

#27403

DATE: June 5, 2012

TO: Board of Acquisition and Contract

FROM: Marguerite Beirne, Chief Information Officer

RE: RESOLUTION TO EXEMPT FROM THE WESTCHESTER COUNTY  
PROCUREMENT POLICY, THE PROCUREMENT OF LEASED BLACK AND  
WHITE PRINTING EQUIPMENT FROM XEROX CORPORATION FOR THE  
COUNTY'S PRINT SHOP (AGREEMENT NO. IT-1245)

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BACKGROUND:

- By a resolution approved on June 19, 2008, the County entered into a five year lease agreement with Xerox Corporation ("Xerox") for digital black and white printing equipment commencing June 30, 2008 and terminating June 29, 2013. The contract (IT-982) was subsequently executed and approved. Selection of Xerox and its products was the result of a careful review of the available solutions by the Department of Information Technology (DoIT) Staff and a determination by your Honorable Board that an agreement with Xerox Corporation would be in the best interest of the County.
- In order to upgrade the current digital black and white printers utilized by the County, a new lease agreement with Xerox Corporation is now proposed.
- Since 2008, technology has greatly improved the capabilities of printing equipment. Xerox has offered to upgrade the remaining printing equipment under a new five year lease. The equipment upgrades will provide numerous benefits, including increased speed capabilities to accommodate tighter print windows. The new Xerox printing technology provides a unique standard of digital press printing in the industry, end to end solution, integrating black and white with color in one complete integrated document management, finishing, storage and printing solution, and includes new color highlight technology. A review by the Department of Information Technology of printing solutions currently available finds that Xerox Corporation offers the most advantageous solution for the County's needs compared to those of other vendors capable of providing high volume printing capacity. Utilizing new Xerox equipment will provide higher printing speed capabilities and extended duty cycles and will also reduce training times as County personnel are familiar with the Xerox technology.
- In order to improve the efficiency of the Print Shop, the Department of Information Technology would like to terminate the current lease (IT-982) effective June 29, 2012 and commence the new five (5) year lease agreement (IT-1245) June 30, 2012. There will be no charge for the early termination of the Five Year Lease.

- Pursuant to Section 3 (a) xxi thereof, the Westchester County Procurement Policy is not applicable to a procurement, for which your Honorable Board determines, by Resolution passed prior to commencing such procurement, that compliance with this policy would not be in the best interests of the County. Given that Xerox provides the most advantageous digital black and white printing solution and that retraining costs could be avoided by using equipment with a familiar design, it is proposed that the best interests of the County would be served by exempting from the Procurement Policy, the procurement of digital printing equipment from Xerox Corporation.
- A resolution authorizing a five-year lease agreement with Xerox Corporation for new printing equipment is also before your Honorable Board.

ACTION REQUESTED:

- Authorization to exempt from the Westchester County Procurement Policy, the procurement of a five-year lease for digital black and white printing equipment from Xerox Corporation.

Approval of the attached resolution to exempt the subject procurement is respectfully requested.

APPROVED BOARD OF ACQUISITION & CONTRACTS

06/21/2012 - JOMARY VIEIRA - SECRETARY

## **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, it is hereby determined that application of the procedural requirements contained therein, including the necessity of soliciting written quotations, is neither cost effective or expedient and, accordingly, not in the best interest of the County in connection with the procurement of a lease for black and white printing equipment from Xerox Corporation for the County's Print Shop; and be it further

RESOLVED, that the County Executive or his duly authorized designee is hereby authorized and empowered to execute any and all documents necessary to effectuate the purposes hereof.

APPROVED BOARD OF ACQUISITION & CONTRACT - 08/21/2012 - JOMERY VEIRA, SECRETARY