

## TOWN OF DAVIE TOWN COUNCIL AGENDA REPORT

**TO:** Mayor and Councilmembers  
**FROM/PHONE:** Chief John George/693-8320  
(Nina Valdez)  
**SUBJECT:** Resolution

**AFFECTED DISTRICT:** Not applicable.

**TITLE OF AGENDA ITEM:** A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TOSHIBA BUSINESS SOLUTIONS OF FLORIDA TO LEASE THREE COPIERS FOR THE POLICE DEPARTMENT.

**REPORT IN BRIEF:**

The three Toshiba copiers will be replacing three 10 year-old Minolta copiers, one in Administration, one in the Detective Bureau and one in the Road Patrol Division that are in constant need of repair. The new leases are all for a period of 36 months. All copiers are under State of Florida contract 600-340-03-01 and can be accessed online at [www.fc.state.fl.us/St\\_contracts](http://www.fc.state.fl.us/St_contracts). To be paid from the Miscellaneous Accounts of the Police Department's Administration, Detective Bureau and Road Patrol Division. The Maintenance Agreements are all inclusive to cover all parts, labor & supplies (toners), everything included except paper and staples. As part of an "End of the Month" promotion for January 2006 (extended through February 2006), the print board and hole punch will be free of charge for all three copiers.

**PREVIOUS ACTIONS:** N/A

**CONCURRENCES:** N/A

**FISCAL IMPACT:**

Has request been budgeted: Yes. If yes, expected cost: \$

Administration: Toshiba E-Studio 600/\$222.09 per month (36 month)/.0008 per copy monthly Maintenance Agreement

Detective Bureau: Toshiba E-Studio 600/\$222.09 per month(36 month)/.0008 per copy monthly Maintenance Agreement

Road Patrol Division: Toshiba 350/\$139.71 per month (36 month)/.009 per copy monthly Maintenance Agreement.

Account Name: Contractual Services: If no, amount needed: \$

What account will funds be appropriated from: Police Department /Administration: 001-0520-5210306, Detective Bureau: 001-0505-5210306, Road Patrol Division: 001-0507-5210306.

Additional Comments: The Police Department is operational 24 hours daily seven days a week, the three copiers are an essential tool to properly run the daily aspects of the organization.

**RECOMMENDATIONS:** Motion to approve resolution

**Attachment(s):** Resolution/Toshiba copier lease agreements.

RESOLUTION \_\_\_\_\_

**A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TOSHIBA BUSINESS SOLUTIONS OF FLORIDA TO LEASE THREE COPIERS FOR THE POLICE DEPARTMENT.**

**WHEREAS**, the Davie Police Department is in need of three copiers; and

**WHEREAS**, the State of Florida is extremely competitive in pricing and has solicited sealed bids for such equipment; and

**WHEREAS**, after review, the Town Council wishes to accept the bid awarded by the State of Florida Contract number 600-340-03-01 to Toshiba Business Solutions of Florida, entire contract can be viewed at [www.fcn.state.fl.us/St\\_contracts](http://www.fcn.state.fl.us/St_contracts).

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

**SECTION 1.** The Town Council hereby approves the Bid awarded by the State of Florida to Toshiba Business Solutions of Florida and authorizes the Mayor to execute an agreement with Toshiba Business Solutions of Florida to lease three (3) copiers for 36 months each.

**SECTION 2.** The Town Council hereby authorizes the expenditure from the Contractual Accounts' of the Police Department's Administration, Detective Bureau and Road Patrol Division.

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

PASSED AND ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2006

\_\_\_\_\_  
MAYOR/COUNCIL MEMBER

ATTEST:

\_\_\_\_\_  
TOWN CLERK

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 2006

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PROPOSAL FROM  
AGNES RIVERA  
GOVERNMENT ACCOUNT MANAGER

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TOWN OF DAVIE

DATE: 2/3/2006

**TOSHIBA**  
BUSINESS SOLUTIONS  
*Florida*

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<b>TOSHIBA E-STUDIO 600</b>
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Multi Functional Copiers  
State of Florida Contract #600-340-03-1

**FEATURES INCLUDE:**

**E-Studio 600:**

- 60 pages per minute
- Automatic Duplexing
- Unlimited sets (sorting)
- Page numbering, Annotation, Access Codes.
- Standard Document Storage, Electronic Filing.

<b><u>EQUIPMENT</u></b>	<b><u>Monthly Lease Payment 36</u></b>
	<b><u>Months</u></b>
Toshiba e-Studio 600	\$222.09

<b><u>ADDITIONAL ACCESORIES</u></b>	<b><u>Monthly Lease Payment 36</u></b>
	<b><u>Months</u></b>
Finisher Stapler Saddle Stitch - 100 sheets	\$128.21
4000 sheet Large Capacity Tray	\$29.83
Print Enabler	\$41.67

**PROPOSED MAINTENANCE/SERVICE AGREEMENT FOR E-600:**

- All Inclusive Maintenance Agreement @ \$0.008 per copy.
- Includes all parts, labor, supplies, and preventive maintenance (except paper & staples).
- As part of January's "End of Month" promotion - Extended through February- the 50-sheet finisher stapler and hole punch for e-600 will be free of charge.

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PROPOSAL FROM  
AGNES RIVERA  
GOVERNMENT ACCOUNT MANAGER

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TOWN OF DAVIE

DATE: 2/3/2006

**TOSHIBA**  
BUSINESS SOLUTIONS  
Florida

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<b>TOSHIBA E-STUDIO 350</b>
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Multi Functional Copiers  
State of Florida contract 600-340-03-1

**SYSTEM INCLUDES:**

- Automatic Document Feeder
- Stapling finisher – 50 sheet
- Automatic Duplexing Unit (2-Sided Copying)

**FEATURES INCLUDE:**

- 35 Copies/Prints per Minute
- Electronic filing
- 2 paper cassettes and bypass
- Page numbering
- Photo Mode
- Access codes
- Tilting Touch Screen meets Government 508 Compliance (for handicapped user accessibility)

**OPTIONS AVAILABLE:**

- Scanner kit
- Fax Board
- Large Capacity Tray

**APPROVED PRICING**

<b><u>Equipment</u></b>	<b><u>36 mo. Lease</u></b>
Toshiba e-350 Digital system	\$139.71
Network Scanner	\$53.61
Fax Option	\$14.71

**ALL INCLUSIVE SERVICE (STANDARD GOVERNMENT SERVICE PLAN )**

All Inclusive Maintenance-Service to cover all Parts, Labor & Supplies (toners) @ \$.009 per page.  
Everything included except paper and staples.

As part of an "End of the Month" promotion for January 2006 – Extended through February - the  
print board is included and hole punch will be free of charge.