

RESOLUTION NO. 53-2008

Adopted June 3, 2008

AUTHORIZING A FIRST AMENDMENT TO THE GENERAL MAINTENANCE AGREEMENT WITH TOSHIBA BUSINESS SOLUTIONS, A CALIFORNIA CORPORATION, TO REMOVE ONE BLACK AND WHITE COPIER AND ADD ONE COLOR COPIER AND FOR THE MAINTENANCE OF TWO TOSHIBA ESTUDIO 520 BLACK AND WHITE COPIERS FOR THE REMAINING TERM OF ONE YEAR AND A TOSHIBA ESTUDIO 351C COLOR COPIER FOR A TERM OF FIVE-YEARS, ALL FOR A TOTAL AGGREGATE AMOUNT NOT TO EXCEED \$30,000.

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. The current maintenance agreement needs to be amended to reflect the change in the number of black and white copiers that will be serviced and to reflect the addition of the color copier which will also require maintenance and servicing. There is one year remaining on this maintenance agreement for the black and white copiers which can be renewed at the Agency's option. The proposed term of the maintenance agreement for the color copier is five years which is equal to the term of the lease agreement.
5. Agency staff wishes to enter into an amended general maintenance agreement for maintenance of two Toshiba eStudio 520 black and white copiers for the remaining term of one year and a Toshiba eStudio 351c color copier for a five-year term, for a total aggregate amount not to exceed \$30,000.

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 an amended General Maintenance Agreement with Toshiba Business Solutions, a California corporation for maintenance of two Toshiba eStudio 520 black and white copiers for the remaining term of one year and a Toshiba eStudio 351c color copier for a five-year term, for a total aggregate amount not to exceed \$30,000, 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