



Baldwin County Commission

Legislation Details (With Text)

File #: 21-0425 **Version:** 1
Type: Consent **Status:** Passed
File created: 1/19/2021 **In control:** Baldwin County Commission Regular
On agenda: 2/2/2021 **Final action:** 2/2/2021
Title: Lease of Copy Machines for the Baldwin County Revenue Commission Offices Located at the Fairhope and Foley Satellite Courthouses and the Coroner's Office Located in Robertsedale

Indexes:

Attachments: 1. Rental Agreements

Date	Ver.	Action By	Action	Result
2/2/2021	1	Baldwin County Commission Regular	Approved	

Meeting Type: BCC Regular Meeting

Meeting Date: 2/2/2021

Item Status: New

From: Wanda Gautney, Purchasing Director/Teddy Faust, Revenue Commissioner/Dr. Brian Pierce, Coroner

Submitted by: Loren Lucas, Assistant Purchasing Director

ITEM TITLE

Lease of Copy Machines for the Baldwin County Revenue Commission Offices Located at the Fairhope and Foley Satellite Courthouses and the Coroner's Office Located in Robertsedale

STAFF RECOMMENDATION

Approve and authorize the Chairman to execute the rental agreements with **Sharp Electronics Corporation** for the rental of three (3) new copy machines off the State of Alabama bid for thirty-six (36) months effective on the date of full execution as follows:

Location: Revenue Commission Office - Fairhope Satellite Courthouse

Model: MX-M3551

Price: \$93.97

Excess Charge/copy: \$0.0055 BW

Location: Revenue Commission Office - Foley Satellite Courthouse

Model: MX-M3551

Price: \$95.78

Excess Charge/copy: \$0.0055 BW

Location: Baldwin County Coroner's Office

Model: MX-5071

Price: \$197.96

Excess Charge/copy: \$0.0054 BW, \$0.0400 Color

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The lease agreements for the copy machines currently in use at the Fairhope and Foley Revenue Commission Offices and the Baldwin County Coroner's Office have ended. Sharp Electronics Corporation has submitted rental agreements for three (3) new copy machines that will be leased off the State of Alabama Contract. The proposed rental agreements are for a period of thirty-six (36) months and will include all supplies, toner and developer. Baldwin County is paying a total of \$387.71 per month for the three (3) copy machines currently in use, and this amount would remain the same for the three (3) new machines under the proposed rental agreements.

FINANCIAL IMPACT

Total cost of recommendation: \$387.71 per month

Budget line item(s) to be used: 51600.5223; 52400.5223

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
Standard State of Alabama Contract Rental Agreement

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? N/A

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: 02/02/2021

Individual(s) responsible for follow up: Wanda Gautney, Purchasing Director

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Letter to Vendor

Additional instructions/notes: N/A