



Contra
Costa
County

To: Board of Supervisors
From: Brian M. Balbas, Public Works Director/Chief Engineer
Date: January 15, 2019

Subject: Ray Morgan Co. Blanket PO for \$450,000 for a 60 month Lease of Canon C750, Countywide.

RECOMMENDATION(S):

APPROVE and AUTHORIZE the Purchasing Agent to execute, on behalf of the Public Works Director, a lease agreement with Ray Morgan Co., effective January 15, 2019, in an amount of \$450,000.00 to lease a Cannon C750 Digital Printer for a term of 60 months (five years).

FISCAL IMPACT:

The cost of printing is covered through charges to County departments. Print and Mail Services is a zero-net County cost operation. (100% Department User Fees)

BACKGROUND:

Our existing Xerox Color Printer is currently used beyond it's capacity and is causing weekly maintenance down time. The additional Color Printer will allow Print and Mail to continue to meet the print job deadlines requested by the County departments.

CONSEQUENCE OF NEGATIVE ACTION:

If we do not lease the additional Color Printer, Print and Mail Services will not be able to provide the excellent service we set as our standard.

☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY
ADMINISTRATOR

☐ RECOMMENDATION OF BOARD
COMMITTEE

Action of Board On: **01/15/2019** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

VOTE OF SUPERVISORS

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: January 15, 2019

Contact: Marie Estrada
925-646-5515

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

By: , Deputy

cc:

