



Baldwin County Commission

Legislation Text

File #: 20-1541, **Version:** 1

Meeting Type: BCC Regular Meeting

Meeting Date: 9/15/2020

Item Status: New

From: Wanda Gautney, Purchasing Director; Junius Long, Building Facilities Coordinator; Wayne Dyess, County Administrator; Harry D'Olive, Judge of Probate; Teddy Faust, Revenue Commissioner

Submitted by: Loren Lucas, Assistant Purchasing Director

ITEM TITLE

Rental of Six (6) Copy Machines for Various Departments 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 six (6) new copy machines off the State of Alabama bid for thirty-six (36) months effective the date of execution as follows:

Location: Baldwin County Parks Department - Silverhill, AL

Model: MX-B350W

Price: \$28.50/month

Excess Charge/copy: \$0.0092/BW

Location: Baldwin County Building Maintenance Department - Bay Minette, AL

Model: MX-B350W

Price: \$32.95/month

Excess Charge/copy: \$0.0092/BW

Location: Baldwin County Animal Shelter - Summerdale, AL

Model: MX-5071

Price: \$197.00/month

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

Location: Baldwin County Judge of Probate - Fairhope, AL

Model: MX-B376W

Price: \$42.96/month

Excess Charge/copy: \$0.0092/BW

Location: Baldwin County Judge of Probate - Foley, AL

Model: MX-B376W

Price: \$43.79/month

Excess Charge/copy: \$0.0092/BW

Location: Baldwin County Revenue Commission - Robertsdale, AL

Model: MX-3071

Price: \$116.26/month

Excess Charge/copy: \$0.0079/BW, \$0.0450 Color

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: The current copy machine rental agreements for the various Departments have ended. The old machines will be replaced with new copiers which will be leased off the State of Alabama Contract. The current machines are being leased for a total amount of \$447.60 per month. Sharp Electronics Corporation has submitted the rental agreements for the six (6) new copy machines for a total of \$461.46 per month. The rental agreements are for thirty-six (36) months and will include all supplies, toner and developer.

FINANCIAL IMPACT

Total cost of recommendation: \$461.46 per month

Budget line item(s) to be used: 55410.5223; 51300.5223; 51600.5223; 51995.5223; 57200P.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: 09/15/2020

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