

COUNCIL COMMUNICATION

From: The City Manager

Subject: Cash Receipt Printers Purchase

Manager's Recommendation:

I recommend that the low bid received from Scan Technology be accepted and that a purchase order be issued to them in the amount of \$3,867.00, for the purchase of six receipt printers, one case of ribbons and one case of paper to be used by the City Treasurer's Office.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted and available in the Information Services Capital Less Than \$5,000 Account No. 658-1720-711.97-05 (\$3,762), Information Services Office Supplies Account No. 658-1720-711.73-20 (\$80) and Information Services Postage and Freight Account No. 658-1720-711.80-15 (\$25).

Justification:

Fiscal Services Department has requested the purchase of six new receipt printers. These printers are used by City Treasurers Office cashiers to print receipts for payment received. The new printers are significantly faster, which should reduce customers wait time. The printers currently used by the Fiscal Services cashiers will replace poorly functioning printers in the Police Department and Engineering Division. The printers that are being used in the Police Department and Engineering are in poor condition and require constant attention. Following is a tabulation of the bids received:

COUNCIL COMMUNICATION

Scan Technology Manchester, TN	\$3,867.00
Affordable Library Products East Rochester, NY	\$3,979.98
Southern Computer Warehouse Marietta, GA	\$3,983.26
Yeo & Yeo Saginaw, MI (In-City)	\$4,245.00
Amitesh (DBA) Ace Office Supplies Orlando, FL	\$4,427.70

Council Action:

Council _____ moved that the recommendation of the City
Manager be approved.