



ERIE COUNTY WATER AUTHORITY

INTEROFFICE MEMORANDUM

To: Terrence D. McCracken, Secretary to the Authority

From: Dave W. Aubertine, Director of Cybersecurity and IT *DWA*

Subject: Request for Proposals Recommendation
Printer Consolidation and Managed Print Services
Project No. 202200193

The Erie County Water Authority (Authority) recently issued a Request for Proposals (RFP) for Printer Consolidation and Managed Print Services.

The RFP was issued to five firms (United Business Systems, Toshiba, CopierFax Business Technologies, Lexmark, and Eagle Systems Inc.). Eagle Systems declined to respond.

The responses were reviewed and discussed among the Information Technology staff. Qualifications and related experience of the firm, overall ability of the proposed solution to meet ECWA requirements and rates/fees were considered with United Business Systems scoring the highest.

The IT Department is requesting that the RFP is awarded to United Business Systems. A detailed contract will be drafted, reviewed with the Legal Department and approval for execution will be requested at a later date.

Budget Information:

Unit: 8525

O&M Line 19 Payment to Contractors-Other

DWA:dwa
Attachment
cc:
R.Stoll
J. Tomaka
L.Kowalski
L.Lester,
T.McCracken
M.Carney