

RESOLUTION NO. 2017-96

AUTHORIZING CONTRACT NO. 2017-096 WITH XEROX CORPORATION TO PROVIDE DIGITAL PRINTING LEASE SERVICES FOR A PERIOD OF FIVE YEARS THROUGH THE STATE OF OHIO, DEPARTMENT OF ADMINISTRATIVE SERVICES, COOPERATIVE PURCHASING PROGRAM FOR A PRICE NOT TO EXCEED \$428,430.00 (GENERAL FUND, SUPPORT SERVICES DEPARTMENT BUDGET)

WHEREAS, the Authority has the need to replace the current copying and printing equipment which is under an expiring lease; 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 services through the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program, at a total price of \$428,430.00 (\$7,140.50 per month) for a period of five years was received; 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, Ohio Revised Code Section 306.43(H)(4) 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 CEO, General Manager/Secretary-Treasurer deems it in the best interest of the Authority to utilize the State of Ohio Cooperative Purchasing Program for obtaining said services 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 from Xerox Corporation to provide Digital Printing Lease Services for a period of five years, be and the same is hereby accepted.

Section 2. That the CEO, General Manager/Secretary-Treasurer of the Authority be and he is hereby authorized to enter into a contract with Xerox Corporation to provide said services.

Section 3. That the said contract is entered into under the authority granted by the Ohio Revised Code Section 306.43(H)(4) and under the terms of the State of Ohio Cooperative Purchasing Program.

Section 4. This contract shall be payable from the General Fund, Support Services Department budget, for a total amount not to exceed \$428,430.00 for a period of five years.

Section 5. That said contract shall be binding upon and an obligation of the Authority contingent upon funding 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 No. 2015-076; bonding and insurance requirements and all applicable laws relating to contractual obligations of the Authority.

Section 6. That this resolution shall become effective immediately upon its adoption.

Adopted: November 21, 2017



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President

Attest:



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CEO, General Manager/Secretary-Treasurer



TITLE/DESCRIPTION: <b>CONTRACT: DIGITAL PRINTING LEASE SERVICES</b>  VENDOR: XEROX CORPORATION  AMOUNT: NOT TO EXCEED \$428,430.00 FOR A PERIOD OF FIVE YEARS	Resolution No.: 2017-96
	Date: November 16, 2017
	Initiator: Support Services
ACTION REQUEST: <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Review/Comment <input type="checkbox"/> Information Only <input type="checkbox"/> Other _____	

- 1.0 **PURPOSE/SCOPE:** This action will allow the Authority to enter into a contract for the lease of a digital copier/printing system for a term of five years from Xerox Corporation through a contract entered into by the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program.
  
- 2.0 **DESCRIPTION/JUSTIFICATION:** The Authority requires the replacement of the current copying and printing equipment which is under an expiring lease. The new lease includes a high quality digital printing press and other duplicating/finishing equipment, maintenance, warranty, and appropriate software and hardware, to perform high volume copying and printing work.
  
- 3.0 **PROCUREMENT BACKGROUND:** Section 306.43(H)(4) of the Ohio Revised Code provides political subdivisions within the State of Ohio the opportunity to participate in contracts negotiated and executed by the State of Ohio, Department of Administrative Services, Cooperative Purchasing Program for the purchase of supplies, services, equipment and certain materials. The Board of Trustees has authorized the CEO, General Manager/Secretary Treasurer to utilize such contracts by Resolution No. 1990-69. The State of Ohio Cooperative Purchasing Program includes a contract with Xerox Corporation for Digital Printing Lease Services under State Term Contract No. 071823212. Said contract will allow the Authority to obtain the needed services for an amount not to exceed \$428,430.00 over a period of five years (at a cost of \$7,140.50 per month). The price established under this state program is a result of a competitive solicitation process and is offered to qualifying government entities.  
  
 A cost analysis was performed by the Procurement Department, and it was determined that the price is fair and reasonable to the Authority.
  
- 4.0 **AFFIRMATIVE ACTION/DBE BACKGROUND:** The Office of Business Development does not conduct Affirmative Action reviews or establish goal on procurements included in the State Cooperative Purchasing program.
  
- 5.0 **POLICY IMPACT:** Does not apply.
  
- 6.0 **ECONOMIC IMPACT:** This contract shall be payable from the General Fund, Support Services Department budget, for a total amount not to exceed \$428,430.00 over the five-year period. This is within the budgeted amount for these services.

- 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 CEO, 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.



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CEO, General Manager/Secretary-Treasurer