



# MEMORANDUM

**TO:** JUDIE ZIMOMRA, CITY MANAGER

**FROM:** ANDREA MILLER, ACTING RECREATION DIRECTOR *AM*

**DATE:** OCTOBER 21, 2011

**SUBJECT:** XEROX COPIER LEASE AGREEMENT

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The Center-4-Life, Recreation Department, Xerox copier lease expires in December 2011. Xerox has a copier for lease that will provide the Center-4-Life printing, scanning and e-mailing capabilities not available on the current copier. The Xerox copier WC4250S is currently on the State of Florida bid contract (#600-000-11-1).

The current black and white copier is leased from Xerox for \$139.73 per month with a click charge of \$0.0084 per copy. The proposed Xerox copier is available for \$104.73 per month with a click charge of \$.0099 per black and white copy.

Using the average of 918 copies per month on the current copier, the average monthly cost is \$147.44. Total cost for the new copier with the click charge and making the same average number of copies per month is \$113.82. This is a savings of \$33.62 per month.

Since we may procure commodities and services using State of Florida negotiated contracts, staff recommends that the current copier in the Center-4-Life be returned to Xerox and that the City lease the new copier.

# Lease Agreement



Customer: SANIBEL, CITY OF

BillTo: CITY OF SANIBEL  
 800 Dunlop Rd  
 Sanibel, FL 33957-4021

Install: CITY OF SANIBEL  
 2401 Library Way  
 Sanibel, FL 33957-3215

Tax ID#: FL

Negotiated Contract : 072533100

## Solution

Item	Product Description	Agreement Information	Trade Information	Requested Install Date
1.	<b>WC4250S (WC4250S COPY-PRNTR)</b> - 500 Sheet Paper Tray - Cabinet Stand - Carrier Deliv/instal - Parallel Fax - Customer Ed - Analyst Services	Lease Term: 48 months Purchase Option: \$0.00	- Xerox WC5030 S/N FLB031822 Trade-In as of Payment 36	11/3/2011

## Monthly Pricing

Item	Lease Minimum Payment	Print Charges			Maintenance Plan Features
		Meter	Volume Band	Per Print Rate	
1. WC4250S	\$104.73	1: Meter 1	All Prints	\$0.0099	- Consumable Supplies Included for all prints - Pricing Fixed for Term
Total	\$104.73	Minimum Payments (Excluding Applicable Taxes)			

### APPROVED AS TO FORM:

*Kenneth B. Lynch*  
**CITY ATTORNEY**

## Authorized Signature

Customer acknowledges receipt of the terms of this agreement which consists of 3 pages including this face page.

Signer: \_\_\_\_\_ 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)



**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.

**GENERAL TERMS & CONDITIONS:**

**3. 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.