

A RESOLUTION TO AUTHORIZE THE IT DIRECTOR TO SIGN A CONTRACT BETWEEN THE CITY OF ALBANY AND ASSOCIATED BUSINESS SYSTEMS A RICOH COMPANY FOR COPIER SERVICES FOR FOUR YEARS, BEGINNING JUNE 3, 2011

WHEREAS, the IT Department requested proposals from multiple vendors through a formal competitive Request for Proposal (RFP) process; and

WHEREAS, proposals were received from six qualified copier vendors; and

WHEREAS, Associated Business Systems, a Ricoh Company, was determined to best meet the requirements of the Request for Proposals and the needs of the City; and

WHEREAS, the City desires to enter into a contract with Associated Business Systems a Ricoh Company for copier services for approximately four years, commencing June 3, 2011, with an option to extend the contract up to two additional, one-year terms; and

WHEREAS, the Albany City Council was presented with the results from the copier RFP on May 23, 2011, and directed the IT Director to negotiate a contract with Associated Business Systems, a Ricoh Company; and

WHEREAS, the current copier contract expired April 15, 2011.

NOW, THEREFORE, BE IT RESOLVED that the Albany City Council hereby accepts the proposal submitted by Associated Business Systems, a Ricoh Company, for copier services for four years beginning June 3, 2011; and


BE IT FURTHER RESOLVED that the IT Director is hereby authorized to sign a contract between the City of Albany and Associated Business Systems, a Ricoh Company, for the replacement of copiers beginning June 3, 2011.

DATED AND EFFECTIVE THIS 25TH DAY OF MAY 2011.



Mayor

ATTEST:



City Clerk

