

**TAB 6**



# City of Palmetto Agenda Item

**Meeting Date**

01/03/2011

**Presenter:** Jim Freeman

**Department:** City Hall

**Title: 2011-01 MITEL PHONE SYSTEM**

**Background:**

The Commission approved the purchase of the phone system via GSA contract on December 13, 2010 Commission meeting in the amount of \$68,691. The City will be financing the equipment with a capital lease from BB&T which has provided a proposal to the City. The capital lease would be financed at the interest rate of 2.49% for four years at quarterly payments of an estimated \$14,950, (this amount includes 3 Police Cruisers, the Phone System and Diaphragm Unit for the Water Dept.) The 2011 budget includes sufficient budget for lease payments.

**Problem:**

To establish the budget for the recognition of Revenue from BB & T and Expense to MITEL. This will reimburse the City for the payment to the vendor. The Net affect will be zero.

**Budgeted Amount:** \$0.00    **Budget Page No(s):**    **Available Amount:** \$0.00    **Expenditure Amount:** \$0.00

**Additional Budgetary Information:**  
To increase 001 383 7000 \$68,691 Revenue  
To increase 001 512 6449 \$68,691 Expense

**Funding Source(s):**    **Sufficient Funds Available:**  Yes  No    **Budget Amendment Required:**  Yes  No    **Source:**

**City Attorney Reviewed:**  Yes  No  N/A    **Advisory Board Recommendation:**  For  Against  N/A    **Consistent With:**  Yes  No  N/A

**Potential Motion/Direction Requested:**  
To approve Budget Amendment 2011-01

**Staff Contact:** Jim Freeman

**Attachments:** Budget Amendment 2011-01

**RESOLUTION NO. 2011-01**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA, AMENDING RESOLUTION NO. 2010-29, WHICH RESOLUTION ADOPTED THE BUDGET FOR FISCAL YEAR 2010-2011, AND PROVIDING FOR AN EFFECTIVE DATE.**

**WHEREAS**, from time to time it is necessary to increase or decrease revenues and expenditures in certain accounts, and;

**WHEREAS**, it is necessary to provide budgetary authorization for the expenditure of these funds;

**NOW, THEREFORE, BE IT RESOLVED, BY THE CITY COMMISSION OF THE CITY OF PALMETTO, FLORIDA:**

**Section 1:** That Revenue Account 001 383 7000, Capital Lease Inception, for the fiscal year ending September 30, 2011 is increased by Sixty-Eight Thousand Six Hundred Ninety One Dollars (\$68,691) for the purchase of the MITEL phone system.

**Section 2:** That Expense Account 001 512 6449, CH Capital Lease for the fiscal year ending September 30, 2011 is increased by Sixty-Eight Thousand Six Hundred Ninety One Dollars (\$68,691) for the purchase of the MITEL phone system.

**Section 3:** This Resolution shall become effective immediately upon its passage.

**Section 4:** All Resolutions and parts of Resolutions in conflict herewith are repealed.

**PASSED AND DULY ADOPTED**, in regular session, by the City Commission of the City of Palmetto, with a quorum present and voting, this 3rd day of January, 2011.

CITY OF PALMETTO, FLORIDA  
BY AND THROUGH THE CITY  
COMMISSION OF THE CITY OF  
PALMETTO

By: \_\_\_\_\_  
SHIRLEY GROOVER BRYANT, MAYOR

ATTEST: JAMES R. FREEMAN

By: \_\_\_\_\_  
City Clerk

Cheryl Miller

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**From:** Nixa Haisley  
**Sent:** Tuesday, December 21, 2010 8:17 AM  
**To:** Cheryl Miller  
**Subject:** RE: NEW MITEL SYSTEM

Thanks

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**From:** Cheryl Miller  
**Sent:** Tue 12/21/2010 8:13 AM  
**To:** Nixa Haisley  
**Subject:** RE: NEW MITEL SYSTEM

Nixa:

I have created an account for the phone system. Please use account #001 512 6449.

Cheryl A. Miller, CGFO, MBA  
Senior Accountant  
City Hall x111  
W: 723-4570  
F: 723-4576  
E: [cmiller@palmettofl.org](mailto:cmiller@palmettofl.org)

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**From:** Nixa Haisley  
**Sent:** Monday, December 20, 2010 4:57 PM  
**To:** Cheryl Miller  
**Subject:** FW: NEW MITEL SYSTEM

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**From:** Jim Freeman  
**Sent:** Tuesday, December 14, 2010 1:37 PM  
**To:** Nixa Haisley  
**Cc:** Diane Ponder; Karen Simpson; Riggio, Kathy  
**Subject:** FW: NEW MITEL SYSTEM

Nixa,

FYI---Commission approved a new Mitel phone system including 5 years of pre-paid maintenance last night. This system will serve the entire City. The attached email below contains specific information that we need on the PO for the new system. We will also be paying off the remaining 3 months for the PW lease under a separate PO after we receive the invoice from Kathy. In summary there will be two transactions:

PO for the new system---	\$68,690.70	Karen is going to Finance with a BBT lease
Payment for the old phone system lease at PW----	\$3,280.48	

Total cost is \$71,971.18

Diane will be forward the contract soon.

Thanks,

Jim Freeman, CMC, CIA  
City Clerk- City of Palmetto  
516 8th Ave West  
Palmetto, FL 34221  
(Phone) 941.723.4570  
(Fax) 941.723.4576

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**From:** Riggio, Kathy [mailto:Kathy\_Riggio@mitel.com]  
**Sent:** Thursday, December 09, 2010 9:17 AM  
**To:** Jim Freeman  
**Subject:** FW: City of Palmetto

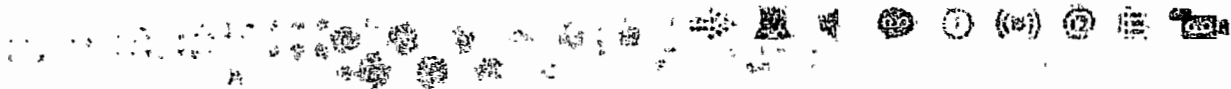
Jim,

Here is the information that I needed to provide to you for the Purchase Order that you will need to issue for the equipment. I have a call into Ed Neroda to get the promised GSA letter and see what documentation that they have to support the GSA pricing claim that you will need for your City Council and Purchasing. I will also touch base back with you as soon as I can catch up with Patrick to discuss what we can do for you to reduce some of the increase of the pricing over the previous numbers.

I will be back in touch with you soon!

Regards,

Kathy



**Kathy Riggio**  
Communications Consultant  
Sales  
Tel.: 813-769-2666  
Tel.: 800-923-8332 Ext. 19166  
Fax: 813-200-4636  
Email: [kathy\\_riggio@mitel.com](mailto:kathy_riggio@mitel.com)

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**From:** Neroda, Edward  
**Sent:** Monday, December 06, 2010 2:24 PM  
**To:** Riggio, Kathy  
**Subject:** RE: City of Palmetto

Hi Kathy,

Attached is the GSA quote for City of Palmetto City Hall and Police Department.

We would need a Purchase Order from the City with the following:

PO made out to:

Mitel Business Systems, Inc.  
7300 W. Boston Street  
Chandler, Az. 85226

Include GSA contract number on PO which is:

**GS-35F-0095X**

No contracts need to be signed for any of the items including the Software Assurance.

Please let me know of any questions.

Thanks,

Ed Neroda  
Government Account Manager-Eastern Region  
212-798-1836 office  
845-825-4298 cell  
ed\_neroda@mitel.com

"Rigglo, Kathy" <Kathy\_Rigglo@mitel.com>

To "Neroda, Edward" <ed\_neroda@mitel.com>  
cc

12/06/2010 12:30 PM

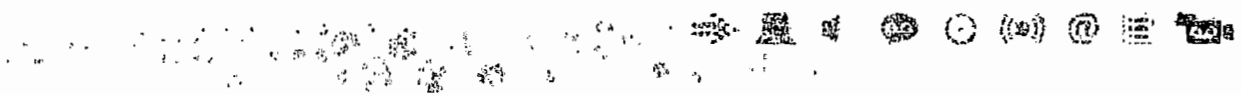
Subject RE: City of Palmetto

Thanks for the update, Ed! I believe that I forgot to remove the previous discount that I had added to the quote when we were looking at using the NJPA contract instead of the GSA contract-sorry! I would assume that it would need to be removed in order to address the GSA discount to the quote! I spoke with Melissa Ney and received the updated GSA pricing for the prepaid maintenance. Is there a document that I need to have signed for that piece, or does it get added to my Schedule I-Equipment list? Same thing with the Software Assurance...is that just a line item on the Schedule I that I am providing for them to sign off on?

Your help is greatly appreciated!

Thanks,

Kathy





**Kathy Riggio**  
**Communications Consultant**  
**Sales**  
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**From:** Neroda, Edward  
**Sent:** Monday, December 06, 2010 7:29 AM  
**To:** Riggio, Kathy  
**Subject:** Re: City of Palmetto

Hi Kathy,

I did not forget but as I was pricing out the design I needed some help with a few items so I am waiting to hear back today. Once I receive I will get you the pricing and have this as a priority.

Thanks,

Ed Neroda  
Government Account Manager-Eastern Region  
212-798-1836 office  
845-825-4298 cell  
[ed\\_neroda@mitel.com](mailto:ed_neroda@mitel.com)

"Riggio, Kathy" <[Kathy\\_Riggio@mitel.com](mailto:Kathy_Riggio@mitel.com)>

12/06/2010 06:56 AM

To "Neroda, Edward" <[ed\\_neroda@mitel.com](mailto:ed_neroda@mitel.com)>  
cc  
Subject City of Palmetto

Ed, I did not see anything from you on the new pricing for City of Palmetto...I need to get the revised pricing sometime today, as I am going to have to rework the proposal with that information and send it off to him tonight! Please don't forget about me ☺!

I am in Atlanta for the Mitel Anywhere bootcamp, but I will be checking my email as I can...

Thanks,

Kathy



**Kathy Riggio**  
**Communications Consultant**  
**Sales**  
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Fax: 813-200-4636  
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