

COUNCIL COMMUNICATION

	Number:	19-298	Meeting:	June 24, 2019
	Agenda Item:	43-I	Roll Call:	19-1022
	Submitted by:	Bob Fagen, Finance Director		

AGENDA HEADING:

Good cause to exempt procurement of copier equipment and services, from bidding requirements and approval of amendment to agreement with KB Solution (Koch Brothers), for renewal of agreement.

SYNOPSIS:

Recommend approval of a month-to-month contract extension with Koch Brothers to provide copier services and equipment for City-wide use from KB Solution (d/b/a Koch Brothers, Dutch Koch, President 301 E. Locust, Des Moines, IA 50309) per US Communities Government Purchasing Alliance #4400003732, which is competitively bid. The agreement for equipment and services had an initial term of three (3) years with three (3) 1-year renewals; the agreement and renewals expire on July 15, 2019. The City Finance Department and Information Technology (IT) Department staff are in the process of researching the terms of the most economical arrangement for procuring copier equipment and services and require additional time to complete such research.

FISCAL IMPACT:

Amount: \$85,000

Funding Source: FY2019/2020 Operating Budget, funds are available in the general operating budget of various departments.

ADDITIONAL INFORMATION:

- The Finance Department desires to continue to use the current agreement for copier equipment and services and Koch Brothers has agreed to continue to provide such equipment and services under the same terms as the current agreement on a month-to-month basis until December 15, 2019, at a monthly cost of \$17,000.
- During the month to month contract extension the City Finance Department and IT Department will review the copier requirements of each department and compare the various options for equipment and services in order to recommend the most cost-effective method for procuring these goods and services.

PREVIOUS COUNCIL ACTION(S):

Date: July 15, 2013

Roll Call Number: [13-1116](#)

Action: [Addendum](#) to KB Solution Koch Brothers equipment agreement with Koch Brothers (Dutch Koch, President) for copier equipment, related services and toner supply for a three year term beginning July 3, 2013, with up to three one-year renewal options. ([Council Communication No. 13-344](#)) Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Potential new agreement to provide copier services and equipment for City-wide use.

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