

South Bay Cities Council of Governments

May 9, 2022

TO: SBCCOG Steering Committee

FROM: Jacki Bacharach, Executive Director

SUBJECT: XEROX - Office I.T. Equipment Replacement

Adherence to Strategic Plan:

Goal D: Organizational Stability. Be a high performing organization with a clear path to long-term financial health, staffing continuity and sustained board commitment.

BACKGROUND:

The existing XEROX contract is ending. This contract was for a 60-month period at the cost of \$479.09/month.

ANALYSIS:

The South Bay Cities Council of Governments staff researched options to meet the current and anticipated printing/copying needs of the organization -- including outreach services for partner contracts. Several options were identified ranging from \$387.73 - \$402.84 /month. Pricing varied based on function and size of machine and was lower due to technology improvements over the last 5 years.

Based on this review, staff is recommending the XEROX Model C8135 (option #2 attached) which includes color copying, updated scanning functions, and automatic finishing. Staff recognizes this model is slightly smaller than the existing machine; however, believes that this option is robust enough to handle the office and contract needs adequately.

COSTS:

The cost for option #2, is \$399.68 per/month. This cost includes the monthly lease (60-months), supplies and maintenance, 1,000 copy monthly allowance for black and white printing with estimated overage at .001 cent/copy, and estimate of color copies at .87 cents/copy. The recommended model presents a monthly average cost savings of \$79.41 over the existing machine.

RECOMMENDATION

Approve new contract for XEROX C8135 copy machine in the amount of \$387.83 per/month for a 60-month period.

Prepared by Ghia Horton



Xerox Equipment Review

SOUTH BAY CITIES COUNCIL OF GOVERNMENTS

Prepared by Bill McDermott

Bill@qdoxs.com

3030 Old Ranch Parkway, Ste. 190

Seal Beach, CA 90740

www.qdoxs.com

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Our Team of Experts

Together everyone achieves more



Bill McDermott
Sales Executive &
Account Manager



Lindsey Marks
Vice President of
Sales



David Schmitz
Sr. Network Systems
Analyst



Rick Archer
Workflow Solutions
Manager



Sue Yates
Managed Print
Services Specialist



Ron Scruggs
Office Supplies
Manager



Jim Jones
Customer Relations
Manager



Brad Blackburn
Director of Operations

A knowledgeable team with the best tools and a genuine desire to help our clients succeed.

Award winning industry experts help you pick the right technology for your needs.

Xerox certified Account Managers, Product Specialists and Program Managers are now your resources to find and tailor the best possible solution for your team.

Xerox certified network analysts customize the hardware and software solutions in tandem with your IT

Years of experience in hundreds of offices in Southern California.

Customized On-site customer training designed for you

Learn how to fully utilize your new tools with an expert on-site, live with your applications.

QDoxs Account Management

All from the technology partner you want on your team.





Executive Summary

Xerox and I would like to thank you for supporting us in putting this recommendation together. This recommendation will provide you the most cost-effective Solution with the latest technology upgrades and service from Xerox Corporation.

The following proposal is priced at a 60-month lease. Delivery, installation and staff training is included. All equipment supplies are included in the 'cost per page', except paper.

My proposed solution includes:

1,000 B/W Copies monthly

500 Color Copies monthly



Bill McDermott

Xerox Sales Executive

562.435.2769 x 1773

bill@qdoxs.com



CURRENT MODEL: Xerox W7855PT

I was able to pull the information below from your existing contract and also from my Customer Relations Manager.

- XEROX W7855PT (EFFECTIVE 2/06/2017)
- SERIAL NUMBER: MX4-497203
- ACCESSORIES: PROFESSIONAL FINISHER, KEYBOARD, AUTOSTORE
- XEROX SERVICE CALLS IN 2022 = 0
- XEROX SERVICE CALLS IN 2021 = 2

- MONTHLY LEASE = \$ 426.42 / month
- SUPPLIES & MAINTENANCE = \$ 0.00
- MONTHLY ALLOWANCE B/W = 0
- AVERAGE MONTHLY B/W VOLUME = 1,349
- AVERAGE MONTHLY B/W OVERAGE @.005 = \$ 6.74
- MONTHLY ALLOWANCE COLOR = 0
- AVERAGE MONTHLY COLOR VOLUME = 919
- AVERAGE MONTHLY COLOR OVERAGE @.0500 = \$ 45.93
- TOTAL MONTHLY AVERAGE = \$ 479.09

PROPOSED MODEL OPTION #1: Xerox C8135

- XEROX C8135
- ACCESSORIES: CONVENIENCE STAPLER AND SHELF
- (max paper size 11x17 in tray 1 & 2)



- 60 MONTHLY LEASE = \$ 285.49 / month
- SUPPLIES & MAINTENANCE = \$ 62.30
- MONTHLY ALLOWANCE B/W = 1,000
- AVERAGE MONTHLY B/W VOLUME = 1,349
- AVERAGE MONTHLY B/W OVERAGE @.0100 = \$ 3.49
- MONTHLY ALLOWANCE COLOR = 500
- AVERAGE MONTHLY COLOR VOLUME = 919
- AVERAGE MONTHLY COLOR OVERAGE @.087 = \$ 36.45
- TOTAL MONTHLY AVERAGE = \$ 387.73

- AVERAGE MONTHLY SAVINGS = \$ 91.39
- AVERAGE SAVINGS OVER TERM = \$ 5,483.56

PROPOSED MODEL OPTION #2: Xerox C8135

- XEROX C8135
- ACCESSORIES: OFFICE FINISHER
- (max paper size 11x17 in tray 1 & 2)



- 60 MONTHLY LEASE = \$ 297.44 / month
- SUPPLIES & MAINTENANCE = \$ 62.30
- MONTHLY ALLOWANCE B/W = 1,000
- AVERAGE MONTHLY B/W VOLUME = 1,349
- AVERAGE MONTHLY B/W OVERAGE @.0100 = \$ 3.49
- MONTHLY ALLOWANCE COLOR = 500
- AVERAGE MONTHLY COLOR VOLUME = 919
- AVERAGE MONTHLY COLOR OVERAGE @.087 = \$ 36.45
- TOTAL MONTHLY AVERAGE = \$ 399.68

- AVERAGE MONTHLY SAVINGS = \$ 79.42
- AVERAGE SAVINGS OVER TERM = \$ 4,765.00

PROPOSED MODELS OPTION #3

Xerox Color Desktop MFD C505 & Xerox Color Desktop Printer C500

- XEROX C505 DESKTOP MFD (qty = 1) &
- C500 COLOR DESKTOP PRINTER (qty = 2)
- ACCESSORIES: SINGLE TRAY
- (max paper size 8.5 x14 in bypass tray)

- 60 MONTH LEASE = \$ 144.39 / month
- SUPPLIES & MAINTENANCE = \$ 258.45
- MONTHLY ALLOWANCE B/W = 500 / each
- AVERAGE MONTHLY B/W VOLUME = 1,349
- AVERAGE MONTHLY B/W OVERAGE @.0213= \$ 0.00
- MONTHLY ALLOWANCE COLOR = 500 / each
- AVERAGE MONTHLY COLOR VOLUME = 919
- AVERAGE MONTHLY COLOR OVERAGE @.13100 = \$ 0.00
- TOTAL MONTHLY AVERAGE = \$ 402.84

- AVERAGE MONTHLY SAVINGS = \$ 76.26
- AVERAGE SAVINGS OVER TERM = \$ 4,575.40



XEROX Configuration



Xerox AltaLink C8100 Family



Total width: 24 in (620 mm) **Total height:** 44 in (1,130 mm) **Total depth:** 28 in (723 mm)

Dimensions shown are approximate. Please refer to the Installation Guide for exact dimensions

Xerox AltaLink C8135 (Tandem Tray)

The Xerox AltaLink C8135 is designed with a powerful mix of features, accessories and finishing that help you get more work done in any location, at medium to high volumes and at a speed of 35 ppm color and black and white.

- Prints up to 1200 x 2400 dpi.
- Single Pass Duplex Automatic Document Feeder: 130 sheets, speeds of up to 141 ipm (duplex); Sizes: 5.5 x 8.5 in. to 11 x 17 in. / A5 to A3.
- Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.9 to 12.6 x 52 in./89 x 98 mm to 320 x 1,320 mm (SEF)
- Tray 1: 520 sheets; Custom sizes: 5.5 x 7.2 in. to 11.7 x 17 in./140 x 182 mm to 297 x 432 mm (SEF)
- Tray 2: 520 sheets; Custom sizes: 5.5 x 7.5 in. to 12 x 18 in. / 140 x 182 mm to SRA3 (SEF)
- High Capacity Tandem Tray: Up to 2,000 sheets; Sizes: 8.5 x 11 in./A4
- Total Paper Capacity 3140 sheets.
- Adobe® PostScript® 3™, Adobe PDF version 1.7, PCL® 6
- 250 sheet Dual Offset Catch Tray and 100 sheet Face up Tray.
- Equipped with the Smart Proximity Sensor which wakes up the device when a user approaches, saving precious time and saving energy when idle.



Convenience Stapler

For simple stapling needs, the Convenience Stapler provides offline stapling of printed output and original documents. Staples 50-sheets (based on 20 lb. bond/75 gsm). (Includes a Work Surface in the U.S.)



XEROX Configuration



Xerox AltaLink C8100 Family



Total width: 47 in (1,207 mm) **Total height:** 44 in (1,130 mm) **Total depth:** 28 in (723 mm)

Dimensions shown are approximate. Please refer to the Installation Guide for exact dimensions

Xerox AltaLink C8135 (Tandem Tray)

The Xerox AltaLink C8135 is designed with a powerful mix of features, accessories and finishing that help you get more work done in any location, at medium to high volumes and at a speed of 35 ppm color and black and white.

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- High Capacity Tandem Tray: Up to 2,000 sheets; Sizes: 8.5 x 11 in./A4
- Total Paper Capacity 3140 sheets.
- Adobe® PostScript® 3™, Adobe PDF version 1.7, PCL® 6
- 250 sheet Dual Offset Catch Tray and 100 sheet Face up Tray.
- Equipped with the Smart Proximity Sensor which wakes up the device when a user approaches, saving precious time and saving energy when idle.



Office Finisher

2,000-sheet stacker, 50 sheets stapled, 2-position stapling. See optional hole punch and optional booklet maker for Office Finisher.



XEROX Configuration



Xerox® VersaLink® C500/C600 Family



Total width: 18 in (470 mm) **Total height:** 25 in (644 mm) **Total depth:** 19 in (503 mm)
Dimensions shown are approximate. Please refer to the Installation Guide for exact dimensions

VersaLink® C505 Multifunction Printer

Xerox® VersaLink® C505 Color Multifunction Printer, Print/Copy/Scan/Email, Letter, Up To 55 ppm (53 ppm A4), 2-Sided Print, USB/Ethernet, 550-Sheet Tray, 150-Sheet Multi-Purpose Tray, 100-Sheet DADF (Single-Pass Duplex)



Xerox® VersaLink® C500/C600 Family



Total width: 16 in (427 mm) **Total height:** 17 in (443 mm) **Total depth:** 18 in (465 mm)
Dimensions shown are approximate. Please refer to the Installation Guide for exact dimensions

VersaLink® C500 Printer

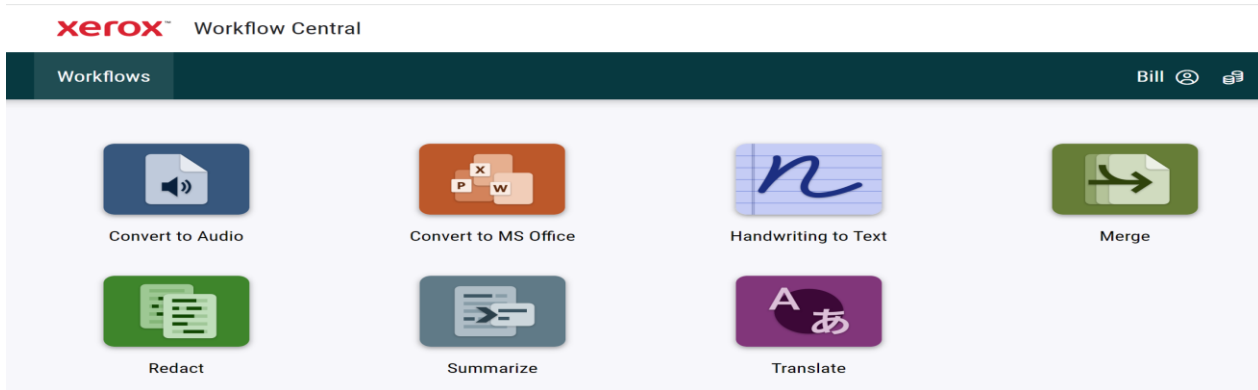
Xerox® VersaLink® C500 Color Printer, Print Letter, Up To 45 ppm (43 ppm A4), 2-Sided Print, USB/Ethernet, 550-Sheet Tray, 150-Sheet Multi-Purpose Tray



Xerox Equipment & Technology Updates

XEROX APP PACK:

CONVERT TO AUDIO, CONVERT TO MS OFFICE, HANDWRITING TO TEXT, MERGE, REDACT, SUMMARIZE, TRANSLATE, SCAN & PRINT APP



Automation built in

The “Always On” XDA ensures information is up to date, meter reads are submitted automatically, you receive proactive & reliable supplies, service and support!

XDA as a Service, at no charge!

Dedicated Appliance for XDA “Always On” Connection
Simplifies, Service, Supplies and Meters
Remote Monitoring and Support

Business Analytics for Better Decisions

Print Costs
Environmental Impact
Paper Use & Waste
For Your Xerox and Non-Xerox alike



Advanced Printer-Fleet Web Portal


24/7 tool that provides detailed, real-time information,
Dashboard view of supply levels
Place Service Requests and additional Supply Orders

Online Ticket Requests

24/7 tool that provides detailed, real-time information,
Dashboard view of supply levels
Place Service Requests and additional Supply Orders

Optional: Xerox Equipment Protection Program

Your lease agreement with Xerox Financial Services LLC requires that the equipment is insured against loss or damage for its full replacement value. Your lease also requires that you carry public liability insurance against bodily injury, including death, and against property damage in the amount of at least \$2 million (collectively, "Required Insurance").



«LTDT»

«IVNM»
«ADD1»
«ADD2»
«CITY», «STCD» «PSCD»

Subject: How to Fulfill Your Lease's Insurance Requirement
Account No. «LSCD»

Thank you for choosing to lease your new equipment through Xerox Financial Services LLC. Your business is important to us.

Why you are receiving this letter:

Your lease agreement with Xerox Financial Services LLC requires that the equipment is insured against loss or damage for its full replacement value. Your lease also requires that you carry public liability insurance against bodily injury, including death, and against property damage in the amount of at least \$2 million (collectively, "Required Insurance").

There are two options to fulfill the property insurance component of your Required Insurance obligation:

Option 1 – Obtain your own insurance in accordance with the requirements in your lease, and have your insurance agent or broker confirm your coverage by going to agent.gaic.com or by calling the Insurance Center at **866.223.6383**.

Option 2 – Enroll automatically in the Equipment Protection Program for a monthly charge of \$«CINV*», which is included on each lease invoice as a separately identified line item. This rate is fixed over the term of your lease and will not increase due to claim activity. The Equipment Protection Program for the customers of Xerox Financial Services LLC is underwritten by member companies of Great American Insurance Group and covers loss and damage from more types of perils than a typical commercial policy. This coverage includes damage by water, flood, and earthquake. In addition, there is no deductible for covered damage or loss that exceeds \$100. Refer to the Frequently Asked Questions on the reverse side of this letter for more information. To choose this option, no action is required. To ask any questions you may have, please call the Insurance Center at **866.223.6383**.

Xerox Financial Services LLC
c/o Insurance Center
P.O. Box 3547
Bellevue, WA 98009
Phone: 866.223.6383
Web: agent.gaic.com
Insurance Center Hours: 6 a.m. – 5 p.m. Pacific Time, M – F

Fax: 855.453.7119
E-mail: cs-seattle@gaic.com

**Example
New Customer Letter**

Focused Implementation

Tasks	Week 1	Week 2	Week 3	Week 4 +	Date
Order Authorization	X				
Statement of Work Complete	X				
Order Submitted	X				
Local Warehouse Delivery		X			
Solution Configuration		X			
On-Site Customer Assembly: (Physical delivery)			X		
Network Installation: Network machine, print drivers, scanning & XDA)			X		
Application Testing: Test scanning applications with end users)			X		
End User Training: Initial training either day of delivery or schedule shortly thereafter)			X		
Review Processes: (Sue will review Service and Supply process & portal)				X	
Optimization: Review billing, insurance & future workflow solutions)				X	





Customer References

QDoxs | Copiers & Printers in Los Angeles & Orange County | Xerox Agent

[Website](#) [Directions](#) [Save](#) [Call](#)

4.9 ★★★★★ 98 Google reviews

Office equipment supplier in Seal Beach, California



Julie Denny

11 reviews · 5 photos

★★★★★ 2 years ago

Bill and his Team are AMAZING! Bill comes with solutions and is never pushing sales, he is truly here for the us, the customer. We have had Xerox printers for years and they are very good and reliable. Ron is also great for supplies. Jonathan provides tech services and goes above and beyond for us. Highly recommended Team.

👍 1



Cynthia Credell

3 reviews

★★★★★ 3 years ago

Quite often my experience has been companies forget to practice "good customer service." My experience with QDoxs and their representatives, specifically, Bill McDermott, Rick Archer, and David Schmitz, to name a few, has been exactly the opposite. Not only did Bill present this office with a newer model of Xerox, he also found us substantial savings and a way for our office to save a tree or two. The actual sales presentation and installation of a new machine was faultless, we were shown how to enhance our productivity, and did I mention "SUBSTANTIAL SAVINGS?" The follow through after we actually purchased the machine was also five-star and we were not left feeling like now the machine was in our possession - their job was finished. I would rate them 10 stars if I could. Thank you so much QDoxs.

👍 1



Mark Razavi

2 reviews

★★★★★ 4 days ago **NEW**

I've been a customer for 7+ years because the service our office receives from Bill, Dave, Shane and the rest of the team is second to none!

👍 Like



Shachihata Xstamper

1 review

★★★★★ a week ago **NEW**

The level of service we've received continues to be outstanding. Special thanks to Bill for proactively addressing our needs!

👍 Like

"This company is professional and on top of their business! My company has been working with QDoxs since 2013 and every second has been perfect! We plan to be with them for many more years to come."

~ Sandra in Orange County

"Their services are so efficient you almost don't need them but when you do, their customer support and response time is excellent"

~ Juan in Los Angeles County

Read more at www.qdoxs.com/reviews





CONTACT US

HEADQUARTERS

3030 Old Ranch Parkway
Suite 190
Seal Beach, CA 90740

-  hello@qdoxs.com
-  www.qdoxs.com
-  [@qdoxs](https://twitter.com/qdoxs)
-  562.435.2769