



MEETING DATE: February 24, 2025

PRESENTED BY: Vidal Roman, Finance Director

AGENDA ITEM: Authorize to terminate the current Contract Lease of Copiers with Kyrocera Document Solutions Southwest, LLC and Amend Lease of Copiers Contract with Total Imaging Solutions, Inc., to add eleven (11) machines via TX DIR-CPO-4439 Cooperative Contract- Roman

Based on evaluation of service quality and cost analysis, staff is seeking authorization to terminate the current contract lease for copier machines with Kyocera Document Solutions Southwest, LLC (base term end date of March 9, 2025) to avoid automatic contract renewal and amend current Lease of Copiers with Total Imaging Solution, Inc. to add the ten (10) machines combining all copiers under one contract by way of TX-DIR-CPO-4439 Cooperative Contract. The ten (10) machines will be replaced with new advanced machines. In addition to the ten (10) machines, an eleventh machine will be added to the Animal Shelter and color upgrade to the current B&GC machine. Cost savings as follow:

Adding 11th color machine and upgrading B&GC to color: Price is \$1593.33 a true saving of \$3,173.562 for the 56-month Co-Term Lease.

City Manager's Recommendation: Approval *MRP*

RECORD OF VOTE:

APPROVED:

DISAPPROVED:

TABLED:

_____ AYES

_____ NAYS

_____ DISSENTING _____