

	PIGGYBACK AWARD RECOMMENDATION	
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<u>To:</u> Council Chair <u>Through:</u> Dave Somers, County Executive	<u>Date:</u> 9/3/2024
<u>From:</u> Purchasing Division	<u>Bidding Agency:</u> Washington State
<u>General Legislative Session:</u> 09/11/2024	<u>Agency's RFP No:</u> Contract 26723
<u>Product:</u> Production Copier	<u>Agency's Contract Term:</u> 8/1/2024-7/31/2026
<u>Requestor/User Department:</u> Information Services	<u>Recommended Supplier:</u> Konica Minolta Business Solutions USA Inc.
<u>Estimated Award Amount:</u> \$255,000	<u>Proposed Piggyback Term:</u> Two (2) years

BRIEF DESCRIPTION:

The Information Services Department requests the use of a “piggyback” or “cooperative purchase” under SCC 3.04.220 issued and awarded by the Office of Washington State Department of Enterprise Services (DES). A Contract Usage Agreement between Snohomish County and DES authorizing cooperative purchases was approved by the County Council under Motion 24-232 and is currently in effect.

On August 1, 2024, DES and Konica Minolta Business Solutions USA Inc. agreed to a Participating Addendum #26723. The Participating Addendum references NASPO ValuePoint Master Agreement for Copiers and Managed Print Services #187962. The Master Agreement was competed through an RFP process and awarded to multiple suppliers for various manufacturers.

The County has a need to lease two production copiers to replace their aging fleet. The County has researched the availability and cost savings of this contract and believes it to serve the best interest of the County. Without replacement, the current production copiers would be less effective and more prone to maintenance and increased failure. This would result in prolonged downtime, further resulting in less print production jobs being completed.

AWARD AUTHORITY:

This contract award recommendation is before the County Council for approval to award in accordance with Section 3.04.140(11) “Award, execution, by whom,” which establish the County Council as the award authority for all contracts. The County Council approves this recommendation and authorizes the County Executive to execute an agreement for the products/services describe above.

AWARD RECOMMENDATION:

The Director of Information Services endorses the award recommendation.
 The Purchasing Manager has electronically reviewed and recommends this award on ECAF 2024-2141.
 The County Executive has electronically reviewed and recommends this award on ECAF 2024-2141.

Jared Mead 9/11/2024
 Council Chair Date