



Legislation Text

File #: O-317-22, Version: 2

Purchase of New Copiers and Maintenance of Existing Copiers
Department of Finance
Bryan Benner (x1197)
Revised

Authorizing the mayor to enter into an agreement for a term not to exceed five years for the purchase or lease purchase of multifunction printers, including maintenance, service, and repair and for the maintenance of the City's existing multifunction printers; authorizing the expenditure of funds subject to annual appropriation; and declaring an emergency.

SUMMARY & BACKGROUND:

The City currently has 193 multi-function printers (MFPs). The city has operated 162 of the MFPs since 2012. It is the City's goal to operate the existing MFPs until the service call rate or functionality of machines fails to address the needs of the City's departments and divisions.

This Ordinance authorizes the entering into an agreement for the purchase or lease purchase of new MFP devices including maintenance contracts for those MFPs and entering into maintenance contracts for the City's existing MFPs. As part of the agreement, all routine maintenance (i.e. toner replacement) and any service calls or repairs needed for a new or existing MFP will be covered in a per copy click charge. The click charges for all MFPs are estimated to be \$180,000 annually and is a set cost assessed for every black-and-white or color copy made from a MFP.

NOW, THEREFORE, Be it ordained by the Council of the City of Toledo:

SECTION 1. That the mayor is authorized enter into an agreement for a term not to exceed five years for the purposes of purchasing or lease purchasing and maintaining new multi-function printers and for the purpose of maintaining existing multi-function printers. Such agreements shall contain terms and conditions deemed proper and requisite according to the Director of Law and the Director of Finance.

SECTION 2. That the expenditure of funds over the term of the agreement for the purposes authorized in Section 1 is authorized subject to annual appropriations.

SECTION 3. That the Director of Finance is authorized to their draw warrant or warrants against in payment of the obligations authorized above upon presentation of proper voucher or vouchers.

SECTION 4. That this Ordinance is declared to be an emergency measure and shall be in force and effect from and after its passage. The reason for the emergency lies in the fact that same is necessary for the immediate preservation of the public peace, health, safety and property and for the further reason that this Ordinance must be immediately effective in order to continue uninterrupted support of the city's multi-function printers.

Vote on emergency clause: yeas _____, nays _____.

Passed: _____, as an emergency measure: yeas _____, nays _____.

Attest: _____
Clerk of Council

President of Council

Approved: _____

Mayor

I hereby certify that the above is a true and correct copy of an Ordinance passed by Council

_____.

Attest: _____
Clerk of Council