



Baldwin County Commission

Legislation Text

File #: 20-1210, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 7/7/2020

Item Status: New

From: Wanda Gautney, Purchasing Director/Terri Graham, Development Environmental Director/Ron Ballard, JDC Director/Ron Cink, Budget Director

Submitted by: Loren Lucas, Assistant Purchasing Director

ITEM TITLE

Rental of Three (3) New Copy Machines for the Baldwin County Solid Waste Collections Department, Juvenile Detention Center, and the Sales and Use Tax Department for the Baldwin County Commission

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 the date of execution as follows:

Location: Baldwin County Solid Waste Collections - Robertsedale, AL

Model: MX6071

Price: \$214.97 /month

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

Location: Baldwin County Juvenile Detention Center - Bay Minette, AL

Model: MX6071

Price: \$211.28 /month

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

Location: Sales and Use Tax Department - Robertsedale, AL

Model: MX6071

Price: \$219.67 /month

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

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The current copy machine rental agreements for the Baldwin County Regional Juvenile Detention Center located in Bay Minette, Solid Waste Collections, and Sales and Use Tax

Departments located in Robertsdale, Alabama have ended. The old machines will be replaced with new color copiers which will be leased off of the State of Alabama Contract. Sharp Electronics Corporation has submitted the rental agreements for the three (3) new copy machines for a total of \$645.92 per month. The rental agreements are for thirty-six (36) months and will include all supplies, toner and developer. This is a cost savings of \$148.24 per month.

FINANCIAL IMPACT

Total cost of recommendation: \$645.92 per month

Budget line item(s) to be used: 52610.5223; 51750.5223; 54801.5223

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?
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: 07/07/2020

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