

CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Purchase of Replacement Photocopier for Community Center at Hutchins Street Square (\$10,435.59)

MEETING DATE: October 20, 1999

PREPARED BY: Community Center Director

RECOMMENDED ACTION: That the City Council adopt the attached resolution authorizing the purchase of a replacement photocopier for the Community Center at Hutchins Street Square from Business Office Systems, Stockton, in the amount of \$10,435.59.

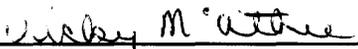
BACKGROUND INFORMATION: The existing copier at Hutchins Street Square Administration is nearly five years old, and has become unreliable as copy volumes have approached 200,000 per year.

If approved, this purchase would be made under a rider to the 3-year San Joaquin County copier contract with Minolta through Business Office Systems of Stockton. The County contract was awarded in July, 1998, following a Request for Proposal in which respondents were evaluated on price, responsiveness, equipment usability and reference checks. Contract provisions allow all public agencies in the county the option to "piggyback" to take advantage of the County's favorable pricing, and Lodi City Code Section 3.20.070 allows for the purchase of equipment, supplies, and services when the method of purchase is determined by the City Council to be in the best interest of the City.

The copier selected for purchase is the Minolta Di350 digital copier, capable of being networked to workgroup PCs to handle print/copy jobs sent directly from the desktop. Digital copiers incorporate the latest in networked printing and copying technology so that complex jobs may be scanned to memory or programmed from the desktop to save operator time.

This purchase includes one year's service coverage on the Di350, which will save the department about \$2,500 in maintenance costs for the existing copier during the current fiscal year. (Cost of maintenance and supplies for the Di350 for years 2 through 4 is expected to be in the \$2,400 per year range).

FUNDING: 1999-2000 Financial Plan & Budget, Page E-42 (\$10,208.40)
1999-2000 HSS Operating Budget (\$227.19)

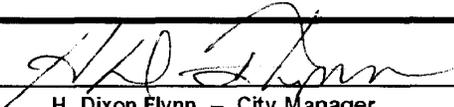

Vicky McAthie, Finance Director


Charlene Lange, Community Center Director

Prepared by Joel Harris, Purchasing Officer

Note: The old copier will be removed by Minolta.

APPROVED: _____


H. Dixon Flynn - City Manager

RESOLUTION NO. 99-156

A RESOLUTION OF THE LODI CITY COUNCIL
AWARDING THE BID FOR THE PURCHASE OF
PHOTOCOPIER FOR COMMUNITY CENTER AT
HUTCHINS STREET SQUARE

WHEREAS, Lodi Municipal Code, §3.20.070, authorizes dispensing with bids for purchases of supplies, services or equipment when it is in the best interest of the City to do so; and

WHEREAS, the existing copier at Hutchins Street Square Administration is nearly five years old and has become unreliable; and

WHEREAS, this purchase can be made under the San Joaquin County Contract with Minolta through Business Office Systems in Stockton; and

WHEREAS, staff recommends the purchase of a Minolta Di350 digital copier because of its capabilities of being networked to workgroup PCs to handle print/copy jobs sent directly from the desktop.

NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council hereby approves the purchase of a Minolta Di350 digital copier under the San Joaquin County Contract with Minolta through Business Office Systems in Stockton, California in the amount of \$10,435.59.

Dated: October 20, 1999

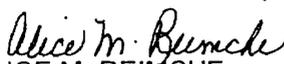
I hereby certify that Resolution No. 99-156 was passed and adopted by the City Council of the City of Lodi in a regular meeting held October 20, 1999, by the following vote:

AYES: COUNCIL MEMBERS – Hitchcock, Mann, Nakanishi, Pennino and
Land (Mayor)

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None


ALICE M. REIMCHE
City Clerk