

## EXECUTIVE SUMMARY

### RFP Recommendation of \$500,000 or Greater 17-077E – Managed Print Services

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This request is to approve the recommendation to award Request for Proposal (RFP) 17-077E – Managed Print Services to Lexmark, Inc. (Lexmark) for a two (2) year, seven (7) month contract with a term from School Board approval through February 21, 2021 and two (2) one (1) year extensions available. This Agreement will be utilized to deploy Managed Print Services (MPS) across the School Board of Broward County, Florida (SBBC).

Currently, the District utilizes four (4) bids to procure print devices, toner, support, and service. The MPS model will consolidate purchases and shift from buying printers and consumables to a pay-per-click model that includes the print device (copier, multifunction device or printer), toner, consumables, support, and service. Only paper is not included in this Agreement. This Agreement replaces all four (4) of the current bids.

As part of this Agreement, Lexmark will perform individual assessments at all SBBC sites and provide recommendations to the site Director or Principal as guidance for the future design possibilities, with the goal of striking a balance between end user needs and cost reduction.

MPS advantages include:

- Reduction in the total number of devices, while increasing print, copy, scan and fax capacity and availability.
- Single source for service and support.
- Replacement of obsolete devices, SBBC's current print fleet is an average of nine (9) years old.
- Centralization, optimization, and management of all printing devices.
- Automate toner delivery, reduce wasted time.
- Individual, customized site assessments provide guidance, while allowing site decision makers freedom to implement as they see best.
- Secure printing of personal or sensitive documents (via optional Ringdale Follow Me Print, for an additional cost)

Through initial analysis and assessment of sample sites including a high school, middle school, elementary school, center and administrative site, Lexmark estimates a potential decrease in operating costs of twenty-five (25) percent.

#### Financial Impact

Spending authority is being requested based on historical expenditures as detailed in the Exhibit A table.

Average monthly expenditure (rounded)	\$ 385,000
x Contract tenure in months	31
<b>TOTAL</b>	<b>\$11,935,000</b>

The financial impact amount represents an estimated contract value; however, the amount authorized will not exceed the estimated contract value.

#### Procurement Method

The RFP 17-077E solicitation period was May 2, 2017 through June 8, 2017. The Procurement & Warehousing Services Department received bids from seven (7) respondents: Canon Solutions America, Inc, HP Inc, ImageNet Consulting LLC, Konica Minolta, Lexmark International, Inc, Ricoh USA, Inc., and Xerox. Lexmark was the highest scoring respondent.

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**EXHIBIT A**

<b>Bid #</b>	<b>Bid Purpose</b>	<b>Bid Award Total</b>	<b>Actual Amount Spent</b>	<b>Unused Authorized Spending</b>	<b>Average Monthly Spend</b>
15-048E	Copiers Samsung, Canon, Ricoh (ppc)	\$ 4,570,000	\$ 3,938,434	\$ 631,566	\$ 115,836
55-048E	Copiers Konica (ppc)	\$ 7,000,000	\$ 5,973,744	\$ 1,026,256	\$ 138,924
58-048E	Printers Lexmark (buy)	\$ 700,000	\$ 414,846	\$ 285,154	\$ 49,315
17-057E	Lexmark Toner (non-ppc)	\$ 2,035,000	\$ 1,536,503	\$ 498,497	\$ 80,869
<b>TOTALS</b>		<b>\$ 13,745,000</b>	<b>\$ 11,737,863</b>	<b>\$ 2,007,137</b>	<b>\$ 384,944</b>