



Town of Miami Lakes Memorandum

To: Honorable Mayor and Honorable Councilmembers

From: Edward Pidermann, Town Manager

Subject: Award of a Contract for the Lease of Copiers, Contract

Date: February 18, 2020

Recommendation:

It is recommended that the Town Council authorize the Town Manager to piggyback the National IPA Contract R171405 in accordance with Section 7 of the Town's Procurement Ordinance 17-203 for lease of copiers with Toshiba American Solutions ("Toshiba"). Funding will be provided from the General Fund.

Background:

In 2015, the Town piggybacked an agreement between the State of Florida, Department of Management Services ("State") and Toshiba. The contract has since then expired on February 3, 2020. I am recommending that the Town access the National IPA contract for the Town's copier needs with Toshiba. Region 4 Educational Service Center ("ESC") issued Request for Proposals ("RFP") for Managed Print Solutions in June 2017. ESC awarded contract R171405 on March 1, 2018 to Office Depot, Xerox Corporation, HP, Lexmark International, Toshiba, and Canon for an initial three (3) years with the option to renew for one (1) additional two-year periods through February 28, 2023.

In order to maintain the same level of service and equipment, it is recommended that the Town Council authorize the Town Manager to piggyback the National IPA Contract R171405 for the lease of copiers with Toshiba American Solutions.

Attachment:
Resolution
Agreement