



# Baldwin County Commission

## Legislation Text

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**File #:** 20-0045, **Version:** 1

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**Meeting Type:** BCC Work Session

**Meeting Date:** 11/12/2019

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director/Terri Graham, Solid Waste Director

**Submitted by:** Wanda Gautney, Purchasing Director

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### ITEM TITLE

Rental of Four (4) New Copy Machines for Various Baldwin County Solid Waste Offices Located in Summerdale and Loxley, Alabama

### STAFF RECOMMENDATION

Approve and authorize the Chairman to execute the rental agreements with Sharp Electronics Corporation for the rental of four (4) new copy machines off the State of Alabama bid for thirty-six (36) months effective the date of execution as follows:

Maintenance Shop - Magnolia Landfill - Summerdale

Model: Sharp MX-4071

Price: \$168.49

Excess Charge/copy: Color \$0.0450/copy B/W \$0.0065/copy

Solid Waste Collections Dept. - Summerdale

Model: Sharp MX-6071

Price: \$209.31

Excess Charge/copy: Color \$0.0400/copy B/W \$0.0054/copy

Scale House - Magnolia Landfill - Summerdale

Model: Sharp MX-4071

Price: \$168.49

Excess Charge/copy: Color \$0.0450/copy B/W \$0.0065/copy

MacBride Landfill - Loxley

Model: Sharp MX-4071

Price: \$168.49

Excess Charge/copy: Color \$0.0450/copy B/W \$0.0065/copy

### BACKGROUND INFORMATION

**Previous Commission action/date:** N/A

**Background:** The current copy machines rental agreements for the Solid Waste Offices located in Summerdale and Loxley, AL have expired. Sharp Electronics Corporation has submitted the rental agreements to replace the old copy machines with new machines. The rental agreement is for thirty-six (36) months off the State of Alabama bid and will include all supplies, toner and developer. The new cost proposal is \$714.78 per month.

### FINANCIAL IMPACT

**Total cost of recommendation:** \$8,577.36 per year

**Budget line item(s) to be used:** Various Solid Waste Budgets

**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 Bid 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:** 11/19/2019

**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