

**AMEND BOARD REPORT 22-0622-PR12
AUTHORIZE THE FIRST, SECOND AND FINAL RENEWAL AGREEMENTS WITH ACTIVE OFFICE
SOLUTION LLC AND RICOH USA, INC. FOR THE PURCHASE AND LEASE OF OUTPUT DEVICES
AND TO PROVIDE MANAGED PRINT SERVICES (MPS)**

THE SUPERINTENDENT/CHIEF EXECUTIVE OFFICER REPORTS THE FOLLOWING DECISION:

Authorize the first, second and final renewal agreements with Active Office Solution, LLC and Ricoh USA, Inc for the purchase and lease of output devices and to provide managed print services (MPS) in schools and the Department of Information and Technology Services (ITS) at an estimated annual cost set forth in the Compensation Section of this report. Vendors were selected on a competitive basis pursuant to Board Rule 7-3. A written document exercising these options is currently being negotiated. No services shall be provided by Vendors and no payment shall be made to Vendors during the option period prior to execution of the written document. The authority granted herein shall automatically rescind in the event a written document is not executed within 90 days of the date of this Board Report. Information pertinent to these options is stated below.

This June 2026 amendment is necessary to extend the term through June 30, 2027. Vendor was selected on a non-competitive basis pursuant to Board Rule 7-6. This item was presented to the Single/Sole Source Committee on June 2, 2026, and approved by the committee. Prior to final approval by the Chief Procurement Officer, as a Single Source, the item was published on the Procurement website on June 3, 2026 found here: cps.edu/procurement. The item will remain on the Procurement website until June 25, 2026. This process complies with the independent consultant's recommendations for single source procurements and the Board's "Single/Sole Source Committee Charter."

Contract Administrator : Munoz, Rigoberto / 773-553-2280

VENDOR:

- 1) Vendor # 67308
 ACTIVE OFFICE SOLUTION LLC
 3839 WEST DEVON AVE.
 CHICAGO, IL 60659
 Charlie Jung
 773 539-3333

 Ownership: Charlie Jung 95%, Jun Jung 5%

- 3) Vendor # 21832
 RICOH USA INC
 P.O. BOX 802815
 CHICAGO, IL 60680
 Reginald Hannah
 312 252-4413

 Ownership: Ricoh Americas Corporation -
 Publicly Traded - 100%

USER INFORMATION :

Project 12510 - Information & Technology Services
Manager: 42 West Madison Street
Chicago, IL 60602
Volpe, Guido C
773-553-1300

ORIGINAL AGREEMENT:

The original Agreement (authorized by Board Report (20-0325-PR8) in the amount of \$25,000,000 is for a term commencing July 1, 2020 and ending June 30, 2023, with the Board having two (2) options to renew for one (1) year terms. The original agreement was awarded on a competitive basis pursuant to Board Rule 7-3.

The Chief Procurement Officer approved the no cost extension from July 1, 2025 to June 30, 2026.

OPTION PERIOD:

The term of these agreements is being renewed for ~~two (2)~~ four(4) years commencing July 1, 2023 through ~~June 30, 2025~~June 30, 2027.

OPTION PERIODS REMAINING:

There are no option periods remaining

SCOPE OF SERVICES:

Purchase or lease of the output devices and managed print services (MPS) in schools and ITS offices. Specifically, the vendors will provide a purchase or lease option with maintenance or managed print service (MPS) that include printing hardware, software, preventative maintenance, break-fix support, print consumables (except paper), as well as consultative services to provide a single, per page price for all of a school's needs.

DELIVERABLES:

Vendors will provide printers and related services that includes printing hardware, software, preventative maintenance, break-fix support, print consumables (except paper), as well as consultative services to provide a single, per page price for all of a school's needs. Vendors will work with Papercut software to analyze print usage.

OUTCOMES:

Vendors' services will result in the purchase or lease of the output devices and managed print services (MPS).

AUTHORIZATION:

Authorize the General Counsel to include other relevant terms and conditions in the written option document. Authorize the President and Secretary to execute the option document. Authorize Chief Information Officer or Designee to execute all ancillary documents required to administer or effectuate these option agreements.

BUSINESS ENTERPRISE PARTICIPATION:

Pursuant to the Remedial Policy for Minority-Owned Business Enterprise (MBE) and Women-Owned Business Enterprise (WBE) policy participation in Goods and Services contracts, aspirational goals for this pool are 30% MBE and 7% WBE. This vendor pool is composed of 2 total vendors with 1 MBE. The User group has committed to achieve the aspirational goals through a strategic plan to utilize certified suppliers and certified subcontractors.

~~Pursuant to the Remedial Program for Minority and Women-Owned Business Enterprise Participation in Goods and Services contracts (M/WBE Program), the Business Diversity goals for this pool are 30% MBE and 7% WBE. This vendor pool is comprised of 2 vendors with 1 MBE. The Prime vendors have~~

committed to the goals of 30% MBE and 7% WBE:

LSC REVIEW:

Local School Council approval is not applicable to this report

FINANCIAL:

All Funds, Various Units

~~\$10,000,000~~, \$4,073,427, FY24

~~\$10,000,000~~, \$3,492,171, FY25

~~\$4,785,097~~, FY26

~~\$7,649,305~~, FY27

Not to exceed \$20,000,000 for the ~~two (2)~~ four(4) year term.; Future year funding is contingent upon budget appropriation and approval.

Approved Category Codes for this Board Report .

985.27000: Printers/Copiers - Hardware Leasing .

204.77000: Printers/Copiers - Hardware Purchases .

207.72000: Printers/Copiers - Toner, Ink, Cartridges, and Supplies .

939.00000: Printers/Copiers - Warranty and Hardware Maintenance .

Category Codes may be modified by the Chief Procurement Officer as needed to support the Scope of Services .

GENERAL CONDITIONS:

Inspector General - Each party to the agreement shall acknowledge that, in accordance with 105 ILCS 5/34-13.1, the Inspector General of the Chicago Board of Education has the authority to conduct certain investigations and that the Inspector General shall have access to all information and personnel necessary to conduct those investigations.

Conflicts - The agreement shall not be legally binding on the Board if entered into in violation of the provisions of 105 ILCS 5/34-21.3 which restricts the employment of, or the letting of contracts to, former Board members during the one year period following expiration or other termination of their terms of office.

Indebtedness - The Board's Indebtedness Policy adopted June 26, 1996 (96-0626-PO3), as amended from time to time, shall be incorporated into and made a part of the agreement.

Ethics - The Board's Ethics Code adopted May 25, 2011 (11-0525-PO2), as amended from time to time, shall be incorporated into and made a part of the agreement.

Contingent Liability - The agreement shall contain the clause that any expenditure beyond the current fiscal year is deemed a contingent liability, subject to appropriation in the subsequent fiscal year budget(s).

Approved for Consideration:



PATRICIA HERNANDEZ
Chief Procurement Officer

Approved:



MACQUELINE KING, Ed.D
Superintendent/Chief Executive Officer

Approved: 



ELIZABETH K. BARTON
General Counsel