



CITY OF MOUNT VERNON, N.Y.

Mayor Office

SHAWYN PATTERSON-HOWARD, MPA
Mayor

City Hall, One Roosevelt Square
Mount Vernon, NY, 10550
(914) 665-2362 – Fax: (914) 665-6173

JUAN PEREZ
Commissioner Management Services

January 20, 2026

VIA EMAIL:

Honorable City Council Members
City of Mount Vernon
1 Roosevelt Square
Mount Vernon, New York 10550

RE: Approval to Enter into support contract with AZTEC for 1 year for the support of existing HP Printers. for city council meeting to be held on January 28th, 2026.

Honorable Council members:

The Department of Management Services requests approval from the City Council for a resolution to enter a 1-year support contract with Aztec Tech, for the support of cities fleet of HP Printers. This contract is needed on an emergency basis due to the fact the Hewlett Packard terminated out existing support contract on October 5, 2025.

The termination of the contract was unexpected and has left the city with no support for our existing devices. We have contacted several vendors regarding support contracts but have not been able to find an agreeable support solution. Aztec is currently supporting our current fleet of copiers and has stepped up to offer the city support for the HP devices.

We will continue to explore other vendors and evaluate support contracts for execution in 2027. but we require an immediate solution today. The contract will cover supplies and service on a per page basis on each device.

Associated cost for this support contract will be covered under budget code A1680.407, Leasing and Printing.

Given the expiration of our existing support contract, the new contract is needed to ensure continued support for our printer fleet.

Should this request meet with the approval of the city council, we will enter into the one-year agreement and make payment from budget code A1680.407.

Thank you.
Sincerely,
Juan Perez

Commissioner Management Services
cc: Mayors Office, Comptroller

"The Jewel of Westchester"