



STATE OF ARKANSAS  
**Department of Finance  
and Administration**

**OFFICE OF STATE PROCUREMENT**  
1509 West Seventh Street,  
Suite 300  
Little Rock, Arkansas 72203-2940  
Phone: (501) 324-9316  
Fax: (501) 324-9311  
<http://www.state.ar.us/dfa>

**Memorandum**

To: All State Entities  
From: Camber Thompson and Rusty Priest  
Date: November 16, 2010  
Subject: Digital Copier Rental Contract

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The Digital Copier Rental Contract SP-06-0013R, is set to expire on March 31, 2011. A new contract will be in place on or around March 31, 2011. Some State entities have copier rental agreements that are set to expire prior to March 31, 2011. As an option, the Office of State Procurement will allow those entities to continue their current copier rental on a month-to-month basis until the new contract is executed. This will be allowed as long as the combined extended rental periods do not exceed \$5,000.

This option is available only for those State entities that have a copier rental that is set to expire before the new contract is in place.

Should you have any questions or need assistance with the copier contract, please contact:

Camber Thompson  
Phone: 501-683-0084  
Fax: 501-324-9311  
[Camber.Tompson@dfa.arkansas.gov](mailto:Camber.Tompson@dfa.arkansas.gov)

OR

Rusty Priest  
Phone: 501-371-6156  
Fax: 501-324-9311  
[Rusty.Priest@dfa.arkansas.gov](mailto:Rusty.Priest@dfa.arkansas.gov)