



## Legislation Text

File #: 2024-0668, Version: 1

### SUBSTITUTE

**Purchasing Type:** Cooperative Agreement (CA)

**Public Hearing:** YES  NO  **Department:** Purchasing & Contracting

#### AGENDA ITEM:

**Commission District(s):** All

CA - Cooperative Agreement for Copiers and Printers (Omnia Partners/Region 4 Education Service Center (ESC) -TX Contract No. R191104) [Omnia/Region 4 ESC]: for use by the Department of Innovation and Technology (DoIT). Consists of purchasing from the competitively let Omnia/Region 4 ESC contract for forty-eight (48) months of leased Xerox managed print services. Awarded to Xerox Corporation. Amount Not To Exceed: \$3,620,559.36.

**Information Contact:** Michelle Butler, Chief Procurement Officer

**Phone Number:** (404) 687-3581

#### PURPOSE:

Consists of purchasing from the competitively let Omnia Region 4 ESC-TX Contract No. R191104 for forty-eight (48) months of leased Xerox managed print services. These services include replacing existing older model Xerox multifunction devices with the latest equivalent models. In addition, this contract will provide bulk document scanning professional services for departments and agencies that need to complete large bulk scanning projects. This type of service is typically needed to convert paper records into a digital format used in our document management system and other business software applications. These services will be requested on an as needed basis as a change order to this contract.

This substitute is submitted to revise the recommended award, various entries, and the supporting documentation.

#### RECOMMENDATION:

Recommend approval to purchase from Omnia Region 4 ESC-TX Contract No. R191104 with:

Xerox Corporation, 1777 Montreal Circle, Tucker, GA 30084

Amount Not To Exceed: \$3,620,559.36

and authorize the Chief Executive Officer to execute the contracts and all the associated documents.

#### ADDITIONAL INFORMATION:

1. Contract Effective Date: June 1, 2020

- 2. Contract Expiration Date: May 31, 2025
- 3. Funding: General (DoIT)