

AGENDA



Thursday, May 8, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 40

Subject: Authorize award and execution of Amendment No. 5 to the 60-month contract through the State of Texas Multiple Awards Schedule (TXMAS) with XEROX CORPORATION, Austin, TX for the lease of multi-function business machines and maintenance services for an increase in an amount not to exceed \$233,630, for a total revised contract amount not to exceed \$3,409,993.40.

Amount and Source of Funding: Funding in the amount of \$64,985 is available in the Fiscal Year 2007-2008 Operating Budget of Austin Energy. Funding for the remaining twenty-seven months of the original of contract period is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Kirk Holladay, Buyer I, 322-6047.

Purchasing Language: Contract Amendment.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority – Owned and Woman-Owned Business Enterprise Procurement Program). This contract is a Cooperative Purchase; therefore it is exempted under Chapter 791 of the Texas Government Code and no goals were established for this solicitation.

Prior Council Action: 12/1/2005: 60- month service agreement; 9/28/06: Contract Amendment No.2; 6/21/07: Contract Amendment No. 4.

On December 1, 2005 Council authorized the award of a 60-month service contract for the provision, installation, and maintenance of 43 multi-function business machines at two Austin Energy facilities, Town Lake Center and 811 Barton Springs Road in an amount not to exceed \$1,258,095.30. On September 28, 2006 Council approved Amendment No. 2 that increased the contract authorization by \$1,581,838.50 to cover expansion of the program to seven Austin Energy satellite locations. On June 21, 2007 Council approved Amendment No. 4 to increase the contract authorization by \$252,000 to expand the program to include four wide-format plotters and install 10 copiers needed at two Austin Energy locations and the 311 Call Center.

This proposed Amendment No. 5 will increase the contract authorization by \$233,630 to include 10 additional machines at the 811 Barton Springs location, St. Elmo Warehouse and East Branch Collections. In addition a one time charge for \$40,000 for in-house imaging services for the archival of all Austin Energy Public Involvement Real Estate Services library.

The Xerox multi-function copier contract was a pilot project for Austin Energy (specifically the Town Lake Center & 811 Barton Springs Rd). This contract proved to be so successful that Austin Energy decided that they wanted to expand the program to include all of its locations. Austin Energy also decided to include wide format printers and scanners to the full service contract. In addition, Austin Energy is adding in-house scanning services to protect irreplaceable real estate records, a new service not previously available on the contract. As Austin Energy grows so has the need to increase the contract.

Xerox Corporation is contracted through TXMAS to provide this equipment and services to other public entities state wide. This cooperative purchasing program is coordinated by the State of Texas, Comptroller of Public Accounts and allows the City to use TXMAS contracts that have been developed from contracts that were competitively bid and awarded by the General Services Administration's Federal Supply Service.