

RESOLUTION NO. 27198

WHEREAS, on recommendation of Management, there was presented for approval, First Amendment to Contract DA-5272 with Sharp Electronics Corporation to extend the term thru March 31, 2022, covering ongoing managed print services (multi-function photocopiers) for Los Angeles World Airports; and

WHEREAS, Sharp Electronics Corporation provides multi-function photocopiers on a leased basis at several Los Angeles World Airports (LAWA) facilities. LAWA currently has 198 network-enabled photocopiers that offer copy, print, scan and fax capabilities at various LAWA offices; and

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Chief Executive Officer

WHEREAS, the photocopiers are used to support vital and daily routine operations. The lease includes maintenance, repairs (normal and emergency), parts, user training and consumable supplies (e.g. toner and staples), except for paper; and

WHEREAS, 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 the confidentiality of data such as employee information and legal documents; and

WHEREAS, the financial impact of the COVID-19 pandemic has caused LAWA to reassess all existing expenditures and commitments. Extension of the contract term will allow LAWA the opportunity to review its ongoing needs for photocopiers as staff continues to work from home and as LAWA determines how overall return to work will be implemented. As part of said review, the LAWA Information Management and Technology Division will be working with the various LAWA groups to reduce the number of leased photocopiers as much as possible; and

WHEREAS, there is sufficient contract authority remaining of \$688,000 to cover the planned expenditures. The estimated expenditures from April 2021 to March 2022 are as follows:

Description	Expenditures
Monthly Equipment Lease	\$ 438,000
Copy Usage (Materials, Supplies and Services)	168,000
*Total Cost	\$ 606,000; and

**Note: Costs for individual line items may vary, but the total expenditures shall not exceed \$688,000*

WHEREAS, funding for the contract is available in the Fiscal Year 2020-2021 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 Electronics Corporation will comply with the provisions of the Living Wage/Service Contractor Worker Retention Ordinances; and

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



WHEREAS, Sharp Electronics Corporation has been assigned Business Tax Registration Certificate 0000749096-0001-8; and

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

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

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

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

WHEREAS, Sharp Electronics Corporation is required to comply with the provisions of the First Source Hiring Program for all non-trade Los Angeles International Airport jobs; and

WHEREAS, Sharp Electronics Corporation has submitted the Bidder Contributions CEC Form 55, 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; find that the work can be performed more economically or feasibly by an independent contractor than by City employees; approved the First Amendment to Contract DA-5272 with Sharp Electronics Corporation to extend the term thru March 31, 2022, covering ongoing managed print services (multi-function photocopiers) for Los Angeles World Airports; and authorized the Chief Executive Officer to execute said First 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. 27198 is true and correct, as adopted by the Board of Airport Commissioners at its Regular Meeting held on Thursday, February 18, 2021.



Grace Miguel – Secretary
BOARD OF AIRPORT COMMISSIONERS