

PURCHASING AGENDA ITEM

Hernando County School District

APPROVED

AGENDA #: 23-0994

School Board Approval Meeting:

October 11, 2022

Bid No. 21-015-09 PB

**Bid Title: Multi-Function Devices and
Related Services**

Recommend approval of this agenda item under the specific category below:

- | | | | |
|---|---|---|---|
| <input type="checkbox"/> Lowest Bid(s) | <input type="checkbox"/> Request for Proposal(s) | <input type="checkbox"/> Low Bid(s) Meeting Specification | <input type="checkbox"/> Rejection/Cancellation |
| <input type="checkbox"/> Revised Award | <input type="checkbox"/> Renewal of Contract | <input type="checkbox"/> Sole Source | <input type="checkbox"/> Re-Award (Partial/Whole) |
| <input type="checkbox"/> Bid Termination | <input checked="" type="checkbox"/> Revisions/Amendments to Bid | <input type="checkbox"/> Bid Extension | <input type="checkbox"/> Emergency |
| <input checked="" type="checkbox"/> Piggyback Cooperative | | | |

Bid Contract Period: 12/01/2020 through 11/30/2025

☐ N/A – One Time Purchase

Amended: 10/11/2022 through 11/30/2025

Contract Type:

- | | | | |
|---|---|--|---|
| <input type="checkbox"/> Estimated
Dollar Amount | <input type="checkbox"/> Firm, Fixed
Dollar Amount | <input checked="" type="checkbox"/> Firm, Fixed
Unit Prices | <input type="checkbox"/> Firm, Fixed Unit Prices,
Hourly Rates, Fees and/or
Percentages |
|---|---|--|---|

Renewal Options:

- | | | | |
|----------------------------------|--|---|--|
| No. of Terms
<u>Remaining</u> | <input type="checkbox"/> Length of
<u>Each Term (month)</u> | <input type="checkbox"/> Length of
<u>Each Term (year)</u> | <input checked="" type="checkbox"/> None |
|----------------------------------|--|---|--|

Rationale/Reason: Piggyback of US Communities and National IPA, Contract No 4400003732, both wholly owned subsidiaries of OMNIA Partners, on behalf of the County of Fairfax, Virginia, RFP No. 2000000264 for Multi-Function Devices and Related Services, awarded to *Ricoh USA, Inc.* HCSB Bid #21-015-09 PB has been assigned for internal tracking purposes.

10/11/2022: Requested approval to amend the contract to allow the additional copier lease for remainder of contract for the Purchasing/Warehouse Department. Initial/Original contract board approved on 7/28/2020.

**Bidders Electronically
Downloaded From Public
Purchase Website:** n/a

Bids Received:

No Bids:

Late Bids:

Rejected Bids:

**N/A – Bids Not
Required:** Piggyback

Submitted/Requested By:

Neil McDonald
Director of Purchasing & Warehousing

Site: Purchasing/Warehouse

Recommended award to Ricoh USA, Inc.

T/C CODE: 2124

Lease Breakdown

District-Wide Fleet	\$18,709.00
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Print Shop Fleet	\$10,085.00
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Food & Nutrition Fleet	\$1,008.00
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Total Lease Cost:	\$29,802.00 per month
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Additional Copier:	\$235.51 per month*
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CPC (cost per copy)

District Fleet:	Black & White - \$.0034
	Color - \$.040

Print Shop:	Black & White - \$.0032
	Color - \$.040

* Co-Terminus Agreement (37 months remaining on 60-month contract)