



# Board of Commissioners of Cook County

118 North Clark Street  
Chicago, IL

## Legislation Details

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<b>File #:</b>	13-1023	<b>Version:</b>	2	<b>Name:</b>	Leasing of Multi-Function Digital Photocopiers Devices on a Cost per Copy Basis
<b>Type:</b>	Contract	<b>Status:</b>		<b>Status:</b>	Approved
<b>File created:</b>	8/14/2013	<b>In control:</b>		<b>In control:</b>	Administration, Bureau of
<b>On agenda:</b>	9/11/2013	<b>Final action:</b>		<b>Final action:</b>	9/11/2013

**Title:** PROPOSED CONTRACT  
Department(s):  
Bureau of Administration

Vendor:  
Konica Minolta Business Solutions U.S.A., Inc., Ramsey, New Jersey

Request:  
Enter into and execute contract

Good(s) or Service(s):  
Leasing of 325 multifunction photocopier on a cost per copy basis for 60 months

Contract period:  
Contract period: November 2, 2013 through November 1, 2018

Fiscal Impact:  
\$2,083,024.00 (FY 2013: \$34,717.00; FY 2014: \$416,604.00; FY 2015: \$416,604.00; FY 2016:  
\$416,604.00; FY 2017: \$416,604.00; and FY 2018: \$381,891.00)

Accounts:  
490-630 Account

Contract Number(s):  
1384-12815

Vendor meets Minority And Women's Business Ordinance via:  
Direct and indirect participation

Concurrences:  
The Chief Procurement Officer concurs.

Summary:  
All County departments participate in the photocopier leasing program. The following offices will be receiving equipment from this contract: Chief Judge, Clerk of the Court, Sheriff, Forest Preserve, and various offices Under the President. All equipment will be capable of network printing, faxing, and scanning. Cost per copy includes the use of the equipment, maintenance services and all supplies (excluding paper).

Four (4) bids were received and opened on August 9, 2013. Konica Minolta Business Solutions U.S.A., Inc. was the lowest, qualified bidder meeting specifications. It has been determined that leasing of multifunction photocopier equipment saves the County an average of \$1,000,000.00 annually versus purchasing and maintaining the same equipment. Additionally, photocopier leasing contracts allow the County to keep up with technology by replacing the equipment every five (5) years. Finally, multifunction photocopier equipment allows departments to eliminate stand-alone printers and fax machines which reduce capital, maintenance, and supply costs. This contract will

replace the existing multifunction photocopier contract which will expire on November 1, 2013.

This contract will replace an existing multifunction photocopier contract which will expire on November 1, 2013. The new contract has a savings of \$224,616.00 from the previous contract.

**Sponsors:**

**Indexes:** (Inactive) CARL BYRD, Chief Administrative Officer, Bureau of Administration

**Code sections:**

**Attachments:**

<b>Date</b>	<b>Ver.</b>	<b>Action By</b>	<b>Action</b>	<b>Result</b>
9/11/2013	2	Board of Commissioners	approve	Pass