

**LISTING OF PROPOSERS**

FOR: REQUEST FOR PROPOSALS FOR  
City Wide Copier Lease Program

RFP No. 9336  
Opening:9/22/15

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**PROPOSERS**  
(In alphabetical order)

**TOTAL PROPOSAL AMOUNT**

1. Ray Morgan Company (RMC)	\$319,494
2. American Business Machine (ABM)	\$326,000
3. Ricoh USA	\$399,340
4. Caltronics	\$455,015

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Each proposer has agreed to allow the City one hundred twenty (120) days from date proposals were opened to accept or reject their proposal.

**DEPARTMENT CONCLUSIONS AND RECOMMENDATION:**

The proposal of \$319,494 is 30% below the previous contract price based on historical copying activity.

Award a contract in the amount of \$ \$319,494 per year  
to Ray Morgan Company for 3 years with two extension of one year each  
in accordance with the Selection Committee recommendation.

Reject all proposals. Reason:

Remarks:

Evaluation committee members were in agreement that the four responsive proposers are capable of providing the City of Fresno with a copier lease program. All four have experience with large diverse organizations and met the printing needs of the City with the number of copiers proposed, technology aspects (mobile device capabilities, hard drive security, document management), administrative features (tracking prints, default settings to manage costs) and technical support for maintenance and repairs.

Each member agreed that based on the proposals, Ray Morgan Company would provide the best value based on price and services. RMC is the incumbent provider of copier lease services. Their proposal was the lowest cost and provided the additional services requested per the RFP. RMC offered 3 pricing proposals ranging from \$299,244 to 319,494; the price

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variance was due to the option to utilize Samsung copiers. The majority of the Committee believed that the City would better served by staying with the Canon copiers. The chosen solution includes replacing Central Printing's production copiers with Ricoh copiers considered a better option to meet production copier needs. RMC also offered a fixed price option in which the City would be charged a fixed monthly rate for the year. The fixed charges would be adjusted annually based on actual previous year's costs. Based on price and past performance with the City's account, RMC was the selected vendor.

Department Head Approval

*Michael Muir*

Title Finance Director

Date 11/13/15

- Approve Dept. Recommendation  Approve Finance/Purchasing Recommendation
- Disapprove  Disapprove
- See Attachment

FINANCE DEPARTMENT

CITY MANAGER

*Gary W...* 11/13/15  
Purchasing Manager Date

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City Manager or Designee Date

*Michael Muir* 11/13/15  
Finance Director Date