

MODIFICATION NO. 02
TO
CONTRACT NUMBER VA-191121-RICO
BETWEEN THE
COMMONWEALTH OF VIRGINIA
AND
RICOH USA, INC.

This Modification No. 02 (“**Modification**”) is an agreement between the Virginia Information Technologies Agency (“**VITA**”), pursuant to § 2.2-2012 of the *Code of Virginia* and on behalf of the Commonwealth of Virginia (“**Commonwealth**”), and **Ricoh USA, Inc.** (“**Supplier**”), to modify and amend Contract No. **VA-191121-RICO** (“**Contract**”) in accordance with the terms and conditions of this Modification. This Modification and any attachments thereto is, upon execution by VITA and Supplier (each a “**Party**” and, collectively, the “**Parties**”), incorporated into and made an integral part of the Contract.

Capitalized terms used in this Modification have the meaning ascribed to them in the Contract unless otherwise defined in this Modification.

In consideration of the recitals set forth above, which are hereby restated and agreed to by the Parties, and for valuable consideration, the receipt and sufficiency of which is hereby acknowledged by the Parties, Supplier and VITA agree to amend the Contract as follows:

1. **Extension of Contract Term:** The Contract is hereby extended for an additional ten (10) months beyond its current expiration date, with the new expiration date being November 20, 2024.
2. **Incorporation of New Discounts:** The Contract is amended to incorporate the new discounts provided by the Supplier in the Vendor Template received on or before December 13th of the current year. These new discounts will be reflected in the pricing of the products and services provided under the Contract.
3. **Option for Further Renewal:** Following this extension, the Contract will be eligible for a one-year renewal based on the terms and conditions of the Contract.
4. **Effective Date:** The modifications set forth in this document shall be effective immediately upon execution by both parties.
5. **Continuation of Terms:** Except as modified by this document, all terms and conditions of the Contract remain unchanged and in full force and effect.

The changes set forth in this Modification are effective immediately.

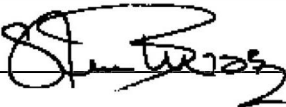
The foregoing is the complete and final expression of the agreement between Supplier and VITA to modify the Contract and cannot be modified, except by writing signed by duly authorized representatives of both parties.

ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAIN UNCHANGED.

PERSONS SIGNING THIS MODIFICATION ARE AUTHORIZED REPRESENTATIVES OF EACH PARTY TO THE CONTRACT AND ACKNOWLEDGE THAT EACH OF THE SUPPLIER AND THE COMMONWEALTH AGREES TO BE BOUND BY THE TERMS AND CONDITIONS OF THE CONTRACT.

RICOH USA, INC.

VITA, on behalf of the
COMMONWEALTH OF VIRGINIA

BY:  _____

BY:  _____

NAME: Steve Bissey _____

NAME: Gregory Scarce _____

TITLE: Sr. Director, Corp. & Public Sector Contract Strategy

TITLE: Strategic Sourcing Specialist _____

DATE: 12/20/23 _____

DATE: 12.20.2023 _____