

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF HOLLYWOOD, FLORIDA, AUTHORIZING THE APPROPRIATE CITY OFFICIALS TO ISSUE THE ATTACHED BLANKET PURCHASE ORDER BETWEEN SHARP BUSINESS SYSTEMS AND THE CITY OF HOLLYWOOD FOR A FORTY-EIGHT (48) MONTH LEASE OF MULTIFUNCTIONAL COPIER EQUIPMENT, INCLUDING AVERAGE IMPRESSION COSTS, IN AN ESTIMATED ANNUAL AMOUNT OF \$198,000.00.

WHEREAS, the City Departments, Offices and Divisions require multifunctional copier equipment that includes copy, print, scanning and faxing capabilities at their locations to meet daily operational needs; and

WHEREAS, the City currently has a fleet of eighty-seven (87) leased copiers throughout the City; and

WHEREAS, four (4) vendors were contacted to provide their demonstrations to the City, however, only three (3) vendors responded and staff moved forward with only the three (3) respondents received; and

WHEREAS, a committee was formed comprising of staff from Information Technology and Procurement Services in order to evaluate a new fleet of copiers; and

WHEREAS, as a part of the evaluation process, the committee visited Sharp, Toshiba and Konica/Minolta location of business' and was given a demonstration of their equipment, which staff wanted to ensure the type of equipment selected would meet the City's needs; and

WHEREAS, staff's criteria for evaluating the all copier manufacturers were based on the following: functionality, maintenance support, flexibility, IT infrastructure, green initiatives, transition plan and pricing; and

WHEREAS, after visitations were complete, copier suppliers submitted quotes to Procurement Services based on other government contracts and a break-down of their pricing is listed below; and

Sharp	Konica/Minolta	Toshiba	Ricoh
Annual amount (48 Month Lease only)	Annual amount (48 Month Lease only)	Annual amount (48 Month Lease only)	Annual amount (48 Month Lease)
\$84,964.68	\$107,850.12	\$101,691.48	N/A

WHEREAS, the additional cost will be calculated as the impressions (per copy charge – black/white and color) cost, which is a part of the overall total amount; and

WHEREAS, after the evaluations were complete, the committee unanimously decided that Sharp Business Systems was the best overall value in pricing to the City; and

WHEREAS, the requested leased copiers from Sharp Business Systems have been competitively bid by the National Joint Powers Alliance (NJPA), a national organization whose purpose is to provide contracts on a cooperative basis; and

WHEREAS, NJPA Contract #083116-SEC was awarded to Sharp for Multi-Function copiers, Printers, and Equipment Applicable to Scanned data and Management, Image Duplicating, and Related Solutions, Accessories, Supplies, and Services beginning on October 19, 2016 through October 19, 2020; and

WHEREAS, Section 38.40 (C)(5) of the Purchasing Ordinance allows the Director to procure, without following formal procedures, all goods and services which are subject of contracts with the state, its political subdivisions, the United States government, other governmental entities, or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, provided however, the goods and services are: (i) the subject of a price schedule negotiated by the state or the United States government, or (ii) the subject of a contract with another governmental entity or a corporation not for profit whose members are governmental entities, public officers, or any combination thereof, which contract is based strictly on competitive bids or competitive proposals and not on any preference; and

WHEREAS, the term of the lease agreement is for a four (4) year period and the lease includes all services and supplies except paper and staples; and

WHEREAS, the copier equipment furnished by Sharp Business Systems under this agreement meets or exceeds other manufacturer's copier equipment with comparable features and capabilities available currently on other governmental contracts and the open market; and

WHEREAS, included in Sharp Business Systems equipment is the Data Security (DSK) Kit software, which protects and controls the major MFP systems and subsystems (print, copy, scan, and fax jobs, network settings, operation system, memory components, local user interface, engine and job controller), thus, the DSK uses the Advanced Encryption Standard (AES) algorithm on all data before it is written to RAM or Flash memory and the disk that also provides overwriting routines for deleted data, to ensure that all information is virtually irretrievable by unauthorized users; and

WHEREAS, the Director of Procurement & Contract Compliance recommends that the City Commission approve the issuance of the attached Blanket

Purchase Order for the lease of copier equipment to Sharp Business Solutions of Miami Lakes, Florida in an estimated annual amount of \$198,000.00; and

WHEREAS, award is subject to the City receiving all insurance required and approved by the City's Risk Manager, along with signed statements of Hold Harmless and Indemnity to the City; and

WHEREAS, funding for these agreements has been provided in the FY 2018 budget in individual departmental 4404 Equipment Rental/Lease Accounts and will be requested in subsequent fiscal years;

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

Section 1: That it hereby approves and authorizes the issuance, by the appropriate City Officials, of the attached blanket purchase order between Sharp Business Systems and the City of Hollywood, together with such non-material changes as may be subsequently agreed to by the City Manager and approved as to form and legality by the City Attorney.

Section 2: That this resolution shall be in full force and effect immediately upon its passage and adoption.

PASSED AND ADOPTED this _____ day of _____, 2017.

JOSH LEVY, MAYOR

ATTEST:

PATRICIA A. CERNY, MMC, CITY CLERK

APPROVED AS TO FORM AND LEGALITY
for the use and reliance of the
City of Hollywood, Florida, only.

ALAN FALLIK, ACTING CITY ATTORNEY