

CLEVELAND PUBLIC LIBRARY

Finance Committee

May 16, 2017

**RESOLUTION TO AUTHORIZE ANNUAL EXPENDITURE FOR 2017 FOR
MAINTENANCE ON THE MULTIFUNCTION DEVICES WITH XEROX
CORPORATION**

WHEREAS, On December 15, 2011, the Board of Trustees of the Cleveland Public Library authorized the Executive Director of the Cleveland Public Library to enter into a Service Agreement with Xerox Corporation for the print charges, the consumable supplies and all parts, labor, and travel for emergency service, at an estimated annual cost not to exceed \$30,000, to support the (50) multi-function devices purchased at this time in the Branches and Main Library Departments; and

WHEREAS, The maintenance agreement with Xerox expired on May 1, 2017, and the Library desires to obtain maintenance from Xerox for the Multifunction Devices on a month-to-month basis at the same rates of the Service Agreement for the remainder of 2017 while the Library researches options and vendors to provide maintenance services; and

WHEREAS, The annual cost of the maintenance agreement is based off of the number of prints made. Black and white prints are \$0.012 per print, and color prints are \$0.08 per print; and

WHEREAS, The number of annual prints has consistently increased from the originally-estimated 980,000 black and white and 200,000 color prints per year to 2,094,040 black and white and 496,932 color prints in 2016, which amounts to \$64,883; and

WHEREAS, During 2017, the Library estimates 2,110,000 black and white and 520,000 color prints, an estimated total of \$66,920 for maintenance on the Library's (50) Multifunction Devices; now therefore be it

RESOLVED, That the Board of Trustees authorizes the 2017 annual expenditure for maintenance on the Library's (50) Multi-Function Devices not to exceed \$67,000, with the expenditure being charged to the General Fund Account 1xxx0053-53350 (Machine Maintenance), where xxx=the location, except for the Ohio Library for the Blind and Physically Disabled (OLBPD) being charged to the OLBPD Fund Account 25170703-53350 (Machine Maintenance). The Executive Director, CEO, or his designee, is hereby authorized to negotiate and execute such agreements and documents as may be necessary to effectuate this increase in maintenance expenditures, subject to approval of the Chief Legal Officer.