

**RESOLUTION
ROCK COUNTY BOARD OF SUPERVISORS**

Finance Committee
INITIATED BY



Jodi Millis, Purchasing Manager
DRAFTED BY

Finance Committee
SUBMITTED BY

September 20, 2017
DATE DRAFTED

Awarding Contract for Color Copier in Central Services

1 **WHEREAS**, the lease for the current copier in Central Services will expire on November 20, 2017; and,
 2
 3 **WHEREAS**, currently the County sends out color printing jobs that cannot be printed in Central
 4 Services; and,
 5
 6 **WHEREAS**, having a color copier in Central Services to serve all County Departments will be a cost
 7 savings to the County over having to send work out to be completed; and,
 8
 9 **WHEREAS**, Rock County is a member of the National Joint Powers Alliance (NJPA) and can utilize the
 10 Sharp Electronics Contract #083116-SEC through Rhyme Business Products and lease a color copier for
 11 less than the current black and white copier.
 12
 13 **NOW, THEREFORE, BE IT RESOLVED** that the Rock County Board of Supervisors duly assembled
 14 this 12th day of October, 2017, does hereby approve entering into a contract for a five year
 15 lease totaling \$50,640, plus a per copy maintenance agreement, with Rhyme Business Products of
 16 Janesville, WI for a color copier for Central Services.

Respectfully Submitted,

FINANCE COMMITTEE

Mary Mawhinney
Mary Mawhinney, Chair

Sandra Kraft
Sandra Kraft, Vice Chair

Mary Beaver
Mary Beaver

Brent Fox
Brent Fox

J. Russell Podzilni
J. Russell Podzilni

LEGAL NOTE:

The County Board is authorized to take this action pursuant to secs. 59.01 and 59.51, Wis. Stats.

Jodi Timmerman
Interim Corporation Counsel

FISCAL NOTE

Funds will need to be included in future budgets for the cost of the lease.

Sherry Oja
Sherry Oja
Finance Director

ADMINISTRATIVE NOTE:

Recommended.

Josh Smith
Josh Smith
County Administrator

17-10A-367

EXECUTIVE SUMMARY

LEASE OF COLOR COPIER FOR CENTRAL SERVICES

The lease for the current copier in Central Services will expire on November 20, 2017. The lease cost for the current black and white copier is \$939.72 per month. The lease for the new color copier is \$844.00 per month. Additionally, the cost per copy will be the same at \$0.0038 per copy for black and white printing and the per copy cost for color copies will be \$0.039.

Over the past five years, Rock County has spent an average of \$11,550 per year on color copies sent outside to be printed. Therefore, Purchasing staff did an analysis of the cost to send color print jobs outside versus leasing a color copier and doing that work in-house and found it to be more cost effective and more efficient to have that work done in Central Services.

Rock County is a member of the National Joint Powers Alliance (NJPA) and can utilize the Sharp Electronics Contract #083116-SEC through Rhyme Business Products to lease the color copier. Rhyme would then service the copier through a cost-per-copy maintenance agreement. This agreement would cover all costs associated with repairs and supplies with the exception of paper.