil with a total revenue of \$6,260,498 and total expenditures including fund balance transfers of \$6,002,796. here is an increase in the unassigned fund balance to \$3,001,371 and the future vehicle replacement \$1,016,412.



KEY LARGO FIRE RESCUE & EMERGENCY MEDICAL SERVICES DISTRICT

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FY 2025 Millage Rate is 1.4485 mil with a total revenue of \$6,018,370 and total expenditures including fund balance transfers of \$6,012,922, and an unassigned fund balance of \$3,006,719. There is a vehicle replacement this year, and a future reserve vehicle replacement fund of \$987,194.

FY 2026 Millage Rate is 1.5622 mil with a total revenue of \$6,534,990, total expenditures including fund balance transfers of \$6,361,041, an unassigned fund balance of \$3,180,668 and a reserve for future vehicle replacement of \$979,194.

FY 2027 Millage Rate is 1.5086 mil with a total revenue of \$6,122,732, total expenditures including fund balance transfers of \$6,202,120, an unassigned fund balance of \$3,101,279 and a reserve for future vehicle replacement of \$1,229,194.

The questions from the Commissioners and Staff for the Fire Department: The wording for Acct 120, Regular Wages/Salary: The wording "Battalion Chief" was questioned. Also, with the addition of Human Resources person the administrative stipend should be removed. Acct 121 Volunteer Pay: Why does the projected pay remain the same? Acct 640 Capital Outlay for Life Pak's, Command vehicle, Mule, ALS equipment for the north engine, SCBAs, Radios and Microphones. It was also suggested the flood maps be reviewed to ensure no stations will be affected.

The Fire Department will review the 5-Year Plan to include the 3rd ambulance at Station 25; the addition of a command vehicle similar to the Islamorada command vehicle, and the Administrative HR Person salary/benefits.

With the Ambulance Corps, staffing is foremost with volunteer staffing. The Corps does not expect any massive changes from what was submitted to the Board.

The Commissioners discussed the projected budget, the millage rate between 1.0000 and 2.0000, frequency of proposed millage increases, playing to the District's strengths, being proactive, moving forward with confidence, and consider hiring someone to promote millage rate increase to the community. Commissioners Conklin and Mirabella will be up for election in 2022. Jennifer Johnson reminded the Board that 2.0000 mill is less than the Monroe County. Millage. The one thing that would affect the projections would be the property values. No decisions were made.

9. LEGAL REPORT

Dirk Smits did not have any items to report to the Board.

10. AMBULANCE CORPS REPORT

10a. KLVA Monthly Reports (1/31/21– 02/28/21)

10b. KLVA Weapons Policy Update

Scott Robinson reported nine volunteers started in the last three and a half months. The Corps is waiting for one volunteer to finish school. Both full-time positions have been filled. The Corps hired a new office manager, Courtney Orr.



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11. FIRE DEPARTMENT REPORT

11a. KLFD Monthly Reports (12/31/20 – 02/28/21)

Don Bock reported there were not a lot of calls last week. On April 10th, there will be volunteer testing. Four new volunteers are starting this month. The Fire Department is on an Accounting Cash Basis.

11b. KLFD Performance Reports (01/31/21 – 02/28/21)

11c. KLVD Work Schedule & Benefits Agreement

11d. KLFD Loss/Gain Summary & Detailed Reports (2020 (as of 3/5/21)

12. COMMISSIONER ITEMS

Commissioner Mirabella will bring his Travel Request for the FASD Annual Conference to the next meeting for approval.

13. NEXT MEETING

13a. KLFR&EMS April 12, 2021 or April 26, 2021

The next meeting will be April 12, 2021.

14. ADJOURN

Commissioner Edge made a Motion to Adjourn at 7:13 p.m., which was seconded by Commissioner Mirabella and unanimously approved by the Board.

NEXT MEETINGS

April 12, 2021 District Meeting (if required)

April 26, 2021 District Meeting

May 10, 2021 District Meeting (if required)

May 24, 2021 Strategic Planning Workshop

May 24, 2021 District Meeting

June 14, 2021 District Meeting (if required)

June 28, 2021 KLVAC Budget Workshop

June 28, 2021 District Meeting

DOCUMENTS

AI 02a. District Meeting Agenda

AI 02b.1 Minutes Strategic Planning Workshop February 08, 2021

AI 02b.2 Minutes District Meeting February 08, 2021

AI 07a. Resolution 2021-001

AI 07b. EMS Calls & Refusals 2016 and 2020

AI 08a. KLFR&EMS District Five-Year Capital Budget – 2 Rescue

AI 08b. KLFR&EMS District Five-Year Capital Budget – 3 Rescue

AI 10a. KLVAC Monthly Reports (1/31/21 – 02/28/21)

AI 10b. KLVAC Weapons Policy Update

AI 11a. KLFD Monthly Reports (12/31/20 – 02/28/21)

AI 11b. KLFD Performance Reports 01/31/21 – 02/28/21)

AI 11c. KLVD Work Schedule & Benefits Agreement

AI 11d. KLFD Loss/Gain Summary & Detailed Reports (2020 (as of 3/5/21)

Calls for service and Patient refusals 2016-2020

Years	Total calls		Patient refusals
2016	1441		368
2017	1602		244
2018	1515		228
2019	1446		171
2020	1575		294

KEY LARGO FIRE & EMS DISTRICT

Contract for Goods & Services

This Contract entered into on the date last written below, by and between: **Little Red Rooster, LLC; and Structures International, Inc.** (collectively, the "Contractor") and the Key Largo Fire & Emergency Medical Services District ("KLFEMS" or "District"). In consideration of the mutual covenants and benefits hereinafter set forth, the parties herein covenant and agree as follows:

1. TERM

The term of this Contract shall be from:
January, 18, 2021 to January 17, 2022 .

2. CONTRACTOR'S SERVICES

Contractor agrees to provide the following goods/services:

Design of an approximately 4,000 sf second story addition to KLFEMS Fire Station No. 24, located at One East Drive, Key Largo, FL, in accordance with the October 27, 2020 proposal attached hereto.

If documentation of the specific goods/services is attached, said documentation is labeled as *Exhibit " A "* to this Contract and is incorporated herein by reference. In the event of a conflict between the terms of this Contract and any exhibit, the terms of this Contract shall control, unless otherwise agreed in writing as an amendment pursuant to the terms for such as provided herein.

3. COMPENSATION

District shall pay Contractor the sum of \$34,950.00 (NTE-Not to exceed price) to provide said goods/services pursuant to this Contract. No payment shall be due until an invoice for the goods/services has been submitted for payment and the District verifies that all services have been fully and satisfactorily completed. The District will make diligent efforts to verify and pay invoices within one (1) payment cycle after receipt. If alternate payment TERMS are required they must be outlined below.

4. INSURANCE

Contractor agrees to secure and maintain at all times during the term of this Contract, at Contractor's expense, insurance coverage, as laid out below, covering Contractor for all acts or

omissions which may give rise to liability for services under this Contract. All Contractor staff are to be insured in minimum amounts acceptable to the District and with a reputable and financially viable insurance carrier, naming Key Largo Fire & Emergency Medical Services District as an additional insured. Such insurance shall not be cancelled except upon thirty (30) days written notice to the District. Contractor shall provide the District with a certificate evidencing such insurance coverage within five (5) days after obtaining such coverage. Contractor agrees to notify the District immediately of any material change in any insurance policy required to be maintained by Contractor.

Contractor is required to obtain the following coverage, with documentation of having obtained such coverage being attached hereto as *Exhibit " B "*.

___ **General Liability Insurance**

Amount: _____

___ **Professional Liability Insurance**

Amount: _____

___ **Vehicle Liability Insurance**

Amount: _____

___ **Workers Compensation Insurance**

Amount: _____

5. INDEPENDENT CONTRACTOR STATUS

The Contractor is, for all purposes arising under this Contract, an independent contractor. The Contractor and its officers, agents or employees shall not, under any circumstances, hold themselves out to anyone as being officers, agents or employees of the District. No officer, agent or employee of the Contractor or the District shall be deemed an officer, agent or employee of the other party. Neither the Contractor nor the District, nor any officer, agent or employee thereof, shall be entitled to any benefits to which employees of the other party are entitled, including, but not limited to, overtime, retirement benefits, workers compensation benefits, injury leave, or other leave benefits.

6. TERMINATION

A. WITHOUT CAUSE

This Contract may be terminated for any reason by either party upon thirty (30) days written notice to the other party at the addresses set forth below. If said Contract should be terminated as provided in this paragraph of the Contract, the District will be relieved of all obligations under said contract and the District will only be required to pay that amount of the contract actually performed to the date of termination with no payment due for unperformed work or lost profits.

B. TERMINATION FOR BREACH

Either party may terminate this Contract upon breach by the other party of any material provision of this Contract, provided such breach continues for fifteen (15) days after receipt by the breaching party of written notice of such breach from the non-breaching party.

C. IMMEDIATE TERMINATION BY KLFEMS

District may terminate this Contract immediately upon written notice to Contractor (such

termination to be effective upon Contractor's/Individual's receipt of such notice) upon occurrence of any of the following events:

- i. the denial, suspension, revocation, termination, restricting, relinquishment or lapse of any license or certification required to be held by the Contractor, or of any Company/Individual staff's professional license or certification in the State of Florida;
- ii. failure by Contractor to maintain the insurance required by the terms of this Contract.

7. ASSIGNMENT

Neither Contractor nor the District may assign or transfer any interest in this Contract without the prior written consent of both parties. Should an assignment occur upon mutual written consent, this Contract shall inure to the benefit of and be binding upon the parties hereto and their respective heirs, representatives, successors and assigns.

8. AMENDMENT

This Contract may be amended only with the mutual consent of the parties. All amendments must be in writing and must be approved by the District.

9. GOVERNING LAW & VENUE

This Contract shall be construed in accordance with the laws of the State of Florida. Any dispute arising hereunder is subject to the laws of Florida, venue in Monroe County, Florida. The prevailing party shall be entitled to reasonable attorney's fees and costs incurred as a result of any action or proceeding under this Contract.

10. REPRESENTATIONS, WARRANTIES & DEBARMENT

Contractor represents and warrants to the District, upon execution and throughout the term of this Contract that:

- A) Contractor is not bound by any Contract or arrangement which would preclude it from entering into, or from fully performing the services required under the Contract;
- B) None of the Contractor's agents, employees or officers has ever had his or her professional license or certification in the State of Florida, or of any other jurisdiction, denied, suspended, revoked, terminated and/or voluntarily relinquished under threat of disciplinary action, or restricted in any way;
- C) Contractor has not been convicted of a public entity crime as provided in F.S. §287.133, to wit: A person or affiliate who has been placed on the convicted vendor list following a conviction for public entity crime may not submit a bid, proposal, or rely on a contract to provide any goods or services to a public entity, may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under

a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list; and

- D) Contractor and Contractor's agents, employees and officers have, and shall maintain throughout the term of this Contract, all appropriate federal and state licenses and certifications which are required in order for Contractor to perform the functions, assigned to him or her in connection with the provisions of the Contract.
- E) Contractor certifies that, neither the firm nor any person associated therewith in the capacity of owner, partner, director, officer, principal, investigator, project director, manager, auditor, and/or position involving the administration of federal funds:
 - (i) Is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions, as defined in 29 CFR Part 93, Section 98.510, by any federal department or agency;
 - (ii) Has not within a three-year period preceding this certification been convicted of or had a civil judgment rendered against it for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state, or local government transaction or public contract; violation of federal or state antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - (iii) Has not within a three-year period preceding this certification had one or more federal, state, or local government public transactions terminated for cause or default.

11. BILLING

Bills for fees or compensation under this contract shall be submitted in detail sufficient for a proper pre-audit and post-audit thereof. Further, bills for any travel expenses shall be submitted in accordance with Florida Statute §112.061 where applicable.

12. CONTRACT RECORDS RETENTION

Pursuant to Florida Statute 119.0701, Contractor agrees to:

- (a) Keep and maintain public records that ordinarily and necessarily would be required by the District in order to perform the service.
- (b) Upon request from the District's custodian of public records, provide the District with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided in this chapter or as otherwise provided by law.
- (c) Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of the contract if the contractor does not transfer the records to the District.
- (d) Upon completion of the contract, transfer, at no cost, to the District all public records in possession of the contractor or keep and maintain public records required by the District to perform the service. If

the contractor transfers all public records to the District upon completion of the contract, the contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If the contractor keeps and maintains public records upon completion of the contract, the contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the District, upon request from the District's custodian of public records, in a format that is compatible with the information technology systems of the District.

Failure of Contractor to comply with this section and F.S. §119.0701 may include, but not be limited to, the District holding the contractor in default, termination of the contract or legal action.

IF THE CONTRACTOR HAS QUESTIONS REGARDING THE APPLICATION OF CHAPTER 119, FLORIDA STATUTES, TO THE CONTRACTOR'S DUTY TO PROVIDE PUBLIC RECORDS RELATING TO THIS CONTRACT, CONTACT THE CUSTODIAN OF PUBLIC RECORDS AT: (clerk@klfremms.org) MAIL TO: KEY LARGO FIRE & EMS DISTRICT, ATTN: CUSTODIAN OF PUBLIC RECORDS, ONE EAST DRIVE, KEY LARGO, FL 33037 OR CALL (305) 394-1719.

13. E-VERIFY

Beginning January 1, 2021, all contractors doing business with the Key Largo Fire & EMS District shall be required to provide proof of enrollment in the E-Verify system. Contractor shall be required to insure compliance with all applicable E-Verify requirements, including screening all employees to verify their work authorization status. If Contractor enters into any contract with a subcontractor, Contractor shall be required to obtain an affidavit from the subcontractor confirming that the subcontractor does not employ, contract with, or subcontract with any person who is not authorized under federal law to be employed in the United States. Contractor shall be required to maintain a copy of said affidavit for the duration of the Contract Term.

14. SEVERABILITY

The parties recognize and agree that should any clause(s) herein be held invalid by a Court of competent jurisdiction, the remaining clauses shall not be affected and shall remain of full force and effect.

14. COUNTERPARTS

This Contract may be executed in one or more counterparts, all of which together shall constitute only one Contract.

15. WAIVER

A waiver by either party of a breach or failure to perform hereunder shall not constitute a waiver of any subsequent breach or failure to perform. Any waiver of insurance requirements as provided by this Contract and/or the policies of the District does not relieve the Contractor of the indemnification provisions contained within this Contract.

16. CAPTIONS

The captions contained herein are used solely for convenience and shall not be deemed to define or limit the provisions of this Contract.

17. ENTIRE CONTRACT

The parties hereto agree that this is the final Contract between the parties and supersedes any and all prior Contracts and/or assurances, be it oral or in writing.

18. NOTICES

All notices required by this Contract, unless otherwise provided herein, by either party to the other shall be in writing, delivered personally, by certified or registered mail, return receipt requested, or by Federal Express or Express Mail, and shall be deemed to have been duly given when delivered personally or when deposited in the United States mail, postage prepaid, addressed as follows:

KLFEMS District:

Board Chair
Key Largo Fire & EMS District
One East Drive
Key Largo, FL 33037

With a copy to District Counsel
Vernis & Bowling of the Florida Keys, P.A.
81990 Overseas Hwy, 3rd Floor
Islamorada, FL 33036


Contractor:

Little Red Rooster
22957 Port Royal Lane
Summerland Key, FL 33042

IN WITNESS WHEREOF, the parties have executed this Contract on this 25th day of

March , 2021 .

SIGNATURE OF CHAIRPERSON OF THE BOARD



SIGNATURE OF CONTRACTOR/REPRESENTATIVE

Phillip D. Badalamenti

DATE

3/25/2021

DATE

EXHIBIT A

Design Services Proposal

To: Burke Construction Group, Inc.	
1722 N. Roosevelt Blvd.	
Key West, FL 33040	
Attn: John O'Neill	
joneill@bcgconstruction.net	
From: Phillip D. Badalamenti	
Little Red Rooster (Design Professional)	REVISED October 27, 2020
22957 Port Royal Lane	Via: E-mail
Summerland Key, FL 33042	LRR Project No.: P20009
RE: Fire Station 24 Expansion – Key Largo, FL	



LITTLE RED ROOSTER
Your Vision • Our Passion

Project Description:

The project consists of a +/- 4,000 sf second story addition to an existing +/- 7,700 sf concrete and CMU fire station facility in Key Largo, FL. The expansion area will be for sleeping quarters and shall have internal access from the existing lower level. Additional/detailed scope items are as follows:

- Improvements include reconfiguration of lower level to accommodate new access stair to second story.
- Select finishes (Interior and exterior) for expansion and modified area(s) of lower level.
- Provide Engineering (MEP/S) for the project.

Services:

- Preliminary Services: Code Research, Field Measure and Documentation, Basic programming/schedule of areas.
- Design Services: create 1 option for Client review and comment. Make up to three revisions to obtain design approval to move on to Construction Document Phase. Provide exterior 2D renderings for review and comment and revise to match approved design.
- Construction Documents: Create Architectural and Engineering technical documents.
- Bidding: Assist Client with solicitation and review of Contractor proposals and selection. **(NOT IN CONTRACT)**
- Permitting: Submit stamped & signed documents to and obtain plan approval from AHJ. **(NOT IN CONTRACT)**
- Construction Administration: respond to questions, review submittals, and observe construction progress. **(NOT IN CONTRACT)**

Fee:

Service	Architecture	Engineering (MEP/S)	Total
Preliminary Services	\$2,750.00		\$2,750.00
Design Services	\$6,000.00	\$4,000.00	\$10,000.00
Construction Documents	\$12,400.00	\$9,800.00	\$22,200.00
Bidding	NIC	NIC	NIC
Permitting	NIC	NIC	NIC
Construction Administration	NIC	NIC	NIC
Subtotal	\$21,150.00	\$13,800.00	\$34,950.00

Design Services Proposal

Schedule:	
Phase/Milestone	Estimated Duration
• Preliminary Services	4 weeks
• Design Services	8 weeks
• Construction Documents	8 weeks
• Bidding	(NOT IN CONTRACT)
• Permitting	(NOT IN CONTRACT)
• Construction	(NOT IN CONTRACT)

Deliverables:
• Full Set (A/MEP/S) describing the scope of the improvements.

Stipulations:	
<ul style="list-style-type: none">• Services will begin upon receipt of signed and dated proposal, deposit amount (if requested).	
<ul style="list-style-type: none">• Design Professional's rate is \$135.00/hr. for Architecture and MEP Engineering services. Hourly rates, where indicated in the fee schedule, are in addition to the base fee for the work.	
<ul style="list-style-type: none">• Hourly rates for Structural Engineering services not included in the fee are \$95.00/hr. for drafting services and \$350.00/hr. for engineering services.	
<ul style="list-style-type: none">• Lower level modifications limited to areas impacted by new stair access to upper level expansion only. Complete renovation/modification of lower level not included.	
<ul style="list-style-type: none">• 1 set 2D color exterior renderings are included in the fee.	
<ul style="list-style-type: none">• Structural design assumes existing structure can support the addition without modifications to existing structure/foundations.	
<ul style="list-style-type: none">• Electrical and Plumbing engineering assumes existing services are adequate to support the expansion. New service calculations/coordination are not included.	
<ul style="list-style-type: none">• Mechanical engineering services assume minor lower level modifications to secondary ductwork to accommodate modifications and new unit for lower level. All new primary and secondary systems are included for upper level.	
<ul style="list-style-type: none">• Interior finish selections and specifications will be included in the work.	
<ul style="list-style-type: none">• Civil engineering is not included.	
<ul style="list-style-type: none">• Landscaping not included.	
<ul style="list-style-type: none">• IT/Telephone/Technology design not included. Design Professional will provide necessary support for these systems including pathways as necessary to support design/installation of systems by others.	
<ul style="list-style-type: none">• Fire Alarm/Fire Suppression systems will be specified by performance only. System design and shop drawings are by others.	
<ul style="list-style-type: none">• Signage design is limited to interior code-required signage only. Comprehensive interior and/or exterior signage design is not included.	
An allowance of up to \$200.00 is included in the fee for expenses incurred in the prosecution of the work such as and delivery, printing, travel, etc. Expenses above \$200.00 aggregate will be billed to client at direct cost.	
Deposit:	\$3,500.00

Design Services Proposal

Agreement: Services will begin upon receipt of signed contract, deposit amount if indicated, and any items of information requested in stipulations.			
Design Professional:		Client:	
	October 27, 2020		
Phillip D. Badalamenti President Design Director	Date	Signature	Date
The terms and conditions that follow apply to this agreement.		Printed Name	Title
		Signature above represents authority to sign on behalf of client.	

Design Services Proposal

Terms and Conditions

Additional Provisions

Payments are due within thirty days from date of invoice. Amounts unpaid sixty days from date of invoice shall bear interest based on prime rate prevailing at payment due date.

Services covered in the agreement cover a duration of 24 months from date of agreement. Services extending beyond the designated time period shall be adjusted by the current prime index rate.

This agreement shall be governed and interpreted by the laws of the State of Florida, as if entered into and performed in Florida, without reference to its choice of laws rules.

Termination

Either the client or Design Professional may terminate this agreement at any time with or without cause upon giving the other party five calendar days prior written notice. The client shall within ten calendar days of termination pay Design Professional for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this contract.

Standard of Care

In providing services under this agreement, Design Professional will endeavor to perform in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances. Design Professional will perform its services as expeditiously as is consistent with professional skill and care and the orderly progress of design professional's part of the project. Regardless of any other term or condition of the agreement, Design Professional makes no express or implied warranty of any sort. All warranties, including warranty of merchantability or warranty of fitness for a particular purpose, are expressly disclaimed.

Consequential Damages

Notwithstanding any other provision to the contrary, and to the fullest extent permitted by law, neither the client nor Design Professional shall be liable to the other for any incidental, indirect or consequential damages arising out of or connected in any way to the project or this agreement. This mutual waiver of consequential damages shall include, but not be limited to, loss of use, loss of profit, loss of business or income or any other consequential damages that either party may have incurred from any cause of action whatsoever.

Instruments of Service

The drawings, specifications and other documents, including electronic form prepared by the Design Professional and Design Professional's consultants are instruments of service for use solely with respect to the named project. The Design Professional and consultants are the authors and owners of their respective instruments of service and retain all statutory, common law and reserved rights including copyrights. The instruments of service cannot be reproduced for any purpose other than the named project without the written consent of the Design Professional or Design Professional's consultants.

Mediation

In addition to and prior to arbitration, the parties shall endeavor to settle disputes by mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect unless the parties mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement and with the American Arbitration Association. A demand for mediation shall be made within a reasonable time after the claim, dispute, or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations.

Risk Allocation

Owner and design professional have discussed their risks, rewards, and benefits of the project and the design professional's total fee for services. The risks have been allocated such that the owner agrees that to the fullest extent permitted by law, design professional's total liability to owner for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from any cause or causes shall not exceed the total amount of \$125,000.00 Such causes include, but are not limited to, design professional's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.



STANDARD CONTRACT / PROPOSAL LETTER

Burke Construction Group, Inc.
1722 N. Roosevelt Blvd.
Key West, FL 33040

October 27, 2020

Project Name: Key Largo Volunteer Fire Rescue Station No.1
Monroe County
Key Largo, FL

Attention: Mr. John O'Neill

Structures International, Inc. (SII) would be pleased to provide structural engineering services for the above referenced project and wishes to submit the following proposal.

Project Description: The scope of services provided herein is based original structural plans by O'Donnell, Naccarato And Mignogna dated 11/21/94. The project has been defined as the addition of one level to the existing structure over the administrative and living areas, approximately 4,000 square feet. The overall construction shall consist of reinforced masonry walls, concrete tie columns and beams, with a concrete roof system TBD.

Scope of Service: The professional services that will be provided by this office, for this project will be to furnish reproducible, signed and sealed structural drawings. Such drawings will include plans, sections, details, schedules and performance specifications necessary for the permitting and construction of this project. Work product will consists of contract documents (structural plans) submitted on (24"x36") format utilizing AutoCAD.

Included in the fee proposal for this project are:

- Review of shop drawings and coordination with the contractor during construction.
- Progress sets (if required) will consist of a set of drawings e-mailed to the Client.
- One (1) set of (Final) reproducible drawings and three (3) sets of signed/sealed plans for permitting and construction purposes.
- Project Specifications will be included as performance specifications on the drawings.
- Coordinate with Consultant and Build Team on design clarifications needed throughout bidding process.
- "Permit" revisions shall be included in this fee proposal should the building department comments be specifically addressed to structural concerns.

Specifically excluded from the fee for this project are:

- "Permit" revisions required for building department comments NOT specifically addressed to structural concerns.
- Code-mandated inspections, nor additional "general" inspections to observe field problems or progress of construction. These may be contracted as additional services at that time.
- Special Inspections. These may be contracted as additional services as needed.
- Value Engineering revisions that are brought up after the contract documents have been completed. This work shall be considered additional services and will be billed at hourly rates.
- This office will NOT provide "As-Built" or record set of drawings.
- Attendance at additional project meetings and/or any site visits requested.
- Additional plotting or printing from that described above. All additional plots, prints, etc. will be billed at current price schedule per copy.



Client's Responsibilities:

- The Client shall provide full information regarding requirements for the project including a program, which shall set forth the design objectives, constraints, schedules, site requirements, etc. required for this project.
- The Client (or the Owner) shall furnish the services of a Geotechnical Consultant (if required) for the purposes of developing design parameters for the foundation system for this project. This office shall be provided with a copy of the final report issued by the Geotechnical Engineer.
- The Client shall furnish architectural, mechanical, electrical, and plumbing drawings.
- The Client shall be responsible for the coordination of the project between the professional consultants.
- The Client (or other Third Party) shall execute all permit applications.
- The Client shall be responsible for timely responses to Consultant's requests for information.

Fee: The proposed fee for the services presented above shall be: **\$9,000.00**

Additional services provided by this office shall be billed at hourly rates of \$350.00/hour for engineering time and \$95.00/hour for drafting time. It should be noted that the fee proposed herein is limited to the project as set forth in this proposal as described herein. Any work required by (SII) for services required which are outside the scope of services outlined by this proposal shall be considered additional services and shall be subject to additional fees.

Thank you for the opportunity to provide this proposal to your firm. Should you have any questions regarding the above, please do not hesitate to call this office. I look forward to working with you on this project.

Sincerely,
Structures International, Inc.

A handwritten signature in blue ink, appearing to read 'B. McMichael'.

Brian McMichael
Director of Operations

Accepted by: _____
Signature

Date:

Printed Name

Title

Please sign and return the accepted form and initial the general conditions, which are a part of the contract.



GENERAL CONDITIONS 1 of 2

PROJECT: Key Largo Volunteer Fire Rescue Station No.1 - Monroe County, Key Largo, FL

Attached to and made part of the proposal dated October 27, 2020 between Burke Construction Group, Inc. (Client) and Structures International, Inc. (SII) (Consultant) in connection with the above referenced project.

Statements will be issued upon completion of contract documents or the end of each month (if contract document preparation exceeds one month), payable upon receipt, unless otherwise agreed in writing. Client shall notify (SII) within five (5) working days of receipt of invoice should the invoice be found unacceptable. Any invoice for which such notifications are not rendered shall be deemed to be acceptable for purposes of payment by Client.

Interest of 1.5% per month (but not exceeding the maximum rate allowable by law) will be payable on any amounts not paid within 30 days, payment thereafter to be applied first to accrued interest and then to the principal unpaid amount. The Client shall pay any attorney's fees or other costs incurred in collecting any delinquent amount. Express mail shipments, courier service, etc. is not included and will be a reimbursable expense. Sales tax, if applicable, shall be an additional charge to all hourly rates, fees and reimbursable expenses.

In the event payment for an invoice is not made within 30 days, our office reserves the right to notify the Client of our intention to stop work on the project.

Should the normal progress of work be stopped or interrupted for more than five (5) working days, this office will stop work on the project and invoice the Client for those professional services provided to date based upon the percentage of work completed up to that time. Once the project has been "stopped", this office will remove it from the production schedule until such time that a "resume" work order is given. All outstanding invoices shall be paid in full prior to this office commencing work on the project, and the project will be re-inserted into the production schedule queue at that time.

In the event that Client requests termination of the work prior to completion, we reserve the right to complete such analysis and records as necessary to place our files in order and, where considered by us necessary to protect our professional reputation, to complete a report on the work performed to date. A termination charge to cover the cost thereof in an amount not to exceed 30 percent of all charges incurred up to the date of the stoppage of work may, at the discretion of (SII), be applicable.

In the event the Client makes a claim against (SII), at law or otherwise, for any alleged error, omission or other act arising out of the performance of our professional services, and the Client fails to prove such claim, then the Client shall pay all costs, including attorney's fees, incurred by (SII) in defending itself against the claim.

The only warranty or guarantee made by (SII) in connection with the services performed hereunder is that we will use that degree of care and skill ordinarily exercised under similar conditions by reputable members of our profession practicing in the same or similar locality. No other warranty, expressed or implied, is made or intended by our proposal for consulting services, by our furnishing oral or written reports, or by furnishing drawings and specifications.

(SII) will perform the outlined services with reasonable diligence and expediency consistent with sound professional practice. If the project schedule is negatively affected by outside factors such as review by government agencies or reviews by owner, contractor or the Client and his other consultants, the schedule shall be adjusted to give (SII) sufficient time to complete the project accordingly.



GENERAL CONDITIONS 2 of 2

PROJECT: Key Largo Volunteer Fire Rescue Station No.1 - Monroe County, Key Largo, FL

The Client acknowledges that (SII)'s services come before the other consultants services during the construction phase, and agrees to make payments to (SII) accordingly.

The quoted fees are valid for a period of 1 (one) month, unless agreed upon in writing by the Client and (SII). If the project has not started within 1 (one) month of the proposal date or if the project is not substantially completed within a period of 18 (eighteen) months, the fees shall be equitably adjusted.

All work prepared by (SII) is the property of this office and may only be used for its intended use. The Client shall not reuse or make any modification to the instruments of service, without the written authorization form (SII).

This agreement is to be governed by the laws of the State of Florida. The venue for legal action arising out of this agreement shall be exclusively in the Circuit Court in and for Broward County, Florida.

In recognition of the relative risks, rewards and benefits of the project to both the Client and (SII), the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, total liability of (SII) to the Client, for any and all injuries, claims, losses, expenses or damages arising out of this agreement, from any cause or causes, shall not exceed the total fee or an amount equal to the fees received by (SII). Such causes include, but are not limited to negligence, errors, omissions, strict liability, breach of contract or breach of warranty by (SII). PURSUANT TO FLORIDA STATUTE § 558.035, AN INDIVIDUAL EMPLOYEE OR AGENT OF STRUCTURES INTERNATIONAL, INC MAY NOT BE HELD INDIVIDUALLY LIABLE FOR DAMAGES RESULTING FROM NEGLIGENCE OCCURRING WITHIN THE COURSE AND SCOPE OF PROFESSIONAL SERVICES RENDERED UNDER THIS PROFESSIONAL SERVICES CONTRACT.”

Client Initials: _____

Date: _____

EXHIBIT B

Company ID Number: 1659769

THE E-VERIFY MEMORANDUM OF UNDERSTANDING FOR EMPLOYERS

ARTICLE I PURPOSE AND AUTHORITY

The parties to this agreement are the Department of Homeland Security (DHS) and the Little Red Rooster, LLC (Employer). The purpose of this agreement is to set forth terms and conditions which the Employer will follow while participating in E-Verify.

E-Verify is a program that electronically confirms an employee's eligibility to work in the United States after completion of Form I-9, Employment Eligibility Verification (Form I-9). This Memorandum of Understanding (MOU) explains certain features of the E-Verify program and describes specific responsibilities of the Employer, the Social Security Administration (SSA), and DHS.

Authority for the E-Verify program is found in Title IV, Subtitle A, of the Illegal Immigration Reform and Immigrant Responsibility Act of 1996 (IIRIRA), Pub. L. 104-208, 110 Stat. 3009, as amended (8 U.S.C. § 1324a note). The Federal Acquisition Regulation (FAR) Subpart 22.18, "Employment Eligibility Verification" and Executive Order 12989, as amended, provide authority for Federal contractors and subcontractors (Federal contractor) to use E-Verify to verify the employment eligibility of certain employees working on Federal contracts.

ARTICLE II RESPONSIBILITIES

A. RESPONSIBILITIES OF THE EMPLOYER

1. The Employer agrees to display the following notices supplied by DHS in a prominent place that is clearly visible to prospective employees and all employees who are to be verified through the system:
 - a. Notice of E-Verify Participation
 - b. Notice of Right to Work
2. The Employer agrees to provide to the SSA and DHS the names, titles, addresses, and telephone numbers of the Employer representatives to be contacted about E-Verify. The Employer also agrees to keep such information current by providing updated information to SSA and DHS whenever the representatives' contact information changes.
3. The Employer agrees to grant E-Verify access only to current employees who need E-Verify access. Employers must promptly terminate an employee's E-Verify access if the employer is separated from the company or no longer needs access to E-Verify.

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4. The Employer agrees to become familiar with and comply with the most recent version of the E-Verify User Manual.

5. The Employer agrees that any Employer Representative who will create E-Verify cases will complete the E-Verify Tutorial before that individual creates any cases.

a. The Employer agrees that all Employer representatives will take the refresher tutorials when prompted by E-Verify in order to continue using E-Verify. Failure to complete a refresher tutorial will prevent the Employer Representative from continued use of E-Verify.

6. The Employer agrees to comply with current Form I-9 procedures, with two exceptions:

a. If an employee presents a "List B" identity document, the Employer agrees to only accept "List B" documents that contain a photo. (List B documents identified in 8 C.F.R. § 274a.2(b)(1)(B)) can be presented during the Form I-9 process to establish identity.) If an employee objects to the photo requirement for religious reasons, the Employer should contact E-Verify at 888-464-4218.

b. If an employee presents a DHS Form I-551 (Permanent Resident Card), Form I-766 (Employment Authorization Document), or U.S. Passport or Passport Card to complete Form I-9, the Employer agrees to make a photocopy of the document and to retain the photocopy with the employee's Form I-9. The Employer will use the photocopy to verify the photo and to assist DHS with its review of photo mismatches that employees contest. DHS may in the future designate other documents that activate the photo screening tool.

Note: Subject only to the exceptions noted previously in this paragraph, employees still retain the right to present any List A, or List B and List C, document(s) to complete the Form I-9.

7. The Employer agrees to record the case verification number on the employee's Form I-9 or to print the screen containing the case verification number and attach it to the employee's Form I-9.

8. The Employer agrees that, although it participates in E-Verify, the Employer has a responsibility to complete, retain, and make available for inspection Forms I-9 that relate to its employees, or from other requirements of applicable regulations or laws, including the obligation to comply with the antidiscrimination requirements of section 274B of the INA with respect to Form I-9 procedures.

a. The following modified requirements are the only exceptions to an Employer's obligation to not employ unauthorized workers and comply with the anti-discrimination provision of the INA: (1) List B identity documents must have photos, as described in paragraph 6 above; (2) When an Employer confirms the identity and employment eligibility of newly hired employee using E-Verify procedures, the Employer establishes a rebuttable presumption that it has not violated section 274A(a)(1)(A) of the Immigration and Nationality Act (INA) with respect to the hiring of that employee; (3) If the Employer receives a final nonconfirmation for an employee, but continues to employ that person, the Employer must notify DHS and the Employer is subject to a civil money penalty between \$550 and \$1,100 for each failure to notify DHS of continued employment following a final nonconfirmation; (4) If the Employer continues to employ an employee after receiving a final nonconfirmation, then the Employer is subject to a rebuttable presumption that it has knowingly

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employed an unauthorized alien in violation of section 274A(a)(1)(A); and (5) no E-Verify participant is civilly or criminally liable under any law for any action taken in good faith based on information provided through the E-Verify.

b. DHS reserves the right to conduct Form I-9 compliance inspections, as well as any other enforcement or compliance activity authorized by law, including site visits, to ensure proper use of E-Verify.

9. The Employer is strictly prohibited from creating an E-Verify case before the employee has been hired, meaning that a firm offer of employment was extended and accepted and Form I-9 was completed. The Employer agrees to create an E-Verify case for new employees within three Employer business days after each employee has been hired (after both Sections 1 and 2 of Form I-9 have been completed), and to complete as many steps of the E-Verify process as are necessary according to the E-Verify User Manual. If E-Verify is temporarily unavailable, the three-day time period will be extended until it is again operational in order to accommodate the Employer's attempting, in good faith, to make inquiries during the period of unavailability.

10. The Employer agrees not to use E-Verify for pre-employment screening of job applicants, in support of any unlawful employment practice, or for any other use that this MOU or the E-Verify User Manual does not authorize.

11. The Employer must use E-Verify for all new employees. The Employer will not verify selectively and will not verify employees hired before the effective date of this MOU. Employers who are Federal contractors may qualify for exceptions to this requirement as described in Article II.B of this MOU.

12. The Employer agrees to follow appropriate procedures (see Article III below) regarding tentative nonconfirmations. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending. Further, when employees contest a tentative nonconfirmation based upon a photo mismatch, the Employer must take additional steps (see Article III.B. below) to contact DHS with information necessary to resolve the challenge.

13. The Employer agrees not to take any adverse action against an employee based upon the employee's perceived employment eligibility status while SSA or DHS is processing the verification request unless the Employer obtains knowledge (as defined in 8 C.F.R. § 274a.1(l)) that the employee is not work authorized. The Employer understands that an initial inability of the SSA or DHS automated verification system to verify work authorization, a tentative nonconfirmation, a case in continuance (indicating the need for additional time for the government to resolve a case), or the finding of a photo mismatch, does not establish, and should not be interpreted as, evidence that the employee is not work authorized. In any of such cases, the employee must be provided a full and fair opportunity to contest the finding, and if he or she does so, the employee may not be terminated or suffer any adverse employment consequences based upon the employee's perceived employment eligibility status

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(including denying, reducing, or extending work hours, delaying or preventing training, requiring an employee to work in poorer conditions, withholding pay, refusing to assign the employee to a Federal contract or other assignment, or otherwise assuming that he or she is unauthorized to work) until and unless secondary verification by SSA or DHS has been completed and a final nonconfirmation has been issued. If the employee does not choose to contest a tentative nonconfirmation or a photo mismatch or if a secondary verification is completed and a final nonconfirmation is issued, then the Employer can find the employee is not work authorized and terminate the employee's employment. Employers or employees with questions about a final nonconfirmation may call E-Verify at 1-888-464-4218 (customer service) or 1-888-897-7781 (worker hotline).

14. The Employer agrees to comply with Title VII of the Civil Rights Act of 1964 and section 274B of the INA as applicable by not discriminating unlawfully against any individual in hiring, firing, employment eligibility verification, or recruitment or referral practices because of his or her national origin or citizenship status, or by committing discriminatory documentary practices. The Employer understands that such illegal practices can include selective verification or use of E-Verify except as provided in part D below, or discharging or refusing to hire employees because they appear or sound "foreign" or have received tentative nonconfirmations. The Employer further understands that any violation of the immigration-related unfair employment practices provisions in section 274B of the INA could subject the Employer to civil penalties, back pay awards, and other sanctions, and violations of Title VII could subject the Employer to back pay awards, compensatory and punitive damages. Violations of either section 274B of the INA or Title VII may also lead to the termination of its participation in E-Verify. If the Employer has any questions relating to the anti-discrimination provision, it should contact OSC at 1-800-255-8155 or 1-800-237-2515 (TDD).

15. The Employer agrees that it will use the information it receives from E-Verify only to confirm the employment eligibility of employees as authorized by this MOU. The Employer agrees that it will safeguard this information, and means of access to it (such as PINS and passwords), to ensure that it is not used for any other purpose and as necessary to protect its confidentiality, including ensuring that it is not disseminated to any person other than employees of the Employer who are authorized to perform the Employer's responsibilities under this MOU, except for such dissemination as may be authorized in advance by SSA or DHS for legitimate purposes.

16. The Employer agrees to notify DHS immediately in the event of a breach of personal information. Breaches are defined as loss of control or unauthorized access to E-Verify personal data. All suspected or confirmed breaches should be reported by calling 1-888-464-4218 or via email at E-Verify@dhs.gov. Please use "Privacy Incident – Password" in the subject line of your email when sending a breach report to E-Verify.

17. The Employer acknowledges that the information it receives from SSA is governed by the Privacy Act (5 U.S.C. § 552a(i)(1) and (3)) and the Social Security Act (42 U.S.C. 1306(a)). Any person who obtains this information under false pretenses or uses it for any purpose other than as provided for in this MOU may be subject to criminal penalties.

18. The Employer agrees to cooperate with DHS and SSA in their compliance monitoring and evaluation of E-Verify, which includes permitting DHS, SSA, their contractors and other agents, upon

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reasonable notice, to review Forms I-9 and other employment records and to interview it and its employees regarding the Employer's use of E-Verify, and to respond in a prompt and accurate manner to DHS requests for information relating to their participation in E-Verify.

19. The Employer shall not make any false or unauthorized claims or references about its participation in E-Verify on its website, in advertising materials, or other media. The Employer shall not describe its services as federally-approved, federally-certified, or federally-recognized, or use language with a similar intent on its website or other materials provided to the public. Entering into this MOU does not mean that E-Verify endorses or authorizes your E-Verify services and any claim to that effect is false.

20. The Employer shall not state in its website or other public documents that any language used therein has been provided or approved by DHS, USCIS or the Verification Division, without first obtaining the prior written consent of DHS.

21. The Employer agrees that E-Verify trademarks and logos may be used only under license by DHS/USCIS (see [M-795 \(Web\)](#)) and, other than pursuant to the specific terms of such license, may not be used in any manner that might imply that the Employer's services, products, websites, or publications are sponsored by, endorsed by, licensed by, or affiliated with DHS, USCIS, or E-Verify.

22. The Employer understands that if it uses E-Verify procedures for any purpose other than as authorized by this MOU, the Employer may be subject to appropriate legal action and termination of its participation in E-Verify according to this MOU.

B. RESPONSIBILITIES OF FEDERAL CONTRACTORS

1. If the Employer is a Federal contractor with the FAR E-Verify clause subject to the employment verification terms in Subpart 22.18 of the FAR, it will become familiar with and comply with the most current version of the E-Verify User Manual for Federal Contractors as well as the E-Verify Supplemental Guide for Federal Contractors.

2. In addition to the responsibilities of every employer outlined in this MOU, the Employer understands that if it is a Federal contractor subject to the employment verification terms in Subpart 22.18 of the FAR it must verify the employment eligibility of any "employee assigned to the contract" (as defined in FAR 22.1801). Once an employee has been verified through E-Verify by the Employer, the Employer may not create a second case for the employee through E-Verify.

a. An Employer that is not enrolled in E-Verify as a Federal contractor at the time of a contract award must enroll as a Federal contractor in the E-Verify program within 30 calendar days of contract award and, within 90 days of enrollment, begin to verify employment eligibility of new hires using E-Verify. The Employer must verify those employees who are working in the United States, whether or not they are assigned to the contract. Once the Employer begins verifying new hires, such verification of new hires must be initiated within three business days after the hire date. Once enrolled in E-Verify as a Federal contractor, the Employer must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

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b. Employers enrolled in E-Verify as a Federal contractor for 90 days or more at the time of a contract award must use E-Verify to begin verification of employment eligibility for new hires of the Employer who are working in the United States, whether or not assigned to the contract, within three business days after the date of hire. If the Employer is enrolled in E-Verify as a Federal contractor for 90 calendar days or less at the time of contract award, the Employer must, within 90 days of enrollment, begin to use E-Verify to initiate verification of new hires of the contractor who are working in the United States, whether or not assigned to the contract. Such verification of new hires must be initiated within three business days after the date of hire. An Employer enrolled as a Federal contractor in E-Verify must begin verification of each employee assigned to the contract within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever is later.

c. Federal contractors that are institutions of higher education (as defined at 20 U.S.C. 1001(a)), state or local governments, governments of Federally recognized Indian tribes, or sureties performing under a takeover agreement entered into with a Federal agency under a performance bond may choose to only verify new and existing employees assigned to the Federal contract. Such Federal contractors may, however, elect to verify all new hires, and/or all existing employees hired after November 6, 1986. Employers in this category must begin verification of employees assigned to the contract within 90 calendar days after the date of enrollment or within 30 days of an employee's assignment to the contract, whichever date is later.

d. Upon enrollment, Employers who are Federal contractors may elect to verify employment eligibility of all existing employees working in the United States who were hired after November 6, 1986, instead of verifying only those employees assigned to a covered Federal contract. After enrollment, Employers must elect to verify existing staff following DHS procedures and begin E-Verify verification of all existing employees within 180 days after the election.

e. The Employer may use a previously completed Form I-9 as the basis for creating an E-Verify case for an employee assigned to a contract as long as:

- i. That Form I-9 is complete (including the SSN) and complies with Article II.A.6,
- ii. The employee's work authorization has not expired, and
- iii. The Employer has reviewed the Form I-9 information either in person or in communications with the employee to ensure that the employee's Section 1, Form I-9 attestation has not changed (including, but not limited to, a lawful permanent resident alien having become a naturalized U.S. citizen).

f. The Employer shall complete a new Form I-9 consistent with Article II.A.6 or update the previous Form I-9 to provide the necessary information if:

- i. The Employer cannot determine that Form I-9 complies with Article II.A.6,
- ii. The employee's basis for work authorization as attested in Section 1 has expired or changed, or
- iii. The Form I-9 contains no SSN or is otherwise incomplete.

Note: If Section 1 of Form I-9 is otherwise valid and up-to-date and the form otherwise complies with

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Article II.C.5, but reflects documentation (such as a U.S. passport or Form I-551) that expired after completing Form I-9, the Employer shall not require the production of additional documentation, or use the photo screening tool described in Article II.A.5, subject to any additional or superseding instructions that may be provided on this subject in the E-Verify User Manual.

g. The Employer agrees not to require a second verification using E-Verify of any assigned employee who has previously been verified as a newly hired employee under this MOU or to authorize verification of any existing employee by any Employer that is not a Federal contractor based on this Article.

3. The Employer understands that if it is a Federal contractor, its compliance with this MOU is a performance requirement under the terms of the Federal contract or subcontract, and the Employer consents to the release of information relating to compliance with its verification responsibilities under this MOU to contracting officers or other officials authorized to review the Employer's compliance with Federal contracting requirements.

C. RESPONSIBILITIES OF SSA

1. SSA agrees to allow DHS to compare data provided by the Employer against SSA's database. SSA sends DHS confirmation that the data sent either matches or does not match the information in SSA's database.

2. SSA agrees to safeguard the information the Employer provides through E-Verify procedures. SSA also agrees to limit access to such information, as is appropriate by law, to individuals responsible for the verification of Social Security numbers or responsible for evaluation of E-Verify or such other persons or entities who may be authorized by SSA as governed by the Privacy Act (5 U.S.C. § 552a), the Social Security Act (42 U.S.C. 1306(a)), and SSA regulations (20 CFR Part 401).

3. SSA agrees to provide case results from its database within three Federal Government work days of the initial inquiry. E-Verify provides the information to the Employer.

4. SSA agrees to update SSA records as necessary if the employee who contests the SSA tentative nonconfirmation visits an SSA field office and provides the required evidence. If the employee visits an SSA field office within the eight Federal Government work days from the date of referral to SSA, SSA agrees to update SSA records, if appropriate, within the eight-day period unless SSA determines that more than eight days may be necessary. In such cases, SSA will provide additional instructions to the employee. If the employee does not visit SSA in the time allowed, E-Verify may provide a final nonconfirmation to the employer.

Note: If an Employer experiences technical problems, or has a policy question, the employer should contact E-Verify at 1-888-464-4218.

D. RESPONSIBILITIES OF DHS

1. DHS agrees to provide the Employer with selected data from DHS databases to enable the Employer to conduct, to the extent authorized by this MOU:

a. Automated verification checks on alien employees by electronic means, and

Company ID Number: 1659769

- b. Photo verification checks (when available) on employees.
2. DHS agrees to assist the Employer with operational problems associated with the Employer's participation in E-Verify. DHS agrees to provide the Employer names, titles, addresses, and telephone numbers of DHS representatives to be contacted during the E-Verify process.
3. DHS agrees to provide to the Employer with access to E-Verify training materials as well as an E-Verify User Manual that contain instructions on E-Verify policies, procedures, and requirements for both SSA and DHS, including restrictions on the use of E-Verify.
4. DHS agrees to train Employers on all important changes made to E-Verify through the use of mandatory refresher tutorials and updates to the E-Verify User Manual. Even without changes to E-Verify, DHS reserves the right to require employers to take mandatory refresher tutorials.
5. DHS agrees to provide to the Employer a notice, which indicates the Employer's participation in E-Verify. DHS also agrees to provide to the Employer anti-discrimination notices issued by the Office of Special Counsel for Immigration-Related Unfair Employment Practices (OSC), Civil Rights Division, U.S. Department of Justice.
6. DHS agrees to issue each of the Employer's E-Verify users a unique user identification number and password that permits them to log in to E-Verify.
7. DHS agrees to safeguard the information the Employer provides, and to limit access to such information to individuals responsible for the verification process, for evaluation of E-Verify, or to such other persons or entities as may be authorized by applicable law. Information will be used only to verify the accuracy of Social Security numbers and employment eligibility, to enforce the INA and Federal criminal laws, and to administer Federal contracting requirements.
8. DHS agrees to provide a means of automated verification that provides (in conjunction with SSA verification procedures) confirmation or tentative nonconfirmation of employees' employment eligibility within three Federal Government work days of the initial inquiry.
9. DHS agrees to provide a means of secondary verification (including updating DHS records) for employees who contest DHS tentative nonconfirmations and photo mismatch tentative nonconfirmations. This provides final confirmation or nonconfirmation of the employees' employment eligibility within 10 Federal Government work days of the date of referral to DHS, unless DHS determines that more than 10 days may be necessary. In such cases, DHS will provide additional verification instructions.

ARTICLE III

REFERRAL OF INDIVIDUALS TO SSA AND DHS

A. REFERRAL TO SSA

1. If the Employer receives a tentative nonconfirmation issued by SSA, the Employer must print the notice as directed by E-Verify. The Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify

Company ID Number: 1659769

case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer agrees to provide written referral instructions to employees and instruct affected employees to bring the English copy of the letter to the SSA. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.

2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. After a tentative nonconfirmation, the Employer will refer employees to SSA field offices only as directed by E-Verify. The Employer must record the case verification number, review the employee information submitted to E-Verify to identify any errors, and find out whether the employee contests the tentative nonconfirmation. The Employer will transmit the Social Security number, or any other corrected employee information that SSA requests, to SSA for verification again if this review indicates a need to do so.
4. The Employer will instruct the employee to visit an SSA office within eight Federal Government work days. SSA will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.
5. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.
6. The Employer agrees not to ask the employee to obtain a printout from the Social Security Administration number database (the Numident) or other written verification of the SSN from the SSA.

B. REFERRAL TO DHS

1. If the Employer receives a tentative nonconfirmation issued by DHS, the Employer must promptly notify employees in private of the finding and provide them with the notice and letter containing information specific to the employee's E-Verify case. The Employer also agrees to provide both the English and the translated notice and letter for employees with limited English proficiency to employees. The Employer must allow employees to contest the finding, and not take adverse action against employees if they choose to contest the finding, while their case is still pending.
2. The Employer agrees to obtain the employee's response about whether he or she will contest the tentative nonconfirmation as soon as possible after the Employer receives the tentative nonconfirmation. Only the employee may determine whether he or she will contest the tentative nonconfirmation.
3. The Employer agrees to refer individuals to DHS only when the employee chooses to contest a tentative nonconfirmation.
4. If the employee contests a tentative nonconfirmation issued by DHS, the Employer will instruct the

Company ID Number: 1659769

employee to contact DHS through its toll-free hotline (as found on the referral letter) within eight Federal Government work days.

5. If the Employer finds a photo mismatch, the Employer must provide the photo mismatch tentative nonconfirmation notice and follow the instructions outlined in paragraph 1 of this section for tentative nonconfirmations, generally.

6. The Employer agrees that if an employee contests a tentative nonconfirmation based upon a photo mismatch, the Employer will send a copy of the employee's Form I-551, Form I-766, U.S. Passport, or passport card to DHS for review by:

- a. Scanning and uploading the document, or
- b. Sending a photocopy of the document by express mail (furnished and paid for by the employer).

7. The Employer understands that if it cannot determine whether there is a photo match/mismatch, the Employer must forward the employee's documentation to DHS as described in the preceding paragraph. The Employer agrees to resolve the case as specified by the DHS representative who will determine the photo match or mismatch.

8. DHS will electronically transmit the result of the referral to the Employer within 10 Federal Government work days of the referral unless it determines that more than 10 days is necessary.

9. While waiting for case results, the Employer agrees to check the E-Verify system regularly for case updates.

ARTICLE IV SERVICE PROVISIONS

A. NO SERVICE FEES

1. SSA and DHS will not charge the Employer for verification services performed under this MOU. The Employer is responsible for providing equipment needed to make inquiries. To access E-Verify, an Employer will need a personal computer with Internet access.

ARTICLE V MODIFICATION AND TERMINATION

A. MODIFICATION

1. This MOU is effective upon the signature of all parties and shall continue in effect for as long as the SSA and DHS operates the E-Verify program unless modified in writing by the mutual consent of all parties.

2. Any and all E-Verify system enhancements by DHS or SSA, including but not limited to E-Verify checking against additional data sources and instituting new verification policies or procedures, will be covered under this MOU and will not cause the need for a supplemental MOU that outlines these changes.

Company ID Number: 1659769

B. TERMINATION

1. The Employer may terminate this MOU and its participation in E-Verify at any time upon 30 days prior written notice to the other parties.
2. Notwithstanding Article V, part A of this MOU, DHS may terminate this MOU, and thereby the Employer's participation in E-Verify, with or without notice at any time if deemed necessary because of the requirements of law or policy, or upon a determination by SSA or DHS that there has been a breach of system integrity or security by the Employer, or a failure on the part of the Employer to comply with established E-Verify procedures and/or legal requirements. The Employer understands that if it is a Federal contractor, termination of this MOU by any party for any reason may negatively affect the performance of its contractual responsibilities. Similarly, the Employer understands that if it is in a state where E-Verify is mandatory, termination of this by any party MOU may negatively affect the Employer's business.
3. An Employer that is a Federal contractor may terminate this MOU when the Federal contract that requires its participation in E-Verify is terminated or completed. In such cases, the Federal contractor must provide written notice to DHS. If an Employer that is a Federal contractor fails to provide such notice, then that Employer will remain an E-Verify participant, will remain bound by the terms of this MOU that apply to non-Federal contractor participants, and will be required to use the E-Verify procedures to verify the employment eligibility of all newly hired employees.
4. The Employer agrees that E-Verify is not liable for any losses, financial or otherwise, if the Employer is terminated from E-Verify.

ARTICLE VI PARTIES

- A. Some or all SSA and DHS responsibilities under this MOU may be performed by contractor(s), and SSA and DHS may adjust verification responsibilities between each other as necessary. By separate agreement with DHS, SSA has agreed to perform its responsibilities as described in this MOU.
- B. Nothing in this MOU is intended, or should be construed, to create any right or benefit, substantive or procedural, enforceable at law by any third party against the United States, its agencies, officers, or employees, or against the Employer, its agents, officers, or employees.
- C. The Employer may not assign, directly or indirectly, whether by operation of law, change of control or merger, all or any part of its rights or obligations under this MOU without the prior written consent of DHS, which consent shall not be unreasonably withheld or delayed. Any attempt to sublicense, assign, or transfer any of the rights, duties, or obligations herein is void.
- D. Each party shall be solely responsible for defending any claim or action against it arising out of or related to E-Verify or this MOU, whether civil or criminal, and for any liability wherefrom, including (but not limited to) any dispute between the Employer and any other person or entity regarding the applicability of Section 403(d) of IIRIRA to any action taken or allegedly taken by the Employer.
- E. The Employer understands that its participation in E-Verify is not confidential information and may be disclosed as authorized or required by law and DHS or SSA policy, including but not limited to,

Company ID Number: 1659769

Congressional oversight, E-Verify publicity and media inquiries, determinations of compliance with Federal contractual requirements, and responses to inquiries under the Freedom of Information Act (FOIA).

F. The individuals whose signatures appear below represent that they are authorized to enter into this MOU on behalf of the Employer and DHS respectively. The Employer understands that any inaccurate statement, representation, data or other information provided to DHS may subject the Employer, its subcontractors, its employees, or its representatives to: (1) prosecution for false statements pursuant to 18 U.S.C. 1001 and/or; (2) immediate termination of its MOU and/or; (3) possible debarment or suspension.

G. The foregoing constitutes the full agreement on this subject between DHS and the Employer.

To be accepted as an E-Verify participant, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 1-888-464-4218.

Company ID Number: 1659769

Approved by:

Employer Little Red Rooster, LLC	
Name (Please Type or Print) Phillip Badalamenti	Title
Signature Electronically Signed	Date 03/24/2021
Department of Homeland Security – Verification Division	
Name (Please Type or Print) USCIS Verification Division	Title
Signature Electronically Signed	Date 03/24/2021

Company ID Number: 1659769

Information Required for the E-Verify Program

Information relating to your Company:

Company Name	Little Red Rooster, LLC
Company Facility Address	22957 Port Royal Lane Summerland Key, FL 33042
Company Alternate Address	22957 Port Royal Lane Summerland Key, FL 33042
County or Parish	MONROE
Employer Identification Number	832268817
North American Industry Classification Systems Code	541
Parent Company	
Number of Employees	1 to 4
Number of Sites Verified for	1

Company ID Number: 1659769

Are you verifying for more than 1 site? If yes, please provide the number of sites verified for in each State:

FLORIDA	1 site(s)
---------	-----------

Company ID Number: 1659769

Information relating to the Program Administrator(s) for your Company on policy questions or operational problems:

Name Phillip Badalamenti
Phone Number (305) 998 - 9271
Fax Number
Email Address phill@lilredrooster.com

Name Catherine Felton
Phone Number (219) 241 - 9478
Fax Number
Email Address catherine@lilredrooster.com

Name Phillip D Badalamenti
Phone Number (305) 998 - 9271
Fax Number
Email Address phill@lilredrooster.com

Company ID Number: 1659769

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Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Phillip D. Badalamenti	
	2 Business name/disregarded entity name, if different from above Little Red Rooster	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. 22957 Port Royal Lane	Requester's name and address (optional)
	6 City, state, and ZIP code Summerland Key, FL 33042	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
or									
Employer identification number									
8	3		-	2	2	6	8	8	1 7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/8/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER The James B. Oswald Company 1100 Superior Avenue East Suite 1500 Cleveland OH 44114	CONTACT NAME: Steven Galica PHONE (A/C. No. Ext): 216-306-0047 E-MAIL ADDRESS: sgalica@oswaldcompanies.com FAX (A/C. No): 216-839-2815
INSURED Little Red Rooster, LLC 22957 Port Royal Lane Summerland Key FL 33042	INSURER(S) AFFORDING COVERAGE INSURER A: XL Specialty Insurance Co. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 1643862655

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability Claims-Made Retro Date: 03/02/2021	N	Y	DPS9974316	3/2/2021	3/2/2022	Each Claim Aggregate Pollution Liab. \$1,000,000 \$2,000,000 Included

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Waiver of Subrogation as designated above is provided when required of the Named Insured by written contract or agreement.

CERTIFICATE HOLDER**CANCELLATION**

Specimen
For Purposes of Evidencing
Coverage Only -- -----

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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PO Box 113247
Stamford, CT 06911-3247



salessupport@biberk.com
www.biBERK.com

Welcome to BIBERK, a Berkshire Hathaway Company

Little Red Rooster, LLC

22957 Port Royal Lane
Summerland Key, FL 33042

Workers' Compensation Policy

Policy #: N9WC201220

Insurance carrier: National Liability & Fire Insurance Company

Policy effective date: 02/24/2021

To report a claim or loss, call (844) 472-0966 immediately

BIBERK Online Policy Center

www.biBERK.com | Log in with the password and email used to purchase this policy

Policyholder resources include:

- Accessing your policy
- Billing
- Payment
- Claims information
- Certificates of insurance

More questions? salessupport@biberk.com or (844) 472-0967

Worker's Compensation and Employer's Liability Policy
National Liability & Fire Insurance Company - A Stock Co.
Policy Number N9WC201220
Renewal of NEW
NCCI No. [19054]

Policy Information Page

1 Named Insured and Mailing Address

Little Red Rooster, LLC
22957 Port Royal Lane
Summerland Key, FL 33042

Federal Employer's ID XX-XXX8817

Insured is Limited Liability Co. (LLC)

Business Description Architects

Additional Names of Insured

(N2) Little Red Rooster

2 Policy Period

From February 24, 2021 to February 24, 2022, 12:01 AM, standard time at the insured's mailing address.

3 Coverage

- A. Workers' Compensation Insurance - **Part One** of this policy applies to the Workers' Compensation Law of the following states: Florida
- B. Employer's Liability Insurance - **Part Two** of this policy applies to work in each of the states listed in item [3]A. The limits of our liability under Part Two are:
- | | |
|---|-------------|
| Bodily Injury by Accident - each accident | \$1,000,000 |
| Bodily Injury by Disease - each employee | \$1,000,000 |
| Bodily Injury by Disease - policy limit | \$1,000,000 |
- C. Other States Insurance - Part Three of this policy applies to all states, except any state listed in item [3]A. and the states of North Dakota, Ohio, Washington, and Wyoming.
- D. This policy includes these endorsements and schedules:
See Extension of Information Page - Schedule of Forms

4 Premium

The premium for this policy will be determined by our Manuals of Rules, Classifications, Rates and Rating Plans. All information required below is subject to verification and change by audit.

Total Estimated Policy Premium	\$	502
Total Surcharges/Assessments	\$	0.00
Total Estimated Premium	\$	502.00

INTERNAL USE XX
MGA : N9WC201220
Date : 02/23/2021

Page - 1 -

Information Page
WC 000001A

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Phillip D. Badalamenti	
	2 Business name/disregarded entity name, if different from above Little Red Rooster	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>
	5 Address (number, street, and apt. or suite no.) See instructions. 22957 Port Royal Lane	Requester's name and address (optional)
	6 City, state, and ZIP code Summerland Key, FL 33042	
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-				-		
or									
Employer identification number									
8	3		-	2	2	6	8	8	1 7

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ►	Date ►
------------------	-----------------------------------	---------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

KEY LARGO FIRE RESCUE AND EMS DISTRICT

TRAVEL AUTHORIZATION REQUEST

Name of Travelers Geroge Mirabella Department District Board

Destination Orlando, Florida Mode of Transportation personal vehicle
(If least expensive mode not chosen, provide justification below)

Dates of District Travel: From: Sunday June 13, 2021 To: Friday June 18, 2021

Will vacation be combined with trip? ☐ Yes ☒ No

Estimated Costs

Registration	<u>\$ 425.00</u>	
Transportation	<u>324.80</u>	mileage only
Meals (at Per Diem rates)	<u>363.00</u>	
Lodging	<u>725.00</u>	
Other	<u>50.00</u>	tolls, parking
TOTAL	<u><u>1,887.80</u></u>	

Purpose of Trip:

Attend FASD annual conference and extra training sessions on Monday and Tuesday for CDO certification

District Board Approval:

Date

2021 FASD Annual Conference

2021 FAGENT TRAINING

Gold Standard Training Program
for our most ELITE AGENTS

Coaching • Mentoring • Training • Trust



ROSEN PLAZA • ORLANDO FL • JUNE 16TH - 17TH, 2021

Conference Highlights

Join FASD at the 2021 Annual Conference in Orlando, FL. This year's conference will be both fun-filled and educational, as we plan for new and innovative ways to strengthen special purpose government through education, exchange of ideas, and active involvement in the legislative process. With you, we hope to continue this mission long into the future.

Educational Sessions

Leadership Training

Exhibit Hall

Legislative Updates

Continuing Education

CDO Components

Awards Lunch

Golf Tournament

Attire for the conference will be business casual OR bring a costume a day. The conference committee has also incorporated the following THEMES for the week – Spy Day Tuesday, Gizmos & Gadgets Wednesday and Casino Royale Thursday. Use your imagination, innovation and inspiration to work each of these themes into your attire each day!

- Our preconference sessions start with Monday being dedicated to CDO training and offers three CDO components. The Tuesday main track is for new members, new managers and new Governing Board Officials with topics including Ethics, Sunshine Law, Accounting and Audits and many more. We also have two more CDO components and we offer one to two sessions with new material. Current CDO's and CDM's can take advantage of receiving CEU's by attending the Monday and Tuesday sessions.
- Golf Tournament– Our Fourth Annual FASD Education Foundation Fundraising Tournament with sponsorships available and prizes for the winners. Great networking and an easy format to accommodate everyone from amateurs to professionals. What better way to meet FASD members?
- Thursday Evening - the Casino is back!

COVID-19 Updates

- There will be no Kid's Night for both Tuesday and Thursday evening
- Face Masks: Citrus County requires that facial coverings are worn in public indoor spaces and outdoor covered areas unless consuming food or beverages. Face masks are not required when outside if social distancing measures are maintained unless speaking with another person who is not of your personal party.
- Social Distancing: All meeting rooms will be socially distanced with up to 6' spacing where possible.
- Rosen Plaza Hotel Procedures to note:
 - Mobile Keys available for touchless control for guestroom door lock.
 - Moved to a cashless operation, in order to promote a more contagion-free environment for our guests and associates. As a hotel operation, cash will still be honored, but limited to a single location at the front desk.
 - Rosen Plaza GBAC Star Facility- we are able to demonstrate that correct work practices, procedures and systems are in place to prepare, respond, and recover from outbreaks and pandemics.

Conference Location

Rosen Plaza Hotel

9700 International Drive | Orlando, Florida 32819
407-996-2305



Group Rate: \$145 (plus tax) for single/double occupancy

Cut-Off Date: Friday, May 14, 2021

Parking: Complimentary self-parking is available for all overnight and daily drive-in attendees.

Once Registered, your confirmation email will provide you with the unique toll-free number and online booking link to make your reservation for the conference.

Spouses & Children

GUESTS/SPOUSES:

The participation of guests/spouses or children over the years has continued to increase. To help defray the cost of food and beverage and entertainment throughout the conference, and to help determine the number of attendees for the dinner on Thursday evening, FASD will continue the charge of \$100.00 per guest. Please be sure to submit the name(s) of each guest so they will be provided with a name badge. A guest is any person who is not affiliated with the district or company of the primary registrant.

CHILDREN:

Unfortunately this year we will not be providing Kid's night on both Tuesday and Thursday evening out of an abundance of caution.

FASD Golf Tournament

Tuesday, June 15, 2021
Shingle Creek Golf Club

Come join us at the beautiful **Shingle Creek Golf Course** to raise money for our Education Foundation. The proceeds from this tournament will go directly to the Foundation to provide scholarship money for members from small budget districts which allows them to attend the annual conference or one of our certification programs.

Like all of the golf outings we have had in the past, this tournament is a great networking event, meant to bring members together to have fun. This tournament has sponsorship opportunities and prizes for 1st, 2nd & 3rd place finishers as well as course contests throughout. So not only will you have a great day on the course, you might even walk away with something!



Golf Tournament Sponsorships Opportunities

Golf Tournament Sponsor \$1,000 - 4 Available
Beverage Cart Sponsor \$1,500 - 1 Available
Hole Sponsor \$125 (each) - 18 Available

2021 Sponsorship Opportunities

BRONZE SPONSOR - \$1,000

- One (1) Full Conference Registration
- One (1) business card ad in conference program
- Recognition in Conference Program
- Logo on PowerPoint in General Session
- Linked logo on Conference website
- Recognition on Conference logo board

BRONZE AMENITY SPONSOR - \$1,250

- One (1) Full Conference Registration
- Recognition in Conference Program
- Logo on PowerPoint in General Session
- Linked logo on Conference website
- Recognition on Conference logo board
- One Amenity Item for Conference Bag with company logo & FASD logo
- Cocktail Napkins for Wine Down Wednesday
- Conference Pens
- Conference Bags

SILVER SPONSOR - \$1,750

- Three (3) Full Conference Registrations
- Additional Sponsor rate for all other company attendees
- One (1) booth in Expo Hall
- One (1) quarter-page ad in Conference program
- Recognition in Conference Program
- Logo on PowerPoint in General Session
- Linked logo on Conference website
- Recognition on Conference logo board
- Company name on all conference emails

SILVER AMENITY SPONSOR - \$1,750

- Two Full (2) Conference Registrations
- Additional Sponsor rate for all other company attendees
- One (1) quarter-page ad in Conference program
- Recognition in Conference Program
- Logo on PowerPoint in General Session
- Linked logo on Conference website
- Recognition on conference logo board
- Company name on all Conference emails
- Choice of one of the following:
 - Notepad
 - Hotel Key Cards
 - Water Bottles
 - Lanyards
 - One Amenity Item for Conference Bag with company logo & FASD logo

GOLD SPONSOR - \$2,750

- Five (5) Full Conference Registrations
- One (1) complimentary exhibit booth
- Additional Sponsor rate for all other company attendees
- One (1) half-page ad in Conference program
- Recognition in Conference Program
- Logo on PowerPoint in General Session
- Linked logo on Conference website
- Recognition on Conference logo board
- Company name on all conference emails
- Listed as a sponsor of one (1) of the following:
 - General Session Sponsor – 4 available
 - Networking Breaks – 5 available

PLATINUM SPONSOR - \$5,000

- Eight (8) Full Conference Registrations
- One (1) double booth in Expo Hall
- Additional Sponsor rate for all other company attendees
- One full-page ad in Conference program
- Recognition in Conference Program
- Logo on PowerPoint in General Session
- Linked logo on Conference website
- Recognition on Conference logo board
- Company name on all Conference emails
- One Conference bag item supplied by sponsor
- Reserved table at Thursday's dinner
- Keynote Session Sponsor – 2 available
- Breakfast Sponsor – 2 available
- Wine Down Wednesday Reception – 2 available
- Tuesday Opening Reception – 2 available
- Awards Luncheon Sponsor – 2 available
- Thursday Closing Banquet – 2 available

Exhibitor Opportunities

Member - \$850.00

Non-Member - \$950.00

Booth Includes:

- One (1) Full Conference Registration
- Recognition in Conference Program
- 8'x10' space; 8' back pipe and drape with 3' side pipe and drape (Exhibit Hall is carpeted)
- One 6' draped table and two chairs; waste basket; company sign
- All booths can be provided one standard 5 amp power drop, upon request

Exhibit space is assigned on a first-come, first-served basis, with priority placement given to sponsors. Delay in payment will result in a delay in receiving your booth assignment. All exhibit booth assignments will be given 2 weeks prior to the conference.

Additional Booth Personnel

Additional Booth Personnel fee is \$325 per person and includes entry to all sessions and food functions. Additional Booth Personnel registration is only available until June 1 and companies are limited to a total of three (3) ABP registrations per company.

Exhibit Setup/Breakdown Hours

Setup: Tuesday, June 15, 2021, 12:00PM - 5:00PM

Breakdown: Wednesday, June 16, 2021, 3:15PM - 5:00PM

(Sorry, no early breakdown allowed)

General Information

The following events will be held in the Exhibit Hall:

- Tuesday Welcome Reception
- Wednesday Breakfast
- Wednesday Breaks (2)
- Wednesday Lunch

Exhibit Staffing

For the attendees' benefit, please keep your booth staffed during all events taking place in the Exhibit Hall. Please see the Agenda tab for a full Conference schedule. We encourage all our exhibitors to attend any session while the exhibit hall is closed and to stay and attend the rest of the conference for the week. All sessions and food functions, including the Thursday dinner, are included in the registration fees.

Door Prizes

Exhibitors are encouraged to provide door prizes to be drawn at their booth during Exhibit Hall hours to increase networking opportunities or during the conference to increase exposure to the attendees.

Sponsor/Exhibitor Rules & Regulations

SPONSORSHIPS: Valuable sponsorship opportunities are available with the Florida Association of Special Districts. Maximize your exposure to all Association Members by purchasing one of these attractive sponsorship opportunities.

IMPORTANT DEADLINES & CANCELLATIONS: A 50% refund will be issued for sponsorship cancellations received by or before May 14, 2021. No refunds will be issued for any portion of a registration if cancelled after May 14, 2021.

Booth cancellations will receive a refund, less a handling fee of \$100.00. Booth refunds will not be issued for cancellations received after May 14, 2021.

CONTRACT: The following rules and regulations become binding upon acceptance of the Exhibit Agreement between the applicant and their employees, and the Florida Association of Special Districts.

NOISY & OBNOXIOUS EQUIPMENT: The operation of whistles or any objectionable device will not be allowed. After the show opens, noisy and/or unsightly work will not be permitted.

SECURITY & LIABILITY: The hotel will provide basic security services from June 16 & 17, 2021. The exhibitor agrees to hold the Florida Association of Special Districts (FASD) and the Rosen Plaza Hotel (the hotel) harmless and to indemnify FASD and the hotel against claims or liability arising out of the actions, fault or negligence of the exhibitor, its agents or employees, prior to, during and after the exposition. FASD and the hotel shall not be responsible for any loss, damage or injury that may happen to the exhibitor or the exhibitor's agents, patrons, guests, employees or property from any cause whatsoever (unless occasioned by the sole willful or gross negligence of FASD or the hotel) prior to, during or subsequent to the exposition period. The exhibitor hereby expressly releases FASD and the hotel from, and agrees to indemnify them against any and all claims for such loss, damage or injury.

PUBLIC POLICY: All companies or individuals exhibiting at the annual conference are participating at the exclusive discretion of FASD and must abide by all local codes, rules, regulations and ordinances, including fire regulations, and must abide by the directions and instructions presented by official FASD and hotel personnel. The exhibitor understands that any violations of these policies may result in the immediate closing and removal of the exhibitor's booth.

DAMAGE TO PROPERTY: The exhibitor, its agents, guests or patrons shall not injure, maim or in any manner deface the hotel premises or equipment therein, and shall not cause or permit anything to be done whereby the hotel or its equipment shall be in any manner injured, marred, unduly soiled, defaced, lost, stolen or otherwise removed from the building, and will not drive, or permit to be driven, nails, hooks, tacks or screws into any part of the hotel, and will not make nor allow to be made, any alterations of any kind therein. Should any of the hotel's equipment used by the exhibitor in the conduct or operation of the exposition be damaged, lost or stolen, the exhibitor will promptly pay for the equipment by cash or certified check. The exhibitor understands that no music of any type is allowed during exhibit hall hours, including music in video, slide or other presentations/features.

SIGNS & POSTERS: The exhibitor agrees that it will not post or exhibit signs, advertisements, posters or cards of any description inside, in front of or on any part of the convention center and/or hotel without written consent.

ELIGIBLE EXHIBITS & RESTRICTIONS: FASD reserves the right to accept or reject, without reason, any exhibit agreement received. FASD also reserves the right of exhibit space reassignment. FASD reserves the right to limit access to the exhibit floor to anyone during times the show is not officially open. Exhibitors shall reflect their company's highest standards of professionalism while maintaining their booths during show hours. No exhibitor shall assign, sublet or share booth space without the permission of FASD. No firm or organization is permitted to engage in direct sales activities outside the exhibit area.

Sponsor/Exhibitor Registration Form



Register Online at www.FASD.com

Step 1. Enter your company and personal information

Company/Organization: _____

(Please print exactly as name should appear in program and on signage.)

Registrant Full Name (Person Attending Conference): _____

Preferred First Name (if different): _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail Address: _____ Website: _____

Please list any special needs or dietary requirements: _____

Step 2. Enter your sponsorship or exhibit booth selection

☐ SPONSORSHIP TYPE: _____ PRICE: \$ _____ Thursday Dinner Y/N

☐ EXHIBIT BOOTH ONLY: _____ PRICE: _____ Thursday Dinner Y/N

☐ ADDITIONAL EXHIBITOR: _____ PRICE: \$325 per person

Thursday Dinner

Extra Person Name: _____ Email: _____ Y/N

Extra Person Name: _____ Email: _____ Y/N

Extra Person Name: _____ Email: _____ Y/N

Extra Person Name: _____ Email: _____ Y/N

☐ GOLF \$75/person Golfers 1. _____ 2. _____ 3. _____ 4. _____

(If you select this, we will contact you for payment once golf registration opens)

☐ FASD Foundation Donation Amount: _____

Step 3. Send your company logo

Please email a high resolution version of your company logo immediately to fcrawford@cmc-associates.com for inclusion on the conference website and conference program. File format must be TIFF, GIF, PNG or JPEG. Email your advertisement for the conference program in PDF format to fcrawford@cmc-associates.com or contact Fred Crawford for advertisement questions and specifications.

Step 4. Read, sign and enter payment method

Acknowledgement: I have read and understand all rules and regulations regarding the 2021 FASD Annual Conference. I agree to comply with all terms of this agreement.

Authorized Signature: _____ Date: _____

☐ Check

Please make checks payable to FASD:

FASD

2713 Blairstone Lane

Tallahassee, FL 32301

☐ Credit Card

If paying by credit card, please call FASD at 855-469-3273 to provide credit card information over the phone. Accepted cards are Visa, MasterCard or American Express.

****DO NOT mail, email or fax you credit card information.**

Registration Reimbursement Program

Instructions



1. Read the information below.
2. Select Registration Reimbursement Applicant as your registration type during registration. Please note that this does not register you for the 2021 FASD Annual Conference. This is only an application for the Registration Reimbursement Applicant and we will notify you if you have been awarded the cost of registration. If you are notified that you will not be awarded, we will give you a code to access the early bird price if it is after the cut-off as we know it may take time to notify all applicants.

Reimbursement Details & Requirements

The Special District Accountability Program within the Florida Department of Economic Opportunity (the "Program") is committed to helping special district staff and Board members attend the FASD Annual Conference. The goal is to encourage nonmember and smaller special districts to send a representative to the conference. The "Registration Reimbursement Program" allows for up to two representatives (Board member and/or non-Board member), from a limited number of qualifying special districts to attend the conference without being required to pay a conference registration fee. Funding does not include any other expenses, such as travel, hotel, meals, and per diem costs. Instead, the Program will reimburse FASD for conference registration fees for special district staff and Board members. The district must meet the criteria established by the Reimbursement Program in order to send any individuals. Districts seeking reimbursement must meet the following criteria:

1. All requests for reimbursement must be postmarked by April 23, 2021 or received via email or fax by May 3, 2021.
2. An individual from a special district that received a reimbursement in 2019 will not be eligible for a reimbursement in 2021.
3. The district must be in compliance with the Fiscal Year 2018-2019 Annual Financial Report requirement with the Florida Department of Financial Services and if applicable, the 2018-2019 Annual Financial Audit Report requirement with the Florida Auditor General, and the Fiscal Year 2020-2021 state fee and update requirements with the Special District Accountability Program.
4. The district with the lowest Annual total revenues reported to the Florida Department of Financial Services on the district's FY 2018-2019 Annual Financial Report. Go to <https://apps.fldfs.com/LocalGov/Reports/>, select "2019" and "Total Revenues, Expenditures, and Debt," then "Get Report."
5. The district that has not sent a representative to the conference in the past will be given preference.

If you have any questions about the Special District Accountability Program, special district reporting requirements, or noncompliance issues, please visit <http://www.FloridaJobs.org/SpecialDistricts> or contact Jack Gaskins at 850-717-8430 or Jack.Gaskins@DEO.MyFlorida.com.

Attendee Registration



Register Online at www.FASD.com

Step 1. Enter your company and personal information

Registrant Full Name: _____ Preferred First Name (if different): _____

Title: _____ Company/Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ E-mail Address: _____

Please list any special needs or dietary requirements: _____

CDO: Yes No CDM: Yes No

Step 2. Make your registration selection(s)

FULL CONFERENCE	before May 5	after May 5
<input type="checkbox"/> Member Rate	\$425	\$450
<input type="checkbox"/> 2nd Member Rate	\$400	\$425
<input type="checkbox"/> 3rd Member Rate	\$375	\$400
<input type="checkbox"/> Non-Member Rate	\$550	\$575

DAILY OPTIONS

<input type="checkbox"/> Monday Pre-Conference Training Only	\$175
<input type="checkbox"/> Tuesday Pre-Conference Training Only	\$200
<input type="checkbox"/> Wednesday Only (Includes Sessions & Reception)	\$225
<input type="checkbox"/> Thursday Only (Includes Sessions & Dinner)	\$250

ADDITIONAL ITEMS

<input type="checkbox"/> Full Conference Optional Monday	\$25
<input type="checkbox"/> Full Conference Optional Tuesday	\$25
<input type="checkbox"/> Guest/Spouse*	\$100
<input type="checkbox"/> Golf Tournament*	\$75.00 Quantity: _____
<input type="checkbox"/> Foundation Donation Amount:	_____

* These items require additional information. See Step 3.

Step 3. Provide additional information, if applicable.

*Guest/Spouse Name: _____ *Golfer Name(s): _____

Step 4. Payment Options

☐ Check

Please make checks payable:

FASD

2713 Blairstone Lane | Tallahassee, FL 32301

☐ Credit Card

If paying by credit card, please call FASD at 855-469-3273 to provide credit card information over the phone. Accepted cards are Visa, MasterCard or American Express.

****DO NOT mail, email or fax you credit card information.**

Email or Fax your completed form(s) to: EMAIL: khughes@cmc-associates.com FAX: (850) 224-7704

Lease Agreement



Customer: KEY LARGO VOLUNTEER FIRE-RESCUE DEPARTMENT

BillTo: KEY LARGO FIRE
RESCUE & EMS DIST
1 EAST DR
KEY LARGO, FL 33037-3028

Install: KEY LARGO FIRE
RESCUE & EMS DIST
1 EAST DRIVE
KEY LARGO, FL 33037-3028

State or Local Government Negotiated Contract : 072778900

Solution

Item	Product Description	Agreement Information	Trade Information	Requested Install Date
1. C8145H (XEROX C8145H)	<ul style="list-style-type: none">- 1 Line Fax- McAfee Integrity Kit- Office Finisher- Convenience Stapler- Wireless Kit- Customer Ed- Analyst Services	Lease Term: 36 months Purchase Option: FMV	- Xerox WC7545P S/N XKP558800 Trade-In as of Payment 99	4/15/2021

Monthly Pricing

Item	Lease Minimum Payment	Meter	Print Charges		Maintenance Plan Features
			Volume Band	Per Print Rate	
1. C8145H	\$293.10	1: Black and White Impressions 2: Color Impressions	1 - 3,000 3,001+ 1 - 2,000 2,001+	Included \$0.0050 Included \$0.0450	- Consumable Supplies Included for all prints - Pricing Fixed for Term
Total	\$293.10	Minimum Payments (Excluding Applicable Taxes)			

Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 2 pages including this face page.		Thank You for your business! This Agreement is proudly presented by Xerox and	
Signer: PRINT NAME>	Phone: (305)451-2700	Bert Budde (305)296-6201	
Signature: _____	Date: _____	For information on your Xerox Account, go to www.xerox.com/AccountManagement	

Terms and Conditions

INTRODUCTION:

1. NEGOTIATED CONTRACT. The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

GOVERNMENT TERMS:

2. REPRESENTATIONS & WARRANTIES. This provision is applicable to governmental entities only. You represent and warrant, as of the date of this Agreement, that: (1) you are a State or a fully constituted political subdivision or agency of the State in which you are located and are authorized to enter into, and carry out, your obligations under this Agreement and any other documents required to be delivered in connection with this Agreement (collectively, the "Documents"); (2) the Documents have been duly authorized, executed and delivered by you in accordance with all applicable laws, rules, ordinances and regulations (including all applicable laws governing open meetings, public bidding and appropriations required in connection with this Agreement and the acquisition of the Equipment) and are valid, legal, binding agreements, enforceable in accordance with their terms; (3) the person(s) signing the Documents have the authority to do so, are acting with the full authorization of your governing body and hold the offices indicated below their signatures, each of which are genuine; (4) the Equipment is essential to the immediate performance of a governmental or proprietary function by you within the scope of your authority and will be used during the Term only by you and only to perform such function; (5) your payment obligations under this Agreement constitute a current expense and not a debt under applicable state law and no provision of this Agreement constitutes a pledge of your tax or general revenues, and any provision that is so construed by a court of competent jurisdiction is void from the inception of this Agreement; and (6) all payments due and to become due under this Agreement are payable from sources other than ad valorem taxes. Your payment is due within 45 days of the invoice date.

3. FUNDING. This provision is applicable to governmental entities only. You intend to remit and reasonably believe that moneys in an amount sufficient to remit all payments due and to become due during the Term can and will lawfully be appropriated and made available to permit your continued utilization of the Products and the performance of its essential function during the Term. The person in charge of preparing your budget will include in each of your fiscal budgets a request for the payments due and to become due under this Agreement in such fiscal period. You acknowledge that appropriation of moneys for payment required under this Agreement is a governmental function that you cannot contractually commit to in advance, and this Agreement does not constitute: (1) a multiple fiscal year direct or indirect debt or financial obligation; (2) an obligation payable in any fiscal year beyond the fiscal year for which funds are lawfully appropriated; or (3) an obligation creating a pledge of or a lien on your tax or general revenues. If your governing board does not approve an appropriation of funds at any time during the Term for payments due and to become due for a fiscal year during the Term, you will have the right terminate this Agreement on the last day of the fiscal period for which sufficient appropriations were received without penalty or

expense to you, except as to the portion of payments required hereunder for which funds have been appropriated and budgeted. If you elect to terminate this Agreement, you will return the Equipment, at your expense, to a location designated by Xerox and, when returned, the Equipment will be in good condition and free of all liens and encumbrances. You will then be released from any further payment obligations beyond those payments due for the current fiscal year (with Xerox retaining all sums paid to date). At least 30 days prior to the end of your fiscal year, your chief executive officer (or legal counsel) will certify in writing that (a) despite reasonable efforts to obtain sufficient appropriations, funds have not been appropriated for the ensuing fiscal period, and (b) you have exhausted all funds legally available for the payment of amounts due and to become due under this Agreement. To the extent permitted by applicable law, you will not use this non-appropriation provision as a substitute for convenience termination.

PRICING PLAN/OFFERING SELECTED:

4. FIXED PRICING. If "Pricing Fixed for Term" is identified in Maintenance Plan Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

GENERAL TERMS & CONDITIONS:

5. REMOTE SERVICES. Certain models of Equipment are supported and serviced using product information that is automatically collected by Xerox or transmitted to or from Xerox by the Equipment connected to your network ("Remote Product Info") via electronic transmission to a secure off-site location ("Remote Transmission"). Remote Transmission also enables Xerox to transmit Releases of Software to you and to remotely diagnose and modify Equipment to repair and correct malfunctions. Examples of Remote Product Info include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code information. Remote Product Info may be used by Xerox for billing, report generation, supplies replenishment, support services, recommending additional products and services, and product improvement/development purposes. Remote Product Info will be transmitted to and from you in a secure manner mutually agreeable to the parties. Remote Transmission will not allow Xerox to read, view or download the content of any of your documents or other information residing on or passing through the Equipment or your information management systems. You grant the right to Xerox, without charge, to conduct Remote Transmission for the purposes described above. Upon Xerox's request, you will (a) provide contact information for Equipment such as name and address of your contact and IP and physical addresses/locations of Equipment and (b) ensure that any Maintenance Release or Update released by Xerox to provide security patches, releases and/or certificates for the Remote Transmission and/or Software is promptly enabled by Customer upon notification by Xerox or by the Equipment or when otherwise made available on xerox.com. You will enable Remote Transmission via a method mutually agreeable to both parties, and you will provide reasonable assistance to allow Xerox to provide Remote Transmission. Unless Xerox deems Equipment incapable of Remote Transmission, you will ensure that Remote Transmission is maintained at all times Maintenance Services are being performed.

Xerox® AltaLink® Color Multifunction Printers



C8130/C8135/C8145/C8155/C8170



AltaLink® C8100 Series Color Multifunction Printers are built on Xerox® ConnectKey® Technology. For more information, go to www.ConnectKey.com.

System Specification	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Speed					
Color / Black-and-White	Up to 30 / 30 ppm	Up to 35 / 35 ppm	Up to 45 / 45 ppm	Up to 55 / 55 ppm	Up to 70 / 70 ppm
Monthly Duty Cycle¹	Up to 90,000 pages	Up to 110,000 pages	Up to 200,000 pages	Up to 300,000 pages	Up to 300,000 pages
Hard Drive / Processor / Memory	Minimum 128 GB SSD / Optional: 500 GB HDD / Intel® Atom™ Quad Core 1.91 GHz / 4 GB system memory (8 GB system memory AltaLink C8170)				
Connectivity	Ethernet 10/100/1000 Base-T, High-speed USB 2.0 direct print, Wi-Fi/Wi-Fi Direct with optional Xerox® Dual Band Wireless Kit, NFC, Bluetooth (iBeacon)				
Controller Features	Unified Address Book, Remote Control Panel, Configuration Cloning, Fleet Orchestrator, Configuration Watchdog				
Optional Controller	Xerox® EX-c C8100 Print Server Powered by Fiery®				
Copy and Print					
Copy and Print Resolution	Copy: Up to 600 x 600 dpi; Print: Up to 1200 x 2400 dpi				
First-Print-Out Time (as fast as)	5.7 seconds color/4.2 seconds black-and-white		4.9 seconds color/3.8 seconds black-and-white	4.5 seconds color/3.2 seconds black-and-white	3.8 seconds color/3.0 seconds black-and-white
First-Copy-Out Time (as fast as) (from platen/ warmed up state)	6.1 seconds color/4.5 seconds black-and-white		5.5 seconds color/4.4 seconds black-and-white	4.7 seconds color/3.7 seconds black-and-white	4.0 seconds color/3.2 seconds black-and-white
Page Description Language	Adobe® PostScript® 3™, Adobe® PDF, PCL® 5c / PCL® 6				
Print Features	Print from USB, Print from Cloud Repositories (Dropbox, One Drive and Google Drive), Encrypted Secure Print, Xerox® Earth Smart Driver Settings, Job Identification, Booklet Layout, Store and Recall Driver Settings, Bi-directional Real-time Status, Scaling, Job Monitoring, Application Defaults, Two-sided Printing (as default), Hold All Jobs, Long Sheet (Banner) Printing, Print Around, Print on Alternate Paper				
Mobile and Cloud Ready					
Mobile Connectivity	Near-Field Communication (NFC); Optional: Wi-Fi Direct, Wi-Fi (802.11 b/g/n/ac), AirPrint (iOS) including iBeacon (Bluetooth)				
Mobile Printing	AirPrint®, Mopria®, Xerox® Print Service (Android), Google Cloud Print, Xerox® @PrintByXerox App; Optional: Xerox® Workplace Mobile App (iOS/Android), AirPrint (iOS) including iBeacon (Bluetooth)				
Mobile Scanning	AirPrint; Optional: Xerox® Workplace Mobile App (iOS/Android)				
Mobile Apps and Xerox® App Gallery	Automate everyday processes with apps that translate, redact, eSign, personalize print, convert, route, collaborate and communicate. Visit xerox.com/WorkplaceApps to find apps by industry or workflow. Software and services: Xerox® DocuShare® (xerox.com/ecm), XMPie® (xerox.com/XMPie), Xerox® Workplace Solutions (xerox.com/WorkplaceSolutions)				
Xerox® Workplace Suite and Xerox® Workplace Cloud	Optional: Xerox® Workplace Suite is a modular set of workflows designed to save customers time and money by providing effective control over their print fleet, while enabling worker productivity and mobility through a set of robust workflows. Xerox enables ultimate customer flexibility by offering these capabilities in both an on-premises server version (Workplace Suite) and with a cloud based-version (Workplace Cloud) of this solution.				

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Scan	
Standard Features	Destinations: Scan to USB / Email / Network (FTP/SMB), Scan to Cloud Repositories (Dropbox, One Drive and Google Drive) ² , HTTP, HTTPS, SFTP destinations; File Formats: PDF, PDF/A, XPS, JPEG, TIFF; Convenience Features: Scan Preview, Scan to Home, Searchable PDF, Single/Multi-Page PDF / XPS / TIFF, Password Protected PDF, Unified Address Book, Optical Character Recognition (OCR), Scan to Folder, 1-Touch Apps, TWAIN Support
Optional Features	Xerox® Scanning App for DocuShare®, other solutions available through various Xerox Business Innovation Partners at xerox.com/Software-Solutions
Fax	
Standard Features	Internet Fax, Fax Build Job, Network Server Fax Enablement, Fax Build Job
Optional Features	Walk-up Fax (one-line and two-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email or SMB Share
Security	
Standard Features	802.1x, IPsec, HTTPS, SFTP and Encrypted Email, McAfee® Embedded Control Whitelisting, Firmware Verification, McAfee® ePolicy Orchestrator®, McAfee Enterprise Security Manager ² , LogRhythm SIEM ² , Splunk SIEM ² , Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, TLS 1.1/1.2, Security Certificates utilizing ECDSA, Automatic Self-signed Certificate, Cisco® Identity Services Engine (ISE) integration, automated threat response through McAfee® DXL/Cisco® pxGrid integration, Local Authentication (Internal Database), FIPS 140-2 User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Control, User Permissions, Configuration Watchdog, TPM, Trusted Boot Encrypted Storage Drive (AES 256-bit, FIPS 140-2), Job Level Encryption via HTTPS and Drivers, Signed Email Under evaluation for Common Criteria Certification (ISO 15408), Encrypted Secure Print
Optional Features	McAfee® Integrity Control, Smart Card Enablement Kit (CAC/PIV/.NET) ³ , Xerox® Integrated RFID Card Reader, Encrypt Hard Disk (AES 256-bit, FIPS 140-2) with Image Overwrite, Xerox® Workplace Cloud/Suite Print Management and Content Security; learn more at xerox.com/WorkplaceSolutions
Print Management	
Standard Features	Xerox® Standard Accounting (Copy, Print, Scan, Fax, Email), Network Accounting Enablement
Optional Features	Xerox® Workplace Cloud/Suite, other network accounting solutions available through various Xerox Business Innovation Partners. Xerox® Virtual Print Management Service; learn more at xerox.com/PrintManagement

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Features and Accessories

Single-Pass Duplex Automatic Document Feeder (DADF)

saves time by simultaneously scanning both sides of two-sided documents up to 270 impressions per minute (ipm).



PAPER INPUT⁴

Two 520-sheet Adjustable Trays (common with all configurations). Tray 1 handles media sizes up to 11.7 x 17 in. / A3 and Tray 2 handles media sizes up to 12 x 18 in. / SRA3.



Envelope Kit (optional — replaces Tray 1) provides feeding of up to 60 envelopes.



High Capacity Tandem Tray Configuration holds a total paper capacity of up to 3,140 sheets.

Four Tray Module Configuration (available for C8130/C8135) holds a total of up to 2,180 sheets.

Bypass Tray handles up to 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 52 in. / 89 x 98 mm to 320 x 1,320 mm.



High-Capacity

Feeder (optional) holds 3,000 sheets of letter/A4 paper, increasing the maximum paper capacity to 6,140 sheets.



LONG SHEET PRINTING

Long Sheet Feed Kit (optional) provides the ability to print up to 12.6 x 52 in. / 320 x 1,320 mm media.



USER INTERFACE



Intuitive Tablet-Like 10.1-inch Color Touchscreen is customizable and lets you perform tasks in just a few taps. Try it out at xerox.com/AltaLink8100UI.

INNOVATIVE TECHNOLOGIES



Xerox® Integrated RFID Card Reader (optional) adds card-based authentication with support for over 90 access cards.



Near Field Communication (NFC) Tap-to-Pair allows users to tap their mobile device to the AltaLink C8100 Series user panel and quickly connect with the MFP.



Smart Proximity Sensor detects when users are nearby. It conserves energy during inactive periods and automatically activates the device when a user approaches.

PAPER OUTPUT / FINISHERS⁴



Office Finisher (optional) provides advanced finishing functions, optional crease/score and saddle-stitch booklet, making it capable of 60-page booklets (2 to 15 sheets).



Business Ready (BR) Finisher (optional) gives you advanced finishing functions at a great value.



C-Fold/Z-Fold Unit (optional) adds C-fold, Z-fold and Z-half-fold to the BR Finisher or BR Booklet Maker Finisher.



BR Booklet Maker Finisher (optional) create 64-page saddle-stitched booklets (2 to 16 sheets).



Dual Offset Catch Tray (available when no finishers are installed; Single Offset Catch Tray with finishers).



Integrated Office Finisher (optional with C8130/C8135/C8145/C8155) provides 500-sheet stacking and 50-sheet, 2-position stapling.



Convenience Stapler (optional) staples up to 10 sheets of 20 lb. / 75 gsm media.

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Device Specification						
Control Panel Languages		US English, International English, International French, Italian, German, International Spanish, Dutch, Brazilian Portuguese, Swedish, Norwegian, Danish, Finnish, Turkish, Greek, Russian, Czech, Polish, Hungarian, Romanian, Catalan, Arabic				
Accessories						
Optional		High Capacity Feeder 3000 A4/Letter Envelope Tray (Replaces Tray 1) Horizontal Transport Kit BR (Business Ready) Finisher (requires Horizontal Transport Kit) BR Booklet Maker Finisher (requires Horizontal Transport Kit) C-fold / Z-fold Unit for BR Finisher or BR Booklet Maker Finisher Convenience Stapler (includes Work Surface ⁵) Integrated Office Finisher (Available AltaLink C8130, C8135, C8145, C8155) Office Finisher Booklet Maker for Office Finisher Hole Punch (2/3, 2/4, Swedish) Office Finisher Smart Card Enablement Kit ³ Xerox® EX-c C8100 Print Server Powered by Fiery Walk Up Fax (One- or Two-line options, includes LAN Fax) Wi-Fi/Wi-Fi Direct with Dual Band Wireless Kit Bluetooth Kit McAfee® Integrity Control Enablement Kit USB Keyboard / Shelf Kit Xerox® Integrated RFID Card Reader Kit Unicode Font kit Foreign Device Interface (Also known as Auxiliary Access Device) Interface for third-party access control devices, such as coin machines and card readers Long Sheet Feed kit (banner printing) 500GB HDD				
Electrical Requirements		AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
North America		Voltage: 110-127 VAC +/- 10 % Frequency: 50/60 Hz +/- 3 %, 15 A				Voltage: 110-127 VAC +/- 10 % Frequency: 50/60 Hz +/- 3 %, 20 A
Europe		Voltage: 220-240 VAC +/- 10 % Frequency: 50/60 Hz +/- 3 %, 10 A				Voltage: 220-240 VAC +/- 10 % Frequency: 50/60 Hz +/- 3 %, 10 A

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Device Specification (continued)					
Power Consumption	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Running (Average)	115V: 576 watts 230V: 586 watts	115V: 600.3 watts 230V: 595.8 watts	115V: 717 watts 230V: 674 watts	115V: 806 watts 230V: 760 watts	115V: 929 watts 230V: 908 watts
Standby Mode	115V: 67 watts 230V: 71 watts	115V: 64 watts 230V: 70 watts	115V: 71 watts 230V: 71 watts	115V: 72 watts 230V: 70.3 watts	115V: 91.1 watts 230V: 79 watts
Auto Off/Sleep Mode	115V: 0.69 watts 230V: 0.71 watts (Default time to sleep mode = 0 minutes)	115V: 0.69 watts 230V: 0.72 watts (Default time to sleep mode = 0 minutes)	115V: 0.67 watts 230V: 0.71 watts (Default time to sleep mode = 0 minutes)	115V: 0.67 watts 230V: 0.71 watts (Default time to sleep mode = 0 minutes)	115V: 0.68 watts 230V: 0.75 watts (Default time to sleep mode = 0 minutes)
Warm-up (from Off)	As fast as 85 seconds				
Recovery from Sleep	As fast as 4.5 seconds				
Operating Environment					
Required Temperature Range	50 to 82° F / 10 to 28° C				
Required Relative Humidity	15 % to 85 %				
Sound Power Levels	Operating: 63.7 / 64.2 dB(A) Standby: 4.0 / 4.0 dB(A)		Operating: 65.2 / 67.3 dB(A) Standby: 4.3 / 4.3 dB(A)		Operating: 70.4 dB(A) Standby: 4.3 dB(A)
Dimensions and Weight					
Base Configuration	Width: 24.4 in. / 620 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 316 lb. / 143.1 kg				Width: 24.4 in. / 620 mm Depth: 31.2 in. / 793 mm Height: 46 in. / 1,169 mm Weight: 352.1 lb. / 159.7 kg
With Integrated Office Finisher (C8130, C8135, C8145, C8155)	Width: 32.2 in. / 819 mm Depth: 28.5 in. / 723 mm Height: 44.55 in. / 1,130 mm Weight: 340 lb. / 154.2 kg				N/A
With Office Finisher (with Booklet Maker)	Width: 47.5 in. / 1,207 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 402.3 lb. / 182.5 kg				Width: 47.5 in. / 1,207 mm Depth: 31.2 in. / 793 mm Height: 46 in. / 1,169 mm Weight: 439 lb. / 199 kg
Base Configuration with Business Ready (BR) Finisher	Width: 55 in. / 1,395 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 412.3 lb / 187 kg				Width: 55 in. / 1,395 mm Depth: 31.2 in. / 723 mm Height: 46 in. / 1,169 mm Weight: 448.4 lb. / 203.4 kg
Base Configuration with BR Booklet Maker Finisher	Width: 59 in. / 1,496.3 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 449.7 lb. / 204 kg				Width: 59 in. / 1,496.3 mm Depth: 31.2 in. / 723 mm Height: 46 in. / 1,169 mm Weight: 486.3 lb. / 220.6 kg
Base Configuration with BR Booklet Maker Finisher and C-fold / Z-fold Unit	Width: 64.3 in. / 1,632 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 560.6 lb. / 254.3 kg				Width: 64.3 in. / 1,632 mm Depth: 31.2 in. / 723 mm Height: 46 in. / 1,169 mm Weight: 597.2 lb. / 270.9 kg
Base Configuration with BR Booklet Maker Finisher, C-fold / Z-fold Unit and High Capacity Feeder	Width: 93 in. / 2,361 mm Depth: 28.5 in. / 723 mm Height: 44.5 in. / 1,130 mm Weight: 628.8 lb. / 285.2 kg				Width: 93 in. / 2,361 mm Depth: 31.2 in. / 723 mm Height: 46 in. / 1,169 mm Weight: 665.8 lb. / 302 kg
System Certification / Regulatory Compliance					
Certifications	To view the latest list of certifications, go to xerox.com/OfficeCertifications				

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Paper Handling	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Single-pass Duplex Automatic Document Feeder (DADF)					
Capacity ⁴	130 sheets				250 sheets
Speed (Up to)	82 ppm black-and-white and color (simplex) 141 ipm black-and-white and color (duplex)				135 ppm black-and-white and color (simplex) 270 ipm black-and-white and color (duplex)
Paper Sizes Sensed	3.4 x 4.9 in. to 11.7 x 17 in. / 85 x 125 mm to 297 x 432 mm				
Weights	16 lb. to 32 lb. bond / 60 to 128 gsm				
Bypass Tray (Standard)					
Capacity ⁴	100 sheets				
Sizes	Custom Sizes: 3.5 x 3.9 in. to 12.6 x 52 in. / 89 x 98 mm to 320 x 1320 mm (SEF); Optional: Long Sheet Feed Kit (Banner Printing)				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Media Types	Bond Card Stock Card Stock Reloaded Custom Envelopes Glossy Card Stock Glossy Card Stock Reloaded Heavyweight Card Stock Heavyweight Card Stock Reloaded Heavyweight Glossy Card Stock Heavyweight Glossy Card Stock Reloaded Hole punched Labels Letterhead Lightweight Lightweight Cardstock Lightweight Card Stock Reloaded Lightweight Glossy Card Stock Lightweight Glossy Card Stock Reloaded Plain Plain-Reloaded Preprinted Recycled Transparencies				
Trays 1 and 2 (Standard)					
Capacity ⁴	520 sheets each				
Sizes	Tray 1: Custom Sizes: 5.5 x 7.2 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm (SEF) Tray 2: Custom Sizes: 5.5 x 7.2 in. to 12 x 18 in. / 140 x 182 mm to SRA3 (SEF)				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Media Types	Bond Card Stock Card Stock Reloaded Custom Envelopes Glossy Card Stock Glossy Card Stock Reloaded Heavyweight Card Stock Heavyweight Card Stock Reloaded Heavyweight Glossy Card Stock Heavyweight Glossy Card Stock Reloaded Hole punched Labels Letterhead Lightweight Lightweight Cardstock Lightweight Card Stock Reloaded Lightweight Glossy Card Stock Lightweight Glossy Card Stock Reloaded Plain Plain-Reloaded Preprinted Recycled Transparencies				

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Paper Handling (continued)	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Four Tray Module (Trays 3 and 4) (Available on C8130/C8135)					
Capacity ⁴	Tray 3: 520 sheets Tray 4: 520 sheets				
Sizes	Trays 3 and 4: 5.5 x 7.2 in. to 12 x 18 in. / 140 x 182 mm to SRA3 mm (SEF)				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Media Types	Bond Card Stock Card Stock Reloaded Custom Envelopes Glossy Card Stock Glossy Card Stock Reloaded Heavyweight Card Stock Heavyweight Card Stock Reloaded Heavyweight Glossy Card Stock Heavyweight Glossy Card Stock Reloaded Hole punched Labels Letterhead Lightweight Lightweight Cardstock Lightweight Card Stock Reloaded Lightweight Glossy Card Stock Lightweight Glossy Card Stock Reloaded Plain Plain-Reloaded Preprinted Recycled Transparencies				
High Capacity Tandem Tray (Available with all models)					
Capacity ⁴	Tray 3: 867 sheets Tray 4: 1,133 sheets				
Sizes	8.5 x 11 in. / A4, JIS B5, Executive (7.25 x 10.5 in) LEF				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Media Types	Bond Card Stock Custom Glossy Card Stock Hole Punched Labels Letterhead Lightweight Cardstock Lightweight Glossy Card Stock Plain Preprinted				
Envelope Tray (Optional - Replaces Tray 1)					
Capacity ⁴	Up to 60 envelopes				
Sizes	#10 Commercial (9.25 x 4.125 in.) / Monarch, DL, C5 Custom Sizes: 3.9 x 5.8 in. to 6.4 x 9.5 in. / 98 x 148 mm to 162 x 241 mm				
Weights	20 lb. to 24 lb. bond / 75 to 90 gsm				
High Capacity Feeder (HCF) (Optional with all models)					
Capacity ⁴	3,000 sheets				
Sizes	Standard Sizes: 8.5 x 11 in. or 7.25 x 10.5 in. / A4 or B5 LEF				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Total Capacity					
Device Total Capacity ⁴	Four Tray Module: 2,180 sheets Four Tray Module with High Capacity Feeder: 5,180 sheets High Capacity Tandem Tray Module: 3,140 sheets High Capacity Tandem Tray Module with High Capacity Feeder: 6,140 sheets				

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Finishing	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Output Trays (Standard) (Dual Offset Catch Trays not available with Integrated Office Finisher and limited to one with Office Finisher and BR Finishers)					
Stacking Tray Capacity ⁴	Dual Offset Catch Tray: Up to 250 sheets each Left Side Face up Tray: Up to 100 sheets				
Integrated Office Finisher (Optional with AltaLink C8130/C8135/C8145/C8155)					
Stacking Tray Capacity ⁴	500 sheets of 20 lb. bond / 80 gsm – 8.5 x 11 in. / A4 or 250 sheets of 20 lb. bond / 80 gsm – 11 x 17 in. / A3				
Sizes	3.5 x 3.9 in. to 11.7 x 17 in. / 89 x 98 mm to 297 x 432 mm				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Stapling	Single / Dual Position Auto-Stapling: 50 sheets maximum: Letter / A4 / B5 size sheets (less than 90 gsm or (2) 220 gsm covers) 30 sheets maximum: Legal / Tabloid / A3 / B4 size sheets (less than 90 gsm or (2) 220 gsm covers)				
Office Finisher (Optional)					
Stacking Tray Capacity ⁴	2,000 sheets unstapled or 1,000 sheets single stapled or 750 sheets dual stapled (8.5 x 11 in. / A4)				
Stacking Tray Sizes	8.3 x 7.2 in. to 11.7 x 17 in. / 210 x 182 mm to 297 x 432 mm				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Multiposition Stapling	50 sheets maximum: Letter / A4 / B5 size sheets (less than 90 gsm or (2) 220 gsm covers) 30 sheets maximum: Legal / Tabloid / A3 / B4 size sheets (less than 90 gsm or (2) 220 gsm covers)				
Hole Punch (Optional)	North America: 2/3-hole punch Europe: 2/4-hole punch Optional: 4-hole “Swedish” punch				
Booklet Maker for Office Finisher (Score/Crease, Saddle-stitch Staple) (Optional)					
Top Tray Capacity ⁴	40 booklets (2-15 sheets per booklet – 20 lb. / 80 gsm or less)				
Sizes	Letter – 8.5 x 11 in. / A4 SEF Legal – 8.5 x 14 in. / B4 SEF Tabloid – 11 x 17 in. / A3 SEF				
Saddle-Stitch Stapling	2-15 sheets / 8-60 page booklet 16 lb. bond to 67 lb. bond / 60 to 256 gsm				
Score / Crease	1-15 sheets / unstapled 18 lb. bond to 28 lb. bond / 60 to 105 gsm				
Business Ready (BR) Finisher (Optional) (Requires Horizontal Transport Kit)					
Capacity ⁴	Offsetting Top Tray: 500 sheets Stacking Stapling Tray: 3,000 sheets unstapled or 100 sets (dual or 4-position stapling) 11 x 17 in., 8.5 x 14 in. / A3 or 200 sets (single-position staple) 8.5 x 11 in. / A4				
Sizes	3.9 x 5.8 in to 12.6 x 19.2 in / 100 x 148 mm x 320 x 488 mm for top tray 7.25 x 10.5 in. to 12.6 x 19 in. / 182 x 203 mm to 320 x 488 mm for stacking 7.25 x 10.5 in. to 11 x 17 in. / B5 to A3 for stapling				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Stapling	Single and multiposition stapling Auto stapling (50 sheets maximum) – 24 lb. / 90 gsm Letter, Legal, Tabloid, A3, A4, B4 and B5 sizes supported				
Hole Punch	North America: 2/3-hole punch Europe: 2/4-hole punch Optional: 4-hole “Swedish” punch				
BR Booklet Maker Finisher (Optional) (Requires Horizontal Transport Kit)					
Capacity ⁴	Offsetting Top Tray: 500 sheets of 8.5 x 11 in. / A4 unstapled Stacking Stapling Tray: 1,500 sheets of 8.5 x 11 in. / 11 x 17 in. / A4 / A3 unstapled or 200 stapled sets of 8.5 x 11 in. / A4 (single-position stapling or dual or 4-position stapling) or 100 stapled sets of 11 x 17 in. / A3				
Sizes	3.9 x 5.8 in to 12.6 x 19.2 in / 100 x 148 mm x 320 x 488 mm for top tray 7.25 x 10.5 in. to 12.6 x 19 in. / 182 x 203 mm to 320 x 488 mm for stacking 7.25 x 10.5 in. to 11 x 17 in. / B5 to A3 for stapling				
Weights	16 lb. bond to 110 lb. cover / 52 to 300 gsm				
Stapling	Single and multiposition stapling Auto stapling (50 sheets maximum) – 24 lb. / 90 gsm Letter, Legal, Tabloid, A3, A4, B4 and B5 sizes supported				
Hole Punch	North America: 2/3-hole punch Europe: 2/4-hole punch Optional: 4-hole “Swedish” punch				
Booklet Maker	Saddle-stitch 2 to 16 sheets (7 sheets at 106 to 176 gsm coated or 5 sheets at 177 to 220 gsm coated) Bi-fold up to 5 sheets Letter, Legal, Tabloid, A3, A4 supported				

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Finishing (continued)	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
C-fold / Z-fold Unit (Optional with BR Finisher and BR Booklet Maker Finisher)					
Types	C-fold, Z-fold and Z-half-fold				
Capacity ⁶	40 sheets				
Sizes	C-fold and Z-fold: Letter – 8.5 x 11 in. / A4 SEF only Z-half-fold: Tabloid – 11 x 17 in. / A3 only				
Weights	16 lb. to 24 lb. bond / 64 to 90 gsm				
Output Trays	Envelope Tray: C-fold, Z-fold and Tri-fold Stacker Tray or Top Tray: Z-half-fold				
Convenience Stapler (Optional - Includes Work Surface ⁵)					
Capacity ⁶	50-sheet stapling 5,000 staples Requires separate power outlet				
Copy	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
First-Copy-Out Time (from platen/warmed up Color / Black-and-White)	As fast as 6.1 seconds / As fast as 4.5 seconds		As fast as 5.5 seconds / As fast as 4.4 seconds	As fast as 4.7 seconds / As fast as 3.7 seconds	As fast as 4.0 seconds / As fast as 3.2 seconds
Sides (input:output)	1-1, 1-2, 2-2, 2-1				
Quantity	1 to 9,999				
Resolution (max)	Up to 600 x 600 dpi				
Reduction / Enlargement	Variable zoom from 25 % to 400 % in 1 % increments				
Concurrency	Program-ahead to allow job to be queued while initial job is processed (Copy, Print, Fax and Scan)				
Copy Features	Annotation and Bates™ stamping (with color capability and font size adjustment) Authentication for Services (i.e., Color Copy) Auto Paper Select Auto Reduction & Enlargement (To fit selected paper size) Auto Tray Switching Automatic 2-sided / Duplex Booklet Creation Build Job (Enables page-level programming and also lets you proof each section or delete last section as the job is built) Collation Covers (Front only, front and back, back only, printed inside and out: Blank or Printed) Dividers (blank) Edge Erase Features Help (Intuitive text and graphic descriptions) ID Card Copy Image Quality Adjustments Image Shift (with Auto Center option) Invert Image (negative or mirror image) Large Job Interrupt Multi-up (up to 15 columns by 15 rows) Sample Set Save Job Settings Single Color Stapling Transparencies				
Xerox® Copier Assistant®	Xerox® Copier Assistant® Software provides a PC-based alternative to the user interface touchscreen. Used in conjunction with a customer-supplied PC attached via the USB port, this software supports text-to-speech, screen magnification and easy PC keyboard access to basic and advanced copy features. Section 508-compliant. For more information or to download Xerox® Copier Assistant for free, visit xerox.com				

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Print	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Resolution (up to)	1200 x 2400 dpi				
Print Features	Application Defaults Banner Sheet Enable / Disable Custom Color Options (Color By Words) Bi-directional Real-time Status Cover Selection Delay Print (specific time) User Permissions Image Options (Toner Saver, Resolution (Standard, Enhanced, High) Job Identification (Print ID or Banner, Print ID in margins on first page only or all pages) LAN Fax (requires optional Fax Kit) Layout / Watermark N-up (up to 16 pages per sheet) Booklet Layout Long Sheet / Banner Finishing Fit to New Paper Size Hold All Jobs Paper Selection by Attribute Sample Set Saved Job (color jobs can be printed as monochrome) Secure Print with Timed Deletion Special Pages (exception page programming: covers, inserts, exception pages) Store and Recall Driver Settings Sustainability Features (Xerox® Earth Smart Settings, Duplex, N-up, Turn-off Banner and Print ID, Smart Sample Set, Hold All Jobs) Two-sided Printing (as default) Print From Cloud Repositories (Dropbox, One Drive and Google Drive)				
Print from USB	Allows walk-up printing from Type A USB port on front panel Supports direct printing from computer via Type B USB port Supported file formats: PDF, JPEG, TIFF, PS, XPS, PCL Color jobs can be printed as black-and-white				
Operating Systems	Windows Server 2008 SP2 (32- and 64-bit) Windows Server 2008 R2 (64-bit) Windows Server 2012 and R2 (64-bit) Windows Server 2016 (64-bit) Windows Server 2019 (64-bit) Windows 7 (32- and 64-bit) Windows 8 (32- and 64-bit) Windows 8.1 (32- and 64-bit) Windows 10 (32- and 64-bit) Mac OS 10.13, 10.14, 10.15 Fedora® Core Ubuntu®				
Network Protocols	TCP/IP: HTTP/HTTPS, Internet Printing Protocol, LPR/LPD, Raw Socket Printing/Port 9100, IPv4/IPv6, WSD Microsoft Windows Networking over IP Bonjour® / AirPrint® IPv6 Most protocols not in use can be disabled				
Font Capability	PCL: 93 scalable fonts, line printer and bitmap font (including Cyrillic font support) PostScript 3: 173 Type 1 fonts, 2 Multiple Master fonts				
Xerox® Global Print Driver®	A truly universal print driver that lets IT administrators install, upgrade and manage Xerox® and non-Xerox devices from a single driver. It provides a consistent, easy-to-use interface for end-users, reducing the number of support calls and simplifying print services management.				
Xerox® Pull Print Driver	Makes it easy for IT managers to qualify, deploy and manage all print devices using a single driver in a Pull Print environment. Uses a single queue and single driver. The Xerox® Pull Print Driver extends convenience across a broad range of printing assets. IT administrators no longer need to manage and configure multiple drivers. Used in conjunction with Equitrac Office®, Ysoft® SafeQ®, Pharos® and others.				
Unified Address Book for Fax, Internet Fax, Email and Scan to...					
Features	Services supported: Fax, Internet Fax, Email, Scan to Maximum contacts: 5,000 Contacts: Supports 1 or more destinations Favorites for quick access of all services supported				

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Scan	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Concurrency	Scan while the system is printing, copying, or while it is transferring scan to network or fax jobs (priority is for return of scanned originals and printing concurrent jobs)				
Input Speed (up to)	82 ppm black-and-white and color (simplex) 141 ipm black-and-white and color (duplex)				135 ppm black-and-white and color (simplex) 270 ipm black-and-white and color (duplex)
Resolution	72 x 72 dpi to 600 x 600 dpi				
Bit Depth	1-bit (black-and-white), 8-bit (grayscale), 24-bit (color)				
Maximum Scan Area	11 x 17 in. / A3				
Scan Template Management	Support 250 scan templates Create Xerox® CentreWare® IS scan templates and share via device cloning to other multifunction printers’ confirmation sheet options				
Network Protocols	SFTP, FTP, SMB, HTTP, HTTPS				
File Compression	Color TIFF (TIFF 6.0 or TTN2 with JPEG, LZW) Black-and-white TIFF (G3MH, G4 MMR compression – single or multiple pages) Searchable PDF/OCR and PDF/A-1b (MRC, JPEG, G3 MH, G4 MMR, JBIG 2 Huffman, JBIG Arithmetic Compression, Deflate (for black-and-white and within MRC)) Linearized PDF / PDF/A				
Document Management Fields (Metadata)	Features only available in Network Scan to File Templates: <ul style="list-style-type: none">• 1 to 6 user programmable metadata fields per network scan to file templates and unlimited fields within the template – Metadata field consists of field name, default value and other configurations• Customized fields viewed on user interface for variable data input				
Scan Features	Mixed Size Originals Scan Build Job Scan Preview Compression Quality/File Size Control Original Type (Photo and Text, Photo, Text, Map, Newspaper / Magazine) Auto Background and Shadow Suppression Size for Size (for mixed size originals) TWAIN Support / WIA 2.0 Support Bound Originals Edge Erase Reduction/Enlargement Single Touch Scan buttons (up to 10)				
Scan to Email (Standard)					
Scan Features	<ul style="list-style-type: none">• Email signatures (6 lines each of 128 character max), email message body (user configurable), email Embedded Web Server confirmation sheet options• Scan to Email S/MIME Encryption• Email signing (requires Smart Card option)• Auto send to self				
Directory Access	Address list via LDAP (Windows Active Directory, Exchange, Notes, Domino), Device Address Book				
Scan To (Standard)					
Features	Scan to USB Scan to Network Folder (using Secure FTP/HTTP/HTTPS) Scan to Home Scan to Network (using Secure FTP/HTTP/HTTPS) Scan to Email Scan to PC/Server Client (SMB or FTP) Scan to Mailbox Scan to Cloud Repositories (Dropbox, One Drive and Google Drive) ²				
Workflow Scanning (Optional)					
Scanning Software	Autostore v7 ecopy ShareScan v5.2 eCopy ScanStation v5.2				
Scanning Apps and Xerox App Gallery	Scan to/from: Dropbox™, Google Drive™, Microsoft® OneDrive®, Microsoft Office 365™, Box®, Xerox® Workplace Mobile App (iOS/Android) See the full list of apps available in the Xerox App Gallery: xerox.com/AppGallery				

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Security	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Features	<ul style="list-style-type: none"> • Expanded Authentication <ul style="list-style-type: none"> - Network authentication to access device and/or device services via Kerberos (UNIX / Windows Server 2008), SMB (Windows Server 2008, Windows server 2012), NDS, LDAP authentication - Local Authentication (internal database) - Smart Card authentication – 144k CAC / PIV Card Support (2048 bit certificate key) / .NET - Secure Data - Digitally signed PDF (when using Smart Card authentication) - Encrypted and authentication to SMTP server for Scan to Email - Encrypted / Password Protected PDF (when using Email and Network Scan Templates only) - Secure Print (up to 10 digit PIN or Network Authentication) - Immediate Image Overwrite / Securely delete jobs using approved algorithms - On Demand Image Overwrite (Scheduled, Manual), includes sanitation of unused area of disk - FIPS 140-2 256 bit Hard Disk Encryption, TLS, IPPS, HTTPS, SFTP, SNMPv3 • Expanded Authorization <ul style="list-style-type: none"> - SA access based on network credentials - Authorization per user per service - User Permissions required to access Print and Print Features (e.g., color access, or time restrictions) reflects in the print driver - Secure Network Access • Configuration Watchdog (Monitor and remediate 29 security settings): <ul style="list-style-type: none"> - Front USB Port 2 - Rear USB Port 1 - Rear USB Port 2 - Password Reset Access Control - 802.1x - Email Alerts - Group 1, 2 and 3 addresses, enablement, Recipient Group Preferences - Hold all jobs - Reprint Saved Jobs - Scan to Mailbox enablement - Fax Passcode length - System timeout - Show/Hide Login Name - PostScript® Passwords - Remote Services Setup Supplies / Consumables: Enablement - Remote Services Setup Supplies / Consumables: Software Download - Remote Services Setup Supplies / Consumables: Feature Activation - Remote Services Setup Supplies / Consumables: Update Device Settings - Remote Services Setup Supplies / Consumables: Daily Synchronization Time - Remote Services Setup Supplies / Consumables: Automatically Send Diagnostic Information - FIPS 140-2 Encryption - Firmware Updates (Firmware Upgrade) Enable/Disable - Scheduled Upgrade - SNMP V1/V2 Protocols: Enable/ Disable Services - Scan services on multifunction printers - Remote Start (TWAIN) Scan services on multifunction printers - Scan Workflow Management - PII - Conceal Job Names - PII - Show Concealed Job Names in Network Accounting Reports - PII - Show Concealed Job Names in Audit Logs • IP Filter, IPsec, IPv6, TLS v1.0, v1.2, SNMPv3, HTTPs, 802.1X, SFTP • McAfee® Embedded Control (whitelisting), McAfee® Integrity Control (optional) • Port disablement including USB ports • Audit Log • Hide Print Job Names • Cisco® Identity Services Engine (ISE) compatible • Security Information and Event Management (SIEM) support for McAfee Enterprise Security Manager, LogRhythm and Splunk² • Full System Common Criteria certified by NIAP under HD Protection Profile for Hardcopy Devices v1.0 (HCD-PP v1.0)⁷ 				
Xerox® Integrated RFID Card Reader (Optional kit)	Integrated support for most industry security cards providing additional security; with embedded multifunction printer card readers in the multifunction printer panel.				

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Fax	AltaLink® C8130	AltaLink® C8135	AltaLink® C8145	AltaLink® C8155	AltaLink® C8170
Network Server Fax Features					
Compatibility	ITU (CCITT) group 3; Various Xerox Business Innovation Partner Solutions				
Maximum Scan Area	11 x 17 in. / A3				
Fax Send Features	One- or Two-sided Scanning (up to 11 x 17 in. / A3) Add to Send List (200 numbers maximum) Build Job, Favorites, Delay Send (specific time) Original Type (photo, text or photo and text)				
Fax Print Features	One- or Two-sided Printing, Staple, Secure Print				
Transmission Resolution	Superfine: 400 x 200 dpi (Scan at 600 x 600 dpi) Fine: 200 x 200 dpi Standard: 200 x 100 dpi				
Internet Fax Features					
Compatibility	Direct print-ready document transmission to remote Internet Fax machines or email clients (SMTP) Reception and automatic printout of documents sent via email from remote Internet Fax machines or email clients				
Directory Access	Utilizes the Unified Address Book				
Send / Receive	Send: Multi-page TIFF, PDF, PDF/A Receive: TIFF, MTIFF, PDF, PDF/A, PS, text, PCL, PRN, JPEG				
Resolution	72 x 72 dpi to 600 x 600 dpi Bit Depth: 1-bit (black-and-white)				
Network Protocols	SMTP (send), POP3 (receive)				
Compliance	ITU-T T.37 compliant				
Walk-up Fax Features (Optional; Customer-Installable – 1 and 2 lines)					
Compatibility	ITU (CCITT) Group 3				
Speed / Modems	One or Two V.34 modems: 33,600 bps. Less than 4 seconds per page transmission time				
Compression / Speed	MH/G3, MR/G3, MMR/SG3, JBIG/SG3				
Resolution	Walkup Send: Standard: 200 x 100 dpi Fine: 200 x 200 dpi Superfine: 600 x 600 dpi Receive: Accepts all sizes				
Fax Send Features	LAN Fax (fax from print driver) Auto Fax Transmission Reduction Page-by-page Job Status at the Machine Delay Start, Build Job, Favorites Automatic Memory Resend Automatic Cover Sheets PSTN Fax Batch Send (up to memory capacity) Device Address Book (up to 5,000 contacts)				
Fax Receive Features	One- or Two-sided Printing Stapled or Unstapled Receive Print Mode – Manual (size, margin, stock, header) / Auto Output Tray Selection Up to 200 Password Protected Mailboxes Secure Receive Receive Timestamp Auto Answer Delay				
Fax Forward	Forward to Email or SMB Location Fax Forward on Receive Only				
Fax Reports	Activity, Dial Directory, Group Directory, Transmission Confirmation, Pending Fax, Options Report, On Demand Overwrite Report, Mailbox Report, Broadcast Report				
Directory Access	Utilizes the Unified Address Book Group fax available				
Auto Redial	Up to 14 attempts (per country requirements) 1 to 25 minute intervals				
Auto Resend	Up to 5 attempts				

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Device Management	
Administrative Protocols	DHCP, BOOTP, SNMP, SLP® v2, HTTP, HTTPS, DHCP Autonet, TLS, NTP, DNS, SMB, SMTP/POP3, WSD, LDAP, Multicast DNS
Management Support	SNMP Version 1, SNMP Version 2c and SNMP Version 3 trap over TCP/IP and IP MIB access (IETF-MIBII RFC 1213) Host Resources MIB RFC 2790, Printer MIB RFC 3805, PWG-Imaging-System- Power MIB, Configuration Orchestrator, Configuration Watchdog
Xerox® CentreWare® Web	A Web-based server application for network administrators that permits Web browser-based device management from any workstation, whether running Windows, UNIX or any other operating system: <ul style="list-style-type: none"> • Works with any SNMP-managed printer from any manufacturer. • Provides help with device discovery and installation, health checks and troubleshooting, and device upgrades, as well as basic accounting and asset management. • Requires Windows 7 and Internet Explorer 6.0 and higher. • Auto-detect Xerox® CentreWare® Web server and download configurations files for touchless remote install
Xerox® Device Manager	Xerox® Device Manager collects and manages the data that drives fact-based decisions for your enterprise device management environment. It is a single tool to install print queues and configure, manage, monitor and report on both networked and locally connected devices – regardless of vendor – across your enterprise. Xerox® Device Manager provides: <ul style="list-style-type: none"> • Device monitoring and troubleshooting • Extensive reporting and discovery of new devices • Usage collection, chargeback and billing capabilities • Auto-detect Xerox® Device Manager server and download configurations files for touchless remote install
Fleet Orchestrator	Fleet Orchestrator feature offers the ability to create a group of devices that share information with each other via a secure peer-to-peer connection. The following data can be shared: Software update files, clone files, and 1-Touch App files.
Novell NDPS/NEPS	Server gateway application: centralized management tool.
Xerox® Device Types for SAP Environment	Xerox, together with SAP through our Gold-level membership in the SAP Printer Vendor Program, provides seamless connectivity between SAP systems and your Xerox® printers and multifunction printers. As an SAP customer you benefit from having SAP-certified Xerox® device types available right from SAP's online delivery model. SAP-certified device types for Xerox® printers and multifunction printers are available to download. office.xerox.com/Software-Solutions
Xerox® Device Types for SAP R/3 Intelligent Barcode Utility (optional)	Provides built-in process intelligence that allows the printing of barcodes on any appropriately configured PostScript printer in specific versions of SAP environment and within Latin-1 (ISO8859-1) SAP system code pages only. Used in conjunction with Xerox® PostScript Device Types for SAP environment and Xerox® Font Center Barcode Fonts. Information available at office.xerox.com/Software-Solutions
Xerox® Barcode Pro PS (optional)	Enables intelligent PostScript printing on Xerox® multifunction printers by storing Xerox® software, as well as the barcode fonts on the printer hard disk. Enables the printing of barcodes from any application (SAP client or mainframe) that supports PostScript printing. Information available at office.xerox.com/Software-Solutions
Xerox® Embedded Web Server – Integrated Device Web Pages Provided by the Device	
Device Status	Web server embedded in Network Controller: <ul style="list-style-type: none"> • Tray status/contents • Consumables status • Alerts • Remote Control Panel
Job Submission	Print-ready files: PS, PCL, TIFF, PDF, JPG, TXT, PRN Output feature selection (2-sided, output color, collate, orientation, staple, hole punch, folding, output destination) Delivery options (Immediate, sample set, delay and secure, Save job or reprint)
Device Administration	Allows simple, remote installation setting of configuration options and management of the device, Fleet Orchestrator
Browsers	Internet Explorer 10.x, 11.x Safari 10.x, 11.x Mozilla Firefox 45.x through 53.x Opera 25.x through 53.x Chrome 48.x through 72.x
Support	Install print / scan drivers and online support available via support.xerox.com
Languages Supported	International English, International French, Italian, German, International Spanish, Dutch, Brazilian Portuguese, Swedish, Norwegian, Danish, Finnish, Russian, Simplified Chinese, Korean, Japanese, Arabic
Remote Services	
Xerox® Automatic Meter Readings (AMR)	Automates the process of collecting and submitting meter reads for tracking and billing of Xerox® device usage. Eliminates the need for time-consuming end-user involvement and ensures that meter reads are submitted to Xerox on time.
Xerox® Automatic Supplies Replenishment (ASR)	Automatically orders supplies for Xerox® output devices based on actual usage, eliminating the need to manually manage supplies inventory.
Accounting	
Xerox® Standard Accounting (Standard)	
Tracking	Copy, Print, Fax, Scan and Email usage
Accounting	Up to 2,497 User Accounts (User ID) Up to 500 General Accounts (Client) Up to 498 Group accounts (Department)
Features	<ul style="list-style-type: none"> • Administrator can manage the feature via the Web User Interface or device control panel in tools. • Administrator has the ability to import or export user accounts, Group Accounts, General Accounts and User limits via an industry standard CSV file.
Accounting Options – Network Accounting (Allows central server to manage all accounting)	
	<ul style="list-style-type: none"> • Enhanced network accounting with up-to-the-minute data on how the system is being used • Comprehensive management and enterprise scale tracking and reporting of device usage of copy, print, scan and server fax • Numerous solutions are available through Xerox Alliance Partners. For details visit www.xerox.com • Security enhancements with the addition of HTTPS protocol support • Device requests account authentication from third party server enabling larger databases of users and accounts • Accept Authentication Login at control panel and pass to third party Networking Account • Interface with third party accounting terminal for accounting user interface

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Xerox® EX-c C8100 Print Server Powered by Fiery® (Optional)	
Processor	AMD® GX-424CC processor, 2.4 GHz, Quad-Core, 2M cache
Memory (ESS)	2 GB
System Disk	500 GB HDD
Page Description Language	PostScript v 3020
Features	Fiery Command WorkStation for Mac and Windows clients (customer provided) Fiery drivers for Mac and Windows Job Preview Job Presets Image Enhance Spool-RIP-Print simultaneously Automatic two-sided printing N-up Watermarks Calibration PANTONE® Color Enabled Expert Color Settings: Profile, Rendering and Simulation Fiery FreeForm Create to create personalized files for free Booklet Maker – booklet wizard to create booklets Standard support for long sheet banners Print from USB flash drive Secure Erase Encryption of critical information Secure Printing User authentication Access controls PostScript security Port blocking IP filtering Digitally signed software updates Fiery API Integrates with common cost accounting software, Xerox Standard Accounting, Xerox App Gallery apps, and more
Connectivity	10Base-T/100Base-TX/1000Base-T Ethernet
Optional	Fiery Options Bundle (Fiery Spot-On, Auto Trapping, Hot Folders, Virtual Printers), Fiery Hot Folders/Virtual Printers, Fiery Spot-On, Fiery Color Profiler Suite w/EFI ES-2000 Spectrophotometer, Network Switch to connect both printer and Fiery Server to network

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170 Color Multifunction Printer

Supplies	Description	Yield
Toner Cartridge⁶	Black Cyan Magenta Yellow	59,000 pages 28,000 pages 28,000 pages 28,000 pages
Transfer Belt Cleaner	1 Assembly	160,000 pages
Second Bias Transfer Roll	1 Assembly	200,000 pages
Staple Cartridges	For BR Finisher, Integrated Office Finisher, Office Finisher and Convenience Stapler (1 cartridge per carton)	5,000 each cartridge
	For BR Booklet Maker (1 cartridge per carton)	5,000 each cartridge
	For Office Finisher Booklet Maker (8 cartridges per carton)	2,000 each cartridge
Staple Refills	For Integrated Office Finisher, Office Finisher, BR Finisher and Convenience Stapler (3 refills per carton)	5,000 each refill
Fan Filter	1 Assembly (AltaLink C8170)	500,000 pages
Xerox® Smart Kit⁸		
Drum Cartridge⁸	1 Cartridge per Color	180,000 pages
Waste Toner Container w/o Suction Filter⁹	1 Cartridge (AltaLink C8130/35/45/55)	69,000 pages
Waste Toner Container with Suction Filter⁹	1 Cartridge (AltaLink C8170)	69,000 pages

¹ Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

² Available post-launch via software update.

³ Not available in all geographies.

⁴ Paper capacities are based on 20 lb. / 75 gsm stock; capacities will vary with different weight stocks.

⁵ Sold separately in some geographies.

⁶ Average standard pages. Declared in accordance with ISO/IEC 19798. Toner yield can vary due to many factors, including but not limited to, image area coverage, image content, media size, media orientation, run mode, application types, monthly print volumes and image quality set-points.

⁷ Under evaluation; certification expected in Q4 2020.

⁸ Average drum yield is based on a run length of 5 pages of 8.5 x 11 in. / A4 LEF pages, with split of 35 % color / 65 % black-and-white pages.

⁹ Waste Toner Container yield will vary depending on type of image, area coverage % and Job run length.

Return spent imaging supplies through the Xerox Green World Alliance collection/reuse/recycling program. For more information, visit www.xerox.com/About-Xerox/Recycling.

For more information, visit us at www.xerox.com/Office.

C8130/C8135/C8145/C8155/C8170

Xerox® AltaLink® Color Multifunction Printer

The Ideal Digital Workplace Assistant for Demanding Teams



ConnectKey®
Technology

xerox™

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170

Color Multifunction Printer

Want work done right? AltaLink will help you do a lot more than just print. You can automate document workflows and connect to the systems that run your business – seamlessly. Protected by comprehensive security features, they are true Workplace Assistants that will free up time for you to do more of what really matters.

A PRODUCTIVE WORK EXPERIENCE FOR ALL

Feel right at home instantly with AltaLink.

The intuitive and personalized tablet-like interface balances simplicity and efficiency, and reduces steps to complete tasks with a single tap.

Native mobility features, like Wi-Fi Direct (optional), make it easy for workers to print from their mobile devices and access the advanced AltaLink capabilities such as Xerox® @PrintByXerox App, Google Cloud Print™, Xerox® Print Service Plug-in for Android™ or AirPrint®.

AltaLink devices bridge the physical and digital worlds with apps and advanced scanning capabilities that allow you to digitize, route and process information in a snap. Automate tedious tasks to save time and reduce errors.

Translate documents to 50+ languages with the Xerox® Translate and Print App. Convert hard copy to audio for easy listening on the go with the Xerox® Audio Documents App. And get your handwritten note off the page and into the digital world with the Xerox® Note Converter App.

RIGHT FIT FOR EVERY NEED

Big jobs, small jobs and everything in between — AltaLink can be customized to do it all. Your choice of finishing options and accessories means you can configure your device for any type of document.

The speed of business has never moved so fast, but the AltaLink makes it easy to keep up.

Stay in the fast lane with access to the Xerox® App Gallery. It's your gateway to an ever-growing collection of apps designed to

simplify time-consuming, repetitive or complex processes as your business evolves.

Simplify IT support as your fleet grows. Fleet Orchestrator allows you to adjust configurations and settings on all your devices at once. Perform interactive training and support your users right from your desktop with the Remote Control Panel.

COMPREHENSIVE SECURITY

Stop threats where they start with the comprehensive protection that's trusted by the most security-minded businesses and governments.

Built-in security, including the AltaLink Trusted Boot that protects the integrity of the device start-up process from malicious actions, McAfee® whitelisting and integrations with McAfee ePO and Cisco ISE that neutralize threats instantly at the device and protect the network. Configuration Watchdog monitors and automatically remediates critical IT-defined security settings.

Native Security Information and Event Management (SIEM) simplifies reporting and management of security events. And integration with Xerox® Printer Security Audit Service, available as part of Xerox® Intelligent Workplace Services, helps maximize printer fleet, document and content security.

COLOR WHERE IT COUNTS

High-resolution output of 1200 x 2400 dpi and best-in-class HD Super Fine EA Toner plus superior color rendering and consistency will give your documents clarity and impact. You can also upgrade your AltaLink C8100 Series with the Xerox® EX-c C8100 Print Server Powered by Fiery®, delivering more options for professional-looking documents.

XEROX® CONNECTKEY® TECHNOLOGY

Intuitive User Experience

Enjoy a tablet-like experience with gesture-based touchscreen controls and easy personalization, plus simple workflows and functions.

Mobile and Cloud Ready

Be more mobile with cloud-hosted services and instant connectivity to cloud and mobile devices right from the user interface.

Comprehensive Security

Prevent unauthorized access, detect threats and protect data and documents with built-in comprehensive security features.

Enables Intelligent Workplace Services

Seamless integration with Xerox Intelligent Workplace Services delivers next-level workplace efficiency, employee productivity and security.

Gateway to New Possibilities

Transform the way you work with the apps in the Xerox App Gallery. Or have one of our partners develop a custom solution for you.

Find out more about how you'll work smarter at www.ConnectKey.com.



Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170

Color Multifunction Printer

Single-Pass Duplex Automatic Document Feeder (DADF)

saves time by simultaneously scanning both sides of two-sided documents up to 270 impressions per minute (ipm).



USER INTERFACE



Intuitive Tablet-Like 10.1-inch Color Touchscreen is customizable and lets you perform tasks in just a few taps. Try it out at xerox.com/AltaLink8100UI.

PAPER INPUT¹

Two 520-sheet Adjustable Trays (common with all configurations). Tray 1 handles media sizes up to 11.7 x 17 in. / A3 and Tray 2 handles media sizes up to 12 x 18 in. / SRA3.



Envelope Kit (optional — replaces Tray 1) provides feeding of up to 60 envelopes.



High Capacity Tandem Tray Configuration holds a total paper capacity of up to 3,140 sheets.

Four Tray Module Configuration (available for C8130/C8135) holds a total of up to 2,180 sheets.

Bypass Tray handles up to 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 52 in. / 89 x 98 mm to 320 x 1,320 mm.



High-Capacity Feeder (optional) holds 3,000 sheets of letter/A4 paper, increasing the maximum paper capacity to 6,140 sheets.



LONG SHEET PRINTING

Long Sheet Feed Kit (optional) provides the ability to print up to 12.6 x 52 in. / 320 x 1,320 mm media.



INNOVATIVE TECHNOLOGIES



Xerox® Integrated RFID Card Reader (optional) adds card-based authentication with support for over 90 access cards.



Near Field Communication (NFC) Tap-to-Pair allows users to tap their mobile device to the AltaLink C8100 Series user panel and quickly connect with the MFP.



Smart Proximity Sensor detects when users are nearby. It conserves energy during inactive periods and automatically activates the device when a user approaches.

PAPER OUTPUT / FINISHERS¹



Office Finisher (optional) provides advanced finishing functions, optional crease/score and saddle-stitch booklet, making it capable of 60-page booklets (2 to 15 sheets).



Business Ready (BR) Finisher (optional) gives you advanced finishing functions at a great value.



C-Fold/Z-Fold Unit (optional) adds C-fold, Z-fold and Z-half-fold to the BR Finisher or BR Booklet Maker Finisher.



BR Booklet Maker Finisher (optional) create 64-page saddle-stitched booklets (2 to 16 sheets).



Dual Offset Catch Tray (available when no finishers are installed; Single Offset Catch Tray with finishers).



Integrated Office Finisher (optional with C8130/C8135/ C8145/C8155) provides 500-sheet stacking and 50-sheet, 2-position stapling.



Convenience Stapler (optional) staples up to 50 sheets of 20 lb. / 75 gsm media.

¹ Paper capacities are based on 20 lb. / 75 gsm stock; capacities will vary with different weight stocks

Xerox® AltaLink® C8130/C8135/C8145/C8155/C8170

Color Multifunction Printer

ConnectKey®
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DEVICE SPECIFICATIONS	ALTALINK® C8130	ALTALINK® C8135	ALTALINK® C8145	ALTALINK® C8155	ALTALINK® C8170
Speed (Color/Black-and-White)	Up to 30/30 ppm	Up to 35/35 ppm	Up to 45/45 ppm	Up to 55/55 ppm	Up to 70/70 ppm
Monthly Duty Cycle ¹	Up to 90,000 pages	Up to 110,000 pages	Up to 200,000 pages	Up to 300,000 pages	Up to 300,000 pages
Hard Drive/Processor/Memory	Minimum 128 GB SSD; Optional: 500GB HDD / INTEL ATOM Quad Core, 1.9GHz/4 GB system memory (8 GB system memory AltaLink C8170)				
Connectivity	10/100/1000Base-T Ethernet, High-Speed USB 2.0 direct print, WiFi/WiFi Direct with optional Xerox® Dual Band Wireless Kit, NFC, Bluetooth (iBeacon)				
Optional Controller	Xerox® EX-c C8100 Print Server Powered by Fiery®				
Copy and Print	Copy Resolution: Up to 600 x 600 dpi; Print Resolution: Up to 1200 x 2400 dpi				
First-Copy-Out Time (as fast as) (from platen/warmed-up state)	6.10 seconds color/4.50 seconds black-and-white		5.50 seconds color/4.40 seconds black-and-white	4.70 seconds color/3.70 seconds black-and-white	4.00 seconds color/3.20 seconds black-and-white
First-Print-Out Time (as fast as)	5.70 seconds color/4.20 seconds black-and-white		4.90 seconds color/3.80 seconds black-and-white	4.50 seconds color/3.20 seconds black-and-white	3.80 seconds color/3.00 seconds black-and-white
Page Description Languages	Adobe® PostScript® 3™, Adobe® PDF, PCL® 5c / PCL® 6				
Paper Input ²	Standard	Single-Pass Duplex Automatic Document Feeder (DADF): Up to 82 ppm simplex / 141 ipm duplex (200 dpi). 130-sheet capacity for AltaLink C8130/C8135/C8145/C8155. Paper sizes: 3.4 x 4.9 in. to 11.7 x 17 in. / 85 x 125 mm to 297 x 432 mm. Up to 135 ppm simplex / 270 ipm duplex (200 dpi). 250-sheet capacity for AltaLink C8170. Paper sizes: 3.4 x 4.9 in. to 11.7 x 17 in. / 85 x 125 mm to 297 x 432 mm. Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 52 in. / 89 x 98 mm to 320 x 1,320 mm (SEF) Tray 1: 520 sheets; Custom sizes: 5.5 x 7.2 in. to 11.7 x 17 in. / 140 x 182 mm to 297 x 432 mm (SEF) Tray 2: 520 sheets; Custom sizes: 5.5 x 7.2 in. to 12 x 18 in. / 140 x 182 mm to SRA3 (SEF)			
	Choose One	Four Tray Module: (Trays 3 and 4 — available with AltaLink C8130/C8135): 1,040 sheets; 520 sheets each; Custom sizes: 5.5 x 7.2 to 12 x 18 in. / 140 x 182 mm to SRA3 (SEF). Total standard paper capacity: 2,180 sheets. High Capacity Tandem Tray Module: 2,000 sheets; Sizes: 8.5 x 11 in. / A4. Total standard paper capacity: 3,140 sheets.			
	Optional	High-Capacity Feeder (HCF): Up to 3,000 sheets; Size 8.5 x 11 in. / A4 long edge feed. Max paper capacity with HCF: 6,140 sheets. Envelope Tray (replaces Tray 1): Up to 60 envelopes with Auto Size detection of some sizes Long Sheet Feed Kit (banner printing): 12.6 x 52 in. / 320 x 1,320 mm			
Paper Output/Finishing ²	Standard	Dual Offset Catch Tray (standard when finishers are not attached): 250 sheets each; Face-up Tray: 100 sheets			
	Optional	Integrated Office Finisher: Available with AltaLink C8130/C8135/C8145/C8155, staple positions: front and rear straight. 500 sheets stacker, 50 sheets stapling, 2-position stapling. Office Finisher: 2,000-sheet stacker, 50 sheets stapled, 2-position stapling, optional hole punch, optional booklet maker (score, saddle stitch 2 to 15 sheets (60 pages)) BR Finisher: 3,000-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching BR Booklet Maker Finisher: 1,500-sheet stacker and 500-sheet top tray, 50-sheet multiposition stapling and 2/3-hole punching plus saddle-stitch booklet making (2 to 16 sheets, 64 pages) and V-folding C-Fold/Z-Fold Unit: Adds Z-folding, Letter Z-folding and Letter C-folding to the BR Finisher and BR Booklet Maker Finisher Convenience Stapler: 50-sheet stapling, includes Work Surface ⁵			

INTUITIVE USER EXPERIENCE

Customize	Customize user interface, show/hide functions, personalize user experience with authentication, create 1-Touch Apps, auto wakeup with Smart Proximity Sensor.
Print Drivers	Job Identification, Bi-directional Status, Job Monitoring, Xerox® Global Print Driver®, Application Defaults, Xerox® Pull Print Driver
Xerox® Embedded Web Server	PC or Mobile — Status Information, Settings, Device Management, Cloning, Fleet Orchestrator, Configuration Watchdog, Remote Control Panel
Print Features	Print from USB, Print from Cloud Repositories (Dropbox, One Drive and Google Drive), Sample Set, Saved Job, Booklet Creation, Store and Recall Driver Settings, Scaling, Job Monitoring, Application Control, Two-sided Printing, Draft Mode, Long Sheet (Banner) Printing
Scan and Fax	Scan Preview, Scan to USB/Email/Network (FTP/SFTP/SMB), Scan To Cloud Repositories (Dropbox, One Drive and Google Drive) ³ , Scan File Formats: PDF, PDF/A, XPS, JPG, TIFF; Convenience Features: Scan to Home, Searchable PDF, Single/Multi-page PDF/XPS/TIFF, Password-protected PDF; Fax Features: Walk-up Fax (one-line or two-line options available, includes LAN Fax, Direct Fax, Fax Forward to Email), Fax dialing, Unified Address Book, Optical Character Recognition (OCR), Server Fax, TWIN driver (scan)

MOBILE AND CLOUD READY

Mobile Connectivity	Near-Field Communication (NFC); Optional: Wi-Fi Direct, Wi-Fi (802.11 b/g/n/ac), AirPrint (iOS) including iBeacon (Bluetooth)
Mobile Printing	AirPrint, Mopria®, Xerox® Print Service (Android), Google Cloud Print, @PrintByXerox; Optional: Xerox® Workplace Mobile App (iOS/Android)
Mobile Scanning	AirPrint; Optional: Xerox® Workplace Mobile App (iOS/Android)
Cloud Ready	Remote services enabled, native "Print From" and "Scan To" cloud repositories (Dropbox, One Drive and Google Drive), direct connection to cloud hosted services via optional apps (accessed via Xerox® App Gallery app or visit xerox.com/AppGallery).

COMPREHENSIVE SECURITY

Network Security	802.1x, IPsec, HTTPS, SFTP and Encrypted Email, McAfee® ePolicy Orchestrator®, McAfee Enterprise Security Manager ³ , LogRhythm SIEM ³ , Splunk SIEM ³ , Network Authentication, SNMPv3, SHA-256 Hash Message Authentication, TLS 1.1/1.2, Security Certificates utilizing ECDSA, Automatic Self-signed Certificate, Cisco® Identity Services Engine (ISE) integration, automated threat response through McAfee DXL/Cisco pxGrid integration, Local Authentication (Internal Database), FIPS 140-2
Device Access	User Access and Internal Firewall, Port/IP/Domain Filtering, Audit Log, Access Controls, User Permissions, Configuration Watchdog, TPM; Optional: Smart Card Enablement Kit (CAC/PIV/NET/SIPNet) ⁴ , Xerox® Integrated RFID Card Reader, NFC standard (authentication via optional Xerox® Workplace Cloud/Suite Print Management and Content Security; learn more at xerox.com/WorkplaceSolutions).
Data Protection	McAfee Embedded Control Whitelisting, Firmware Verification, Trusted Boot, Job Level Encryption via HTTPS and Drivers, Encrypted Storage Drive (AES 256-bit, FIPS 140-2), Encrypted and Signed Email; Optional: Xerox® Workplace Cloud/Suite Content Security, Encrypted Hard Disk (AES 256-bit, FIPS 140-2) with Image Overwrite, McAfee Integrity Control
Document Security	Under evaluation Common Criteria Certification (ISO 15408) full system against the HCP PP, Encrypted Secure Print, FIPS 140-2 Encrypted Data with Print Drivers

ENABLES INTELLIGENT WORKPLACE SERVICES

Print Management	Xerox® Standard Accounting; Optional: Xerox® Workplace Suite/Cloud, Xerox® Virtual Print Management Service, more at xerox.com/PrintManagement
Fleet / Device Management	Xerox® CentreWare® Web, Xerox® Support Assistant, Automated Meter Read, Xerox® Cloud Fleet Management Solution, Fleet Orchestrator, Configuration Cloning, Intelligent Workplace Services Tool Suite
Security	Secure Device Management: Xerox® Printer Security Audit Service (auto-configuration of security settings, monitoring, and auto-remediation), Digital Certificate Management, SIEM Reporting, Interactive Dashboard Reports

GATEWAY TO NEW POSSIBILITIES

Xerox App Gallery	Automate everyday processes with apps that translate, redact, eSign, personalize print, convert, route, collaborate and communicate. Visit xerox.com/WorkplaceApps to find apps by industry or workflow. Software and services: Xerox® DocuShare® (xerox.com/ecm), XMPie® (xerox.com/XMPie), Xerox® Workplace Solutions (xerox.com/WorkplaceSolutions).
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¹ Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

² Paper capacities are based on 20 lb. / 75 gsm stock; capacities will vary with different weight stocks

³ Available post-launch via software update

⁴ Not available in all geographies

⁵ Sold separately in some geographies

Certifications: xerox.com/OfficeCertifications

More information is available at xerox.com/AltaLink.

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KEY LARGO EMS MONTHLY CALL STATISTICS 2021

TYPES OF CALLS	JANUARY	FEBRUARY	MARCH	MARCH
TOTAL CALLS	126	112		
ALS	106	73		
BLS	2	11		
BACK- UP	23	11		
PEDIATRIC	8	6		
TRAUMA ALERTS	0	1		
CARDIAC ARRESTS	1	1		
PUBLIC ASSIST	25	13		
STAND - BY	4	0		
FIRES	3	0		
CANCEL	3	5		
REFUSALS	24	19		
TRANSPORTS	85	64		

APRIL

MAY

JUNE

JULY

AUGUST

SEPTEMBER

OCTOBER

NOVEMBER

DECEMBER

