

BID AWARD SUMMARY

LETTING DATE: December 9, 2014

PROJECT: Copier/Printer Lease and Maintenance Program
Public Works / Community Planning

RECOMMENDATION: Award Option 2 and Alternates 2 and 4 in the amount of \$86,848.80 to Dakota Business Center at the January 5, 2015 Council Meeting.

BIDDER'S SUMMARY

| | Dakota Business Center | Mathison Company* | Evergreen Office Products | A&B Business Solutions* | |
|---------------|--|--|--|--|---|
| OPT 1 | COPIER LEASE AND MAINTENANCE PROGRAM – 48 MONTH LEASE | \$1,144.18 / mo | \$1,040.95 / mo | \$1,370.90 / mo | \$1,180.31 / mo |
| | ADDITIONAL COST OF COPIES WITH 48 MONTH LEASE | \$0.04/ea (color) \$0.0061/ea (b&w) | \$0.054/ea (color) \$0.006/ea (b&w) | \$0.059/ea (color) \$0.008/ea (b&w) | \$0.046/ea (color) \$0.008/ea (b&w) \$0.0055/ea (b&w) |
| OPT 2 | COPIER LEASE AND MAINTENANCE PROGRAM – 60 MONTH LEASE | \$1,060.07 / mo | \$987.83 / mo | \$1,275.00 / mo | \$1,088.04 / mo |
| | ADDITIONAL COST OF COPIES - 60 MONTH LEASE | \$0.04/ea (color) \$0.0061/ea (b&w) | \$0.054/ea (color) \$0.006/ea (b&w) | \$0.059/ea (color) \$0.008/ea (b&w) | \$0.046/ea (color) \$0.008/ea (b&w) \$0.0055/ea (b&w) |
| ALT. 1 | 36-INCH PRINTER – 48 MONTH LEASE | \$318.48 / mo | \$275.44 / mo | \$300.30 / mo | \$229.34 / mo |
| ALT. 2 | 36-INCH PRINTER – 60 MONTH LEASE | \$279.54 / mo | \$230.54 / mo | \$253.00 / mo | \$251.32 / mo |
| ALT. 3 | LASER JET PRINTER – 48 MONTH LEASE | \$122.72 / mo | \$34.99 / mo | \$51.00 / mo | No Bid |
| ALT. 4 | LASER JET PRINTER – 60 MONTH LEASE | \$107.87 / mo | \$29.47 / mo | \$42.98 / mo | No Bid |
| ALT. 5 | LASER JET PRINTER – PURCHASE | \$4,184.47 / mo | \$1,499.00 / mo | \$1,825.00 / mo | \$2,866.14 / mo |

*Bids from Mathison Company and A&B Business Solutions included exceptions to the specifications.

City staff recommends awarding this lease and maintenance program to Dakota Business Center for an estimated total of \$86,848.80 over 60 months with the following appropriation:

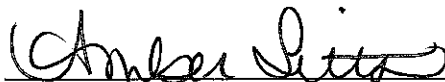
ADVERTISING AUTHORITY

| FUNDING SOURCE | Public Works Admin |
|-----------------|--------------------|
| COST CENTER | 0108 |
| LINE ITEM | 4253 |
| FUND | 0101 |
| ESTIMATED COST: | \$60,000.00 |

APPROPRIATION DATA

| FUNDING SOURCE | Public Works Admin | Community Planning |
|-----------------|--------------------|--------------------|
| COST CENTER | 0108 | 0204 |
| LINE ITEM | 4253 | 4253 |
| FUND | 0101 | 0101 |
| ESTIMATED COST: | \$63,604.20 | \$23,244.60 |

Project Manager:



Date: December 22, 2014