



Legislation Details (With Text)

File #: ID#18-5280 **Version:** 1 **Name:**
Type: Action Item **Status:** Passed
File created: 10/16/2018 **In control:** Information Technology
On agenda: 11/1/2018 **Final action:** 11/1/2018
Title: Approve a contract to Sun Print Management of Tampa, FL in the annual amount of \$160,000.00 for printer hardware, supplies, and enterprise maintenance services for the period November 1, 2018 through October 31, 2019 with two one-year renewals in the same amount at the City's option, in accordance with Code of Ordinances Section 2.564(1)(d) Other Government Bid; increase current term Contract 900094 (ending October 31, 2018) with Sun Print Management by \$9,500 for a new total of \$134,500.00 and authorize the appropriate officials to execute same. (consent)

Sponsors:

Indexes:

Code sections:

Attachments: 1. Clay County 18-SCH-89.pdf

Date	Ver.	Action By	Action	Result
11/1/2018	1	City Council		
10/29/2018	1	Council Work Session		

SUBJECT/RECOMMENDATION:

Approve a contract to Sun Print Management of Tampa, FL in the annual amount of \$160,000.00 for printer hardware, supplies, and enterprise maintenance services for the period November 1, 2018 through October 31, 2019 with two one-year renewals in the same amount at the City's option, in accordance with Code of Ordinances Section 2.564(1)(d) Other Government Bid; increase current term Contract 900094 (ending October 31, 2018) with Sun Print Management by \$9,500 for a new total of \$134,500.00 and authorize the appropriate officials to execute same. (consent)

SUMMARY:

Sun Print Management is the City's incumbent vendor for printer hardware, supplies, and enterprise maintenance services, supporting 156 multi-function and print-only devices in a print management environment. The managed devices produce approximately 64,000 prints per month (or 768,000 prints per year) at an average monthly expense of approximately \$11,000.

The Information Technology Department reviewed several existing State and Local print service contracts. Due to our relatively small device count and print volumes it was determined that joining an existing governmental contract would be the most cost-effective option as opposed to soliciting our own bid responses.

The Sun Print Management terms do not obligate the City to commit to buying or leasing individual devices for a fixed period, and print devices can be added or removed from the environment without penalty or a commitment of time.

The increase to Contract #900094 is to pay anticipated invoices for the current term of service (through October 2018) prior to the initiation of the new contract term.

Vendor selection is in accordance with Sec. 2.564(1) (d), Code of Ordinances - Other government bid. The City will piggyback on the School Board of Clay County Bid # 18-SCH-89 Laser Printer, Cost Per Print Program County Wide. Sun Print Management has been awarded as a secondary service provider under the Clay County Bid # 18-SCH-89.

APPROPRIATION CODE AND AMOUNT:

Fiscal Year 2018/19: 09861-530100	\$160,000.00
Anticipated budgetary request for Fiscal Year 19/20:	\$160,000.00
Anticipated budgetary request for Fiscal Year 20/21:	\$160,000.00