

RESOLUTION NO. 27445

WHEREAS, on recommendation of Management, there was presented for approval, Second Amendment to Contract DA-5272 with Sharp Electronics Corporation to add funding of \$957,421, for new total not to exceed \$3,457,421, and extend the term by one (1) year, with a one (1)-year renewal option, covering ongoing managed print services (multi-function photocopiers) for Los Angeles World Airports; and

LAX

Van Nuys

City of Los Angeles

Eric Garcetti  
Mayor

Board of Airport  
Commissioners

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President

Valeria C. Velasco  
Vice President

Sean O. Burton  
Gabriel L. Eshaghian  
Nicholas P. Roxborough  
Belinda M. Vega  
Karim Webb

Justin Erbacci  
Chief Executive Officer

WHEREAS, the contract with Sharp Electronics Corporation (Sharp) includes photocopier maintenance, repairs (normal and emergency), parts, user training and consumable supplies (e.g. toner and staples), except for paper. In addition to providing copy, print, scan and fax capabilities, the photocopiers have security features that help protect business information. Those features include data encryption, hard drive overwrite functionality, and secure printing using user passcode and card readers. The security features ensure confidentiality of data such as employee information and legal documents; and

WHEREAS, when administrative staff started telecommuting during the pandemic, LAWA Information Management & Technology (IMT) staff conducted a review of machine usage and returned approximately 15 photocopiers to Sharp because of the decline. LAWA is still supporting 175 photocopiers that are necessary to support vital and daily routine operations; and

WHEREAS, extending Sharp's contract will allow LAWA the opportunity to review its ongoing needs for photocopiers as staff continues to work from home and determine how the overall return to work will be implemented. As part of said review, IMT will be working with the various LAWA groups at Los Angeles International Airport (LAX) and Van Nuys Airport (VNY) in order to reduce the number of leased photocopiers as much as possible; and

WHEREAS, although IMT was able to identify the underused machines and return them to the vendor, when administrative staff fully re-populate back to LAWA offices, IMT is anticipating a sharp increase in usage, and possible requests for the machines which were returned. IMT estimated that usage may more than double based on pandemic levels; the additional authority includes this in the not-to-exceed amount; and

WHEREAS, staff will use the extension to conduct a competitive procurement process in order to evaluate the best value for a new contract for multifunction printer equipment and services; and

WHEREAS, following are the estimated annual expenditures:

Description	Expenditures
Monthly Equipment Lease (LAX)	\$ 864,000
Monthly Equipment Lease (VNY)	10,800
Estimated Copy Usage, e.g. materials, supplies, and services (LAX)	240,000
Estimated Copy Usage (VNY)	4,000
Total Second Amendment Costs	\$ 1,118,800
Remaining Contract Authority	161,379
Additional Contract Authority Needed	\$ 957,421
Previous Contract Authority	2,500,000
New Total Authority	\$ 3,457,421; and

Note: This table is for explanatory purposes, and estimates may vary per line item.



WHEREAS, funding for the contract is available in the Fiscal Year 2021-2022 LAWA Operating Budget in LAX Cost Center 2001614 – LAWA-wide Copiers, Commitment Item 522 – Materials and Supplies. Funding for subsequent years will be requested as part of the annual budget process; and

WHEREAS, this item, as a continuing administrative, maintenance and personnel-related activity, is exempt from California Environmental Quality Act (CEQA) requirements pursuant to Article II, Section 2.f. of the Los Angeles City CEQA Guidelines; and

WHEREAS, Sharp will comply with the provisions of the Living Wage/Worker Retention Ordinances; and

WHEREAS, Sharp will comply with the provisions of the Affirmative Action Program; and

WHEREAS, Sharp is assigned Business Tax Registration Certificate 0000749096-0001-8; and

WHEREAS, Sharp will comply with the provisions of the Child Support Obligations Ordinance; and

WHEREAS, Sharp has approved insurance documents, in the terms and amounts required, on file with LAWA; and

WHEREAS, pursuant to Charter Section 1022, staff determined that the work specified on the contract can be performed more feasibly or economically by an Independent Contractor than by City employees; and

WHEREAS, Sharp has submitted the Contractor Responsibility Program Questionnaire and Pledge of Compliance, and will comply with the provisions of said program; and

WHEREAS, Sharp is required to comply with the provisions of the First Source Hiring Program for all non-trade LAX jobs; and

WHEREAS, Sharp has submitted the Bidder Contributions CEC Form 55, and will comply with its provisions; and

WHEREAS, Sharp has submitted the Municipal Lobbying Ordinance CEC Form 50, and will comply with its provisions; and

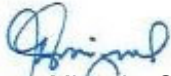
WHEREAS, actions taken on this item by the Board of Airport Commissioners will become final pursuant to the provisions of Los Angeles City Charter Section 373;

NOW, THEREFORE, BE IT RESOLVED that the Board of Airport Commissioners adopted the Staff Report; determined that this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Article II, Section 2.f. of the Los Angeles City CEQA Guidelines; found that the work can be performed more economically or feasibly by an independent contractor than by City employees; further found, pursuant to Charter Section 371(e)(8), that the contract amendment is exempt from competitive bidding due to a competitively bid cooperative arrangement with other governmental agencies for utilization of the purchasing contracts and professional, scientific, expert or technical services contracts; further found, pursuant to Administrative Code Section 10.15(a)(10) under the circumstances presented, that the services sought in the contract (i.e., provision, installation, planning, design, implementation related to telecommunication infrastructure services etc.) are such that use of competitive bidding would be undesirable; certified that the contract is entered into accordance with City Charter Section 373; approved the Second Amendment to Contract DA-5272 with Sharp Electronics Corporation to add funding of \$957,421, for new total not

to exceed \$3,457,421, and extend the term by one (1) year, with a one (1)-year renewal option, covering ongoing managed print services (multi-function photocopiers) for Los Angeles World Airports; and authorized the Chief Executive Officer, or designee, to execute said Second Amendment to Contract DA-5272 with Sharp Electronics Corporation after approval as to form by the City Attorney and approval by the Los Angeles City Council.

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I hereby certify that this Resolution No. 27445 is true and correct, as adopted by the Board of Airport Commissioners at its Regular Meeting held on Thursday, March 3, 2022.



Grace Miguel – Secretary  
BOARD OF AIRPORT COMMISSIONERS