



Town Council Agenda Report

SUBJECT: Resolution

CONTACT PERSON/NUMBER: Chief John George/693-8320

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING FLORIDA STATE CONTRACT #600-380-001 AND AUTHORIZING THE PURCHASE OF THREE COPY MACHINES FOR THE POLICE DEPARTMENT

REPORT IN BRIEF: These new and replacement copiers will be used in Administration, Support Services and Road Patrol in the areas where the volume of copies generated exceed the capabilities of the existing machines. The usable copiers will be relocated in areas within the department that have a lesser demand for copies. Minolta, through Florida State Contract #600-380-001, can provide the Minolta 3000 copier for \$4,829 each, which includes shipping, installation and training. The expenditure will be from the Capital Outlay account.

PREVIOUS ACTIONS: N/A

CONCURRENCES: N/A

FISCAL IMPACT:

Has request been budgeted?	Yes
Expected cost	\$14,487
Account Name:	Capital Outlay

RECOMMENDATION(S):

Motion to approve resolution

Attachment(s):

Resolution
Procurement Authorization
Bid information

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING FLORIDA STATE CONTRACT #600-380-001 AND AUTHORIZING THE PURCHASE OF THREE COPY MACHINES FOR THE POLICE DEPARTMENT

WHEREAS, the Police Department is in need of new and replacement copy machines; and

WHEREAS, to operate more efficiently, the Police Department needs copy machines that will perform under the heavy workload of copies generated, not only in-house but to the general public as well; and

WHEREAS, Minolta, through Florida State Contract #600-380-001, can provide the Minolta 3000 copiers in the amount of \$4,829 each, which includes shipping, installation and training; and

WHEREAS, the Police Department wishes to purchase three Minolta 3000 copiers in the total amount of \$14,487.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie hereby accepts Florida State Contract #600-380-001.

SECTION 2. The Town Council authorizes the purchase of three copiers from Minolta in the amount of \$14,487, from the Capital Outlay account.

SECTION 3. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS ____ DAY OF _____, 2000

MAYOR/COUNCILMEMBER

ATTEST:

TOWN CLERK

APPROVED THIS ____ DAY OF _____, 2000

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER. BUDGET ITEM & DESCRIPTION APPROXIMATE COST

001-0524-521-6400 Three copy machines \$14,487

METHOD OF PROCUREMENT (check the one that applies)

- Open Competitive Bidding
- Piggyback on Contract Number Florida State #600-380-001
- Sole Source
- Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed _____
Department Head

Have Funds been Reserved _____

Date _____ Signed _____

Signed _____
Town Administrator

	<u>BIDS SUBMITTED</u>	
<u>VENDOR</u>		<u>COST</u>
Minolta		\$14,487

Signed _____
Procurement Manager

TOWN ADMINISTRATOR'S RECOMMENDATION

<u>Vendor</u>		<u>Cost</u>
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Signed _____
Town Administrator

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**FLORIDA STATE CONTRACT
#600-380-001
EP 3000 MINOLTA COPIER**

30 COPIES PER MINUTE	8 PRESETS-ENLARGE/REDUCE
AUTOMATIC FEEDER	LARGE CAPASITY CASSETTE
AUTOMATIC DUPLEXING	20 BIN STAPLE SORTER
AUTOMAGIFICATION	50 SHEET BYPASS
DUAL 550 SHEET PAPER DRAWERS	50%-200% ZOOM, 1/10TH OF 1%

PURCHASE PRICE **\$5,342.00**
WITHOUT LARGE CAPASITY CASSETTE **\$4,829.00 (total paper 1,100 sheets)**

SERVICE INCLUDES ALL PARTS, LABOR, STARTER, AND TONER,
(everything except paper) @ \$96.37 PER MONTH
OVERAGE @ .003212 PER COPY

DELIVERY, INSTALLATION, & TRAINING ON PURCHASE **N/C**

CUSTOMER: CITY OF DAVIE - PD

MAJOR ACCOUNT EXECUTIVE: RAE ANN HAYES