



State of Kansas  
Legislative Administrative Services

300 SW 10th Ave Suite 551-S Topeka, Kansas 66612 Telephone: (785) 296-2391 Fax: (785) 296-1153 TTY: 711 Email: LegServ@las.ks.gov

Thomas A. Day  
Director

MEMORANDUM

TO: Legislative Coordinating Council  
FROM: Tom Day, Alan Weis  
DATE: September 16, 2020  
RE: Legislator Laptop Refresh Lease  
Legislature Printers Refresh Lease

**Legislator Laptop Refresh Lease (Memo Attached)**

The current laptops issued to legislators were leased in September 2016. The lease will expire on October 1, 2020 and will be extended on a monthly basis. These laptops have reached their end-of-useful-life as indicated by a high rate of component failures such as batteries, keyboards, etc.

**Contracting:**

1. Structure: Utilize the Legislature's existing Master Lease Agreement with Dell to lease a total of 185 Dell Latitude 7410 laptops.
2. Term: 4-year lease
3. Annual cost will be \$66,084.00 (\$5,507.00 monthly). Total lease cost is \$264,336.00. Current annual cost of legislator laptops lease for 185 devices is \$70,781.

**Recommendation:**

Request that the LCC approve a contract with Dell to lease Dell Latitude 7410 laptops as replacements for the current laptops.

**Legislature Printers Refresh Lease (Memo Attached)**

The Legislature currently leases desktop and workgroup printers. This equipment provides the printing, scanning, and copying solution for the Legislature's business operations. The printers are managed through Windows Print Server, and Secure Printing is integrated with Active Directory to authenticate users using their state-issued key card.

The current printer lease with Logan Business Machines has expired and was extended on a monthly basis. Under this arrangement a few printers have been replaced due to their age and difficulty in finding replacement parts.

The primary objective of this project is to upgrade and replace the printers with a solution that allows for fast performance, a secure printing environment, and excellent support and service, including supplies, for the printers. Desktop printers in legislator offices will be replaced with small workgroup printers where possible.

**Contracting:**

1. Structure: Negotiate a Master Lease Agreement with Century Business Technologies to lease a total of 140 printers. This count includes 14 different printer models to meet the requirements of specific user groups.
2. Century Business Technologies is currently on state contract, and the state contract can be utilized in the contracting process.
3. Term: 5-year lease
4. Annual cost for 140 printers is \$56,436 (\$4,703 monthly). Total lease cost is \$282,180.00.
  - a. Current annual cost of leased printers is \$83,581.80
5. Printer usage costs will be calculated on a base rate and evaluated annually so there is no unused print volume left in the term. Overages will be billed on a per page basis. Low volume desktop printers will be billed on a cost per page basis.
  - a. Estimated annual printer usage costs based on reported volumes is \$33,800
  - b. Annual printer usage cost in 2019 was \$37,750.

Due to the time elapsed since the initial RFP proposal was received Century Business Technologies is updating their quote, but it is not expected to exceed the initial costs in their RFP response.

**Recommendation:**

Request the LCC approve a contract with Century Business Technologies to upgrade the legislative printers.

**LCC Meeting: September 16, 2020**  
**Proposal to Upgrade Legislator Laptops**  
**Kansas Legislative Office of Information Services (KLOIS)**  
**Report by Terri Clark, Director of Technical Services**  
**9/15/2020**

**Current State:**

The current laptops issued to legislators were leased in September 2016. The lease will expire on October 1, 2020 and will be extended on a monthly basis. These laptops have reached their end-of-useful-life as indicated by a high rate of component failures such as batteries, keyboards, etc.

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**Vendor Evaluation and RFP:**

1. The technical evaluation team, led by Terri Clark, included key members of her team: Steve Roach, Jenny Warner, Travis Rose, Joseph Wedeking, and Mike Armstrong scored the vendor proposals based on the technical requirements. The Procurement Negotiation Committee (Jason Long, Alan Weis, and Terri Clark) made the final recommendation based on results of the technical evaluation, pricing, and vendor support capabilities.
2. The Request For Proposal (RFP) was sent out in March, 2020. The RFP identified 40 technical requirements, and additional business requirements such as on-site, next day service, secure hard drive disposal, pricing, etc.
3. Four vendors responded to the RFP proposing the following devices:
  - a. Dell: Latitude 7400 laptop, now updated to Latitude 7410 laptop
  - b. Lenovo: T490 and T495 laptops
  - c. CDW-G: HP Probook 430G7 laptop and Dragonfly tablet
  - d. Riverside Technologies, Inc. (RTI): HP ProBook 430 G7 laptop
4. Demo units of the Dell Latitude 7410 laptop and Lenovo T490 and T495 laptops were evaluated by KLOIS team with the Latitude scoring higher than the other devices by a significant margin.

**Technical Scoring:**

Requirement	Mobile Device	SCORE 0, 1, 2, 3	Lenovo T490	Lenovo T495-S	Dell 7410
<b>Processor</b>					
Number of Cores	4		8	6	8
Speed (GHz)	2.80+		5	7	5
64 bit	YES		8	8	8
Section Subtotal			21	21	21
<b>Memory</b>					
Minimum (GB)	12		5	4	11
Section Subtotal			5	4	11
<b>Hard Drive</b>					
Size (GB)	500GB		5	9	8
Type	SSD		8	8	8
Section Subtotal			13	17	16
<b>Video</b>					
Screen inches diagonal	13" minimum		9	8	9
Contrast Ratio	1000:01:00		7	8	8
Max resolution	1920 x 1080		8	8	8
Section Subtotal			24	24	25
<b>Ports</b>					
Minimum number of USB 3.0 + ports	2		8	8	8
Preferred number of USB ports	4		4	4	6
USB Type-C	1		7	8	9
HDMI	1		8	8	8
Audio- Stereo Headphone output	YES		8	8	8
Audio-Microphone input	YES		8	8	8
Section Subtotal			43	44	47
<b>Communication</b>					
Wireless card	802.11a/g/n/ac		8	8	8
10/100/1000 Ethernet connection	YES		8	8	2
Blue tooth	YES		8	8	8
Section Subtotal			24	24	18
<b>Input Devices</b>					
Keyboard with or without 10 keypad	YES		8	8	8
Touchscreen	YES		8	2	8
Digitizer pen/Stylus	Optional		2	2	4
Touchpad	YES		8	8	8
Camera	YES		8	8	8

Section Subtotal			34	28	36
<b>Card slots</b>					
SD	YES		8	8	8
Section Subtotal			8	8	8
<b>Power Options</b>					
Battery Life	9 hours preferred		10	8	10
Battery Protection	Replacements at no charge during lease		4	4	5
AC adapters quantity	2		5	5	5
Section Subtotal			19	17	20
<b>Docking Station</b>					
Docking station available	YES		8	8	8
Number of Video Connections	2		7	7	9
Type of Video Connections	Display Port/HDMI		5	5	8
Number of USB ports	4, prefer 6		4	4	10
10/100/1000 Ethernet connection	YES		4	4	8
Audio IN & OUT	YES		4	4	8
Monitor stand for replicator	adjustable		4	4	8
Monitor	22"		4	4	8
Input Devices	Keyboard, Mouse		4	4	4
Sound Bar	YES		4	4	8
Section Subtotal			48	48	79
<b>Physical</b>					
Expected Weight (lbs)	4 or less		8	8	9
Section Subtotal			8	8	9
<b>Security Options</b>					
Cable Lock slots	YES		8	8	8
Section Subtotal			8	8	8
<b>Operating System</b>					
Windows 10 Professional	YES		8	8	8
Section Subtotal			8	8	8
<b>Accessories</b>					
Laptop Carrying case	Optional		4	2	8
Maintenance on all leased equipment	Next business day, on-site		4	2	2
Privileges for Kansas technical staff to swap/install parts without violating warranty	Privileges authorized		4	2	2
Deliver systems with model, serial number, and image identified on the carton	Carton labeled		4	2	2
Handling of Failed Hard Drives	Propose procedure to ensure confidentiality		4	2	2

Payment tied to performance	Propose solution		4	2	0
Schedule	Schedule can be met		4	2	2
Costs Separated In Response			4	2	2
Section Subtotal			32	16	20
Vendor/Solution Total			295	275	326

**LCC Meeting: September 16, 2020**  
**Proposal to Upgrade Legislative Printers**  
**Kansas Legislative Office of Information Services (KLOIS)**  
**Report by Terri Clark, Director of Technical Services**  
**9/14/2020**

**Current State:**

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2. The Request For Proposal (RFP) was sent out in June, 2019. The RFP identified 13 technical requirements, and additional business requirements such as on-site, next day service, printer finishing features, secure print, etc.
3. Six vendors responded to the RFP proposing the following printers:
  - a. Century Business Technologies: Savin
  - b. Marco: Lexmark, Konica Minolta
  - c. imageQuest: Xerox
  - d. Riverside Technologies, Inc. (RTI): HP
  - e. Logan Business Machines: Lexmark
  - f. SumnerOne: HP
4. Demo units of the Century Business Technologies Savin and Marco Lexmark equipment were evaluated by KLOIS, KLRD, LAS, and Revisor’s Office staff with the Savin equipment scoring higher than the other devices by a significant margin.
5. Century Business Technologies has a sophisticated service center located in Topeka, capable of meeting the service requirements.

**Additional Features:**

Century Business Technologies offered multiple value-added features and services in their RFP response. Two of these stood out as options that would benefit legislative use cases. The first is mobile device printing, which would be beneficial for legislators. The second is networked smart whiteboards. The smart whiteboards are network attached devices, not Bluetooth, and would especially benefit fiscal analysts and leadership staff. These additional features will be evaluated separately from the core printing needs of the Legislature.

**Summary of RFP Responses Received:**

Company	Equipment Manufacturer	Score Base Requirements	Score Added Value Features/Services
Century Business Technologies	Savin	87	27
Marco	Lexmark/Konica Minolta	81	2
imageQuest	Xerox	80	0
RTI	HP	64	2



Logan Business Machines	Lexmark	58	0
SumnerOne	HP	54	1