

**AGENDA**



**Recommendation for Council Action (Purchasing)**

Austin City Council	Item ID:	14325	Agenda Number	55.
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Meeting Date:	April 26, 2012
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Department:	Purchasing
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**Subject**

Authorize award and execution of Amendment No. 1 to add the fourth and fifth year of funding for two lease agreements through the Texas Cooperative Purchasing Network (TCPN) with XEROX CORPORATION, to provide for the lease of multi-function document imaging machines for the Parks and Recreation at various locations in estimated amounts not to exceed \$35,059 and \$35,371, for revised total estimated contract amounts not to exceed \$87,647 and \$111,772.

**Amount and Source of Funding**

Funding in the amount of \$35,214 is available in the Fiscal Year 2011-2012 Operating Budget of the Parks and Recreation Department.

**Fiscal Note**

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Contract Amendment.
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Prior Council Action:	
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For More Information:	Cruz Banda III, Buyer II, 972-4022
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Boards and Commission Action:	
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Related Items:	
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MBE / WBE:	The Cooperative Purchase is exempt from the MBE /WBE Ordinance. This exemption is in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this contract.
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**Additional Backup Information**

These contracts are for the lease, installation and maintenance of 2 multi-function document imaging machines at the PARD Annex Building and 8 multi-function document imaging machines at the Morris Williams Golf Course, Givens Recreation Center, Gus Garcia Recreation Center, South Austin Senior Activity Center, Old Bakery Emporium, Walter E. Long Administrative Office, Parque Zaragosa and the PARD Main Office. These devices are capable of performing multiple functions at one time. These multi-function machines will function as network printers, copiers, scanners and fax machines. Total cost includes supplies (with the exception of paper), maintenance, delivery and training.

Contract Summary	<u>Contract No. NC090000003</u>	
Description	Action	Amount
Original Contract	Award of a 60-month lease agreement in an estimated amount not to exceed \$88,427.40	\$ 17,685.48 Annual Amount
Administrative Increase	Added 2 <sup>nd</sup> year funding administratively	\$ 17,685.48
Administrative Increase	Added 3 <sup>rd</sup> year funding administratively	\$ 17,685.48
Administrative Increase	Administrative increases for adding copiers	\$ 23,345.06
Proposed Amendment No. 1	Add Fourth and Fifth Year Funding in amount of \$17,685.48 annually	\$ 35,370.96
<b>TOTAL REVISED CONTRACT AMOUNT</b>		<b>\$111,772.46</b>

Contract No. NC090000003 was administratively awarded under the Texas Cooperative Purchasing Network (TCPN) agreement in November 2008, in an amount estimated not to exceed of \$88,427.40 for the 60-month period. Funding for years one through three of this lease agreement were added administratively in amounts not to exceed \$17,685.50 per year.

Contract No. NC090000041 was administratively awarded under the Texas Cooperative Purchasing Network (TCPN) agreement in June 2009, in an amount estimated not to exceed of \$75,961.08 for the 52-month period. Funding for years one through three of this lease agreement were added administratively in amounts not to exceed \$17,529.48 per year.

Contract Summary	<b>Contract No. NC090000041</b>	
<b>Description</b>	<b>Action</b>	<b>Amount</b>
Original Contract	Award of a 52-month lease agreement in an estimated amount not to exceed \$87,647.40	\$17,529.48 Annual Amount
Administrative Increase	Added 2 <sup>nd</sup> year funding administratively	\$17,529.48
Administrative Increase	Added 3 <sup>rd</sup> year funding administratively	\$17,529.48
Proposed Amendment No. 1	Add Fourth and Fifth Year Funding in amount of \$17,529.48 annually	\$35,058.96
<b>TOTAL REVISED CONTRACT AMOUNT</b>		<b>\$87,647.40</b>