

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Brady's Business Systems Copier Agreement

**Manager's Recommendation:**

I recommend approval of the Agreement with Brady's Business Systems (Brady's) for the maintenance of the copier in the Engineering Division. The term of the Agreement is for one year. The Agreement has been approved by me as to substance and the City Attorney as to form.

This vendor meets all requirements of §14.23, " Vendors", of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing, of "Title 1, "General Provisions" of the Saginaw Code of Ordinances O-1.

Funds are budgeted in the Engineering Operating Services Account No. 101-4611-781-8005.

**Justification:**

In 2005, the Engineering Division bought a copier from Brady. The current Service Agreement expires at the end of the month. Under the terms of the current agreement, the City pays \$0.0079 cents per copy. Pursuant to the terms of the new Agreement, the City will pay \$0.0095 cents per copy. In addition, the term of the Agreement is for one year and it will automatically renew at the end of the term, unless the City provides a 30-day written notification.

**Council Action**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.