



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 21-298, Version: 1

- a. Authorize the Chief Executive Officer for Natividad Medical Center (NMC) or his designee to execute an agreement with Ray A. Morgan Company, Inc. for copy machine lease and print services for an amount not to exceed \$1,782,164 with an agreement term retroactive from June 11, 2021 through June 10, 2026
- b. Authorize the Chief Executive Officer for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$178,216) of the original cost of the agreement.

RECOMMENDATION:

It is recommended the Board of Supervisors:

- a. Authorize the Chief Executive Officer for Natividad Medical Center (NMC) or his designee to execute an agreement with Ray A. Morgan Company, Inc. for copy machine lease and print services for an amount not to exceed \$1,782,164 with an agreement term retroactive from June 11, 2021 through June 10, 2026
- b. Authorize the Chief Executive Officer for NMC or his designee to execute up to three (3) future amendments to the agreement which do not significantly alter the scope of work and do not cause an increase of more than ten percent (10%) (\$178,216) of the original cost of the agreement.

SUMMARY/DISCUSSION:

Currently, SMILE Business Products, Inc. provides copier hardware and support to Natividad. Recently, the level of service provided by SMILE does not meet the expectations of Natividad. This has resulted in extended downtimes to copiers resulting in frustration amongst staff. Due to this, Natividad is looking to move support to Ray Morgan Company. Ray Morgan Company will be providing copiers on lease to Natividad over 5-year schedule. These devices will be fully maintained by Ray Morgan Company to ensure usability and reliability. The copiers will be delivered according to the agreed upon schedule with a total of 82 units over the course of the agreement. Ray Morgan Company will deliver 66 units in year 1, 13 units in year 2, 1 unit in year 3, and 2 units in year 4.

Ray Morgan Company will also be servicing Natividad's existing fleet of laser jet printers, as well as any laser jet printers that Natividad adds to the environment over the length of this agreement. This includes all parts and labor for both machines currently in service and that being held in storage. Currently, Natividad's IT staff maintains this fleet and replaces any printer that requires repair outside of typical errors or maintenance. Ray Morgan Company will provide a level of expertise that Natividad currently does not have which should not only extend the life of our fleet of printers, but also improve the patient and employee experience by minimizing disruptions caused by printer errors and failures.

Ray Morgan Company is a California Multiple Award Schedule (CMAS) participant, a preferred vendor to county government entities.

OTHER AGENCY INVOLVEMENT:

The Office of County Counsel has reviewed and approved this agreement as to form, and the Auditor-Controller has reviewed and approved as to payment provisions. The agreement is scheduled for review and approval by NMC's Finance Committee and by its Board of Trustees on June 11, 2021.

FINANCING:

The cost for this agreement is \$1,782,164 of which \$346,531 is included in the Fiscal Year 2021-22 Recommended Budget. Amounts for remaining years of the agreement will be included in those budgets as appropriate.

BOARD OF SUPERVISORS STRATEGIC INITIATIVES:

Establishing a relationship with Ray Morgan Company will allow Natividad to upgrade the copy and print infrastructure of the hospital. This will also give Natividad the expertise needed to lengthen the usable life out of existing printing infrastructure by providing a level support that is currently not able to be provided.

- ☐ Economic Development
- ☐ Administration
- ☐ Health and Human Services
- ☒ Infrastructure
- ☐ Public Safety

Prepared by: Timothy Luttropp, IT Operations Manager, 831-783-2784

Approved by: Gary R. Gray, DO, Chief Executive Officer, 783-2553

Attachments:

Ray Morgan Company Agreement

Attachments on file with the Clerk of the Board