



AGENDA MEMORANDUM

Future Item for the City Council Meeting of September 23, 2014
Action Item for the City Council Meeting of September 30, 2014

DATE: August 27, 2014
TO: Ronald L. Olson, City Manager
FROM: Michael Armstrong, Director of Municipal Information Services
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**Purchase Six Months End of Lease Extension from ePlus for Mobile Data Terminals used
by Public Safety**

CAPTION:

Motion authorizing the City Manager or designee to execute all documents necessary to purchase six months end of lease extension from ePlus of Herndon, Virginia for 207 Public Safety mobile data terminals in the amount of \$31,643.43 per month for a total cost of \$189,860.58. Funds are available in the MIS FY2013-2014 budget.

PURPOSE:

Continue leasing the mobile data terminals used by the Police Department for an additional six months.

BACKGROUND AND FINDINGS:

The City entered into a forty-eight month operating lease of mobile data terminals on July 1, 2010. Now, the City would like to execute the end of lease option and continue this lease for an additional six months. This will enable the Police Department to continue using the existing equipment while replacement equipment is procured and implemented.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable

CONFORMITY TO CITY POLICY:

This purchase conforms to City purchasing policies and procedures and state statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Finance Department and Office of Management and Budget.

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2013-2014	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		63,286.86	126,573.72	189,860.58
Encumbered / Expended Amount				
This item		63,286.86	126,573.72	189,860.58
BALANCE		0	0	0

Fund(s): Municipal Information Services

Comments:

Total cost of the contract is \$189,860.58. Funds have been budgeted for this expense in Fiscal Year 2013-2014 and will be available in 5210-40495-530160, Rentals. Procurement of replacement equipment will be brought before the City Council at a later date.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

ePlus End of Lease options