



# City of Newark

City Hall  
920 Broad Street  
Newark, New Jersey 07102

## Legislation Text

File #: 22-1365, Version: 1

**Dept/ Agency:** Administration/Division of Central Purchasing

**Action:** ( ) Ratifying (X) Authorizing ( ) Amending

**Type of Service:** Use of State Contract(s) #G2075

**Purpose:** To purchase and obtain copiers and multi-function devices, maintenance, supplies and print services.

**Entity Name(s)/Address(s):**

#40469 Xerox Corporation, 485 Lexington Avenue, 25<sup>th</sup> Floor, New York, New York, 10017;

#40464 Konica Minolta Business Solutions U.S.A., Inc., 1595 Spring Hill Road, Suite 410, Vienna, Virginia 22182;

#40463 HP Inc., 10300 Energy Drive, Building 2, Floor 4, Spring, Texas 77389; and

#40462 Canon USA, 1 Canon Park, Melville, New York 11783

**Contract Amount:** Not to exceed \$1,595,500.00

**Funding Source:** 2022 and 2023 Budgets/Department of Administration, Division of Office Services, NW-011-30-0308-71040-B2023, NW-011-030-0308-72110-B2023, NW-011-030-0308-72120-B2023, NW-011-030-0308-72130-B2022, and NW-011-030-0308-72140 B2023

**Contract Period:** Upon Municipal Council approval through August 11, 2024, inclusive of any extension by the State

**Contract Basis:** ( ) Bid (X) State Vendor ( ) Prof. Ser. ( ) EUS

( ) Fair & Open ( ) No Reportable Contributions ( ) RFP ( ) RFQ

( ) Private Sale ( ) Grant ( ) Sub-recipient ( ) n/a

**Additional Information:**

This State Contract #G2075 will provide for Copiers and Multi-Function Devices, Maintenance, Supplies and Print Services for the Department of Administration, Office Services.

**WHEREAS**, the City of Newark (the "City"), through its Qualified Purchasing Agent, wishes to utilize State Contract #G2075 Copiers and Multi-Function Devices, Maintenance, Supplies and Print Services for the Department of Administration, Division of Office Services from authorized vendors under New Jersey Cooperative Purchasing Program 1-NJCP, pursuant to N.J.A.C. 5:34-7.29; and

**WHEREAS**, the purchase of goods/services by local contracting units under any contract for such goods or services entered into on behalf of the State by the Division of Purchase and Property in the New Jersey Department of Treasury is authorized by Local Public Contract Law, N.J.S.A. 40A:11-12; and

**WHEREAS**, in accordance with N.J.S.A. 40A:11-11(5), N.J.S.A. 52:25-16.1 et seq. and N.J.A.C. 5:34-1-7, All Cooperative Purchasing Program participants are responsible for ensuring that the Purchasing Order issued reflects the correct contract item pricing and that payment is processed accordingly. Only the items/services specified in the applicable State Contract(s) may be purchased from the contract vendor(s) of record. Cooperative Purchasing participants assume full responsibility for all purchase transactions issued State Contracts, including Purchase Order, delivery compliance and payments; and

**WHEREAS**, the City wishes to utilize State Contract G2075 Copiers and Multi-Function Devices, Maintenance, Supplies and Print Services, with the following vendors #40469 Xerox Corporation, 485 Lexington Avenue, 25<sup>th</sup> Floor, New York, NY 10017; #40464 Konica Minolta Business Solutions U.S.A. Inc., 1595 Spring Hill Road, Suite 410, Vienna, VA 22182; #40463 HP Inc., 10300 Energy Drive, Bldg. 2, Floor 4, Spring, TX 77389; and #40462 Canon USA, 1 Canon Park, Melville, NY 11783, inclusive of all authorized dealers and distributors, commencing upon approval of this resolution by the Municipal Council through August 11, 2024, or upon expiration of any extensions granted by the State; and

**WHEREAS**, the Qualified Purchasing Agent recommends the utilization of State Contract #G2075 Copiers and Multi- Function Devices, Maintenance, Supply and Print Services, according to specifications required by the City of Newark Departments, inclusive, but not limited to the Departments of Administration; Health and Community Wellness; Office of the City Clerk; Municipal Courts; the Departments of Water and Sewer Utilities; Public Safety; Public Works; Engineering; Office of the Mayor; Departments of Finance; Recreation and Senior Services and Economic and Housing Development.

**WHEREAS**, usage of this contract will provide Copiers and Multi-Function Devices, Maintenance, Supplies and Print Services, for the City of Newark Using Agencies at the cost not to exceed One Million Five Hundred Ninety Five Thousand Five Hundred Dollars and Zero Cents (\$1,595,500.00).

**NOW, THEREFORE, BE IT RESOLVED BY THE MUNICIPAL COUNCIL OF THE CITY OF NEWARK, NEW JERSEY, THAT:**

1. Pursuant to N.J.S.A. 40A11-1 et seq. and N.J.A.C. 5:34-7.29 and for the benefit of various City departments and agencies, the Qualified Purchasing Agent is authorized to purchase, as needed, the various items/services specified in State Contract #G2075 Copiers and Multi-Function Devices, Maintenance, Supplies and Print Services, which includes the following vendors and their authorized distributors and dealers: #40469 Xerox Corporation, 485 Lexington Avenue, 25<sup>th</sup> Floor, New York, NY, 10017; #40464 Konica Minolta Business Solutions U.S.A. Inc., 1595 Spring Hill Road, Suite 410, Vienna, VA 22182; #40463 HP Inc., 10300 Energy Drive, Bldg. 2, Floor 4, Spring, TX 77389; and #40462 Canon USA, 1 Canon Park, Melville, NY 11783, for the period commencing on the date of adoption of this Resolution by the Municipal Council through August 11, 2024, or upon expiration of any extensions granted by the State. The total cost of the purchases authorized pursuant to this Resolution shall not exceed One Million Five Hundred Ninety Five Thousand Five Hundred Dollars and Zero Cents (\$1,595,500.00).
2. All purchases, purchase orders and other related documentation shall be in accordance with the relevant State contract, State of New Jersey Standard Terms and Conditions, Method of Operation and Third Party Agreement/Three Party Agreement (if applicable) as contained in the State contract Documentations and Agreements.
3. There shall be no amendments to this resolution without the approval of the Municipal Council.

4. There shall be no advance payment on this State Contract in accordance with N.J.S.A. 40A:5-16. Funding is contingent upon appropriation, pursuant to N.J.A.C. 5:30-5.5.
5. This contract is awarded as an open ended contract; pursuant to N.J.A.C. 5:30-5.5(d)(2). A Certification of the Availability of Funds shall be executed each time a purchase order is placed and charged against this contract. Funds for the purchase are from Funding Sources NW-011-30-03083-71040-B2023, NW-011-030-0308-72110-B2023, NW-011-030-0308-72120-B2023, NW011-030-0308-72130-B2023, NW-011-030-0308-72140-B2023. Other user departments/offices and applicable funding sources will be presented with the Certification of Funds signed by the Chief Financial Officer on an as needed basis.
6. This contract complies with State Pay-to-Play Law, N.J.S.A. 19:44A-20.5 as a State Contract award and constitutes a Fair and Open Procedure.
7. The Division of Central Purchasing shall file a duly executed copy of the State's notice of award in the Office of the City Clerk, if applicable.
8. If required by State Law, the City Clerk shall provide Notice of Award of this contract to the State Comptroller, no later than twenty (20) business days following such award in accordance with N.J.S.A. 52:15C-10 and the Notice of the Office State Comptroller dated May 7, 2008.

#### **STATEMENT**

This Resolution authorizes the Mayor of the City of Newark and/or his designee, the Business Administrator to purchase various items/services under State Contract #G2075 Copiers and Multi-Function Devices, Maintenance, Supplies and Print Services, which includes awards to the following vendors: #40469 Xerox Corporation, 485 Lexington Avenue 25<sup>th</sup> Floor NY, NY, 10017; #40464 Konica Minolta Business Solutions U.S.A. Inc., 1595 Spring Hill Road, Suite 410, Vienna, VA 22182; #40463 HP Inc., 10300 Energy Drive, Bldg. 2, Floor 4, Spring, TX 77389; and #40462 Canon USA, 1 Canon Park, Melville, NY 11783, inclusive of all authorized dealers and distributors, to purchase Copiers and Multi-Function Devices, Maintenance. Supplies and Print Services, for the period commencing upon approval of this Resolution by the Municipal Council through August 11, 2024, or upon expiration of any extensions granted by the State, at an amount not to exceed One Million Five Hundred Ninety Five Thousand Five Hundred Dollars and Zero Cents (\$1,595,500.00).