

RESOLUTION NO. .

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

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RESOLUTION AUTHORIZING AN AGREEMENT WITH OFFICE DEPOT, INC. TO PROVIDE A MANAGED PRINT SERVICES PROGRAM FOR THE SAN MATEO COUNTY HEALTH SYSTEM, FOR THE TERM OF AUGUST 9, 2016 THROUGH AUGUST 8, 2019, WITH TWO OPTIONAL ONE-YEAR EXTENSIONS THROUGH AUGUST 8, 2021, IN AN AMOUNT NOT TO EXCEED \$900,000

RESOLVED, by the Board of Supervisors of the County of San Mateo, State of California, that

WHEREAS, the San Mateo County Health System uses over 1,000 printers with no formal maintenance and supply replenishment program; and

WHEREAS, the printer to user ratio is high (1 printer to every 3 users), which has resulted in inefficient use of printing resources; and

WHEREAS, printer maintenance and supply costs are also very high; and

WHEREAS, in the last fiscal year alone, the Health System spent \$56,787 on repairing printers alone; and

WHEREAS, this Managed Print Services (MPS) program will deliver proactive monitoring and response for supply replenishment and maintenance; and

WHEREAS, the MPS program is a component of the Printer Optimization Program, an SMCSAVES initiative; and

WHEREAS, many Health Systems divisions deliver printed materials to clients/patients; and

WHEREAS, the MPS program will ensure printed material that is produced is of a high quality and is produced with greater efficiency than today; and

WHEREAS, the Health System will use printer utilization data to right-size the printer fleet and optimize the print duty cycle, the number of prints a printer is rated for each month; and

WHEREAS, supplies will be replenished automatically by Office Depot, Inc. when toner levels are low; and

WHEREAS, the cost of toner, other supplies and on-site printer maintenance services are fully covered under this agreement; and

WHEREAS, the Health System expects a favorable return on investment within two to three years of starting this agreement; and

WHEREAS, the Health System is making use of the RFP and award through The Cooperative Purchasing Network, awarded by the Board of Directors of Education Services Center, Region 4; and

WHEREAS, there has been presented to this Board of Supervisors for its consideration and acceptance an agreement, reference to which is hereby made for further particulars, whereby Office Depot, Inc. shall provide a Managed Print Services program for the San Mateo County Health System, for the term of August 9, 2016 through August 8, 2019, with two optional one-year extensions through August 8, 2021 for a maximum obligation of \$900,000; and

WHEREAS, a waiver request was submitted and approved by the Department Head for approval of contract variations to the Non-Discrimination language and other Requirements section; and

WHEREAS, the County Contract Compliance Committee has approved a waiver request to extend the agreement for five years, two years of which are two optional one-year extensions that can be exercised at the discretion of the County; and

WHEREAS, this Board has been presented with the agreement, has examined and approved it as to both form and content, and desires to enter into it.

NOW THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the President of this Board of Supervisors be and is hereby authorized and directed to execute said agreement for and on behalf of the County of San Mateo, and the Clerk of the Board shall attest the President's signature thereto.

BE IT FURTHER RESOLVED that the Chief of the Health System or designee is authorized to execute contract amendments which modify the County's maximum fiscal obligation by no more than \$25,000 (in aggregate) and/or modify the contract term and/or services so long as the modified term or services is/are within the current or revised fiscal provisions.

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