

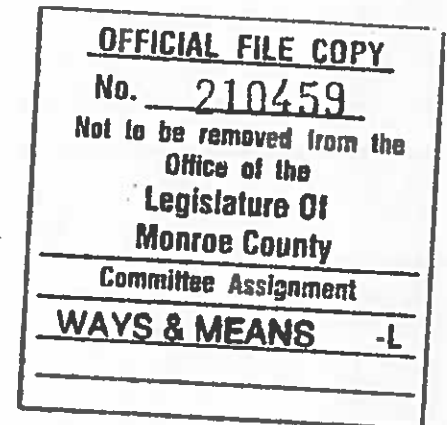


Office of the County Executive

Monroe County, New York

Adam J. Bello
County Executive

November 5, 2021



To The Honorable
Monroe County Legislature
407 County Office Building
Rochester, New York 14614

Subject: Authorize a Contract with Xerox Corporation for Multifunction Devices, Support, and Maintenance

Honorable Legislators:

I recommend that Your Honorable Body authorize a contract with Xerox Corporation for Multifunction devices, support and maintenance in an amount not to exceed \$3,000,000 of which \$1,500,000 will be used to purchase the devices and up to \$300,000 annually for maintenance costs based on usage for the period of January 1, 2022 through December 31, 2026.

The purpose of this contract is to provide printing, copying, scanning and facsimile services to Monroe County users across all departments. It also provides for one onsite support technician, per copy service charges and maintenance fees. In addition, it will continue usage of current devices to allow time for new devices to be ordered, delivered and installed.

The specific legislative action required is to authorize the County Executive, or his designee, to execute a contract with Xerox Corporation, 201 Merritt 7, Norwalk, CT, 06851, for multifunction devices, support and maintenance in an amount not to exceed \$3,000,000 of which \$1,500,000 will be used to purchase the devices and up to \$300,000 annually for maintenance costs based on usage for the period of January 1, 2022 through December 31, 2026, and any amendments necessary to complete the project within the total capital fund(s) and operating budget appropriations.

This is a Type II action pursuant to 6 NYCRR § 617.5(c)(26) ("routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment") and is not subject to further review under the State Environmental Quality Review Act.

Funding for this contract, consistent with authorized uses, is included in capital fund 1815 for the initial purchase, and the proposed 2022 budget of the Department of Information Services, fund 9020, funds center 1903010000, Information Services Operations, for the annual fees. Funding for the annual fees will be requested in future years' budgets. No additional net County support is required in the current Monroe County budget.

The records in the Office of the Monroe County Treasury have indicated that neither Xerox Corporation, nor any of its principal officers, owe any delinquent Monroe County property taxes. The principal officers of the firm are:

John Visentin CEO-President
William Osbourn Jr – Executive VP & CFO
Kevin Warren-Executive VP & Chief Commercial Officer
Stephen Patrick Hoover- Senior VP & CTO

I recommend that this matter be referred to the appropriate committee(s) for favorable action by Your Honorable Body.

Sincerely,



Adam J. Bello
Monroe County Executive

AJB:db