



ONBASE: 110671

Date: March 6, 2025

To: The Honorable Board of Acquisition and Contract

From: Belinda S. Miles  
President, Westchester Community College

Re: Authority to enter into an agreement with Connecticut Business Systems, LLC, a Xerox Company, to provide Digital Copier Services, for a term from March 23, 2025 through March 22, 2030, for an amount not-to-exceed \$1,133,700.00, payable pursuant to an approved budget.

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Authority of your Honorable Board is requested for the County of Westchester (the "County"), acting by and through Westchester Community College ("College"), to enter into an agreement with Connecticut Business Systems, LLC, a Xerox Company, to provide Digital Copier Services, for a term from March 23, 2025 through March 22, 2030, for an amount not-to-exceed \$1,133,700.00, payable pursuant to an approved budget (the "Agreement").

The goals and objectives of this Agreement are to provide the campus with digital copier and scanning machines and provide troubleshooting and repairs on those machines or replacing those machines as needed.

Authority to exempt this Agreement from the requirements of the Westchester County Procurement Policy and Procedures pursuant to Section 3(a)xxi thereof, has been granted by your Honorable Board in accordance with a separate resolution of even date herewith.

Accordingly, your favorable action on the annexed Resolution is most respectfully urged and recommended.

RG/CM

## RESOLUTION

Upon a communication from the County Executive, be it hereby

RESOLVED, that the County of Westchester (the "County"), acting by and through Westchester Community College ("College"), is hereby authorized to enter into an agreement with Connecticut Business Systems, LLC, a Xerox Company, to provide Digital Copier Services, for a term from March 23, 2025 through March 22, 2030, for an amount not-to-exceed \$1,133,700.00, payable pursuant to an approved budget (the "Agreement"); and be it further

RESOLVED, that this Agreement is also subject to further financial analysis of the impact of any New York State Budget (the "State Budget") proposed and adopted during the term of this agreement. The County shall retain the right, upon the occurrence of any release by the Governor of a proposed State Budget and/or the adoption of a State Budget or any amendments thereto, and for a reasonable period of time after such release(s) or adoption(s), to conduct an analysis of the impacts of any such State Budget on County finances. After such analysis, the County shall retain the right to either terminate this Agreement or to renegotiate the amounts and rates approved herein. If the County subsequently offers to pay a reduced amount to the Contractor, then the Contractor shall have the right to terminate this agreement upon reasonable prior written notice; and be it further

RESOLVED, that the County Executive or his duly appointed designee be, and hereby is, authorized to take such action and execute such documents as may be necessary and proper to effect the purposes hereof.

APPROVED BOARD OF ACQUISITIONS CONTRACT # 2024-0178 PER # 2024-0178  
SCULKY, SECURITY

Year	Fund	Dept	Major Program, Program & Phase or Unit	Object/ Sub-Object	Trust	Dollars
24/25	10	250		4070-01		\$75,391.48
24/25	703	9110		4070-01		\$4,765.00
24/25	701	8121		4070-01		\$1,101.44
24/25	701	8211		4070-01		\$2,202.83
24/25	701	8216		4070-01		\$2,202.83
24/25	701	8191		4070-01		\$2,202.83
24/25	701	8221		4070-01		\$2,202.83
24/25	701	8156		4070-01		\$960.41
24/25	701	8501		4070-01		\$1,101.44
24/25	701	8102		4070-01		\$1,101.44
24/25	701	8157		4070-01		\$140.97
24/25	703	9075		4070-01		\$1,101.44

25/26	10	250		4070-01		\$180,939.55
25/26	703	9110		4070-01		\$11,435.99
25/26	701	8121		4070-01		\$2,643.43
25/26	701	8211		4070-01		\$5,286.80
25/26	701	8216		4070-01		\$5,286.80
25/26	701	8191		4070-01		\$5,286.80
25/26	701	8221		4070-01		\$5,286.80
25/26	701	8156		4070-01		\$2,305.13
25/26	701	8501		4070-01		\$2,643.43
25/26	701	8102		4070-01		\$2,643.43
25/26	701	8157		4070-01		\$338.33
25/26	703	9075		4070-01		\$2,643.46

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/20/2025 RAYMOND SULLIVAN SECRETARY

26/27	10	250		4070-01		\$180,939.55
26/27	703	9110		4070-01		\$11,435.99
26/27	701	8121		4070-01		\$2,643.43
26/27	701	8211		4070-01		\$5,286.80
26/27	701	8216		4070-01		\$5,286.80
26/27	701	8191		4070-01		\$5,286.80
26/27	701	8221		4070-01		\$5,286.80
26/27	701	8156		4070-01		\$2,305.13
26/27	701	8501		4070-01		\$2,643.43
26/27	701	8102		4070-01		\$2,643.43
26/27	701	8157		4070-01		\$338.33
26/27	703	9075		4070-01		\$2,643.46

27/28	10	250		4070-01		\$180,939.55
27/28	703	9110		4070-01		\$11,435.99
27/28	701	8121		4070-01		\$2,643.43
27/28	701	8211		4070-01		\$5,286.80
27/28	701	8216		4070-01		\$5,286.80
27/28	701	8191		4070-01		\$5,286.80
27/28	701	8221		4070-01		\$5,286.80
27/28	701	8156		4070-01		\$2,305.13
27/28	701	8501		4070-01		\$2,643.43
27/28	701	8102		4070-01		\$2,643.43
27/28	701	8157		4070-01		\$338.33
27/28	703	9075		4070-01		\$2,643.46

28/29	10	250		4070-01		\$180,939.55
28/29	703	9110		4070-01		\$11,435.99
28/29	701	8121		4070-01		\$2,643.43
28/29	701	8211		4070-01		\$5,286.80
28/29	701	8216		4070-01		\$5,286.80
28/29	701	8191		4070-01		\$5,286.80
28/29	701	8221		4070-01		\$5,286.80
28/29	701	8156		4070-01		\$2,305.13
28/29	701	8501		4070-01		\$2,643.43
28/29	701	8102		4070-01		\$2,643.43
28/29	701	8157		4070-01		\$338.33
28/29	703	9075		4070-01		\$2,643.46

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/20/2025 RAYMOND SCURRY, SECRETARY

29/30	10	250		4070-01		\$105,548.07
29/30	703	9110		4070-01		\$6,670.99
29/30	701	8121		4070-01		\$1,542.02
29/30	701	8211		4070-01		\$3,083.97
29/30	701	8216		4070-01		\$3,083.97
29/30	701	8191		4070-01		\$3,083.97
29/30	701	8221		4070-01		\$3,083.97
29/30	701	8156		4070-01		\$1,344.66
29/30	701	8501		4070-01		\$1,542.02
29/30	701	8102		4070-01		\$1,542.02
29/30	701	8157		4070-01		\$197.36
29/30	703	9075		4070-01		\$1,542.24

Budget Funding Year(s) 2024/25 Start Date: March 23, 2025  
(must match resolution)

End Date: March 22, 2030

Funding Source: Tax Dollars \$290,227.20

Contractor Federal I.D. No./  
Social Security No.:

State Aid \$251,681.40

\$1,133,700.00 Federal Aid \_\_\_\_\_  
(must match resolution)

Vendor No.: \_\_\_\_\_

Other \$591,791.40

Encumbrance No.: \_\_\_\_\_

APPROVED BOARD OF ACQUISITION & CONTRACT - 03/20/2025 - RAYMOND SCULLY, SECRETARY