



TO: Honorable Mayor & Members of the
Fort Lauderdale City Commission

FROM: Lee Feldman, ICMA-CM, City Manager

DATE: March 19, 2013

TITLE: Motion to approve a four-year lease of a full color digital press – Invitation
to Bid (ITB) 732-11179 - \$92,940.96 four year total cost

Recommendation

It is recommended that the City Commission approve a four-year lease of a full color digital press from Konica Minolta Business Solutions U.S.A., Inc. in the estimated annual amount of \$23,235.24, in the four-year amount of \$92,940.96, contingent upon approval and appropriation of funds.

Background

The City's Print Shop provides all City printed forms, brochures, stationery, informational mail materials, newsletters, posters, sensitive documents, etc. for City departments and provides revenue generating printed materials for neighborhood and civic associations and non-profit organizations.

Due to the limitations of the City owned two color offset press and to control the rising costs of printed materials, while researching cost effective print methods, the Print Shop began outsourcing four color work in March 2012. The expenditure for seven months was \$28,764 or \$4,109 per month for seven months. The digital press will reduce this amount to \$2,677 per month. The reduced cost is calculated using the lease payment, maintenance/click charge and the paper costs to realize an additional monthly savings of \$1,432 or \$17,184 annually. Further savings would be realized on the numerous one-time four color print requests by departments and customers on a monthly basis.

Previously awarded CAM 12-2509 was cancelled by CAM 13-0160 due to validated late protest for not meeting bid specs and was re-bid. ITB 732-11179 bid specs were met by Konica Minolta as the lowest bidder with the four-year lease total of \$54,540.96 plus click/maintenance charges, estimated at 960,000 clicks for forty-eight months at .04 per click totaling \$38,400 (billed on an actual basis).

Resource Impact

There is a fiscal impact to the City in the annual amount of \$23,235.24. FY 2013 funds available in Fund 581 Sub Fund 01, Index code ITS020103, SOB 3304. Future expenditures are contingent upon approval and appropriation of the FY 2014, FY 2015, FY 2016 and FY 2017 annual budgets.

FUNDS AVAILABILITY LOCATION:

FISCAL YEAR	FUND	SUB FUND	FUND NAME	INDEX #	INDEX NAME	SUB OBJECT	SUB OBJECT NAME	AMOUNT
2013	581	01	CENTRAL SERVICES	ITS020103	PUBLISHING SERVICES	3304	OFFICE EQ RENT	\$ 11,617.62
2014	581	01	CENTRAL SERVICES	ITS020103	PUBLISHING SERVICES	3304	OFFICE EQ RENT	\$ 23,235.24
2015	581	01	CENTRAL SERVICES	ITS020103	PUBLISHING SERVICES	3304	OFFICE EQ RENT	\$ 23,235.24
2016	581	01	CENTRAL SERVICES	ITS020103	PUBLISHING SERVICES	3304	OFFICE EQ RENT	\$ 23,235.24
2017	581	01	CENTRAL SERVICES	ITS020103	PUBLISHING SERVICES	3304	OFFICE EQ RENT	\$ 11,617.62
TOTAL								\$ 92,940.96

Attachment

Exhibit 1 – Bid Tabulation 732-11179

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