

RESOLUTION NO. 2012-44

AUTHORIZING CONTRACT NO. 2012-055 WITH XEROX CORPORATION TO LEASE A COPIER/PRINTER SYSTEM FOR A PERIOD OF FIVE YEARS THROUGH THE STATE OF OHIO COOPERATIVE PURCHASING PROGRAM AT A PRICE NOT TO EXCEED \$216,000.00 (GENERAL FUND, SUPPORT SERVICES DEPARTMENT BUDGET)

WHEREAS, the Greater Cleveland Regional Transit Authority has determined the need to replace the current high-speed Xerox D110 duplicator since that lease is expiring; and

WHEREAS, the offer of Xerox Corporation, with an office located at 9100 South Hills Boulevard, Broadview Heights, OH 44147, to provide this equipment and service through the State of Ohio Cooperative Purchasing Program at a total price of \$216,000.00 for a period of five years was received on April 17, 2012; and

WHEREAS, the State of Ohio Cooperative Purchasing Act provides political subdivisions within the State of Ohio with the opportunity to participate in contracts executed by the State of Ohio Department of Administrative Services, Office of State Purchasing, for obtaining supplies, services, equipment and certain materials; and

WHEREAS, Section 306.43(H)(4) of the Ohio Revised Code permits a Regional Transit Authority to participate in said program; and

WHEREAS, the Board of Trustees authorized utilization of the State of Ohio Cooperative Purchasing Program in Resolution 1990-69; and

WHEREAS, the General Manager/Secretary-Treasurer has deemed it to be in the best interest of the Authority to utilize the State of Ohio Cooperative Purchasing Program for leasing a copier/printing system and maintenance services for a period of five years from Xerox Corporation and recommends acceptance thereof by the Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED by the Board of Trustees of the Greater Cleveland Regional Transit Authority, Cuyahoga County, Ohio:

Section 1. That the offer of Xerox Corporation to provide a lease for a copier/printing system and maintenance services for a period of five years be and the same is hereby accepted as in the best interest of the Authority.

Section 2. That the General Manager/Secretary-Treasurer of the Authority is authorized to enter into a contract with Xerox Corporation to provide a lease for a copier/printing system and maintenance services for a period of five years.

Section 3. That said contract shall be payable out of the General Fund, Support Services Department budget, at a price not to exceed two hundred sixteen thousand & 00/100 dollars (\$216,000.00) for a period of five years.

Section 4. That said contract shall be binding upon and an obligation of the Authority contingent upon appropriation of funds for future years, compliance by the contractor to the Specifications and Addenda, if any; the Affirmative Action Plan adopted by the Board of Trustees in Resolution 2011-034; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 5. That this resolution shall become effective immediately upon its adoption.

Adopted: May 15, 2012

  
\_\_\_\_\_  
President

Attest:   
\_\_\_\_\_  
CEO, General Manager/Secretary-Treasurer



<b>TITLE/DESCRIPTION:</b> <b>CONTRACT: REPLACEMENT LEASE – COPIER/PRINTER SYSTEM</b>  <b>VENDOR: XEROX CORPORATION</b>  <b>AMOUNT: NTE \$216,000 FOR A 5 YEAR LEASE (\$3,600 PER MONTH)</b>	<b>Resolution No.:</b> 2012-44
	<b>Date:</b> May 10, 2012
	<b>Initiator:</b> Support Services Department
<b>ACTION REQUEST:</b> <input checked="" type="checkbox"/> Approval      Review/Comment      Information Only      Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for leasing a copier/printing system for a term of five years to replace a leased duplicator under an expiring contract.
  
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires the replacement of the current Xerox D110 duplicator, which is under an expiring lease. The new lease includes maintenance, warranty and appropriate software and hardware to perform Authority high volume copying and printing work. The replacement system is the Xerox 4112 copier and the Xerox 560 color copier. The Authority has an on-going need to provide high volume printing/copying services for day-to-day operations.
  
- 3.0 **PROCUREMENT BACKGROUND:** The Board of Trustees has authorized the General Manager/Secretary-Treasurer to utilize the State of Ohio Cooperative Purchasing Program by Resolution 1990-69. The Xerox 4112 copier and the Xerox 560 color copier will be leased from Xerox Corporation through the State of Ohio Cooperative Purchasing Program at a price not-to-exceed \$216,000.00 (\$3,600.00 per month). The price established under this state program is a result of a competitive solicitation process and is offered to qualifying government entities. The pricing for this system is available under Xerox Corporation Schedule 800207, Index STS096.  
  
 A cost analysis has been performed and the Procurement Department has determined that the lease agreement of the Xerox Corporation is fair, reasonable, and advantageous for the Authority.
  
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** The Office of Business Development does not conduct Affirmative Action reviews or establish goals on procurements included in the State Cooperative Purchasing Program.
  
- 5.0 **POLICY IMPACT:** Does not apply.

- 6.0 ECONOMIC IMPACT: The contract will be funded through the General Fund, Support Services Department budget, at a price not to exceed two hundred sixteen thousand & 00/100 dollars (\$216,000.00) for the five-year period. This price is 3% below the budgeted amount.
- 7.0 ALTERNATIVES: Reject this offer. Rejection of this proposal will leave the Authority without the ability to provide high volume printing/copying services for day-to-day operations for various Authority departments.
- 8.0 RECOMMENDATION: It is recommended that the offer of Xerox Corporation be accepted and the resolution passed authorizing the General Manager/Secretary-Treasurer to enter into a contract.
- 9.0 ATTACHMENTS: None.

Recommended and certified as appropriate to the availability of funds, legal form and conformance with the Procurement requirements.

  
\_\_\_\_\_  
CEO, General Manager/Secretary-Treasurer