



ROCK ISLAND
ILLINOIS

MEMORANDUM
INFORMATION TECHNOLOGY DEPARTMENT

TO: Thomas Thomas, City Manager

Number: 14-007

SUBJECT: Copier/Printer Replacement - Phase II

Date: 7/29/2013

Several multifunctional copier/printer/scanner/fax devices have been in service in various departments for 5 years or more. These units are in high usage areas and have become costly to operate as well as somewhat problematic. Since these multifunctional devices are installed in locations of high user concentration, service incidents can cause considerable productivity loss during outage. For these reasons replacement alternatives have been evaluated.

As a continuation of the RFP and project started last year at this time, the IT Department has worked with Office Machine Consultants located in Rock Island to obtain a proposal to replace five more units reaching maturity.

Recommendation: The Information Technology Department recommends that the City Council approve the purchase of five Toshiba copier/printers from Office Machine Consultants of Rock Island, IL for a total of \$34,163.00 and authorize the City Manager to the sign maintenance agreement.

Vendor: V01240 - Office Machine Consultants

Payment Amount: \$34,163.00

Account Chargeable:

Fund: 101 General Fund

Division/Cost Center: 256081 Information Technology

Object Class: 52406 Computer Equipment < 10M

Project Number: 0000223 Gaming

Requisition Number: 004106

Submitted by: Timothy Bain, IT Director

APPROVED: Thomas Thomas, City Manager



It is the intent of the City of Rock Island to place the following order with Office Machine Consultants.

(1) Toshiba 2550c - Finisher included (Main Library) - to be installed September/October 2013. \$3488

| | | | | | |
|------------------|------------|-----------------|---------------|--------|-------|
| \$407 | \$186 | \$661 | \$548 | \$125 | \$167 |
| Document Feeder/ | 2 drawers/ | Inner Finisher/ | Fax included/ | Stand/ | HDD |

Cost of \$5582

(1) Toshiba 2550c - Finisher included (Municipal Services) - to be installed September/October 2013. \$3488

| | | | | | |
|------------------|------------|-----------------|---------------|--------|-------|
| \$407 | \$186 | \$661 | \$548 | \$125 | \$167 |
| Document Feeder/ | 2 drawers/ | Inner Finisher/ | Fax included/ | Stand/ | HDD |

Cost of \$5582

(1) Toshiba 3540C/4540C - Finisher included (Police 2nd Floor) - Police installed close to January 1, 2014. \$5120 w Doc Feeder

| | | |
|----------------------|-------------------|---------------|
| \$695 | \$1035 | \$493 |
| Large Capacity Deck/ | Hanging Finisher/ | Fax included. |

Cost of \$7343

(1) Toshiba 3540C/4540C - Finisher included, (MLK) - MLK installed close to January 1, 2014. \$5120 w Doc Feeder

| | | |
|----------------------|-------------------|---------------|
| \$695 | \$1035 | \$493 |
| Large Capacity Deck/ | Hanging Finisher/ | Fax included. |

Cost of \$7343

(1) Toshiba 3540C/4540C- Finisher included, (Central Fire) to be installed September/October 2013, \$5120 w Doc Feeder

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|----------------------|-------------------|-------------|---------------|
| \$695 | \$1530 | \$475 | \$493 |
| Large Capacity Deck/ | Console Finisher/ | Hole Punch/ | Fax included. |

Cost of \$8313

Total \$34,163

It is the intent of the Office Machine Consultants, upon approval from the City of Rock Island, to place the requested equipment above. All agreed upon guaranteed terms and conditions as to service are applied.