



City of Fort Bragg

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Legislation Text

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Adopt City Council Resolution Approving Lease and Maintenance Agreement with Toshiba Business Solutions for the Leasing, Supplies and Maintenance of the City's Copy Equipment

The City utilizes print/copy/scan/fax machines throughout its departments for everyday business. Toshiba Business Solutions ("Toshiba") has been providing the necessary equipment, supplies and maintenance for several years. The current Agreement is set to expire in March 2019.

City IT Staff met with Toshiba to discuss the City's ongoing printing needs and requested Toshiba present the City with an updated Agreement to keep the current equipment, supplies and ongoing maintenance, with the exception of replacing one outdated small printer in City Hall which is used for labels and printing on special/sensitive papers. The City requested savings of 10-20% annually over the past Agreement.

The current Agreement requires a monthly payment of \$2,203 for a term of 39 months. The proposed Agreement requires a monthly payment of \$1,871 for a term of 36 months - a savings of 15%. Sufficient funds exist in the current FY budget (Account #110-4190-0355, "Equipment Leases," which has a total budget of \$28,000 and a remaining budget of \$18,114).