



**Executive Committee
Resolution #13-288**

**RESOLUTION OF THE COUNTY BOARD
WILL COUNTY, ILLINOIS**

AWARDING BID FOR DIGITAL COPIERS

WHEREAS, it is the intent of the Will County Board to maintain equipment which operates effectively and efficiently, and

WHEREAS, on September 24, 2013, the County Executive's Office opened four (4) proposals for the replacement of digital copiers in various County Offices, and

WHEREAS, after reviewing such proposals, the Records Management Director has recommended, and the Executive Committee concurred, that the purchase of six (6) machines with three (3) years of maintenance to the lowest responsible bidder of McGrath Office Equipment, Joliet, IL, as indicated on the attached, for a total of \$38,850.00. This price includes trade-in values.

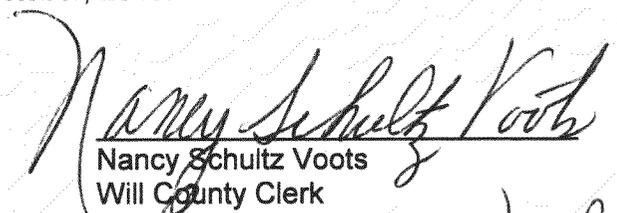
NOW, THEREFORE, BE IT RESOLVED, that the Will County Board hereby authorizes the purchase of six (6) machines with three (3) years of maintenance to the lowest responsible bidder of McGrath Office Equipment, Joliet, IL, as indicated on the attached, for a total of \$38,850.00. This price includes trade-in values.

BE IT FURTHER RESOLVED, that such purchases shall be funded through the Records Management Budget.

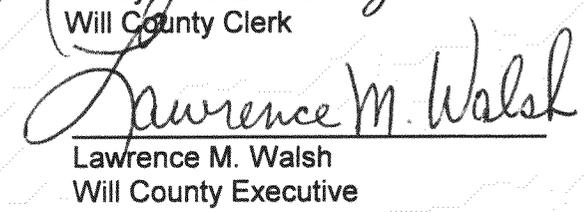
BE IT FURTHER RESOLVED, that the Preamble of this Resolution is hereby adopted as if fully set herein. This Resolution shall be in full force and effect upon its passage and approval as provided by law.

Adopted by the Will County Board this 17th day of October, 2013.

Vote: Yes 25 No 0 Pass _____ (SEAL)


Nancy Schultz Voots
Will County Clerk

Approved this 28th day of October, 2013.


Lawrence M. Walsh
Will County Executive

**FROM THE DESK OF
RITA WEISS
PURCHASING DIRECTOR
BID HISTORY**

ITEM: 2013-57 DIGITAL COPIER BID
DEPARTMENT: MICROFILM/RECORDS MANAGEMENT
FINANCE COMMITTEE PERMISSION TO BID: N/A BUDGETED ITEM
BID LETTING: SEPTEMBER 11, 2013
PUBLISHED NOTICE: HERALD NEWS, JOLIET, IL.
DEMAND STAR INTERNET SERVICE
FUNDING SOURCE: 101-41-160-4500 & 101-41-160-2030

BID OPENING: SEPTEMBER 24, 2013, 11:10 A.M.

LOCATION: WILL COUNTY OFFICE BUILDING
302 N. CHICAGO ST.
JOLIET, IL. 60432

BIDDING RESULTS:

RETURNED: 4

<u>BIDDER:</u>	Purchase Price for 6 machines (includes trade-in, maint for 36 mos)
<i>McGrath Office Equip, Joliet, IL (SAVIN)</i>	\$ 38,850.00
Canon Business Solutions, Schaumburg, IL	\$ 54,639.00
Xerox/Xerox, Chicago, IL	\$ 72,441.20
Konica/Minolta, Downers Grove, IL	NO BID

See attached spread sheet for all bidders figures and recommendation from Michael Thompson, Director, Records Management. Recommendation is to award to low bidder **McGrath Office Equipment of Joliet, IL**, to purchase machines, which include trade-ins & maintenance for 36 months, for an estimated grand total of **\$38,850.00**.

BID TABULATION SHEET

 ORIGINAL

DEPARTMENT: 2013-57 WILL COUNTY DIGITAL COPIER BID
 DUE: 09-24-13, 11:00 AM

OPENED: 09-24-13, 11:10 AM

BIDDER	PRIME CERTIFICATE & BID DEPOSIT	UNIT PRICE	
		(5) Purchase	Lease
McGrath Office Equipment, Inc. Joliet, IL <i>Rachael McKinnon</i> <i>Robert Boyer</i>	BID DEP \$10,000 - <i>check</i> P.C. <i>yes</i> ADDENDA <i>yes</i> ① LEAD TIME <i>1 week</i>	40PPM \$ <i>19,750.00</i> \$ <i>750.00/mo</i> <i>EA 39,500.00 1500/mo</i> 75PPM \$ <i>7,850.00</i> \$ <i>330.00/mo</i> <i>Options notes/trade in & maintenance</i> <i>Form: yes</i>	
XEROX Corporation Chicago IL	BID DEP \$10,000 - <i>Bond</i> P.C. <i>yes</i> ADDENDA <i>not signed</i> *NO TEST LEAD TIME <i>not incl.</i>	40PPM \$ <i>6,380.00</i> \$ <i>295.14/mo</i> <i>EA</i> 75PPM \$ <i>12,700.00</i> \$ <i>631.99/mo</i> <i>NO \$ listed on bid form</i> <i>Form: yes</i>	
CANON Solutions America Schaumburg IL <i>Mike Kishner</i>	BID DEP \$10,000 - <i>Bond</i> P.C. <i>yes</i> ADDENDA <i>yes</i> ① LEAD TIME <i>10 days</i>	40PPM \$ <i>5,606.00</i> \$ <i>182.59/mo</i> 75PPM \$ <i>10,528.00</i> \$ <i>294.78/mo</i> <i>Form: yes</i>	
Konica Minolta JOE WELPS	BID DEP P.C. ADDENDA LEAD TIME	40PPM \$ 75PPM \$ NO BID ARRIVED LATE <i>9/24/13 @ 11:06 AM</i>	
	BID DEP P.C. ADDENDA LEAD TIME	40PPM \$ 75PPM \$	
	BID DEP P.C. ADDENDA LEAD TIME	40PPM \$ 75PPM \$	

ALSO PRESENT: Rita Weiss, Missy Miesmer Fort, Mike Thompson

RW *MM* *mf*

Rita Weiss

From: Michael Thompson
Sent: Tuesday, September 24, 2013 3:12 PM
To: Rita Weiss; Missy Miesmer
Subject: Bid 2013-57 Copiers
Attachments: 2013-57 Copier Bid Stats Comparison.xlsx

Good Afternoon Rita and Missy.

After reviewing the three bids provided I would recommend McGrath Office Equipment, Inc. be awarded the bid.

I have attached a spreadsheet that details the financial aspects of each bid, concluding with an estimate of what each company's solution would cost us over a 36-month period.

Please feel free to contact me with any questions.

Thank you, and have a good day.

Michael J. Thompson – Director
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