

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	12482	Agenda Number	18.
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Meeting Date:	February 9, 2012
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Department:	Purchasing
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## Subject

Authorize award and execution of Amendment No. 4 to add the final year of funding to a lease agreement through the Texas Cooperative Purchasing Network (TCPN) with XEROX CORPORATION, for the lease of copiers for the Austin Water Utility Department in an estimated amount not to exceed \$60,490, for a total revised contract amount not to exceed \$207,932.

## Amount and Source of Funding

Funding in the amount of \$60,490 is available in the Fiscal Year 2011-2012 Operating Budget of the Austin Water Utility.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Contract Amendment.
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Prior Council Action:	
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For More Information:	Cruz Banda III, Buyer II, 974-9142
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Boards and Commission Action:	To be reviewed by the Water and Wastewater Commission on February 8, 2012.
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MBE / WBE:	This Cooperative Purchase is exempt from the MBE /WBE Ordinance. This exemption is in compliance with Chapter 2-9D 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.
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Related Items:	
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## Additional Backup Information

This agreement is for the lease, installation, and maintenance of 7 multi-function document imaging machines for Austin Water Utility Department at the Waller Creek Building. These devices are capable of performing multiple functions at one time. These multi-function machines will function as network printers, copiers, scanners and fax machines. Total cost includes supplies (with the exception of paper), maintenance, delivery and training.

This contract was administratively awarded under the Texas Cooperative Purchasing Network (TCPN) agreement in September 2008, in an amount estimated not to exceed of \$181,466.90 for the 48-month period. Funding for years one through three of this lease agreement were added administratively in amounts not to exceed \$45,366.72 per/year. The recommended council action is to approve funding for Amendment No. 4 in the amount of \$60,489.72 for the final 12-month period of the initial contract which includes color copy overages.

Currently, the Purchasing Office, working with Communications and Technology Management, the Office of Sustainability, and other departments will be moving forward with the next phase which would be the issuance of a Request for Proposal that will result in as master managed services contract for use by all City Departments.

Contract Summary	<u>Contract No. NC080000075</u>	
<b>Description</b>	<b>Action</b>	<b>Amount</b>
Original Contract	Award of a 48-month lease agreement in an estimated amount not to exceed \$181,466.90	\$45,366.72 Annual Amount
Amendment No. 1	Added 2 <sup>nd</sup> year funding administratively	\$45,366.72
Amendment No. 2	Administrative increase of color impressions over 250 copies at \$.089 each.	\$11,341.68
Amendment No. 3	Added 3 <sup>rd</sup> year funding	\$45,366.72
Proposed Amendment No. 4	Add Final Year Funding in amount of \$45,366.72 and \$15,123.00 for color impressions over 250 copies at \$.089 each for total increase of \$60,489.72	\$60,489.72
<b>TOTAL REVISED CONTRACT AMOUNT</b>		<b>\$207,931.56</b>