



Legislation Details (With Text)

**File #:** 16-1422      **Version:** 1      **Name:** Resolution authorizing expenditure not to exceed \$75,000 for copiers

**Type:** Agenda Item      **Status:** Approved

**File created:** 12/1/2016      **In control:** Finance

**On agenda:** 12/13/2016      **Final action:** 12/13/2016

**Title:** Consider and take action on a resolution authorizing the expenditure of an amount not to exceed \$75,000 for the annual lease payments for 3 copiers and the maintenance costs of the total inventory of 25 copiers (Assistant City Manager)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Data Sheet, 2. Proposed Resolution, 3. May 27, 2014 Data Sheet

Date	Ver.	Action By	Action	Result
12/13/2016	1	City Council	Approved	Pass

Consider and take action on a resolution authorizing the expenditure of an amount not to exceed \$75,000 for the annual lease payments for 3 copiers and the maintenance costs of the total inventory of 25 copiers (Assistant City Manager)

Approval of this resolution will approve final lease payments for 3 copiers through December 31, 2016 and maintenance costs for the total inventory of all 25 City copiers through October 31, 2017.

Until 2014, the City’s practice was to lease copiers and multifunction printers/copiers to meet the needs of the operating departments. The leases were entered into with the local DIR (Texas Department of Information Resources) vendor, Imagenet Consulting. Staff analyzed the practice of leasing copiers and, based upon cost and the City’s practice of retaining copiers past the end of the lease period, began to purchase copiers or multifunction printers/copiers. These are the final 3 copiers that were under lease. All other copiers are owned by the City.

Annual maintenance for all 25 units is approximately \$67,150 based on usage and covers most repairs, toner, etc. and the remaining lease payments total approximately \$2,039. Actual maintenance costs will be based upon copier use.

**Attachments:**

- 1. Data Sheet
- 2. Proposed Resolution
- 3. May 27, 2014 Data Sheet

**FUNDING**

{ } NOT APPLICABLE

{x} Funds are available from various department budgets

{ } Requires Budget Amendment to transfer from Account # \_\_\_\_\_ to Account # \_\_\_\_\_