



# Baldwin County Commission

## Legislation Text

---

**File #:** 22-1475, **Version:** 1

---

**Meeting Type:** BCC Regular Meeting

**Meeting Date:** 9/20/2022

**Item Status:** New

**From:** Wanda Gautney, Purchasing Director

**Submitted by:** Susan Kilby-Aaron, Assistant Purchasing Director

---

### **ITEM TITLE**

Rental of Four (4) Copy Machines for Baldwin County Building Inspection Department and Baldwin County Sheriff's Offices

### **STAFF RECOMMENDATION**

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

Location: Baldwin County Building Inspection Department - Robertsdale

Model: BP-70C55

Price: \$213.94 / month

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

Location: Sheriff's Office - Foley

Model: MX-M6071S

Price: \$186.02 / month

Excess Charge / copy: \$0.0049 / BW

Location: Sheriff's Office - Fairhope

Model: MX-M6071S

Price: \$182.51 / month

Excess Charge / copy: \$0.0049 / BW

Location: Sheriff's Office - Narcotics Division - Robertsdale

Model: MX-M6071S

Price: \$186.02 / month

Excess Charge / copy: \$0.0049 / BW

### **BACKGROUND INFORMATION**

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

**Background:** The current copy machine lease agreements for the Baldwin County Building Inspection Department and Baldwin County Sheriff's Offices have ended. The old machines will be replaced with new copiers, which will be leased off the State of Alabama Contract. Sharp Electronics Corporation has submitted rental agreements to replace the old copy machines with new machines. The rental agreements are for thirty-six (36) months and will include all supplies, toner, and developer. We are currently paying \$865.81 for these machines. The new monthly cost is \$768.49 which is a cost savings of \$97.32 per month.

### **FINANCIAL IMPACT**

**Total cost of recommendation:** \$9,221.88 per year

**Budget line item(s) to be used:** 10052710.52230 and 10052100.52230

**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

**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:** 09/20/2022

**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