1 59-72014 **RESOLUTION:** Authorize the General Services Department to Enter into a Five (5)-Year 2 **Lease Agreement with Gordon Flesch Company Inc for (Dual Purpose)** 3 Copy/Fax/Scanning Machines 4 5 TO THE WINNEBAGO COUNTY BOARD OF SUPERVISORS: 6 7 WHEREAS, Winnebago County is nearing the expiration date of its lease agreement for the dual purpose 8 copy/fax/scanning machines placed in various departments; and 9 WHEREAS, a Request for Proposal (RFP) was issued for new contract proposals for these machines; and WHEREAS, a team consisting of staff from several of the departments that are large users was assembled 10 11 to evaluate the proposals; and 12 WHEREAS, the selection team recommended contracting with Gordon Flesch Company Inc to provide dual 13 purpose copy/fax/scanning machines to Winnebago County for the next five (5) years; and 14 WHEREAS, the process of leasing machines county-wide has been effective for the past ten (10) years. 15 16 NOW, THEREFORE, BE IT RESOLVED by the Winnebago County Board of Supervisors that it hereby 17 authorizes the General Services Department to enter into a five (5)-year contract with Gordon Flesch Company Inc to 18 provide Winnebago County with dual purpose copy/fax/scanning machines. 19 Fiscal Note: The estimated annual cost for all machines is approximately \$145,000. Of the \$145,000, 20 approximately \$106,000 represents lease payments. The \$39,000 balance represents per printed 21 copy usage charges. This cost is divided among the budgets of each department that has a leased 22 machine, with actual charges to each department varying slightly based on actual usage and the actual 23 equipment that is installed. 24 Respectfully submitted by: PERSONNEL AND FINANCE COMMITTEE 25 26 Committee Vote: 27 Vote Required for Passage: Two-Thirds of Membership 28 29 Approved by the Winnebago County Executive this day of , 2014. 30 31 Mark L Harris 32

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