

## A G E N D A



<b>RCA - Purchasing</b>	Austin City Council	<b>Item ID:</b>	6278
<b>Meeting Date:</b>	May 12, 2011		
<b>Department:</b>	Purchasing		
<b>Subject</b>			
Authorize award and execution of Amendment No. 1 to a contract for a 60-month lease agreement through The Cooperative Purchasing Network (TCPN) with XEROX CORPORATION, Austin, TX, for the lease, installation and maintenance of a multi-function document imaging machine for Economic Growth and Redevelopment Services, to increase the contract in the amount not to exceed \$31,353, for a revised total contract estimated amount not to exceed \$78,939.			
<b>Amount and Source of Funding</b>			
Funding in the amount of \$31,353 is available in the Fiscal Year 2010-2011 Operating Budget of the EGRSO Small Business Development Program.			
<b>Fiscal Note</b>			
There is no unanticipated fiscal impact. A fiscal note is not required.			
<b>Purchasing Language:</b>	Contract Amendment.		
<b>Prior Council Action:</b>			
<b>For More Information:</b>	Lupe Cruz, Buyer I/974-9142		
<b>Boards and Commission Action:</b>			
<b>MBE / WBE:</b>	This Cooperative Purchase is exempt from the MBE /WBE Ordinance. This exemption is in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.		
<b>Related Items:</b>			
<b>Additional Backup Information</b>			
<p>This agreement is for the lease, installation and maintenance of a multi-function document imaging machine for EGRSO Small Business Development Program Department. This device is capable of performing multiple functions at one time. This multi-function machine will function as network printer, copier, scanner and fax machine. Total cost includes supplies (with the exception of paper), maintenance, delivery and training.</p> <p>This 60-month lease agreement between the City of Austin and Xerox Corp. was awarded on March 1, 2009 in an estimated amount not to exceed \$47,586. This amendment will provide for additional accessories required with the document imaging machine and to cover cost for overages in printing.</p> <p>The Cooperative purchasing program was established as a national structure for local government agencies to make use of their collective purchasing power and is authorized under the provisions of the Interlocal Cooperation Act, Chapter 791, Texas Government Code.</p>			

**Contract Summary**

Contract History	Description	Amount
Original Contract	60-month contract for copier lease agreement (Annual Cost of \$9,517.20	\$47,586.00
Proposed Amendment No. 1	Increase contract for additional accessory and overages	\$31,353.00
<b>Total contract amount</b>		<b>\$78,939.00</b>