

Legislation Text

File #: BILL NO. 19-187, **Version:** 1

An Ordinance approving the Award of ITN 2019-075 for the Multi-Function Devices, Service and Solutions to Toshiba Financial Services not to exceed \$70,000.00 annually and Authorizing the City Manager to execute the same by and on behalf of the City. (F&BC 8-12-19)

Issue/Request:

An Ordinance Approving the Award of ITN 2019-075 for the Multi-Function Devices, Service and Solutions to Toshiba Financial Services not to exceed \$70,000.00 annually and Authorizing the City Manager to execute the same by and on behalf of the City.

Proposed Council Motion:

FIRST MOTION: I move for second reading of an Ordinance approving the Award of ITN 2019-075 for the Multi-Function Devices, Service and Solutions to Toshiba Financial Services not to exceed \$70,000.00 annually and Authorizing the City Manager to execute the same by and on behalf of the City.

SECOND MOTION: I move for adoption of an Ordinance approving the Award of ITN 2019-075 for the Multi-Function Devices, Service and Solutions to Toshiba Financial Services not to exceed \$70,000.00 annually and Authorizing the City Manager to execute the same by and on behalf of the City.

Background:

The City currently has a contract 2012-002 in place for multi-functional devices. Staff visited five of the major multi-function device dealer locations in the Kansas City Metropolitan area. Based on the information gathered from the five visits, three were selected and issued Invitation to Negotiate (ITN) 2019-075. The three vendors responded and staff evaluated and scored the responses. The staff then negotiated the final terms and costs with the selected vendor.

The new contract will replace the existing fleet of devices across the City and serve the City for the next five years (60 months).

Impact/Analysis:

The current contract, 2012-002, was modified in October 2016 establishing a new payment schedule. The City has been paying \$80,424.00 per year.

The cost for the new contract will be approximately \$67,314.00 per year for the same number of devices and included copies. The additional \$2,686.00 annually is to cover any overage charges that may occur.

Rick Gentry, Procurement and Contract Services Manager
Steve Marsh, Chief Technology Officer

Staff recommends approval of an Ordinance approving the award of ITN No. 2019-075 for the multi-function devices, service and solutions to Toshiba Financial Services not to exceed \$70,000.00 annually and

authorizing the City Manager to execute the same by and on behalf of the City.

Finance and Budget Committee: On motion of Councilmember Lopez, second by Councilmember Forte the Committee voted unanimously (Carlyle Absent) to recommend approval to the City Council of an Ordinance approving the Award of ITN 2019-075 for the Multi-Function Devices, Service and Solutions to Toshiba Financial Services not to exceed \$70,000.00 annually and Authorizing the City Manager to execute the same by and on behalf of the City.