

January 17, 2002

02-063

ACCEPT PROPOSAL/AWARD CONTRACT - HIGH  
SPEED DUPLICATOR FOR PCC PRINT CENTER

PREPARED BY: Sandy Wanner, Buyer/Contract Specialist

FINANCIAL  
RESPONSIBILITY: Tony George, Manager, PCC Print Center

APPROVED BY: Randy McEwen, Vice-President, Administrative Services  
Jesus "Jess" Carreon, President

REPORT: A new High Speed Duplicator (HSD) is needed by the PCC Print Center to replace older duplicators that are at the end of their current leases and life-cycles, a XEROX 5090 and a XEROX 1090. The new HSD is to have a digital print engine, a production scanner, 600 x 600 dpi, trayless duplexing, a multi-position stitcher and a finishing stacker. It is intended that the new HSD will be leased for a sixty (60) month term, as were the previous units.

A Request for Proposals (RFP) for a new HSD was advertised in the Daily Journal of Commerce and on the State of Oregon VIP system on November 30, 2001. RFP documents were distributed to five (5) known vendors of HSD products. Two (2) proposals were submitted, from XEROX and IKON, by the due date of January 3, 2002. The proposal evaluation criteria is listed in the RFP document and is based on a possible score of 100 points (evaluation committee of three members so maximum point total possible is 300 points).

<u>Vendor</u>	<u>Points</u>
IKON	259
<b>XEROX</b>	<b>280</b>

Note: neither vendor is a certified MWESB firm.

RECOMMENDATION: That the Board of Directors accept the proposal from, and award this contract to, XEROX Corporation for a XEROX Model #6115 High Speed Duplicator. Lease costs will be \$6,018.05/month for a sixty (60) month lease term. The PCC Print Center is an enterprise fund and costs will be paid from revenue generated.

Director Anderson moved for approval of Resolutions 02-056 through 02-059 and Resolutions 02-061 through 065; it passed unanimously.