



City of Grand Island

Tuesday, January 13, 2004

Council Session

Item G22

#2004-11 - Approving Bid Award for Copier/Printer/Scanner for City Hall

The Information Technology Division, has submitted a request for awarding a bid for (3) Copier/Printer/Scanners. Four bids were received ranging from \$21,631.00 to \$29,406.00. The low bid was submitted by Imagistics International, Inc. of Grand Island, Nebraska in the amount of \$21, 631.00. There are sufficient funds for this purchase in account number 10011401-85620 (Finance), 10022001-85620 (Building), and 100550001-85620 (Non-Departmental). The budgeted estimate was \$31,000.00. It is recommended that the bid be awarded to Imagistics International, Inc. of Grand Island, Nebraska in the amount of \$21,631.00. Approval is recommended.

Staff Contact: Carl Hurd

Purchasing Division of Legal Department
INTEROFFICE MEMORANDUM



Dale M. Shotkoski, Assistant City Attorney

*Working Together for a
Better Tomorrow, Today*

BID OPENING

BID OPENING DATE: January 5, 2004 at 11:00 a.m.

FOR: Copier/Printer/Scanner

DEPARTMENT: Information Technology

ENGINEER'S ESTIMATE: \$31,000.00

FUND/ACCOUNT:

10022001-85620	Building
10011401-85620	Finance
10055001-85620	Non-Departmental

PUBLICATION DATE: December 21, 2003

NO. POTENTIAL BIDDERS: 9

SUMMARY

Bidder:	<u>Office Net</u> Grand Island, NE	<u>Eakes Office</u> Grand Island, NE
Equipment:	Savin	Sharp
Exceptions:	None	Noted
Bid Rental:	\$1,242.50 per month @ 75,000 copies \$.00677 per copy for overage	\$939.19 per mo.
Bid Price:	\$29,406.00	\$22,352.40

Bidder:	<u>Imagistics International, Inc.</u> Grand Island, NE
Equipment:	Imagistics
Exceptions:	None
Bid Rental:	\$474.15 per month
Bid Price:	\$21,631.00

Bidder: **Modern Methods, Inc.**
Grand Island, NE

	<u>Bid Option #1a</u>	<u>Bid Option #1b</u>	<u>Bid Option #2a</u>	Bid Option #2b
Equipment:	Cannon	Cannon	Lanier	Lanier
Exceptions:	Noted	None	None	None
Bid Rental:	\$.0155 per copy	\$.0159 per copy	\$.0155 per copy	\$.0159 per copy
Bid Price:	\$26,575.00	\$27,755.00	\$25,278.00	\$26,278.00

cc: David Springer, Finance Director
Carl Hurd, IT Manager
Gary Greer, City Administrator
Dale Shotkoski, Purchasing Agent
Laura Berthelsen, Legal Assistant

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RESOLUTION 2004-11

WHEREAS, the City of Grand Island invited sealed bids for Copier/Printer/Scanner for the mail room, the Finance/Human Resources suite, and the Building/Fire/Planning suite in City Hall, according to plans and specifications on file with the Information Technology Division; and

WHEREAS, on January 5, 2004, bids were received, opened and reviewed; and

WHEREAS, Imagistics International, Inc. of Grand Island, Nebraska, submitted a bid in accordance with the terms of the advertisement of bids and plans and specifications and all other statutory requirements contained therein, such bid being in the amount of \$21,631.00 for three copier/printer/scanners; and

WHEREAS, Imagistics International, Inc.'s bid is less than the estimate for such equipment.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the bid of Imagistics International, Inc. of Grand Island, Nebraska, in the amount of \$21,631.00 is hereby approved as the lowest responsible bid for three copier/printer/scanners for the mail room, the Finance/Human Resources suite, and the Building/Fire/Planning suite in City Hall.

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Adopted by the City Council of the City of Grand Island, Nebraska, January 13, 2004.

RaNae Edwards, City Clerk