

MANATEE COUNTY GOVERNMENT

INTENT TO AWARD

SUBJECT	Warranty and Non-Warranty Printer Repair Services	DATE POSTED	MC <u>✓ 9/2/15 SE</u>
PURCHASING REPRESENTATIVE	Charles Bentley, x3036 <i>CB</i>	DATE CONTRACT SHALL BE AWARDED	August 14, 2015
DEPARTMENT	Information Technology	CONSEQUENCES IF DEFERRED	n/a
AUTHORIZED BY	Charles Bentley	AUTHORIZED BY DATE	August 14, 2015

NOTICE OF INTENT TO AWARD

Authorization to award RFQ #15-1683CB to Tonertype for warranty and non-warranty printer repair services for the Information Technology Department.

ENABLING/REGULATING AUTHORITY

Federal/State law(s), administrative ruling(s), Manatee County Comp Plan/Land Development Code, ordinances, resolutions, policy.

Manatee County Code of Laws, Sections 2-26-40 & 2-26-45

BACKGROUND/DISCUSSION

- The County solicited a Request for Quote (RFQ) #15-1683CB for printer repair services. The quotation package was issued July 2, 2012.
- Notice of RFQ #15-1683CB was emailed to successfully to four vendors and uploaded to MyManatee.org or July 31, 2015.
- Three (3) quotes were received:
 - Laser Rite Business Systems, Sarasota, Florida
 - Office Store Depot, Inc., Pasadena, California
 - Tonertype, Tampa, Florida

ATTACHMENTS (List in order of attached)	• tabulation	FUNDING SOURCE (Acct Number & Name)	5070005700 595007 Info Svc-PC/data Repair Svc
COST	As required	AMT/FREQ OF RECURRING COSTS (Attach Fiscal Impact Statement)	<input checked="" type="checkbox"/> Funds Verified <input type="checkbox"/> Insufficient Funds