

RESOLUTION NO. 52-2008

Adopted June 3, 2008

AUTHORIZING A FIRST AMENDMENT TO THE LEASE AGREEMENT WITH TOSHIBA FINANCIAL SERVICES, A CALIFORNIA CORPORATION, TO REMOVE ONE OF THREE ESTUDIO 520 BLACK AND WHITE COPIERS AND AUTHORIZING A LEASE AGREEMENT WITH TOSHIBA FINANCIAL SERVICES, A CALIFORNIA CORPORATION, TO ADD ONE ESTUDIO 351C COLOR COPIER FOR A TERM OF FIVE YEARS FOR A TOTAL AGGREGATE AMOUNT NOT TO EXCEED \$22,000 SUBJECT TO ANNUAL BUDGET APPROPRIATIONS.

BASIS FOR RESOLUTION

1. On May 2, 2006 by Resolution No. 58-2006, the Agency Commission authorized a three-year Equipment Lease with Toshiba Financial Services and General Maintenance Agreement with Toshiba Business Solutions, Inc., both California corporations for three eStudio 520 black and white copiers in a total aggregate amount not to exceed \$60,000.
2. The Agency is experiencing an increased need to produce color copies of documents for Commission meeting, promotional materials and other Agency business. This trend is consistent with other city agencies as printed information, whether received or distributed, is often composed of sections that need to be reproduced in color.
3. Agency copiers are networked into the Agency's computer servers and a new color copier needs to be compatible with the Agency's systems and have the same digital functionality. The existing relationship with Toshiba and the cost savings realized by exchanging one of the black and white copiers for a color copier, weighed in favor of selecting the Toshiba color copier.
4. Agency staff wishes to amend the existing lease agreement to remove one of the black and white copiers and to reduce the contract cost accordingly. There is one year remaining on this lease. The estimated cost saving of removing one black and white copier is \$2000.
5. Agency staff also wishes to enter into a new lease agreement for a Toshiba eStudio 351c color copier for a five-year term, for a total aggregate amount not to exceed \$22,000.
6. Agency authorization of the proposed First Amendment is an administrative activity that does not constitute a project, pursuant to California Environmental Quality Act Guidelines Section 15378(b)(5).

RESOLUTION

ACCORDINGLY, IT IS RESOLVED by the Redevelopment Agency of the City and County of San Francisco that the Executive Director is authorized to execute:

(1) an amended Lease Agreement with Toshiba Financial Services, a California corporation to remove one of three eStudio 520 black and white copiers and to reduce the total aggregate contract amount by \$2000, substantially in the form lodged with the Agency General Counsel; and

(2) a new Lease Agreement with Toshiba Financial Services, a California corporation to lease an eStudio 351C color copier for a five-year term, for an aggregate amount not to exceed \$22,000, subject to annual appropriations, substantially in the form lodged with the Agency General Counsel.

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read "James B. Morales", written over a horizontal line.

James B. Morales
Agency General Counsel