



**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 \$150,000.00 for a 24 Month Lease of two Canon 115's & one Canon 7200, 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 5, 2019, in an amount of \$150,000.00 to lease two Canon 115's and one Canon 7200 for a term of 24 months (two 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:**

The two Canon 115's and Canon 7200 Digital Printers will be replacements for the existing two Caltronics Konica 1052's and Konica C1060 whose leases at the Martinez Copy Center expire Dec. 2018. Ray Morgan offered Print and Mail Services a savings of \$9,627.00 on B/W and Color clicks compared to Caltronics for the 24 month agreement.

**CONSEQUENCE OF NEGATIVE ACTION:**

If this request is not approved, the employees at 651 Pine Street and the downtown

☒ 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**

AYE: John Gioia, District I Supervisor  
Candace Andersen, District II Supervisor  
Diane Burgis, 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: January 15, 2019

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

By: Stephanie Mello, Deputy

Contact: Marie Estrada  
925-646-5515

cc:

Martinez County departments will be required to use the Print and Mail Services Copy Center located in Concord.