

**51424**

DATE: March 4, 2016

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, an agreement (IT-1394) with Xerox Corporation, pursuant to which it will, a.) lease to the County digital color printing equipment and provide maintenance therefor, and b.) lease to the County two (2) scanners and provide maintenance therefor.

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Authority is hereby requested from your Honorable Board to exempt from the Westchester County Procurement Policy and Procedures an agreement (IT-1394) between the County of Westchester (the "County") and Xerox Corporation ("Xerox"), pursuant to which Xerox will, a.) lease to the County digital color printing equipment and provide maintenance therefor, and b.) lease to the County two (2) scanners and provide maintenance therefor.

Regarding the printing 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.

Notably, IT-1394 would enable the County to replace its existing Xerox digital color printing equipment with newer Xerox equipment without incurring any fees or charges for the upgrade. As County personnel are already familiar with Xerox printing technologies, training times will be reduced by continuing to use Xerox printing equipment. In addition, replacing the terms and equipment from the County's existing agreement with Xerox (IT-1244) with those from IT-1394 is expected to ultimately facilitate a reduction the County's monthly operating expenses for its digital color 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:

- Improved digital color registration.

- Enhanced printing speed.
- Additional in-line booklet maker.
- Gold Specialty Ink capability.
- Silver Specialty Ink capability.
- Clear toner capability.
- More powerful FreeFlow Press servers (2).
- Greater production capacity and speed.
- Latest version of FreeFlow Press.

Regarding the scanners, DoIT compared Xerox with other vendors that are capable of providing high quality ‘make-ready’ scanning systems. DoIT found that Xerox’s scanning system was the only natively compatible solution for the County’s current and future Xerox equipment. DoIT found that Xerox’s product quality, level of support, and industry leadership for scanners is second to none. DoIT found that the offerings of all other vendors available to the County either cannot deliver, or fall short in delivering, the seamless integration with the County’s existing and forthcoming digital printing equipment that the Xerox scanners provide. Also, as County personnel are already familiar with Xerox scanning and related technologies, training times will be reduced.

Notably, DoIT’s current production ‘make-ready’ scanner for the Xerox FreeFlow Press workflow system is a Xerox 665 scanner (the “Old Scanner”), which is over a decade old, has long since passed its ‘End of Life’, and has not been supported by Xerox for many years. The County’s continued use of the Old Scanner exposes the County to risk and the County’s print processes to loss. Therefore, there is an immediate need to arrange for a replacement of the Old Scanner, to safeguard continued DoIT operations.

Xerox’s scanner solution for providing the functionality required to meet the County’s needs is the configuration of a scanning system which combines the two new scanners, making them addressable as a single scanner system. This combined system incorporates specific technological advances that will provide the County with many advantages over the Old Scanner, including the following:

- Enhanced scanning speed.
- Programmable preset jobs with OneTouch technology.
- Heightened optical resolution.
- USB 2.0 interface.
- Improved daily duty cycle.
- Automatic image enhancement.
- Greater ADF production capacity.
- 100% compatible with latest version of Xerox’s FreeFlow Press.

Based upon the foregoing, it is proposed that the best interests of the County would be served by exempting this agreement from the Westchester County Procurement Policy and Procedures, pursuant to Section 3(a)(xxi) thereof. Therefore, a resolution to exempt this procurement 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 an agreement (IT-1394) with Xerox Corporation ("Xerox"), pursuant to which Xerox will, a.) lease to the County digital color printing equipment and provide maintenance therefor, and b.) lease to the County two (2) scanners and provide maintenance therefor.

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APPROVED BOARD OF ACQUISITION & CONTRACT - 03/15/2016 - USMIRAJ, SECRETARY