

58089

DATE: July 17, 2017

TO: Board of Acquisition and Contract

FROM: John B. McCaffrey
Chief Information Officer
Department of Information Technology

SUBJECT: Resolution to exempt from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof:

- a.) an amendment to extend the term of an agreement with Xerox Corporation (IT-1245), pursuant to which it was to lease to the County digital monochrome printing equipment and related equipment and software, and was to provide maintenance therefor; and
- b.) an agreement with Xerox Corporation (IT-1486), pursuant to which it will lease to the County digital monochrome printing equipment and related equipment and software, and provide maintenance therefor.

Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures, a.) an amendment to extend the term of an agreement with Xerox Corporation (“Xerox”), pursuant to which it was to lease to the County of Westchester (the “County”) digital monochrome printing equipment and related equipment and software, and was to provide maintenance therefor, for a term commencing on August 3, 2012 and continuing through June 2, 2017, (“IT-1245”) which will extend the term of IT-1245 by up to four (4) months, to the sooner of October 2, 2017 or the removal of said leased equipment, and increasing its not-to-exceed amount by \$46,932.00, to pay for services during the extended term; and b.) an agreement with Xerox, pursuant to which Xerox will lease to the County digital monochrome printing equipment and related equipment and software, and provide maintenance therefor, for a term of five (5) years, commencing on upon installation of said leased equipment.

The Department of Information Technology (“DoIT”) compared Xerox with other vendors that are capable of providing high-volume printing capacity. DoIT found that Xerox’s printing technology provides a unique standard of digital printing in the industry. DoIT found that Xerox’s product quality, level of support, and industry leadership for digital printing is second to none, and that Xerox can provide the County with an end-to-end solution, integrating black and white with color in one complete cohesive document management, finishing, storage and printing solution.

An analogous contract to IT-1245, called IT-1244, was executed at the same time as IT-

1245, and it provided for the County's lease from Xerox of digital color printing equipment and related equipment and software, and Xerox's provision of maintenance therefor. Last year, the County executed IT-1394 with Xerox, and it allowed the County to replace the then-existing equipment, which had been provided under IT-1244, with newer equipment.

IT-1486 will, similarly, allow the County to replace the current monochrome printers which are at "end of life", without incurring any fees or charges for the upgrade. The new monochrome equipment is fully compatible with the color printing equipment acquired through IT-1394 and, therefore, supports enhanced operations. County personnel are already familiar with Xerox printing technologies, so training times will be reduced by continuing to use Xerox printing equipment. In addition, it is expected that IT-1486 will ultimately facilitate a reduction of the County's monthly operating expenses for its monochrome printing equipment.

The new Xerox printing equipment also incorporates specific technological advances that will provide the County with many advantages over the existing printing equipment, including the following:

- Increased Resolution (4800X600 DPI)
- Increase in Images Printed per Minute
- Increase capacity of Feeder Trays
- Better integration with Stacker, G.B.C. fusion punch and Booklet Maker
- FreeFlow core software will allow us options for digital publishing and mobile accessibility.
- New Design allows for less labor intensive maintenance and increased productivity
- 100% Compatibility with latest version of FreeFlow Press.
- Tape Bind - easy load precut cartridges

The related equipment and software are essential to the County's daily printing operations. The lease of those items, which is to be procured as part of IT-1486, is required by Xerox to be bundled in the lease of the digital monochrome printing equipment. Therefore, separately procuring leases for those items would be problematic and—if they could even be procured separately—more costly for the County, as IT-1486 allows the County to take advantage of discounted pricing for those items.

While the County and Xerox work to execute IT-1486 and then prepare for the installation of the new equipment to be leased under that agreement, the County will continue to require use of digital monochrome printing equipment. DoIT believes it would be time- and cost-inefficient for the County to perform such printing in any way other than by continuing to use the old digital monochrome printing equipment, and related equipment and software, that was provided under IT-1245.

Based upon the foregoing, it is proposed that the best interests of the County would be served by exempting the proposed amendment and the proposed agreement from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof. Therefore, a resolution to exempt these procurements is hereby submitted for your consideration.

JBM/SF/bdm/nn

RESOLUTION

Upon a communication from the Chief Information Officer, Department of Information Technology, be it hereby:

RESOLVED, that pursuant to Section 3(a)(xxi) of the Westchester County Procurement Policy and Procedures, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting proposals, is neither cost effective nor expedient, and accordingly, not in the best interests of the County of Westchester (the "County") in connection with the procurement of, a.) an amendment to extend the term of an agreement with Xerox Corporation ("Xerox"), pursuant to which it was to lease to the County digital monochrome printing equipment and related equipment and software, and was to provide maintenance therefor, for a term commencing on August 3, 2012 and continuing through June 2, 2017, ("IT-1245") which will extend the term of IT-1245 by up to four (4) months, to the sooner of October 2, 2017 or the removal of said leased equipment, and increasing its not-to-exceed amount by \$46,932.00, to pay for services during the extended term; and b.) an agreement (IT-1486) with Xerox, pursuant to which Xerox will lease to the County digital monochrome printing equipment and related equipment and software, and provide maintenance therefor, for a term of five (5) years, commencing upon installation of said leased equipment.

APPROVED BOARD OF ACQUISITION & CONTRACT ADMINISTRATION, SECRETARY