

**AGENDA  
PALOS VERDES PENINSULA TRANSIT AUTHORITY  
REGULAR MEETING  
January 22, 2025**

**Time Estimates:** The time noted next to an agenda item is only an estimate of the amount of time that will be spent during the meeting on that particular item. Accordingly, these estimates should not be relied on in determining when a matter will be heard, especially since agenda items are often re-ordered during a meeting and may be discussed at any time.

**5:00 P.M. REGULAR SESSION**

(5 mins) **CALL TO ORDER:**

**ROLL CALL:**

**FLAG SALUTE:**

**CONFIRM POSTING OF THE AGENDA BY ROLLING HILLS ESTATES CITY CLERK:**

**PUBLIC COMMENTS:** (All matters listed under the Consent Calendar are considered to be routine and will be enacted by one vote. There will be no discussion of these items unless members of the Board request specific items to be removed from the Consent Calendar for separate action.

If you need special assistance to participate in an Authority meeting under the Americans with Disabilities Act (ADA) or as a person with limited English proficiency (LEP) under Executive Order 13166, please contact the Secretary (310-544-7108) with request for reasonable accommodation at least forty-eight hours prior to the meeting.

(5 mins) **APPROVAL OF CONSENT CALENDAR (1-5):**

1. Register of Standing demands and Previously Authorized demands under Resolution 94/95-01 and per attached listing:

Page 3

Check#	Date	Amount
6991-7009	Oct. '24	\$ 760,676.56
7010-7028	Nov. '24	\$ 269,283.32
7029-7046	Dec. '24	\$ 283,018.37
<b>TOTAL</b>		<b>\$ 1,312,978.25</b>

- |   |         |
|---|---------|
| 2. Approval of October 30, 2024 Board Minutes       | Page 5  |
| 3. Operations Report as of December 31, 2024        | Page 8  |
| 4. Administrative Services Co-Op Contract Extension | Page 16 |

**Recommendation:** Approve Consent Calendar items

**(10 mins) ADMINISTRATOR REPORT:**

**(45 mins) REGULAR BUSINESS:**

**I. NEW BUSINESS**

- |   |              |
|---|--------------|
| 1. <u>New Year's Eve Service Review</u>           | Presentation |
| <b>Recommendation:</b> Provide Direction to Staff |              |

- |  |         |
|--|---------|
| 2. <u>Copier Lease</u>                                 | Page 18 |
| <b>Recommendation:</b> Approve copier lease with QDoxs |         |

**II. OLD BUSINESS**

- |            |              |
|------------|--------------|
| ZEV Update | Presentation |
|------------|--------------|

**(5 mins) FUTURE AGENDA ITEMS:** (This section of the agenda is designated for individual Board Members to request that an item be placed on a future PVPTA meeting agenda.)

**(10 mins) CHAIR AND MEMBER ITEMS REPORT:**

- |                         |         |
|-------------------------|---------|
| A. Election of Officers | Page 29 |
| B. PVPUSD Update        | Verbal  |

**ADJOURNMENT: TBD**

**Palos Verdes Peninsula Transit Authority**  
**Checks Written for Month**  
 October 2024

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>	<u>Paid Amount</u>
<b>Oct 24</b>						
	10/29/2024	6991	Marlene Doley	DAR Account 8202 Pierre Doley	-24.00	\$ 24.00
	10/29/2024	6992	Administrative Services Co-Op	Dial-A-Ride Service for September '24	-5,779.32	\$ 5,779.32
	10/29/2024	6993	AT&T	Account No. 171-804-2002 001	-43.19	\$ 43.19
	10/29/2024	6994	Clean Energy	CNG Fuel for September '24	-29,356.95	\$ 29,356.95
	10/29/2024	6995	County Sanitation Districts of LA County	Parking Lot Lease	-9,231.82	\$ 9,231.82
	10/29/2024	6996	Cox Business	Account 001 7401 035340502	-385.00	\$ 385.00
	10/29/2024	6997	Fleet Maintenance Specialists	Invoice 2410-1619 and 2410-1618	-3,200.00	\$ 3,200.00
	10/29/2024	6998	Frontier Communications7108	310 544-7108-062795-5	-198.99	\$ 198.99
	10/29/2024	6999	IQ Total Source	Account 0729202345a	-134.91	\$ 134.91
	10/29/2024	7000	MV Transportation SECURITY	27001	-3,361.12	\$ 3,361.12
	10/29/2024	7001	MV Transportation, Inc.	September 2024 Fixed Route Service	-177,382.64	\$ 177,382.64
	10/29/2024	7002	Patch Media	6 month online advertising Invoice SIN063620 Oct	-375.00	\$ 375.00
	10/29/2024	7003	PitneyBowes Global Financial Services	Account 0015571055 Invoice 3106856704 and 310	-352.14	\$ 352.14
	10/29/2024	7004	Q Document Solutions Inc.	Invoice 62802 October Lease and September over	-116.30	\$ 116.30
	10/29/2024	7005	ReadyRefresh by Nestle	Account 0024293722	-68.86	\$ 68.86
	10/29/2024	7006	Wells Fargo	Acct 4484610002154188	-448.82	\$ 448.82
	10/29/2024	7007	White Wings Cleaning Service	Invoice 8491	-110.00	\$ 110.00
	10/30/2024	7009	Model 1	New Vehicle Purchase (3)	-530,107.50	\$ 530,107.50
<b>Oct 24</b>						<b>\$ 760,676.56</b>

	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Original Amount</u>	<u>Paid Amount</u>
<b>Nov 24</b>						
	11/18/2024	7010	Jennifer Borkey	Refund for Fall passes, Xander and Zara	-600.00	\$ 600.00
	11/19/2024	7011	Administrative Services Co-Op	Dial-A-Ride Service, October '24	-6,633.62	\$ 6,633.62
	11/19/2024	7012	AT&T	Account No. 171-804-2002 001	-42.22	\$ 42.22
	11/19/2024	7013	Clean Energy	CNG Fuel, October '24	-31,249.96	\$ 31,249.96
	11/19/2024	7014	County Sanitation Districts of LA County	Parking Lot Lease	-9,231.82	\$ 9,231.82
	11/19/2024	7015	Cox Business	Account 001 7401 035340502	-385.00	\$ 385.00
	11/19/2024	7016	Frontier Communications7108	310 544-7108-062795-5	-198.99	\$ 198.99
	11/19/2024	7017	MV Transportation SECURITY	27001	-3,416.20	\$ 3,416.20
	11/19/2024	7018	MV Transportation, Inc.	Fixed Route Service, October '24	-194,581.93	\$ 194,581.93
	11/19/2024	7019	Office Depot	Account 34585368	-25.51	\$ 25.51
	11/19/2024	7020	Palos Verdes On the Net	Invoice 1Q 2024-2025	-1,675.00	\$ 1,675.00
	11/19/2024	7021	Patch Media	6 month online advertising Invoice SIN063621 Nov	-375.00	\$ 375.00
	11/19/2024	7022	PitneyBowes	Account 0015571055	-146.66	\$ 146.66
	11/19/2024	7023	PVPUSD-Rent	Facility Lease	-1,399.80	\$ 1,399.80
	11/19/2024	7024	Q Document Solutions Inc.	Invoice 63466 November Lease and October over	-129.37	\$ 129.37
	11/19/2024	7025	ReadyRefresh by Nestle	Account 0024293722	-100.01	\$ 100.01
	11/19/2024	7026	Wells Fargo	Acct 4484610002154188	-45.13	\$ 45.13
	11/19/2024	7027	White Wings Cleaning Service	Invoice 8501	-110.00	\$ 110.00
	11/25/2024	7028	Mobility Advancement Group	Administrative Services for November 2024	-18,937.10	\$ 18,937.10
<b>Nov 24</b>						<b>\$ 269,283.32</b>

**Palos Verdes Peninsula Transit Authority**  
**Checks Written for Month**  
 October 2024

Date	Num	Name	Memo	Original Amount	Paid Amount
Dec 24	12/19/2024	7029	Wells Fargo	Acct 4484610002154188	-1,239.00 \$ 1,239.00
	12/19/2024	7030	Administrative Services Co-Op	Dial-A-Ride Service, November '24	-6,522.53 \$ 6,522.53
	12/19/2024	7031	AT&T	Account No. 171-804-2002 001	-41.41 \$ 41.41
	12/19/2024	7032	Cal Act	2025 Membership renewal	-840.00 \$ 840.00
	12/19/2024	7033	Clean Energy	CNG Fuel, November '24	-21,808.47 \$ 21,808.47
	12/19/2024	7034	Cox Business	Account 001 7401 035340502	-385.00 \$ 385.00
	12/19/2024	7035	Frontier Communications7108	310 544-7108-062795-5	-196.71 \$ 196.71
	12/19/2024	7036	MV Transportation SECURITY	27001	-3,361.12 \$ 3,361.12
	12/19/2024	7037	MV Transportation, Inc.	Fixed Route Service, November '24	-149,115.09 \$ 149,115.09
	12/19/2024	7038	MV Transportation, Inc. Other	Major Vehicle Component Repairs	-15,319.19 \$ 15,319.19
	12/19/2024	7039	Office Depot	Account 34585368	-175.94 \$ 175.94
	12/19/2024	7040	Patch Media	6 month online advertising Invoice SIN063622 Dec	-375.00 \$ 375.00
	12/19/2024	7041	Purchase Power	Acct. 8000-9090-0212-1536	-100.00 \$ 100.00
	12/19/2024	7042	Q Document Solutions Inc.	Invoice 64079 December Lease and November ov	-122.95 \$ 122.95
	12/19/2024	7043	ReadyRefresh by Nestle	Account 0024293722	-68.86 \$ 68.86
	12/19/2024	7044	White Wings Cleaning Service	Invoice 8509	-110.00 \$ 110.00
	12/20/2024	7045	MV Transportation	Purchase of Vehicle #806	-64,300.00 \$ 64,300.00
	12/20/2024	7046	Mobility Advancement Group	Administrative Services for December 2024	-18,937.10 \$ 18,937.10
					<b>\$ 283,018.37</b>

4

**BOARD MINUTES  
PALOS VERDES PENINSULA TRANSIT AUTHORITY**

**October 30, 2024**

The meeting was called to order at 5:03 p.m. by Vice Chairperson Kempfs.

**REGULAR SESSION:**

Board roll call was answered as follows:

**PRESENT:** Victoria Lozzi, PVE; Michael Kempfs, PVE; Paul Seo, RPV, Debby Stegura, RHE

**ABSENT:** David Bradley, RPV, Pam Brown Schachter, RHE,

Also present were Martin Gombert, PVPTA; Jessica Slawson, RHE

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Chairperson Kempfs.

**CONFIRM POSTING OF THE AGENDA BY ROLLING HILLS ESTATES CITY CLERK**

City of Rolling Hills Estates confirmed the posting of the Authority Agenda.

**APPROVAL OF CONSENT CALENDAR (1-5):**

Member Lozzi moved approval of the Consent Calendar with corrections to the May 16, 2024 Board Minutes, seconded by Member Seo.

The motion passed on the following roll call vote:

**AYES:** Lozzi, Kempfs, Seo

**NOES:** None

**ABSENT:** Bradley, Schachter

**ABSTAINED:** Stegura

**PUBLIC COMMENTS: (Audience Comments regarding Items not on the Agenda)**

None

## **ADMINISTRATOR REPORT**

Administrator Gombert presented the Administrator Report and commented on driver staffing levels, transit ridership levels, community shuttle services, and Metro funding.

## **NEW BUSINESS**

### **1. Micro Transit**

Administrator Gombert made a brief presentation on Micro Transit Service. The Board ask if the Authority had received requests for this type of service and Gombert replied no.

Administrator Gombert was requested to monitor the experience of local cities with micro transit service and report back as necessary.

### **2. Award Contract for Legal Service**

Administrator Gombert presented the staff report and commented that the Authority uses very little legal services on an annual basis. There was discussion.

Member Kemps moved approval of the staff recommendation, seconded by member Seo.

The motion passed on the following roll call vote:

**AYES:** Stegura, Lozzi, Kemps, Seo

**NOES:** None

**ABSENT:** Bradley, Schachter

**ABSTAINED:** None

### **3. Purchase of Used Bus**

Administrator Gombert presented the staff report and answered several questions by Board Members.

Member Seo moved approval of the staff recommendation, seconded by member Lozzi.

The motion passed on the following roll call vote:

**AYES:** Stegura, Lozzi, Kemps, Seo

**NOES:** None

**ABSENT:** Bradley, Schachter

**ABSTAINED:** None

4. FY '25 Budget Revision

Administrator Gombert presented the staff report and answered questions by Board Members.

Member Lozzi moved approval of the staff recommendation, seconded by member Seo.

The motion passed on the following roll call vote:

**AYES:** Stegura, Lozzi, Kemps, Seo

**NOES:** None

**ABSENT:** Bradley, Schachter

**ABSTAINED:** None

**CHAIR AND MEMBER ITEMS**

Chair Bradley requested that the issue of Succession Planning be added to the next Agenda.

**ADJOURNMENT**

At 5:47 p.m. Vice Chairperson Kemps moved to adjourn the Board Meeting until January 22, 2025 at 5 p.m.

# MEMORANDUM

TO: AUTHORITY MEMBERS  
FROM: Martin Gombert, Administrator  
DATE: January 17, 2025  
SUBJECT: Operations Report for the period ending December 31, 2024

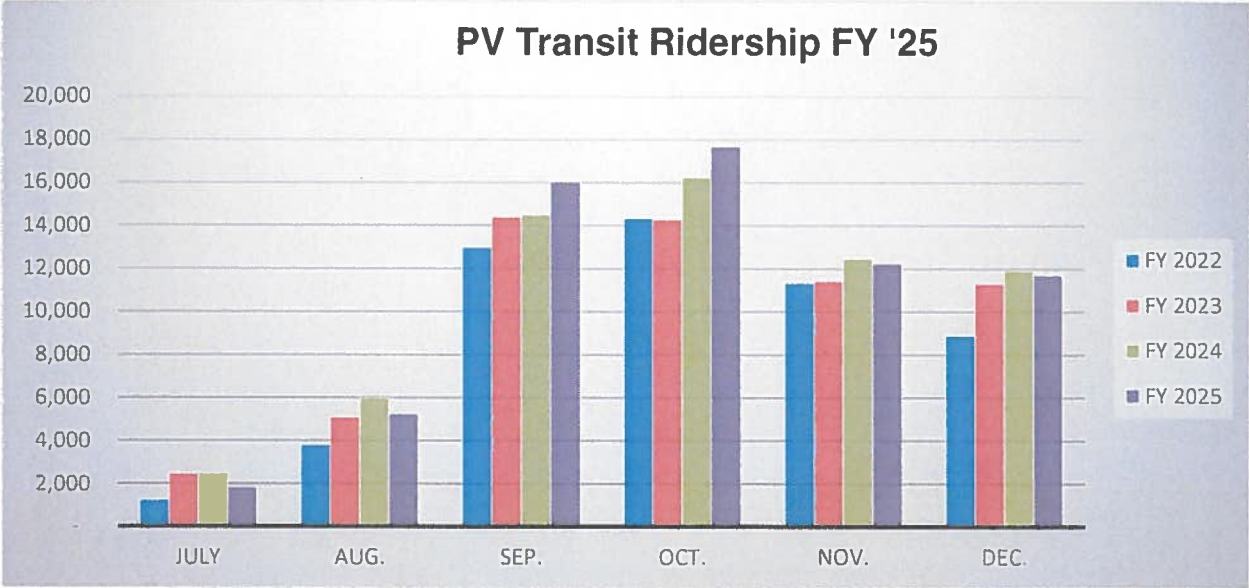
## PV TRANSIT

PV Transit ridership totaled 64,714 through December 31, 2024. This is a 2% increase compared to previous year's totals.

During the past year PV Transit ridership has been steadily increasing. YTD ridership is currently at pre-pandemic levels.

PV Transit participated in the Christmas Parade on December 7<sup>th</sup> and the Trunk or Treat shuttle for Rancho Palos Verdes on October 19<sup>th</sup>.

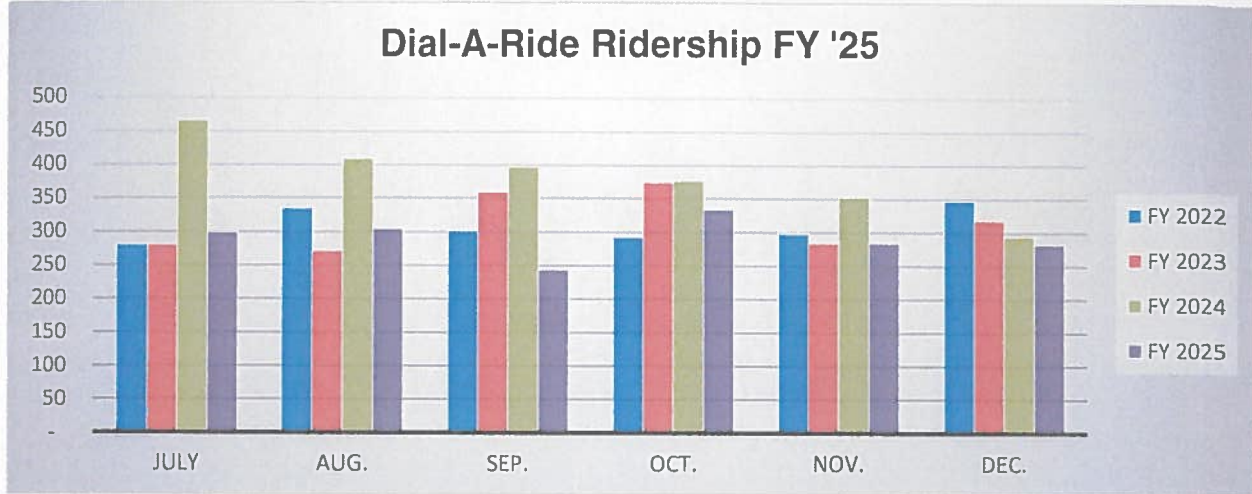
Copies of ridership graphs for all seven routes are included at the end of this report.





## DIAL-A-RIDE

Dial-A-Ride ridership totaled 1,746 for the period ending December 31, 2024, a 24% decrease over previous year's totals.



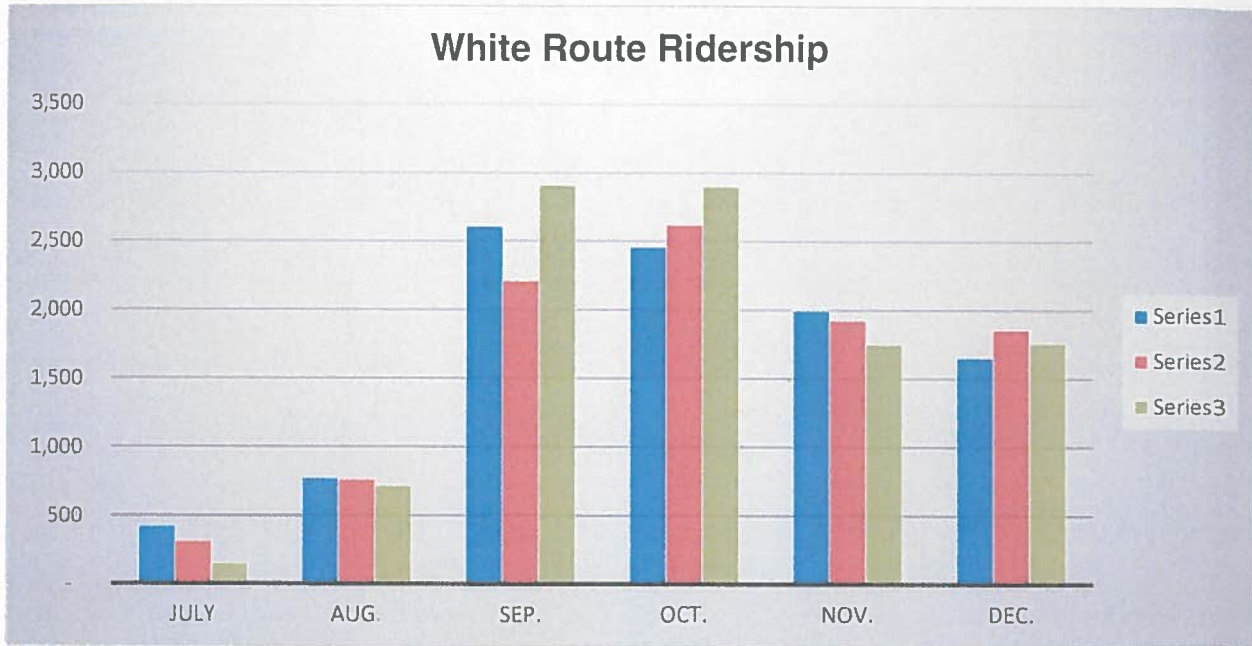
## GOVERNMENT RELATIONS

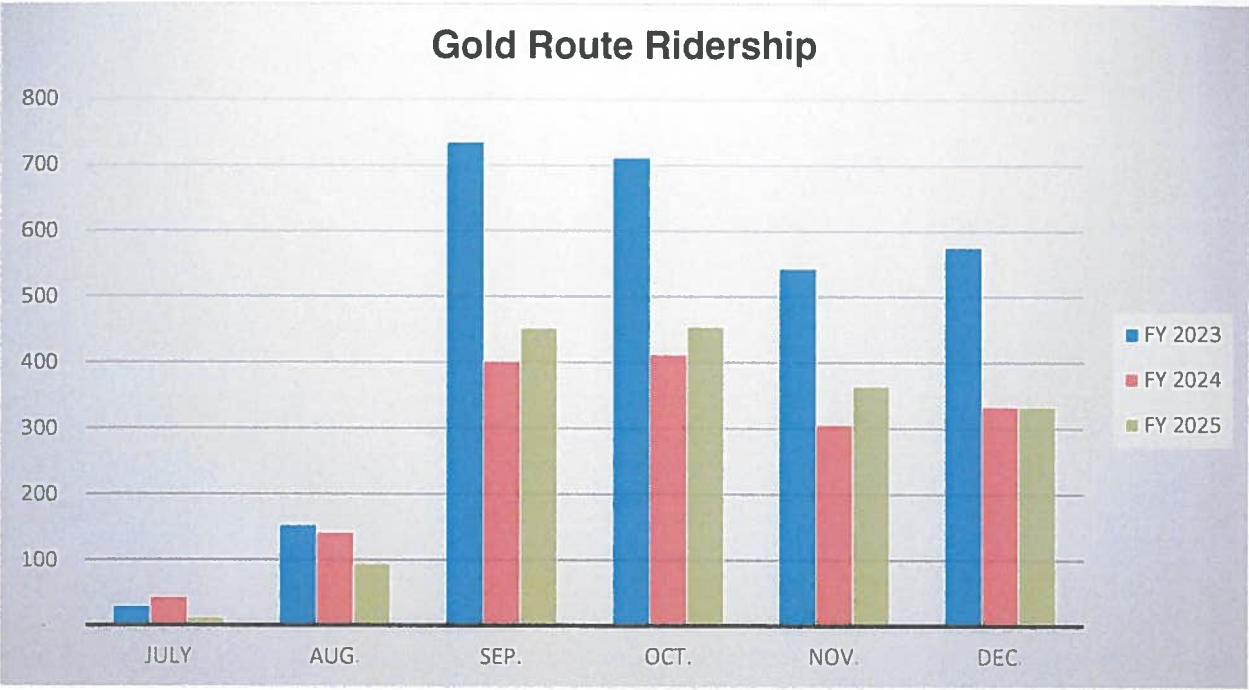
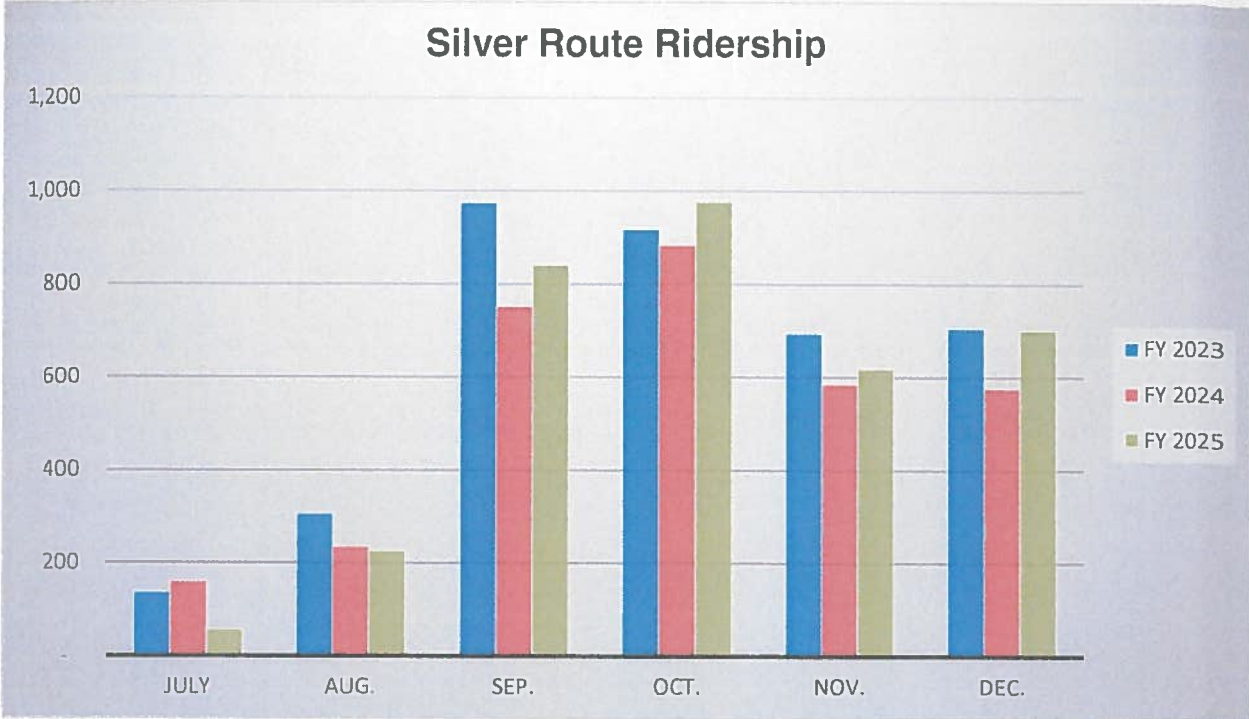
During the past several months staff has attended meetings of Metro's Local Transit Service Subcommittee (LTSS), Access Services Board Meetings, and Metro's Bus Operations Subcommittee (BOS). Administrator Gombert attended the California Transit Association (CTA) meeting in San Jose in November. He will give a brief update on this conference during the Board Meeting.

## RECOMMENDATION

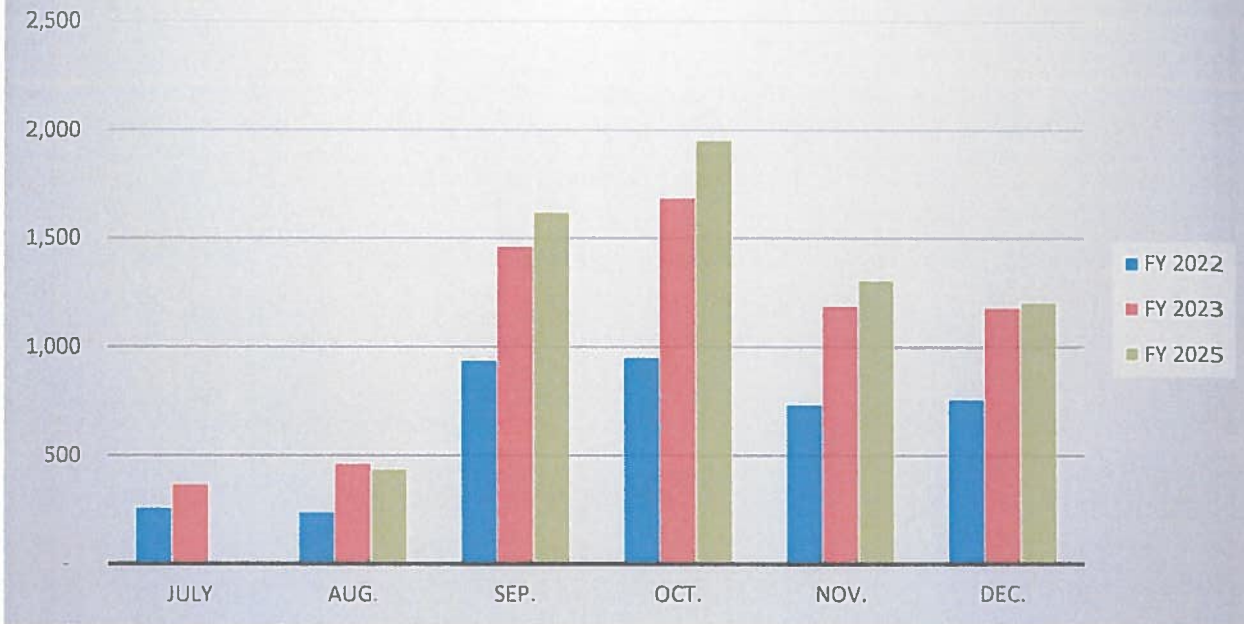
Receive and file report.

## RIDERSHIP REPORTS

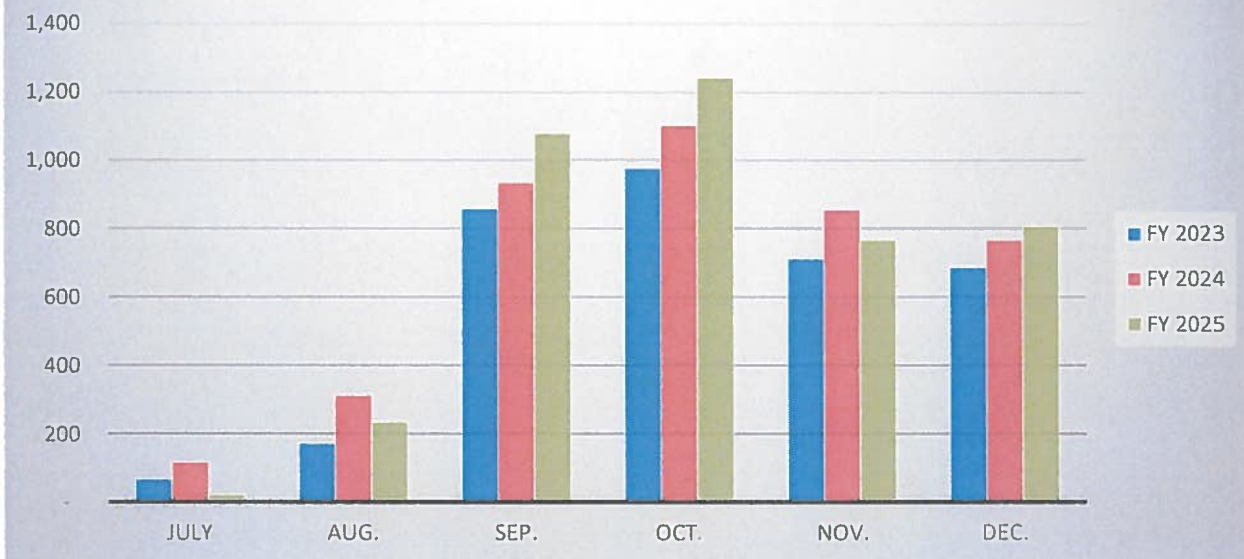




### Orange Route Ridership



### Blue Route Ridership



### Route 225-226 Ridership



**MEMORANDUM**

TO: AUTHORITY MEMBERS  
FROM: Martin Gombert, Administrator  
DATE: January 7, 2025  
SUBJECT: Request for Pass Refund

**BACKGROUND**

Ms. Jennifer Borkey has requested a refund for annual passes purchased in school years 2022 and 2023.

Staff will provide an overview of her request.

**RECOMMENDATION**

Provide Direction to Staff

**From:** PV Transit  
**Sent:** Wednesday, December 18, 2024 11:10 AM  
**To:** jennifer  
**Subject:** RE: Borkey refund

Jennifer,

As I mentioned previously, I'm presenting your refund request to the Board of Directors at the January 20<sup>th</sup> meeting. I'll copy them on your email request (w/o address or ID information) and let you know their decision.

Regards,

Martin Gombert, Administrator  
Palos Verdes Peninsula Transit Authority

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**From:** jennifer <jennifer.>  
**Sent:** Wednesday, December 18, 2024 8:54 AM  
**To:** PV Transit <transit@pvtransit.net>  
**Subject:** Borkey refund

Good morning, Mr. Gombert.

I am following up with the request for the refund of the bus passes that my family purchased for our children in 2022 and 2023. Neither the base nor your office made it clear that these passes were free to military dependents. This was thousands of dollars out of pocket and was a financial hardship for us.

In my previous email, I provided you with bank statements proving our purchase. You stated in your email that it would require Board of Directors involvement, but it has now been almost a month with no response from you at all. I would like to have this matter resolved as soon as possible.

Jennifer Borkey  
310-

## MEMORANDUM

TO: AUTHORITY MEMBERS  
FROM: Martin Gombert, Administrator  
DATE: January 7, 2025  
SUBJECT: Administrative Services Cooperative (ASC) Contract Extension

### BACKGROUND

The current Agreement with our dial-a-ride provider Administrative Services Cooperative (ASC) expires on January 31, 2025. Amendment Number 20 would extend the existing Agreement through January 31, 2026 with no increase in fees.

### FISCAL IMPACT

Funding for this contract is contained in the Fiscal Year 2024-25 budget.

### RECOMMENDATION

Approve Amendment #20 with Administrative Services Cooperative.



**AMENDMENT NUMBER TWENTY (20)  
TO  
ADMINISTRATIVE SERVICES COOPERATIVE**

**February 17, 2005 Agreement**

This amendment to the February 17, 2005 Agreement is made and entered into by and between the PALOS VERDES PENINSULA TRANSIT AUTHORITY, hereinafter referred to as "Authority", and ADMINISTRATIVE SERVICES COOPERATIVE, hereinafter referred to as "ASC".

**WITNESSETH**

Whereas, on February 17, 2005, Authority and ASC entered into an Agreement to provide transportation to senior and disabled persons; and

WHEREAS, said Agreement can be extended on an annual basis each year, with periodic amendments to modify the amount to be expended; and

NOW, THEREFORE, in consideration of the mutual covenants in said Agreement and the welfare of the above mentioned persons, Authority and ASC agree to revise the Agreement, as amended, as follows:

Section 6-Term: The first sentence shall read as follows:

This Agreement shall commence on ~~January 31, 2024~~ **January 31, 2025** and end on ~~January 31, 2025~~ **January 31, 2026**, unless the Authority and ASC agree to extend it for an additional term not to exceed one (1) year after the initial termination date.

Section 4-Compensation: The first paragraph shall read as follows:

The Authority shall pay ASC the actual amount of the taxicab fare for each ride. The compensation paid by the Authority shall be the actual amount of the taxicab fare to the approved location, and eligible person will not be required to pay ASC. The standard cab rate shall be **\$3.10** at boarding, **\$2.97** per mile after boarding, (partial miles will be assessed at 9ths of a mile) and **\$32.11** per hour traffic delay/waiting time. The standard rate for dial-a-lift service shall be \$20.00 flag drop and be **\$2.97** per mile with traffic delay/waiting time established at **\$32.11** per hour traffic delay/waiting time.

The above rates will be adjusted when changes are made to the taxi rates by the City of Los Angeles Department of Transportation. The new rates will be effective the same date as the City of Los Angeles'. The dial-a-lift rates will be adjusted the same percentage as the change in taxi rates.

Except as herein and previously amended, the Agreement shall remain in full force and effect.

This Amendment shall become effective as of the date it is approved by the Authority.

IN WITNESSS THEREOFF, the parties hereto have caused this Amendment Number TWENTY to be executed by their respective Officers, duly authorized, by the Authority on **January 22, 2025** and by ASC on \_\_\_\_\_.

**ADMINISTRATIVE SERVICES COOPERATIVE**

Date \_\_\_\_\_ By \_\_\_\_\_

**PALOS VERDES PENINSULA TRANSIT AUTHORITY**

Date \_\_\_\_\_ By \_\_\_\_\_

## MEMORANDUM

TO: AUTHORITY MEMBERS  
FROM: Martin Gombert, Administrator  
DATE: January 7, 2025  
SUBJECT: Copier Lease

### BACKGROUND

Our current copier was purchased used in 2019 and needs to be replaced.

Purchase quotes were received from two vendors and after review, staff recommends the approval of a five (5) year lease with Q Doxs. Q Doxs is our current Xerox authorized sales agent and has provided timely service for our existing equipment over the past several years.

### FISCAL IMPACT

Funding for this contract is contained in the Fiscal Year 2024-25 budget.

### RECOMMENDATION

Approve copier lease with Q Doxs.



# Xerox Proposal Review

## PALOS VERDES PENINSULA TRANSIT

**Prepared by Bill McDermott**

Bill@qdoxs.com

3030 Old Ranch Parkway, Ste. 190

Seal Beach, CA 90740

www.qdoxs.com

**UPDATED: 01/09/2025**

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19



# Our Team of Experts

Together everyone achieves more



**Bill McDermott**  
Sales Executive &  
Account Manager



**Lindsey Marks**  
Vice President of  
Sales



**David Schmitz**  
Sr. Network Systems  
Analyst



**Jim Jones**  
Customer Relations  
Manager



**Brad Blackburn**  
Director of Operations

A knowledgeable team with the best tools and a genuine desire to help our clients succeed.

## **Award winning industry experts help you pick the right technology for your needs.**

Xerox certified Account Managers, Product Specialists and Program Managers are now your resources to find and tailor the best possible solution for your team.

## **Xerox certified network analysts customize the hardware and software solutions in tandem with your IT**

Years of experience in hundreds of offices in Southern California.

## **Customized On-site customer training designed for you**

Learn how to fully utilize your new tools with an expert on-site, live with your applications.

## **QDoxs Account Management**

All from the technology partner you want on your team.

# Reasons to Upgrade

## Value of New Xerox Technology and Contract

- **PRE-NEGOTIATED GOVERNMENT PRICING: (PEPPM CONTRACT)**
- Current Contract expired: 11/2023
- Machine is at now end of service.
- New Contract includes all service and supplies except paper (staples are now included)
- New service and supply portal which allows you to place service calls and supply orders online.

### New technology offers:

- Translation Portal for converting documents into different languages
- Convert text documents to Audio MP3 files.
- Copy a document and also email it in one step
- Convert documents to Microsoft suite (Word, Excel or Powerpoint)
- Convert Handwritten notes into typed text automatically
- Digitally remove sensitive information on documents using Redaction.
- Scan to Text Searchable PDF
- Dual Head Scanning now which means it scans both sides of the paper and the same time in a single pass.

21

# Executive Summary: Current State

- XEROX W7835PT2 (INSTALLED 11/19/2019)
- SERIAL NUMBER: MX1199496
- OFFICE FINISHER LX with 2/3 Hole Punch, 1 Line Fax, Convenience Stapler
- CURRENT VOLUME: B/W = 351,643 COLOR = 23,797
- SERVICE CALLS: 2023 = 2 AND 2022 = 1
  
- MONTHLY LEASE = \$ 0.00
- MONTHLY SUPPLIES AND MAINTENANCE = \$ 107.00
- MONTHLY ALLOWANCE B/W & COLOR = 3,000
- AVERAGE MONTHLY B/W VOLUME = 3,366
- AVERAGE MONTHLY B/W OVERAGE 366 @.021 = \$ 7.69
- AVERAGE MONTHLY COLOR VOLUME = 100
- AVERAGE MONTHLY COLOR OVERAGE @.16 = \$ 16.00
- TOTAL MONTHLY AVERAGE = \$ 130.69 + tax
  
- EXPIRED: 11/2023

22

# Executive Summary: Proposed State

- XEROX C7130/END2
- ACCESSORIES: High-Capacity Tandem Tray, Office Finisher LX, Adobe Postscript and XEROX Device Agent
- PURCHASE PRICE = \$ 12,660.99
- XFS 60 MONTH LEASE = \$ 247.40
- QDOXS MONTHLY SUPPLIES AND MAINTENANCE = \$ 40.87
- MONTHLY ALLOWANCE B/W = 3,000
- AVERAGE MONTHLY B/W VOLUME = 3,366
- AVERAGE MONTHLY B/W OVERAGE: 366 @.0098= \$ 3.59
- MONTHLY ALLOWANCE COLOR = 100
- AVERAGE MONTHLY COLOR VOLUME = 76
- AVERAGE MONTHLY COLOR OVERAGE: 0 @.0619 = \$ 0.00
- TOTAL MONTHLY AVERAGE = \$ 291.86

INCLUDES BONUS GOOD:

XEROX B235 DESKTOP MFP

WITH PRINT, COPY, FAX AND SCAN



23

# PROPOSED MODEL

## Xerox VersaLink

### C7130/ENGD2

HI-LED Technology for the most Reliable Engine in the Industry

#### XEROX C7130/ENGD2 WITH:

- HIGH-CAPACITY TANDEM TRAYS, OFFICE FINISHER, POSTSCRIPT SOFTWARE & XEROX DEVICE AGENT



- Sign new lease with Xerox Financial Services
- Sign new Supplies and Maintenance Agreement with QDOXS
- Delivery of new Xerox equipment in January / February
- Install, network and train staff on new Xerox in January / February
- New pricing is effective after machine installed
- All Consumables included in contract (including staples \*\*appx. \$145 / box) 24



# Machine Configuration



## Xerox® VersaLink® C7100 Family Powered by Xerox ConnectKey Technology

**Total width:** 71 in (1,808 mm) **Total height:** 45 in (1,149 mm) **Total depth:** 28 in (709 mm)

Dimensions shown are approximate. Please refer to the Specifications Sheet for exact dimensions.

### VersaLink C7130

The Xerox VersaLink C7130 offers flawless reliability, advanced productivity and seamless integration into your work environment while helping you get important tasks done faster. With a powerful mix of features, accessories and finishing at a speed of 30 ppm.



Prints up to 1200x2400 dpi, in Color or Black and White

Single-Pass Duplex Automatic Document Feeder (DADF): 130 sheets: Speed: up to 80 ipm; Standard sizes: 5.5 x 8.5 in. to 11 x 17 in./A5 to A3; Custom sizes (duplex): 4.92 x 4.33 in. to 11.69 x 17 in./125 x 110 mm to 297 x 431.8 mm; Custom sizes (simplex): 4.92 x 3.35 in. to 11.69 x 17 in./125 x 85 mm to 297 x 431.8 mm

Bypass Tray: 100 sheets; Custom sizes: 3.5 x 3.87 in. to 11.69 x 17 in./88.9 x 98.4 mm to 297 x 431.8 mm

Tray 1: 520 sheets; Custom sizes: 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm

Dual Catch Tray: 250 sheets each, lower tray offsets

Total capacity 620 sheets

### 520 Sheet Tray with 2040 Sheet Tandem Tray Module

The 520 Sheet Tray with 2040 Sheet Tandem Tray Module can be added to the Desktop model to enable 2,520 sheets of additional paper capacity for a total of 3,140 sheets. This includes:

- Tray 2: 520 sheets; supports 5.5 x 7.17 in. to 11.69 x 17 in./139.7 x 182 mm to 297 x 431.8 mm paper sizes;
- Tray 3: 870 sheets; supports standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5;
- Tray 4: 1,130 sheets; Standard sizes: 8.5 x 11 in. and 7.25 x 10.5 in./A4 or B5.
- 16 lb. bond to 95 lb. cover / 60 to 256 gsm media is supported.



### Office Finisher

The Office Finisher includes a 2,000 sheet stacker and up to 50 sheet three-position stapling. Add Optional hole-punch, or optional Booklet Maker (score, saddle-stitch).



25



26



# PEPPM®

The single most  
**cost-effective**  
bid-protected source for all  
your technology purchases

## PEPPM is *THE* marketplace for technology products

*Bids are advertised, proposals are evaluated, contracts are awarded, monitored, audited and ready to use*

**PEPPM** is a national technology bidding and purchasing cooperative administered by Central Susquehanna Intermediate Unit (CSIU), a political subdivision of the Commonwealth of Pennsylvania.

PEPPM has been authorized by the Pennsylvania Department of Education for the past 36 years to take the responsibility for state bid law compliance for technology procurement.

PEPPM aggregates buyers & demand in states across the country to get the lowest prices for technology products.

PEPPM has hundreds of product line contracts awarded in various technology areas:

- Computers
- Copiers
- Networking Equipment
- Telecommunication Equipment
- Software
- Computer Furniture
- Printers
- And much more!

In addition to product line awards, PEPPM has catalog contract awards in various categories:

- Audio Visual Equipment
- General Hardware and Software
- Refurbished Computer Systems and Parts
- Remanufactured Laser Toner and Ink Cartridges

Managed print services contracts are also available.

### **Bid and awarded in:**

- Pennsylvania
- California

**Available in all other states where piggybacking is permitted and vendor has extended pricing**

### **Contracts available to:**

- School districts
- Intermediate units
- County offices of education
- Community colleges
- Technical schools
- Charter schools
- Non-public schools
- Private schools
- Public libraries
- Joint powers authorities
- Educational service agencies
- Four-year colleges and universities
- Local and state government agencies
- Municipalities and authorities
- Other approved non-profits

Contract awards are made using a competitive sealed bid process according to Pennsylvania bid statute 24 Pa. Stat. Ann. § 8-807.1-Purchase of Supplies. PEPPM procedures satisfy all Pennsylvania bid requirements.

We insist that the prices bid are the lowest each vendor will offer in each of their awarded states for a comparable contract. That means PEPPM is providing LEAs with **Most-Favored Customer Pricing**.

## PEPPM saves time and money

PEPPM's bidding and purchasing program does the bid legwork for you in advance. PEPPM solicits sealed competitive bids on popular lines of computer equipment, peripherals, software, audio-visual, and communication products. When you purchase through PEPPM, not only do you save time and money, but you can satisfy state competitive bidding requirements.

Since PEPPM began in 1982, schools, libraries, government and non-profit agencies have purchased more than \$2 billion of technology products saving not only on the price of the products but also on the cost of bidding.

## PEPPM's time-saving conveniences

### Placing orders quickly

Buyers can place orders without the cost and delay associated with local bid development and award. This allows for delivery, setup and use beginning more quickly, which makes it a better value.

### A secure, bid-protected purchasing environment

Agencies are assured of bid statute compliance with proper public advertising, and a competitive process that meets the scrutiny of auditors.

### One-stop shopping

Districts and agencies enjoy shopping from a list of hundreds of unique product lines and hundreds of thousands of individual technology items and then choosing the specific brands that meet their quality and pricing requirements.

### Submitting orders easily

PEPPM buyers can submit orders either through the traditional paper purchase order or by using an eCommerce system through our alliance with Epsilon.

### Powerful search engines

Buyers can easily find the products and prices they are looking for using the PEPPM and Epsilon search engines.



PEPPM is administered by:  
Central Susquehanna  
Intermediate Unit  
90 Lawton Lane  
Milton, PA 17847  
Phone (855) 654-5290  
Fax (570) 522-0577  
www.peppm.org

## PEPPM's cost advantages

### Most-favored customer pricing

Provisions in PEPPM's vendor agreements require the awarded companies to offer the lowest prices available in a state under a comparable bid-protected education or government purchasing contract.

### Consideration for volume discounts

PEPPM prices are bid in units of one. If you are considering volume purchases, PEPPM vendors may voluntarily provide you an additional discount.

### Catalog bid awards

In addition to product line awards, PEPPM catalog contracts are available offering buyers an array of more than 1,000 bid protected technology related brands within specific product categories.

### Specials and promotions

Access to special vendor promotions and close-out sales is available to all PEPPM buyers.

### Shipping costs included in price

PEPPM pricing includes the cost of shipping in its posted prices for orders over \$500, which is important to remember when comparing prices.

## PEPPM: It's more than just computers

The program offers hundreds of thousands of bid protected items, and they are not limited to computers and software. In fact, almost anything related to your school's technology needs can be found on PEPPM - from copiers to telephones and from digital cameras to network switches.

New products are added frequently and vary from state to state, so check the listings at [www.peppm.org](http://www.peppm.org) for the products and vendors currently available in your state. Or, see all pricing displayed through eCommerce at [www.epsilon.com](http://www.epsilon.com).



eCommerce provided by:  
Epsilon  
Corporation  
630 San Ramon Valley Blvd., Suite 210  
Danville, CA 94526  
Phone (925) 407-1020  
Fax (925) 407-1021  
www.epsilon.com



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28

## **MEMORANDUM**

**TO:** AUTHORITY MEMBERS  
**FROM:** Martin Gombert, Administrator  
**DATE:** January 17, 2025  
**SUBJECT:** Election of Officers

### **BACKGROUND**

The Joint Powers Agreement provides for annual election of Officers.

Shown below is a list of the current Officers:

Mr. David Bradley, Chairperson

Mr. Michael Kemps, Vice Chairperson

Mr. Paul Seo, Secretary Treasurer

The following offices need to be considered: Chair, Vice-Chair, and Secretary-Treasurer.

### **RECOMMENDATION**

Elect officers for calendar year 2025.