



Staff Report

TO: City Council
FROM: Jaime Salas, IT Manager
DATE: February 21, 2023
SUBJECT: Authorize Lease and Maintenance Contract Extension with Konica Minolta

Description The Albert A. Chatigny Sr. Community Center has requested a new copy, scan and fax machine that can meet the demands of the community center services and recreation programs.

Background and Analysis:

Beaumont City Council awarded Konica Minolta contracts on July 19, 2011, April 18, 2017, and June 16, 2020, that were negotiated through competitive bidding processes. The 36-month contract awarded in 2020 was secured through the competitive bidding process conducted by Sourcewell. Section 3.02.040 of the Beaumont Municipal Code allows for competitive procurement for Professional Services. Sourcewell is a cooperative purchasing program in which the City is a member (Attachment A). This allows the City to take advantage of the cooperative purchasing award and competitive contract pricing, providing some significant cost savings.

Staff proposes a 12-month extension to the current contract to add an additional machine to the Albert A. Chatigny Sr. Community Center and bring the contract terms in line with the Sourcewell contract expiration date of June 30, 2024.

Fiscal Impact:

The annual maintenance and lease cost is currently budgeted in the FY 22/23 budget. The new annual cost will be \$55,968, providing an annual savings of \$6,888.00 per a 12-month period or 13 percent savings.

Recommended Action:

Authorize lease and maintenance contract extension with Konica Minolta.

Attachments:

- A. Sourcewell Agreement
- B. Konica Advantage Lease Agreements and Schedules