

SUMMARY

The County's current lease for multi-function devices (copiers) will expire on September 30, 2025. A Request for Offer was issued to three vendors with cooperative purchasing contracts: DEX Imaging, Function4, and ImageNet.

All three vendors submitted proposals in response. The proposals were reviewed, evaluated, and scored by an internal evaluation committee consisting of Kaysie Stewart, County Auditor; Amanda Standard, Auditor's Office; Russell Webb, Director of Information Services; and Denise Echols, Assistant Director of Information Services. Mindy Burch and Susan Serrano served as facilitators and advisors throughout the process.

Based on the committee's evaluation, Function4 received the highest overall score and was identified as the top-ranked offeror.