



Contra
Costa
County

To: Board of Supervisors
From: Julia R. Bueren, Public Works Director/Chief Engineer
Date: August 2, 2016

Subject: Approve a Change Order for Xerox Corporation to increase the maximum payment limit.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent, or designee, to execute, on behalf of the Public Works Director, a Change Order to Purchase Order No. 49916 with Xerox Corporation, to increase the payment limit by \$450,000, to a new payment limit of \$829,039, for monthly equipment maintenance, for the remainder of the lease which expires on December 14, 2018, Countywide. (100% Department User Fees)

FISCAL IMPACT:

100% Department User Fees.

BACKGROUND:

Print and Mail Services provides high-speed copying and printing for departments. The maintenance charges of the lease on PO 49916 increased from \$2472.24 a month to \$2515.84 a month. The black copy impressions increased from \$.039 to \$.041 each; Large black copies from \$.006 to \$.0064 each and color copy impressions increased from \$.0099 to \$.0104 each on July 11, 2015. The amount of impressions produced increased significantly almost six months after the start of the contract which is the main contributor for the shortage on the value for the term of the contract.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: **08/02/2016** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYE: John Gioia, District I Supervisor
Candace Andersen, District II Supervisor
Mary N. Piepho, District III Supervisor
Karen Mitchoff, District IV Supervisor
Federal D. Glover, District V Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: August 2, 2016

David Twa, County Administrator and Clerk of the Board of Supervisors

By: Chris Heck, Deputy

Contact: Dale Morseman
925-646-5515

cc:

CONSEQUENCE OF NEGATIVE ACTION:

If this request is not approved, Xerox could repossess the equipment for failure to fulfill the term of the contract, leaving Print and Mail Services without the necessary equipment to provide the departments with lower cost color copies.