

## **New University Copier Contract**

Date: January 23, 2009  
To: Campus Community  
From: Gerry Bomotti, Senior Vice President for Finance and Business  
William Boldt, Vice President for University Advancement  
Subject: New University Copier/MFD Contract

For the past several months, the university has been involved in a thorough, complex, and diligent process of issuing and evaluating a request for proposal for campus copier multifunctional devices to serve the UNLV community. We appreciate your patience during this process. It appears the time and effort invested will result in a contract that will bring substantial savings to the university – approximately \$4 million over the five-year term. The selected vendor providing copier multifunctional devices under this new contract, pending final negotiations, is Xerox Corporation. Although Xerox is the current vendor for campus copier program, this new contract and its pricing are very different.

This new contract affects every department on campus and provides several advantages and cost savings from past copier contracts and practices. While every department has different copying needs and history, most will see a savings in their copying costs, depending on the type of equipment they select and the number of copies they make each month.

Here are some of the highlights of the new contract:

- \*This is a five-year contract featuring cost-per-copy with a base charge pricing.
- \*Pricing is based on volume bands so that departments can right size their equipment to their historical volume with appropriate speed and options to save money.
- \*Copy charges will be based on actual copies made, not averaged.
- \*Equipment can be purchased outright, with a maintenance plan, through this contract.
- \*Two Xerox associates are housed on campus for immediate on-site service response.
- \*On-site supply and parts storage are available for immediate response.
- \*A customized website allows departments to order equipment, supplies, and service.
- \*Equipment will have two networking options: hardwired or wireless.
- \*Invoice payment will continue to be handled by the University Copier Program office – no paperwork for you.

The implementation of a campuswide contract is a large undertaking and important responsibility that extends to all departments. Over the next two weeks, a University Copier Program and Xerox representative will be meeting with departments that are currently on the UCP/Xerox contract to coordinate installation of new equipment orders and have old equipment removed. Unit decision makers with budget authority need to be

available to meet with these representatives regarding their copier needs. Please be patient during this transition.

Thank you.