

6-C

TOWN OF PONCE INLET /DEPARTMENT OF FIRE SERVICES



STAFF REPORT TO TOWN MANAGER

Town Council meeting of July 21, 2016

Type of Request: Purchase Replacement Town Hall Copier-Scanner

Discussion:

Staff is requesting the purchase of a new, high capacity copier-scanner to replace the current device that services Town Hall.

The current unit is no longer capable of supporting the reproduction and scanning needs of the town departments it serves. One significant copying function that the current device has difficulty completing is the production of Town Council and the various Town Board agenda packets. The specifications for the proposed device will more than handle current and projected production needs.

The attached quote places the cost for the proposed unit at **\$21,255**. The associated service contract and per copy fees also represents a savings over the current vendor. The quote is based on competitive bid contract NJPA #100614-CDW awarded to the vendor and is allowed under the Town's Code of Ordinances, *Sec. 2-357. Sole source; standardization/piggybacking.*

Please contact me with any questions.

A handwritten signature in black ink, appearing to read "Dan Scales", is written over a horizontal line.

Dan Scales, Fire Chief

June 11, 2016
Date

QUOTE CONFIRMATION



DEAR DANIEL SCALES,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

| QUOTE # | QUOTE DATE | QUOTE REFERENCE | CUSTOMER # | GRAND TOTAL |
|---------|------------|-----------------|------------|-------------|
| HFPT972 | 7/11/2016 | XEROX BUILD | 3492070 | \$21,255.00 |

| QUOTE DETAILS | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------|-----|---------|-------------|-------------|
| ITEM | QTY | CDW# | UNIT PRICE | EXT. PRICE |
| Xerox WorkCentre 7970i - multifunction printer (color) Mfg. Part#: 7970/PH2I UNSPSC: 44101503 Contract: MARKET | 1 | 4089527 | \$14,000.00 | \$14,000.00 |
| XEROX A3 COLOR HIGH ANALYST SVCS Mfg. Part#: A3CHIANALYST Electronic distribution - NO MEDIA Contract: MARKET | 1 | 3760565 | \$900.00 | \$900.00 |
| XEROX A3 DEVICE DELIVERY Mfg. Part#: A3DELIVERY Electronic distribution - NO MEDIA Contract: MARKET | 1 | 3760553 | \$390.00 | \$390.00 |
| XEROX BOOKLET MAKER FINISHER Mfg. Part#: 497K15870 Contract: MARKET | 1 | 3760278 | \$3,100.00 | \$3,100.00 |
| Xerox Fax Kit - fax interface card Mfg. Part#: 497K06230 UNSPSC: 43222628 Contract: MARKET | 1 | 3760280 | \$770.00 | \$770.00 |
| Xerox High Capacity Feeder - media tray / feeder - 2000 sheets Mfg. Part#: 097S04615 UNSPSC: 44103116 Contract: MARKET | 1 | 3760205 | \$840.00 | \$840.00 |

| PURCHASER BILLING INFO | SUBTOTAL | \$20,000.00 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|
| Billing Address: TOWN OF PONCE INLET ACCTS PAYABLE 4300 S ATLANTIC AVE PONCE INLET, FL 32127-6904 Phone: (386) 322-6711 Payment Terms: Net 30 Days-Govt State/Local | SHIPPING | \$0.00 |
| | SALES TAX | \$1,255.00 |
| | GRAND TOTAL | \$21,255.00 |
| | DELIVER TO Shipping Address: TOWN OF PONCE INLET Daniel Scales 4300 S ATLANTIC AVE PONCE INLET, FL 32127-6904 Phone: (386) 322-6711 Shipping Method: | |
| Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515 | | |