

OFFICE OF CHIEF OPERATIONS OFFICER
Summary of State Board of Education Agenda Items
October 11, 2018

OFFICE OF CHIEF OPERATIONS

04.E. Action: Contract with Xerox Corporation to provide copier rental for the Mississippi Department of Education Central Office Building, Mississippi School for the Blind, and Mississippi School for the Deaf [Goals 1, 2, 3, 4, 5, and 6 MBE Strategic Plan]

Awarded Vendor: Xerox Corporation
Jackson, MS 39211

Scope of Project: The purpose of this contract is to retain rental services from Canon Solutions America, Inc. to provide a right size fleet for copiers for program offices within the Department.

Personnel associated with this contract are not former Department employees or related to any Department employees.

Scope of Contract:

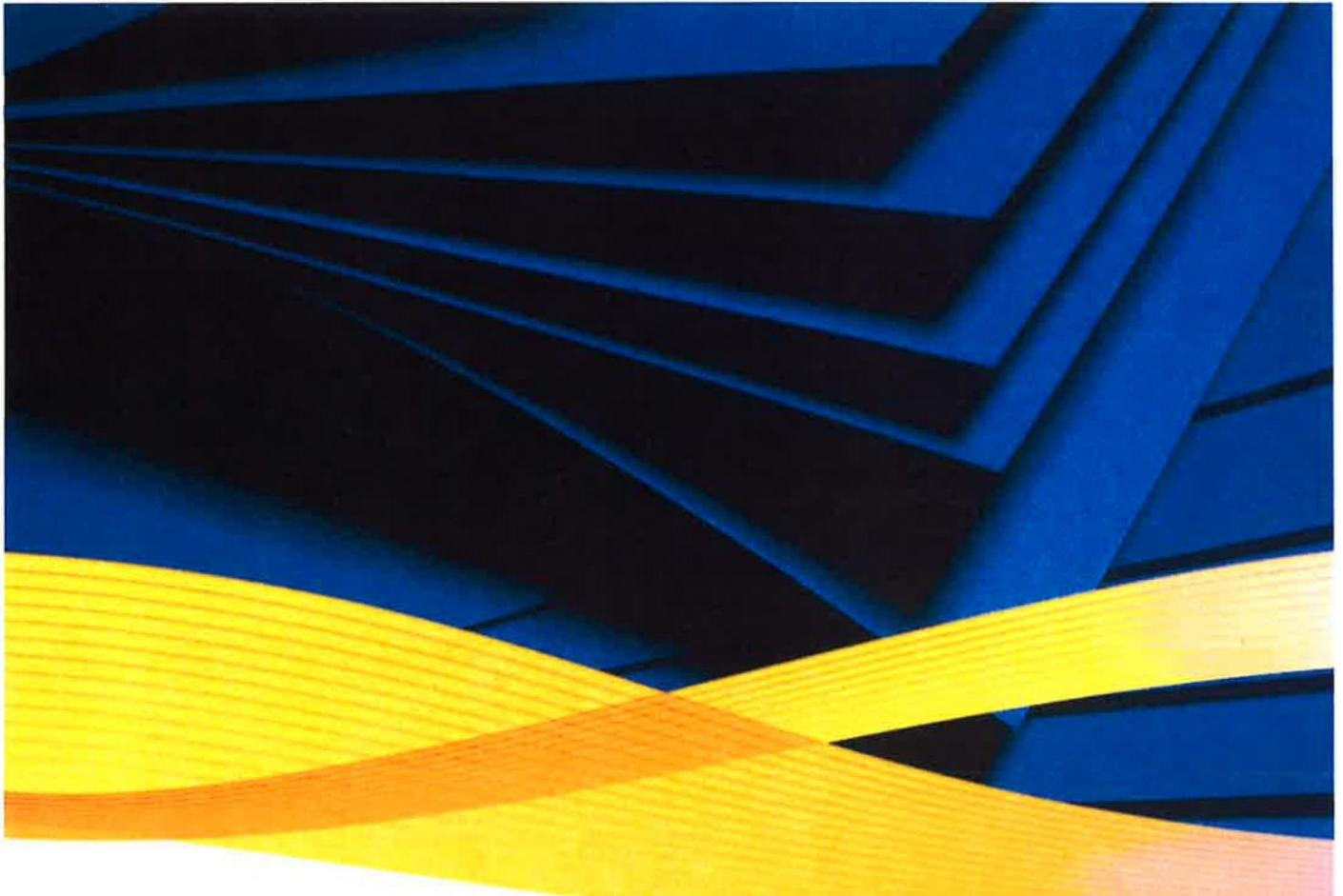
- Term of Contract: January 1, 2019 – December 31, 2023
- Total Amount to be Awarded: \$ 177,628.80
- Method of Award: State Contract

Funding Source: State and Federal Funds

This item references Goals 1, 2, 3, 4, 5, and 6 of the Mississippi *Board of Education 2016-2020 Strategic Plan*.

Recommendation: Approval

Back-up material attached



Proposal for State of MS - Department of Education – September 2018

Prepared by R. David Davison (601) 598210
September 26, 2018



Present Situation

- Customer rents and operates the below listed Xerox units
- Budget constraints have required Department of Education and Xerox to consult on opportunities to replace Xerox equipment with new equipment that can meet departmental requirements but also reduce monthly costs
- See below the September 2018 listing with current costs for the present Xerox equipment
- The new equipment recommendations below lower costs but continue to maintain current features and functionality
- All units include the standard accounting feature to facilitate the requiring of personal codes for copying
- All units are proposed as Xerox rentals with the following contractual verbiage: "Upgrade, downgrade or cancel with 30 days' notice with no penalty; this is not a lease"
- **Print shop units, two B&W units and one color, have been removed from the listing**

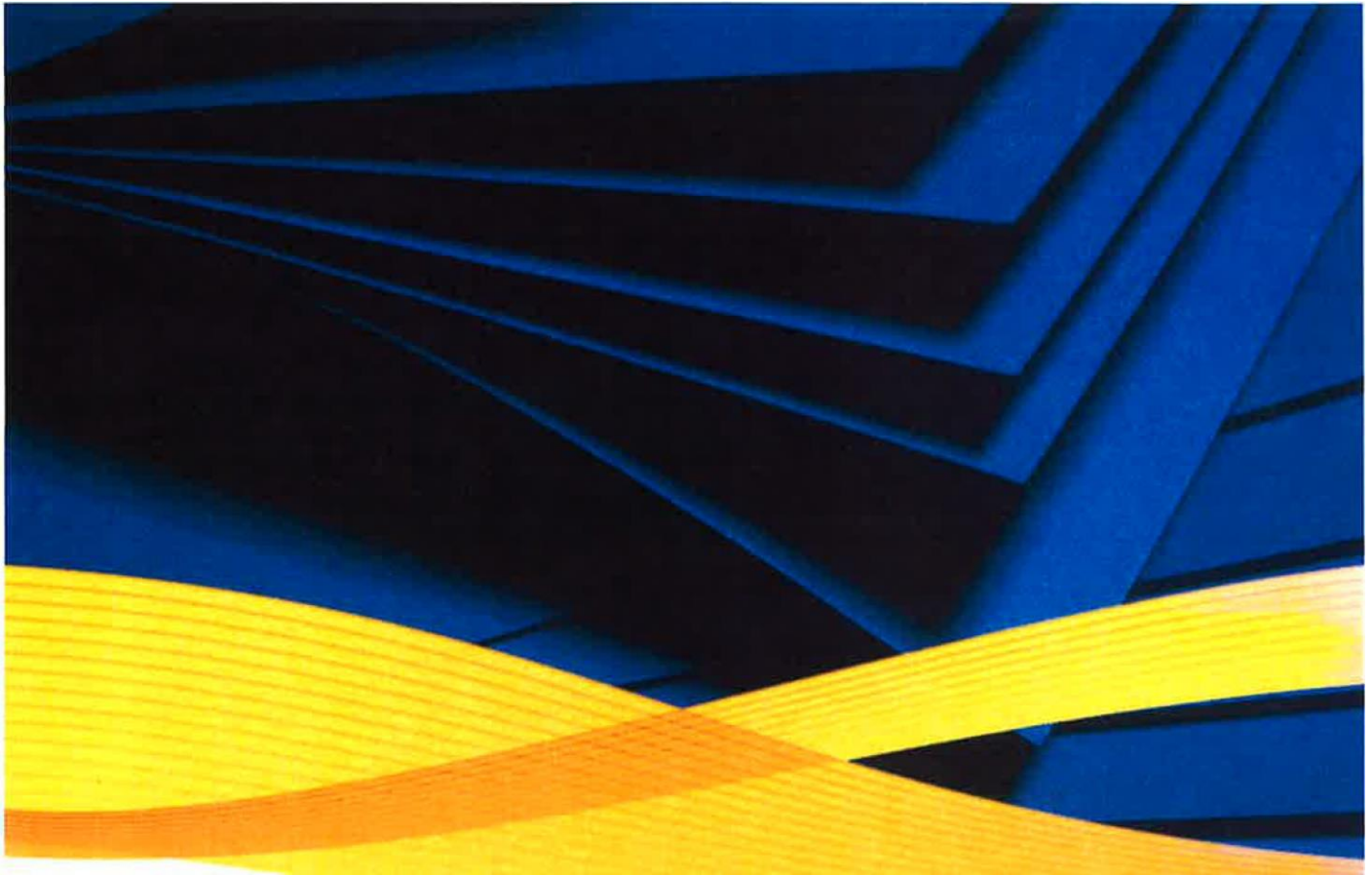
Department of Education -Contract/Equipment Listing (9/2018)

Model Type	Department	Average Monthly Volume	Average Monthly Copy Charges	Monthly Rental	Total Present Average Cost	Proposed Model	Proposed Monthly Cost (Rental)	Average Copy Charges	Monthly Savings	Notes	Proposed Unit#
3CQ9302	Safe & Orderly Schools	B-5,266 C-3,019	\$150.32	\$313.96	\$464.28	C8070H	\$344 (\$170.24)	\$174	\$120	Increased Productivity Same Functionality	
3CQ9303	Child Nutrition (Greymont Ave.)	B-11,225 C-4,li03 (Sent to print shop color unit)	\$298.01	\$318.36	\$616.37	B8075H	\$198 (\$152.93)	\$45	\$418	Increased Productivity Same Functionality (No Color)	2
W7556-HCT	School Recovery (RM 213)	B-2,222 C-2,623	\$157.38	\$177.07	\$334A5	C8045H	\$299 (\$130.55)	\$168	\$35	Increased Productivity Same Functionality (except for booklets)	3
5955APT	Pearl Warehouse #1	B-2,684 + 307 = 2,991	\$13.46	\$127.20	\$140.66	B7035H	\$111 (\$92.92)	\$18	\$30	Same Functionality Reduced Speed (Low Volume)	4
VPT	Pearl Warehouse #2	N/A (In above Total)	N/A	\$127.20	\$127.20	Remove	\$0	\$0	\$127	Remove	
W7970P	Secondary Education	B-9,297 C-12,124 (Sent to Print Shop color unit)	\$639.64	\$196.52	\$836.16	B8075H	\$201 (\$163.83)	\$37	\$635	Increased Productivity Same Functionality (No Color)	5
W7970P	Compliance & Reporting (Room 201}	B-5,448 C-3,928	\$219.17	\$196.52	\$415.69	C8070H	\$404 (\$184.79)	\$219	\$12	Increased Productivity Same Functionality	6
XC70 with C700FCSRV	Student Org./Instructional Development	B-12,908 C-11,387 (sent to Print shop color unit)	\$553.68	\$302.50	\$856.08	B8075H	\$216 (\$163.83)	\$52	\$640	Increased Productivity Same Functionality (No Color)	7

Total Rental Cost is \$1,059.09	Total Copy Charge Cost is \$713	\$2,017 or \$24,204 per year IN SAVINGS
Total Rental+ Copy Charge is \$1,772.09		

Xerox Total Satisfaction Guarantee (TSG) If you are not totally satisfied with any Xerox equipment ordered under this Agreement, Xerox will, at your request, replace it without charge with an identical model or, at the option of Xerox, with a machine with comparable features and capabilities.

This guarantee will be effective for 3 years following initial Equipment delivery, unless the equipment is financed by Xerox for more than 3 years, in which event it will be effective during the entire term of Xerox financing (except for certain previously-installed models which receive coverage for one year). This guarantee applies only to equipment which has been continuously maintained by Xerox or its authorized representatives under a Xerox express warranty or Xerox Maintenance agreement.



Proposal for State of MS - Dept. of Education Mississippi School for the Deaf and Blind

Prepared by R. David Davison (601) 59Lj-82 0
September 26, 2018



Present Situation

- Customer desires a solution recommendation and pricing proposal for nine locations at the Mississippi School for the Deaf and Blind
- These units and locations are as follows:

Unit	Present	Location	Description	Proposed Model and DeKrij2tion Wand	20 Month True Rental Price /pgr	Service Rates For B&	Estimated Monthly Cost Per Unit: Historic
1	IR C5255 (IR6265)	MSB-A-112 COS Admin Bldg.	This unit was recently replaced with a color unit; However we are placing a B&W unit here and sending color output to the print shop	B8055H 55 page per minute B&W-Copy/Print/Scan/Staple/3hole/Admin Codes	\$122.74	Color B&W-.0045	\$122.74 + (.0045 X 2,630) = \$134.58
2	IR6255	MSB-HRQ5098-Copy Room Admin	We will place a unit with similar capabilities	B8055H 55 page per minute B&W-Copy/Print/Scan/Fax/Staple/3hole/Admin Codes	\$133.64	B&W-.0045	\$133.64 + (.0045 X 2,623) = \$145.44
3	IR C5550 (IR4251)	MSD-2"d Floor-Bldg. BRoom 245	This unit was recently replaced with a color unit; However we are placing a B&W unit here and sending color output to the print shop	B8055H 55 page per minute B&W-Copy/Print/Scan/Fax/Staple/3hole/Admin Codes	\$133.64	B&W-.0045	\$133.64 + (.0045 X 3,083) = \$147.51
4	IR4251	MSB-Build. B-B-149 Copy Room	We will place a unit with similar capabilities	B8055H 55 page per minute B&W-Copy/Print/Scan/Staple/3hole/Admin Codes	\$122.74	B&W-.0045	\$122.74 + (.0045 X 5,113) = \$145.74
5	IRC5235	MSD-Bid. C Front Office	We will place a unit with similar capabilities	EC7836H 35 page per minute Color-Copy/Print/Scan/Fax/Staple/3hole/Admin Codes	\$108.82	B&W-.0059 Color-.0590	\$108.82 = (.0059 X 726) + (.0590 X 216) = \$125.10
6	IRC5235	M5D-Annex-Secretary's Office (Mitzi)	We will place a unit with similar capabilities	EC7836H 35 page per minute Color-Copy/Print/Scan/Fax/Staple/3hole/Admin Codes	\$108.82	B&W-.0059 Color-.0590	\$108.82 = (.0059 X 1,078) + (.0590 X 468) = \$142.79
7	IRCS550	Vocational Bldg.-Print Shop-Color Unit	There are actually three units presently in the print shop- (2) B&W's and (1) color; the plan is to place (1) B&W (see Unit #2 above) and (1) faster color unit to handle present print shop color volume and additional "office" color volume that will be routed to the print shop	C8070H 70 page per minute Color-Copy/Print/Scan/Staple/Booklet-maker/3hole/Admin Codes	\$180.47	B&W-.0049 Color-.0490	\$180.47 = (.0049 X 2) + (.0490 X 342) = \$197.22

Unit #	Present Model	Location	Description	Proposed Model and Description	Q Month	Rates for B&W and Color	Estimate
					True Rental Price (fees included)		Monthly Cost Per Hour; Volumes
8	CS2SS	Admin Bldg.-Copy Room	This unit was not on the list as the Administration Bldg. was not included in the network scan; there are two units here presently, but only one color unit will be placed	EC7856H 55 page per minute Color-Copy/Print/Scan/Staple/3hole/Admin Codes	\$119.98	B&W-.0054 Color-.0590	\$119.98-No historical volume recorded
9	HP LJ2300n Printer	Bus Barn	This is just a printer presently, but state contract has MFD units only; a cost effective B&W MFD is being proposed that will facilitate copy/print/scan/fax	B40SDN 47 page per minute B&W-Copy/Print/Scan/Fax table-top unit	\$30.03	B&W-.0119	\$30.03- No historical volume recorded
			TOTALS:		\$1,060.88	Total of Copy charges is \$127.51	\$1,188.39

Xerox Total Satisfaction Guarantee (TSG)

If you are not totally satisfied with any Xerox equipment ordered under this Agreement, Xerox will, at your request, replace it without charge with an identical model or, at the option of Xerox, with a machine with comparable features and capabilities.

This guarantee will be effective for 3 years following initial Equipment delivery, unless the equipment is financed by Xerox for more than 3 years, in which event it will be effective during the entire term of Xerox financing (except for certain previously-installed models which receive coverage for one year). This guarantee applies only to equipment which has been continuously maintained by Xerox or its authorized representatives under a Xerox express warranty or Xerox Maintenance agreement.