

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: June 14, 2010
	Agenda Item No. 53 Roll Call No. [Roll Call] Communication No. <u>10-356</u> Submitted by: Allen McKinley, Finance Director

AGENDA HEADING:

Approving an Amendment to the Copier Services Contract with Koch Brothers.

SYNOPSIS:

Recommend approval to amend the copier services contract with Koch Brothers, 301 E. Locust Street, Des Moines, IA 50309, Dutch Koch, Owner/President. Amendment reduces City expenses by \$82,688.63 over the course of a thirty-six month period, while also implementing an equipment replacement plan which replaces and updates current equipment. The contract will be used by all departments.

FISCAL IMPACT:

Amount: Annual savings of \$27,562.88, or a total of \$82,688.63 over a three year term.

Funding Source: Funds are available in the general operating budgets of various departments.

ADDITIONAL INFORMATION:

The existing agreement with Koch Brothers has a one year additional renewal option available in November. This amendment extends the agreement approximately one year and eight months beyond its original scope of six full years. The amendment and its extension offers the City savings it would not otherwise realize and allows the City to complete its transition from less use of stand-alone printers to more use of multi-functional copy machines, which, when completed, will provide more accurate user data for the replacement RFP when rebidding.

PREVIOUS COUNCIL ACTION(S):

Date: November 7, 2005

Roll Call Number: 05-2691

Action: Approved recommendation to award copier services contract to Koch Brothers after competitive solicitations rendered them low bid among three (3) responses. The contract has since been renewed for two of its three renewal options.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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