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November 19, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

15 November 19, 2013

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

**TERMINATION OF PRINT OPTIMIZATION
AND RELATED SUPPORT SERVICES CONTRACT
(ALL DISTRICTS – 3 VOTES)**

SUBJECT

Request approval to terminate the print optimization and related support services contract with Ricoh Americas Corporation.

IT IS RECOMMENDED THAT THE BOARD:

Approve the termination for convenience of the print optimization and related support services contract (Contract Number 77908) with Ricoh Americas Corporation (Ricoh), in whole, effective upon notification to Ricoh by the Acting Director, Internal Services Department (ISD), or his designee.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

On January 15, 2013, your Board: (i) approved the Managed Print Services (MPS) Program as a mandatory program for all County departments, (ii) established a three-year target for countywide Program deployment, (iii) executed contracts with Ricoh and Xerox Corporation ("Xerox") to provide print optimization and related support services to departments countywide, and (iv) charged the Chief Information Office (CIO) with responsibility for overseeing the overall MPS coordination, granting exceptions, and providing progress reports.

ISD is requesting approval to terminate the contract with Ricoh due to the company's inability to provide the required services at the rates set forth in the contract. ISD will provide the appropriate notification to Ricoh to effectuate the termination, which will be effective 15 days after the formal notification is provided.

On September 16, 2013, Ricoh notified the County that it could not adhere to the pricing included in its contract. Therefore, ISD recommends that the contract be terminated for convenience.

Implementation of Strategic Plan Goals

The recommended action supports County Strategic Plan Goal Number 1, Operational Effectiveness, by ensuring the timely delivery of customer oriented and efficient public services.

FISCAL IMPACT/FINANCING

Approval of the recommended actions will not impact the MPS Program as the remaining contractor (Xerox) provided competitive pricing that is expected to result in significant cost savings to the County.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

On January 15, 2013, your Board approved a contract for print optimization and related support services with Ricoh, effective February 1, 2013, for an initial term of five (5) years, with two (2) one-year extension options, and six (6) month-to-month extensions.

Due to Ricoh's inability to provide services under its existing contract terms, ISD recommends approval from your Board to terminate the contract with Ricoh pursuant to Sub-paragraph 8.42 - Termination for Convenience of the current contract.

The CIO reviewed the Board letter and recommends approval. No formal CIO Analysis is required, because this recommended action simply terminates for convenience an existing County Contract and does not constitute a technology related acquisition.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Termination of this Contract will have minimal impact to the MPS Program as the remaining print optimization and related support services vendor will provide MPS services to participating County departments.

Respectfully submitted,



RICHARD SANCHEZ
Chief Information Officer



JIM JONES
Acting Director

JJ:JS:YY

c: Executive Officer, Board of Supervisors
Chief Executive Officer
County Counsel