

TAB 6



City of Palmetto Agenda Item

Meeting Date

5/7/12

Presenter: **Jim Freeman**

Department: **City Hall**

Title:

Issue:

The current lease for the copier located in the Customer Service area of City Hall is expiring this month. The City leases all copiers and will need the approval of City Commission to execute the purchase order for a new lease agreement.

Background:

In accord with the purchasing ordinance, the Purchasing Department made use of the piggyback method and had SaraMana provide a quote, for a Ricoh copier, based on the previously negotiated contract by the University of South Florida (USF-1972/ITN#9-13-G). The USF 3-year lease guarantees us the best price for the unit selected. History has proven that the average copier unit lasts about three years; keeping these units longer results in significant maintenance resulting in down time. In addition to having current technology meet our current needs, the new machine would be faster and leasing maintenance advantages also include free parts, labor and toners.

Alternative:

1. Execute a new 36-month purchase order with SaraMana Business Products for a new Ricoh MPC5502 at the proposed lease price of \$262.84 per month. Maintenance expenses, based on usage, have been estimated and budgeted.
2. Go to a month to month lease/maintenance on the current 3-year old Ricoh MPC5000 unit at a price of \$318.93 per month.

Budgeted Amount:	\$11,520	Budget Page No(s):		Available Amount:		Expenditure Amount:	\$9,468
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Additional Budgetary Information:

Funding Source(s):	Operating Lease	Sufficient Funds Available:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Budget Amendment Required:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Source:	
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City Attorney Reviewed:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	Advisory Board Recommendation:	<input type="checkbox"/> For <input type="checkbox"/> Against <input checked="" type="checkbox"/> N/A	Consistent With:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A	
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Motion/ Direction Requested: Approve a new 36-month purchase order with SaraMana Business Products for the proposed system at \$9,468.00 plus maintenance based on usage.

Staff Contact:	Nixa Haisley	Purchasing Agent	941/723-4570 Ext 7112
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Attachments: SaraMana Business Products, Inc. Proposal Letter
USF / Ricoh Lease Spreadsheet
USF / Ricoh Piggyback Statement



1618 Barber Road
Sarasota, FL 34240

May 3, 2012

City of Palmetto

Note: Client would like us to quote pricing to upgrade their MPC5000 color multi-function system. In addition, they would like us to quote the equipment separate from the service.

Proposed System

SaraMana recommends the City upgrade their MPC5000 with the new MP C5502 digital color multi-function system. The versatile MP C5502 delivers high-quality, full-color performance to streamline your unique workflow demands. These innovative MFPs leverage advanced capabilities found only in services led platform Ricoh devices to simplify even the most complex printing, copying, scanning, and distribution tasks. With robust security features, impressive finishing capabilities and eco-friendly operation, these MFPs manage heavy workloads with exceptional efficiency.

		MPC5502A (1)	MPC5502 (1)
Base Unit		\$223.40	\$183.91
Accessories			
Basic Network	NWSCBC4	3.76	3.76
PB3130 Paper Bank	415793	14.21	14.21
LCIT RT3040 Large			
Capacity Tray	415795	14.99	14.99
SR3120 Finisher	416008	35.91	35.91
BU3060 Bridge Unit	415988	2.17	2.17
Punch Kit type 3000	412855	<u>7.89</u>	<u>7.89</u>
		\$302.33 (1)	\$262.84 (1)

Maintenance includes all toner, service call's travel, parts & labor; will be billed at \$.0059 for all black images and \$0.045 for all color images.

Note

- (1) The MPC5502A version has a larger document feeder capable of a single pass (looks at both sides of the paper in one pass). The Non-A version has a regular dual pass (looks at one side at a time) document feeder.
- (2) Based on 36 months. Based on University of South Florida Pricing. Contract # USF-1972/ ITN# 9-13-G

Visit our website at
www.SaraMana.com

SaraMana Business Products, Inc.

City of Palmetto

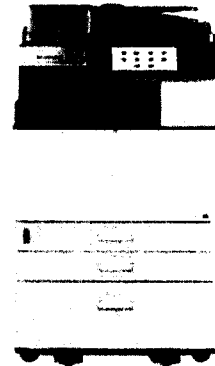
System Proposal

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Proposed System

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		<u>MPC5502A (1)</u>		<u>MPC5502 (1)</u>
Base Unit		\$ 223.40		\$ 183.91
Accessories				
Basic Network /				
Scanning Connection	NWSCBC4	3.76		3.76
PB3130 Paper Bank	415793	14.21		14.21
LCIT RT3040 Large				
capacity Tray	415795	14.99		14.99
SR3120 Finisher	416008	35.91		35.91
BU3060 Bridge Unit	415988	2.17		2.17
Punch Kit type 3000	412855	7.89		7.89
		<u>\$ 302.33 (1)</u>		<u>\$ 262.84 (1)</u>



Service & supplies will be billed at \$.0059 for all black images and \$0.045 for all color images.

Note

- (1) The MPC5502A version has a larger document feeder capable of a single pass (looks at both sides of the paper in one pass). The Non-A version has a regular dual pass (looks at one side at a time) document feeder.
- (2) Based on 36 months. Based on University of South Florida Pricing. Contract # USF-1972/ ITN# 9-13-G

RICOH

Purchase / Lease / Full Maintenance Schedule B to

Terms & Conditions to reference Ricoh Master Pricing Agreement

University of South Florida
Oracle Contract Number NSC09003398

Copies Prints Per Minute	Recon Equipment and Options	Ricoh Reorder Number	Feb-12 Suggested Retail Price	Contract Equipment Purchase Price	Lease FTMV 36 Monthly Payments	Service Level	Monthly Base \$	Monthly Allowance	Supplies Included	Ricoh All-inclusive CPC 2/13/2012
45 B&W / 45 Color	Ricoh MP C4502A**	416072	\$16,200	\$3,980	\$119.47	1	\$0			Monthly Service Plan Excludes Supplies \$0.0059 Black / \$0.0450 Color
55 B&W / 55 Color	Ricoh MP C4502A**	416075	\$18,900	\$6,132	\$104.57	2	\$42.50	10,000	\$0.0059 Black / \$0.0450 Color	
55 B&W / 55 Color	Ricoh MP C5502**	416076	\$20,020	\$6,170	\$103.91	3	\$68.64	20,000	\$0.0059 Black / \$0.0450 Color	
55 B&W / 55 Color	Ricoh MP C5502A**	416077	\$20,870	\$7,422	\$223.40	4	\$84.75	30,000	\$0.0059 Black / \$0.0450 Color	
	ESP XG-PCS:15D Network & Scan Connect - Seg BC4 Paper Feed Unit PB3120 (1 x 50 Sheets)** Paper Feed Unit PB3130 (2 x 50 Sheets)** LCIT PB3140** FAC52 Cabinet LCIT RT3020 Internal Split Tray SH3060** Side Tray Type C5502** Bridge Unit BU3060** Finisher SR3120** Finisher SR3060** Booklet Finisher SR3110** Punch Unit K4 PU3000 3/2 Hole 1 Bin Tray BN3100** Key Counter Bracket Type H Optional Counter Interface Unit Type A Platen Cover Type 3352** Card Reader Bracket Type 3352 ADF Handle Type C Caster Table Type D Envelope Feeder EF3020**	PS-MWNG-BC4 415794 415793 415795 416337 415984 415987 415989 415988 416008 415904 416007 412955 415995 412952 413012 415909 415814 416213 415811 416272	425 780 1,650 1,980 250 1,910 450 640 220 3,950 1,930 690 5,110 803 590 105 65 140 160 200 270 2,190	125 290 472 498 66 530 168 462 72 1,193 690 1,535 262 789 212 48 31 45 62 79 106 109	4.00 3.76 8.73 14.21 1.99 15.95 5.08 13.91 2.17 36.91 20.77 48.20 7.89 6.38 1.44 0.93 1.35 1.87 2.38 3.19 3.28	5	\$90.28	40,000	Monthly Service Plan Excludes Supplies \$0.0059 Black / \$0.0450 Color	
	Fax Options: Fax Option Type C5502** G3 Interface Unit Type C5502 32MB Memory 400du/SAP Fax Connection Unit Type B	415991 415996 0013420MU 416022	1,400 910 205 290	332 204 25 115	9.98 6.14 0.75 3.46					
	Print / Scan Options: IEEE802.11a/g Wireless Type J IEEE 1284 Interface Type A Gigabit Ethernet Type B Camera Direct Print Card Type J Postscript3 Unit Type C5502 File Format Converter Type E SD card for NetWare printing Type H Browser Unit Type F Bluetooth Interface Unit Type D	414009 411699 414204 416006 415998 414007 416001 416002 415818	593 110 483 270 530 635 200 170 630	291 46 225 28 293 300 77 65 232	8.76 1.44 7.07 0.78 8.82 9.03 2.32 1.96 6.98					
	Additional Options: Data Overwrite Security Unit Type H Copy Data Security Unit Type G Sequence Compose EFI Sequence Imposer Color Profiler V3 w/ES1000 UV CPS V2 to V3 Upgrade	416373 416391 404337 404336 0056971MU 0056989MU	530 960 1,100 2,500 3,000 499	167 353 780 1,602 1,871 320	6.22 13.15 23.48 48.22 56.32 9.63					

3-13-2012 RAC USF Price Schedule Update 3-13-12

RICOH

Purchase / Lease / Full Maintenance Schedule B to

Terms & Conditions to reference Ricoh Master Pricing Agreement

University of South Florida
Oracle Contract Number NSC09003398

RICOH

Schedule A

List of USF Companies, Authorized Users, and Potential Authorized Users;

University of South Florida; all campus currently in operation and those that will open during the contract term. All colleges, schools, departments, institutes, agencies, center, administrative and service offices and medical or health locations, directly or indirectly under of South Florida umbrella or influence.

Furthermore any "Florida Interlocal" group and/or public agency including but not limited to: State government, county, city, school district, single and multipurpose special district, single and multipurpose public authority, metropolitan or consolidated government, an independently elected county officer, any agency of the United States Government, a federally recognized Native America tribe, and any similar of any other state of the United States.

Also, the same may apply to similar groups outside USF of Florida, by private groups, and any corporations that the USF COMPUTER STORE gives theirs express consent for use.