

## CITY COUNCIL AGENDA ITEM & RECOMMENDATION SUMMARY

**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

## **NATURE OF REQUEST:**

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 contact by way of TX-DIR-CPO-4439 Cooperative Contact. 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:

10 machine to 10 machine 60 month to 60 month

Total Imaging Solutions, Inc \$1,436.28 per month VS Kyocera Document Solutions SW, LLC \$1,650.00 (avg) per month (maintenance is overage with Kyocera but included with TIS \$1,436.28) **60-month saving is \$1,650.00 – \$1,436.28 = \$213.27 per month or \$12,823.20 for the contract.** 

Adding 11<sup>th</sup> 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.

BUGETED: Yes / No	<u>o / N/A                                 </u>	6 ACC1. #: Various
BUDGET: \$	EST. COST: \$	CURRENT BUDGET BALANCE: \$
BID AMOUNT: \$		
STAFF RECOMMEN	NDATION:	
Approval		
Departmental Appre	oval: Finance, Purchasing	
Advisory Board Re	commendation: N/A	
City Manager's Rec	commendation: Approval 20	NRP

RECORD OF VOTE:	APPROVED:	
	DISAPPROVED:	
	TABLED:	
AYES		
NAYS		
DISSENTING		