

1 192-082019

2 **RESOLUTION: Authorize the General Services Department to Enter into a 5-Year Lease**
3 **Agreement with Gordon Flesch Company Inc for (Dual Purpose) Copy /**
4 **Fax / Scanning Machines**

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7 **TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS:**

8 **WHEREAS**, Winnebago County is nearing the end of its lease agreement for dual purpose machines to be
9 placed in various County Departments; and

10 **WHEREAS**, a Request for Proposal was issued for new contract proposals to be submitted for these
11 machines; and

12 **WHEREAS**, a team consisting of staff from several County Departments that are large users was assembled
13 to evaluate the proposals; and;

14 **WHEREAS**, the selection team recommended Gordon Flesch Company Inc to provide dual purpose
15 machines for the next five (5) years; and;

16 **WHEREAS**, the process of leasing machines County-wide has worked effectively for the past ten (10) years.

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18 **NOW, THEREFORE, BE IT RESOLVED** by the Winnebago County Board of Supervisors that it hereby
19 authorizes the General Services Department to enter into a five (5)-year contract with Gordon Flesch Company Inc to
20 provide Winnebago County with dual purpose copy machines.

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22 **Fiscal Note:** Estimated annual cost for all machines is approximately \$119,140. Of this, \$79,200 represents
23 equipment lease payments. The balance of \$39,940 is usage charges per printed copy. This cost
24 is spread among the budgets for each Department that has a leased machine. Actual charges will
25 vary slightly based on actual usage and actual equipment installed. This new contract will realize a
26 savings of approximately \$35,900 versus the previous contract.

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28 Respectfully submitted by:
29 **PERSONNEL AND FINANCE COMMITTEE**

30 Committee Vote: 5-0
31 Vote Required for Passage: **Two-Thirds of Membership**

32
33 Approved by the Winnebago County Executive this ____ day of _____, 2019.

34
35
36 _____
37 Mark L Harris
Winnebago County Executive