

December 16, 2021

22-065

AMEND THE EXISTING CONTRACT FOR LEASE OF
COPIERS AND PRINTERS FROM XEROX

PREPARED BY: Michael Mathews, College Purchasing Manager

FINANCIAL
RESPONSIBILITY: Ken Brown, Director, Auxiliary Services

APPROVED BY: Eric Blumenthal, Vice President, Finance &
Administration,
Mark Mitsui, President

STRATEGIC THEME: Delivery: Redefine time, place, and systems of
educational delivery to create a more learner-centric
ecosystem
Workforce: Respond to community and workforce needs
by developing a culture of agility
Enterprise: Cultivate a long-term sustainable college
enterprise

REPORT: The College is utilizing an Omnia partners Cooperative
Contract with Xerox (R191104) for the lease of copiers
and printers to support student and District-wide printing
needs. There is an urgent need to replace the
printing equipment used to produce all of the course
materials for the College, the current technology is
outdated and has required multiple repairs. The
equipment will be replaced with the latest technology,
improving production efficiencies. This new equipment
will allow the Print Center to print on several types of
media that it didn't have the capability to print with the old
equipment. The equipment will provide the College the
ability to print 95% of all print services in-house, while
lowering expenses. Additionally, the
automation capabilities of the new equipment will free up
valuable labor hours allowing the Print Center team to
maximize production.

No print production equipment manufacturer is listed with
the Oregon COBID office.

RECOMMENDATION: The board approves the amendment to the existing
agreement to increase the contract amount \$158,069.04

annually for 5 years (FY22-FY26) for a total increase of \$790,345.20 and extend the agreement through December 31, 2026.