



# Baldwin County Commission

## Legislation Text

---

**File #:** 20-0186, **Version:** 1

---

**Meeting Type:** BCC Regular Meeting  
**Meeting Date:** 11/19/2019  
**Item Status:** New  
**From:** Wanda Gautney, Purchasing Director  
**Submitted by:** Wanda Gautney, Purchasing Director

---

### **ITEM TITLE**

Rental of One (1) Copy Machine for the Baldwin County Board of Education Located in Bay Minette, Alabama

### **STAFF RECOMMENDATION**

Approve and authorize the Chairman to execute the rental agreement with **Sharp Electronics Corporation** for the rental of one (1) new copy/scanner machine off the State of Alabama bid for thirty-six (36) months effective the date of execution as follows:

Location: Board of Education Superintendent Office - Bay Minette, AL  
Model: MX-M6071  
Price: \$169.81/month  
Excess Charge/copy: \$0.0049 B/W

### **BACKGROUND INFORMATION**

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

**Background:** The current copy machine rental agreement for the Board of Education has ended. Sharp Electronics Corporation has submitted the rental agreement to replace the old copy machine with a new machine. 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 copy machine for the Board of Education Superintendent Office in Bay Minette will be a Sharp MX-M6071 copier in the base amount of \$169.81 per month with the excess charge of \$0.0049 each for black/white copies, with a cost saving of \$50.41. The Baldwin County Commission is required by the Code of Alabama 1975, Section 16-9-24 to provide office equipment to the Baldwin County Board of Education Superintendent of Education and his assistants. Code Section attached for review.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$2,037.72 per year

**Budget line item(s) to be used:** 58100.5223

**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 Bid Agreement

**Reviewed/approved by:** David Conner, County Attorney

**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