

9. **CONSENT AGENDA**

- e. Approval of a 48-month lease of a Xerox WC5735A copier on State of Florida contract for the Finance Department that has copy, print and scan capabilities at a cost of \$142.69 per month fixed rate, \$0.0093 click charge. (This copier will replace an older model that will only copy. Funds are available in the FY 2010-2011 budget)



## MEMORANDUM

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TO: JUDIE ZIMOMRA, CITY MANAGER

FROM: SYLVIA EDWARDS, FINANCE DIRECTOR *SE*

DATE: APRIL 8, 2011

RE: XEROX COPIER LEASE AGREEMENT

The Finance Department's Xerox copier lease expires in June 2011. The attached proposal is based on the State of Florida's contract # 600-000-11-1.

Our current black and white copier is leased from Xerox for \$106.17 per month with a click charge of \$0.0084 per black and white copy. The equipment can only be used for copying. Total average monthly cost is \$122.97.

The Xerox WC5735A is available for \$142.69 with a click charge of \$0.0093 per black and white copy. The WC5735A can be used for copying, printing and scanning. The equipment includes 4 printer trays that may be assigned to designated staff. With the purchase of the new equipment four desktop printers will be phased out. The average cost per print for the desktop printers is \$0.03.

Using the average of 2,000 copies per month on the Xerox copier and 3,000 printed pages per month on the desktop printers, our current costs average \$212.97. Total cost for the new equipment plus click charges for 5,000 copied/printed pages is \$191.65. There are no click charges for scanned copies.

Since we may procure commodities and services using the State of Florida negotiated contracts, staff recommends that Finance's current copier be returned to Xerox and that the City lease the new copier.

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# Lease Agreement



Customer: SANIBEL, CITY OF

Bill To: CITY OF SANIBEL  
FINANCE

800 Dunlop Rd  
Sanibel, FL 33957-4021

Tax ID#: FL

Negotiated Contract : 072533100

Install: CITY OF SANIBEL  
FINANCE

800 Dunlop Rd  
Sanibel, FL 33957-4021

## Solution

Item	Product Description	Agreement Information	Trade Information	Requested Install Date
1. 5735APT	(WC5735A PRINTR/4TRAY) - Oct (32-55 Ppm Only) - Envelope Insert Kit - Customer Ed - Analyst Services	Lease Term: 48 months Bargain Purchase Option: \$0.00	- Xerox CC232 S/N URR055440 Trade-In as of Payment 58	5/10/2011

## Monthly Pricing

Item	Lease Minimum Payment	Print Charges			Maintenance Plan Features
		Meter	Volume Band	Per Print Rate	
1. 5735APT	\$142.69	1: Meter 1	All Prints	\$0.0093	- Consumable Supplies Included for all prints - Pricing Fixed for Term
Total	\$142.69	Minimum Payments (Excluding Applicable Taxes)			

## Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 2 pages including this face page.

Signer:

*JUDIE ZIMONKA*

Phone: (239)472-3700

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Thank You for your business!

This Agreement is proudly presented by Xerox and

**Molly Perez**  
(239)254-4444

For information on your Xerox Account, go to  
[www.xerox.com/AccountManagement](http://www.xerox.com/AccountManagement)



**APPROVED FINANCIAL SUFFICIENCY**  
*Sylvia A. Edwards*  
Sylvia A. Edwards, Finance Director

**INTRODUCTION:**

**1. NEGOTIATED CONTRACT.** The Products are subject solely to the terms in the Negotiated Contract identified on the face of this Agreement, and, for any option you have selected that is not addressed in the Negotiated Contract, the then-current standard Xerox terms for such option.

**PRICING PLAN/OFFERING SELECTED:**

**2. FIXED PRICING.** If "Pricing Fixed for Term" is identified in Maintenance Plan Features, the maintenance component of the Minimum Payment and Print Charges will not increase during the initial Term of this Agreement.

**3. REFINANCE.** The "Amount Refinanced" is included in the amount financed under this Agreement. If the Amount Refinanced is under an agreement with a third party, you acknowledge you have the right to terminate the agreement and you will provide Xerox with a statement from the third party identifying the equipment at issue, the amount to be paid off and the payee's name and mailing address. If the Amount

Refinanced is under an agreement with Xerox, the refinancing will render your prior agreement null and void. If you breach any of your obligations under this Agreement, the full Amount Refinanced will be immediately due and payable.

**GENERAL TERMS & CONDITIONS:**

**4. REMOTE SERVICES.** Certain models of Equipment are supported and serviced using data that is automatically collected by Xerox from the Equipment via electronic transmission from the Equipment to a secure off-site location. Examples of automatically transmitted data include product registration, meter read, supply level, Equipment configuration and settings, software version, and problem/fault code data. All such data shall be transmitted in a secure manner specified by Xerox. The automatic data transmission capability will not allow Xerox to read, view or download the content of any Customer documents residing on or passing through the Equipment or Customer's information management systems.

**Sylvia A. Edwards**

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**From:** Molly Perez [Molly.Perez@dtosi.com]  
**Sent:** Thursday, April 07, 2011 8:31 AM  
**To:** Sylvia A. Edwards  
**Subject:** RE: Copier in Finance

Xerox corporation applies a contract # for each state contract. Our contract # 072533100 (is our internal contract #) which represents State of Florida contract # 600-000-11-1. Hope this helps, Molly

**Molly Perez**  
*DTOSI – Xerox Office Equipment & Solutions*  
*E: molly.perez@dtosi.com*  
C: 239.784.9512  
O: 239.254.4444 (Ext. 307)

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**From:** Sylvia A. Edwards [mailto:Sylvia.Edwards@mysanibel.com]  
**Sent:** Wed 4/6/2011 5:22 PM  
**To:** Molly Perez  
**Subject:** RE: Copier in Finance

Molly,

One more question. Is the Negotiated Contract # 072533100 on the agreement the State's contract #?

Thanks

Sylvia Edwards

Finance Director

**City of Sanibel**

800 Dunlop Road

Sanibel, Florida 33957

Phone (239) 472-9615

Fax (239) 472-3065

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**From:** Molly Perez [mailto:Molly.Perez@dtosi.com]  
**Sent:** Wednesday, April 06, 2011 5:06 PM  
**To:** Sylvia A. Edwards  
**Subject:** RE: Copier in Finance

4/8/2011