



Board of Commissioners of Cook County

118 North Clark Street
Chicago, IL

Legislation Text

File #: 19-2863, **Version:** 1

PROPOSED CONTRACT (TECHNOLOGY)

Department(s): Bureau of Technology

Vendor: Toshiba Business Solutions, a division of Toshiba American Business Solution, Arlington Heights, Illinois

Request: Authorization for the Chief Procurement Officer to enter into and execute contract

Good(s) or Service(s): Leasing of multi-function digital copiers (MFD)

Contract Value: \$2,250,000.00

Contract period: 5/1/2019 - 4/30/2024, with two, one-year extension options.

Potential Fiscal Year Budget Impact: FY 2019 \$225,000, FY 2020 \$450,000, FY 2021 \$450,000, FY 2022 \$450,000, FY 2023 \$450,000, FY 2024 \$225,000

Accounts: 11000.1490.550031 (Countywide Printer Lease)

Contract Number(s): 1825-17613

Concurrence(s):

The vendor has met the Minority- and Women-owned Business Enterprise Ordinance via direct participation.

The Chief Procurement Officer concurs

Summary: This contract will allow all County departments participate in the photocopier leasing program. 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).

It has been determined that leasing of multifunction photocopier equipment allows the County to achieve significant savings when contrasted with purchasing and maintaining the same equipment. Additionally, photocopier leasing contracts allow the County to keep up with technology by replacing the equipment with each new contract. Finally, multifunction photocopier equipment allows departments to eliminate stand-alone printers and fax machines which reduce capital, maintenance, and supply costs.

Competitively bidding procedures were followed in accordance with the Cook County Procurement Code. Bids were solicited for leasing of multi-functioning digital copiers. Toshiba Business Solution was lowest, responsive and responsible bidder.

The proposed contract will replace County Contract No. 1384-12815 (Konica Minolta), which expires on May 1, 2019.