

**Summary of the request and facts concerning the procurement of a color copier.**

The City Hall has a copier in the City Hall that has three sizes of paper usage.

It has scanning capabilities. It is a Black and White copier.

We pay 86.00 per month all service maintenance including all service, parts, labor, mileage, fuser rollers, drums, toner, color toner, developer, and preventative maintenance on the Black and White copier.

The Police Department is in need of a copier that can make color copies of their crime scenes. Also, the ability for faxing and emailing.

We would like to upgrade to color printers w/scanning and email ability in both the City Hall and the Police Dept.

All details of the contracts that have been researched take into consideration of the following details.

- City hall needs a large volume in the Black and White with a limited Color usage, multiple paper sizes, scanning, faxing, and emailing capabilities.
- Police Department would need the volume in the color because of the crime scenes, two size of paper which is less expensive, scanning, faxing, and emailing capabilities.

The services provided by companies are basically the same except the volume of B&W or Color copies and then for the price of excess sheets. They all scan, fax and email.

City Hall would increase the budgeted payments by 10.00 to 11.95 per month for this upgrade.

	<u>Price per month</u>	<u>Volume in contract</u>	<u>Excess</u>
<b>City - Watts</b> (Sharp)	97.95	BW 40,000 COLOR	.009 ea. .06 ea.
<b>City - CompuType</b> (Kyocera)	96.00	BW 48,000 COLOR TEIR system*	.007 ea. .03 to .09 ea.
<b>City - Americom</b> (Kyocera)	97.00	BW 40,000 COLOR 300	.009 ea. .058 ea.
<b>Police – Watts</b> (Sharp)	73.00	BW 9,000 COLOR 300	.011 ea. .058 ea.
<b>Police - CompuType</b> (Kyocera)	63.00	BW 4,000 COLOR TEIR system*	.007 ea. .03 to .09 ea.
<b>Police - Americom</b> (Kyocera)	63.00	BW 4,000 COLOR	.009 ea. .07 ea.

**COLOR TIER** is the charging of the sheet according to the amount of color used.

- Tier 1 is less than 5% per color coverage on a page .03 x 10 pages = .30
- Tier 2 is 5.1% to 14.9% per color coverage on a page .05 x 10 pages = .50
- Tier 3 is more than 15% per color coverage on a page .09 x 10 pages = .90

It would take up to 110 high color sheet to make up the difference between \$73.00 and \$63.00 for the Police Dept  
111 sheet X .09 = \$9.99 per month or 1332 sheets over the course of one year