



PUBLIC HEARING AGENDA ITEM

DATE OF PUBLIC HEARING: August 6, 2019
SUBJECT: County Wide Managed Print Services
FROM: Raymond H. Gonzales, County Manager Alisha Reis, Deputy County Manager Benjamin Dahlman, Finance Director Jennifer Tierney Hammer, Procurement and Contracts Manager
AGENCY/DEPARTMENT: All County Departments
HEARD AT STUDY SESSION ON: N/A
AUTHORIZATION TO MOVE FORWARD: <input type="checkbox"/> YES <input type="checkbox"/> NO
RECOMMENDED ACTION: That the Board of County Commissioners approves the use of a Cooperative Agreement with Toshiba America Business Solutions, Inc., to provide Managed Print Services.

BACKGROUND:

The National IPA Cooperative formally solicited and awarded Managed Print Services to Toshiba America Business Solutions, Inc. (Toshiba). The use of cooperative agreements is pre-approved in Purchasing's Single Source Policy, Appendix E – Cooperative, Single, and Sole Source Purchases.

The County currently spends an estimated \$553,700.00 annually; however, with the use of the National IPA Cooperative Agreement, the County is estimated to spend approximately \$431,000.00 for a savings of \$122,700.00 annually for managed print services. Toshiba has been a valuable partner in helping the County to save money and maintain our managed print program.

It is recommended that the Board of County Commissioners approves the use of the National IPA Cooperative Agreement with Toshiba America Business Solutions, Inc., to provide managed print services to all County departments and elected offices over the next three years in the estimated annual amount of \$431,000.00.

AGENCIES, DEPARTMENTS OR OTHER OFFICES INVOLVED:

All County Departments

ATTACHED DOCUMENTS:

Resolution

FISCAL IMPACT:

Please check if there is no fiscal impact ☐. If there is fiscal impact, please fully complete the section below.

Fund: various**Cost Center:** various

	Object Account	Subledger	Amount
Current Budgeted Revenue:			
Additional Revenue not included in Current Budget:			
Total Revenues:			

	Object Account	Subledger	Amount
Current Budgeted Operating Expenditure:	7920		\$910,274
Add'l Operating Expenditure not included in Current Budget:			
Current Budgeted Capital Expenditure:			
Add'l Capital Expenditure not included in Current Budget:			
Total Expenditures:			\$910,274

New FTEs requested: ☐ YES ☒ NO

Future Amendment Needed: ☐ YES ☒ NO

Additional Note:

Current Budgeted Operating Expenditure is for object account 7920 County wide. This object account is for equipment rental and is primarily used for managed print services from Toshiba but can also be used for other equipment rental services.