

EXECUTIVE SUMMARY



12/22/2015

To: NASPO ValuePoint Management Board

From: Tim Hay for the Managed Print Services Sourcing Team

RE: Evaluation/Award Summary and Recommendation for NASPO ValuePoint Managed Print Services
RFP# 40-000-14-00107

This executive summary was prepared by NASPO ValuePoint staff for use by the Management Board. The official award documents are maintained by the Lead State in accordance with its procurement laws.

Background: The NASPO ValuePoint Management Board approved conducting a re-solicitation for Managed Print Services. The resulting services would allow states to have a master agreement for Managed Print Services. The Managed Print Services sourcing team has concluded the RFP evaluation process and has made recommendations regarding the resulting proposed contract award. Accordingly, the team is seeking approval of the award by the NASPO ValuePoint Management Board. In this re-solicited contract portfolio for NASPO ValuePoint, the sourcing team recommends a term of one (1) year and three (3) additional one (1) year terms.

Sourcing Team: The RFP was led by New Mexico and was developed with sourcing team members from four (4) states: Alaska, Nevada, New Mexico and Washington states.

RFP Information: The RFP was issued on August 7, 2015. A pre-proposal conference was held August 24, 2015 and was attended by thirty (30) individuals from multiple vendors. The RFP was amended four (4) times. The RFP closed October 14, 2015.

Proposal Information: Nine (9) proposals were received. The Sourcing Team met November 16 - 20, 2015 in Albuquerque, New Mexico to complete evaluation and scoring of each offeror's proposal. Evaluation was based on managed services, customer services, data security, financial stability, scope of work, and cost. After evaluations, two Offerors were rejected as non-responsive and three fell below the natural scoring breaking point.

Evaluations: The RFP allowed for multiple vendor awards based on a natural break in the scoring.

Current and new supplier makeup: The current NASPO ValuePoint contract for these services has six (6) contractors. Consistent with the RFP evaluation criteria, the sourcing team recommends award to the following vendors: Konica Minolta, Lexmark, Pacific Office Automation and Ricoh for a total of four (4) contractors.

Key benefits of new agreements: Below are some highlights of the benefits from the prospective contract awards:

1. Defines services included in MPS.
2. Improved cost structure.
3. Value Added Services were added to provide agencies with more options to enhance MPS.

Conclusion: The State of New Mexico management has reviewed and approved these award recommendations. I endorse the excellent work and analysis of the sourcing team and recommend your approval of the proposed awards and ask that we permit New Mexico to move ahead with the recommended NASPO ValuePoint awards.