



VILLAGE OF KEY BISCAYNE

Office of the Village Manager

Village Council

Robert L. Vernon, *Mayor*
Michael Davey, *Vice Mayor*
Enrique Garcia
Robert Gusman
Michael E. Kelly
Jorge E. Mendia
Thomas Thornton

June 3, 2009

Village Manager

Genaro "Chip" Iglesias

MEMORANDUM

TO: Honorable Mayor and Members of the Village Council

FROM: Genaro "Chip" Iglesias, Village Manager 

RE: Canon Business Solutions Lease Agreement

RECOMMENDATION

It is my recommendation to enter into a lease agreement with Canon to replace the existing copiers located within each department and allow servicing the equipment for a 60 month term.

BACKGROUND

In the past, the Village of Key Biscayne maintained three (3) separate lease agreements with Canon, IKON, and Sharp. In the interest of identifying efficiencies, updated technology, and generating savings from a new lease structure staff reached out to our existing vendors and requested a proposal which included replacing all copiers within the Village and service costs into one agreement. After evaluating the proposals the Village would save a total of \$11,300.00 per year by entering into a lease agreement with Canon.

RESOLUTION NO. 2009- _____

A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, APPROVING A MAINTENANCE AGREEMENT BETWEEN THE VILLAGE OF KEY BISCAYNE AND CANON BUSINESS SOLUTIONS CONCERNING COPIER EQUIPMENT AND MAINTENANCE SERVICES; PROVIDING FOR IMPLEMENTATION; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Village Council desires to obtain copiers and associated maintenance services from Canon Business Solutions (the "Consultant"); and

WHEREAS, the Village Council finds that it is authorized to waive competitive bidding for the proposed equipment and services pursuant to Section 2-85 of the Village Code, upon the Village Council hereby finding that it is impracticable to apply competitive bidding procedures in light of the need to expeditiously proceed with the agreement; and

WHEREAS, the Village Council finds that approval of the attached Maintenance Agreement and addenda thereto between Consultant and the Village is in the best interest of the Village.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AS FOLLOWS:

Section 1. Recitals Adopted. That each of the recitals stated above is hereby adopted and confirmed.

Section 2. Agreement Approved. The Maintenance Agreement, Addendum to Maintenance Agreement, and Addendum to Acquisition Agreement (collectively, the "Agreement"), in substantially the form attached hereto, is hereby approved, and the Village Manager is hereby authorized to execute the Agreement on behalf of the Village, subject to approval of the Village Attorney as to form and legal sufficiency.

Section 3. Implementation. That the Village Manager is hereby authorized to take any necessary action to implement the Agreement and this Resolution.

Section 4. **Effective Date.** That this Resolution shall be effective immediately upon adoption hereof.

PASSED AND ADOPTED this _____ day of June, 2009.

ROBERT VERNON, MAYOR

ATTEST:

CONCHITA H. ALVAREZ, CMC

VILLAGE CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY

Village Attorney