



CITY OF
MISSION

**CITY COUNCIL AGENDA ITEM &
RECOMMENDATION SUMMARY**

MEETING DATE: September 9, 2024

PRESENTED BY: Andy Garcia, Assistant City Manager

AGENDA ITEM: Authorize to terminate the current Contract Lease for Copiers and enter into a new Contract Lease for Copiers from Total Imaging Solutions, Inc., via TX DIR-CPO-4439 Cooperative Contract – A. Garcia

NATURE OF REQUEST:

Staff is seeking authorization to terminate the current contract lease for copier machines with Total Imaging Solutions, Inc., to avoid an automatic contract renewal. The existing contract was executed on October 09, 2019 for a term of 60 months, ending on October 8, 2024. The City will enter into a new lease contract with Total Imaging Solutions, Inc. for city departments by way of TX-DIR-CPO-4439 Cooperative Contract. Current 25 machines will be replaced with new advanced machines and two (2) additional machines for the Public Safety Substation No 6.

BUGETED: Yes / No / N/A **FUND:** _____ **ACCT. #:** Various

BUDGET: \$ _____ **EST. COST:** \$59,215.68 **CURRENT BUDGET BALANCE:** \$ _____

BID AMOUNT: \$ _____

STAFF RECOMMENDATION:

Approval

Departmental Approval: Finance, Purchasing

Advisory Board Recommendation: N/A

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE: **APPROVED:** _____
 DISAPPROVED: _____
 TABLED: _____

_____ AYES

_____ NAYS

_____ DISSENTING _____