

Legislation Text

File #: 21-312, **Version:** 1

Report on Request for Proposal for a Citywide Copier/Multi-Functional Device Solution.

Accept the report on the Request for Proposals and adopt a resolution authorizing the City Manager to:

- (a) Negotiate and execute an agreement with Toshiba America Business Solutions, Inc. (Lake Forest, CA) to provide a citywide copier/multi-functional device solution for an initial one-year term beginning March 1, 2021 through February 28, 2022 with a total maximum compensation not to exceed \$650,000 for the initial term, subject to the appropriation of funds;
- (b) Negotiate and execute amendments and change orders as required for unanticipated changes in demand for up to \$65,000 during the initial term and subject to the appropriation of funds for option terms; and
- (c) Exercise up to nine one-year options to extend the term of the agreement through February 28, 2031, subject to the appropriation of funds.

CEQA: Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment. (Finance)