

EXPLANATION OF CONSENT AGENDA ITEM E.2.c.(2) – April 26, 2017

ITEM

Consideration of authorizing staff to extend on a month-to-month basis, the Multi-Function Printer/Copier State of Florida contract #600-000-11-1 with Canon Financial Services/North American Office Solutions for an additional 12 months in an amount not to exceed \$60,000. (Lorusso/Dubea)

EXPLANATION

Background:

At the April 17, 2013 meeting the Commission approved staff to execute a 48-month lease for Canon MFP/Copiers via State of Florida Contract #600-000-11-1 from North American Office Solutions (Titusville). The current fleet of 13 copiers costs \$2,845.19 per month plus variable click/copy charges that range from \$1400-\$2000 per month. The equipment is in very good condition and does not require a refresh at this time. Per the State of Florida contract, CPA has the flexibility to upgrade the equipment or terminate the contract at our discretion.

Current Action Details:

Consideration of authorizing staff to extend on a month-to-month basis, the Multi-Function Printer/Copier State of Florida contract #600-000-11-1 with Canon Financial Services/North American Office Solutions for an additional 12 months in an amount not to exceed \$60,000.

Funding Review by Finance (Pat Poston): This is an operational cost and is included in the FY17 Operating Budget. No increase is required.

STAFF RECOMMENDS APPROVAL

Prepared by Mark Lorusso & Jim Dubea