



City of Grand Island

Tuesday, January 27, 2004

Council Session

Item G8

#2004-17 - Approving Lease Agreement for Copiers/Printers/Scanners for City Hall

The Information Technology Division, has submitted a request to enter into a (36) month lease agreement for (3) Copier/Printer/Scanners. Four quotes were received with monthly payments ranging from \$1,145.10 to \$1,338.50. The low quote was submitted by Imagistics International, Inc. of Grand Island, Nebraska in the monthly amount of \$1,145.10 (\$1.00 buyout). There are sufficient funds for this contract in account number 10011401-85620 (Finance), 10022001-85620 (Building). Appropriation of \$3100 will be moved from 10011401-85620 (Finance) to 100550001-85620 (Non-Departmental). The budgeted estimate for purchasing the equipment was \$16,000. An additional \$15,000 was budgeted to rent the current machine which is being replaced. The two rental units that are being replaced in the mailroom cost \$1250 per month. The proposed equipment will provide 3 copiers/network printers with scanners and the option to Fax for \$1145.10 per month for 36 months with a \$1 buyout at the end of the term. It is recommended that the contract be awarded to Imagistics International, Inc. of Grand Island, Nebraska with monthly payments of \$1,145.10 (\$1.00 buyout). Approval is recommended.

Staff Contact: David Springer

RESOLUTION 2004-17

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, in evaluating such bids, alternatives were suggested by the bidders with respect to leasing rather than purchasing the equipment; and

WHEREAS, as a result, the City requested quotations from each of the bidders as to leasing arrangements for the same equipment; and

WHEREAS, quotations were received from all the original bidders; and

WHEREAS, after a thorough evaluation of purchasing options versus leasing options, maintenance costs, etc. a recommendation has been made to enter into a 36-month lease arrangement with Imagistics International, Inc. of Grand Island, Nebraska at cost of \$1,145.10 per month; and

WHEREAS, such lease arrangement contains a provision to allow the City to purchase the equipment at the end of the lease period for \$1.00 per machine.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that a 36-month lease arrangement with Imagistics International, Inc. of Grand Island, Nebraska, in the amount of \$1,145.10 per month is hereby approved for three copier/printer/scanners for the mail room, the Finance/Human Resources suite, and the Building/Fire/Planning suite in City Hall.

BE IT FURTHER RESOLVED, that the Mayor is hereby authorized to execute the contract for such lease arrangement on behalf of the City of Grand Island

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Adopted by the City Council of the City of Grand Island, Nebraska, January 27, 2004.

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
January 22, 2004	☐ City Attorney