

CITY OF LA VISTA
MAYOR AND CITY COUNCIL REPORT
JUNE 19, 2007 AGENDA

Subject:	Type:	Submitted By:
AWARD LEASE CONTRACT DIGITAL IMAGING/FAX SYSTEM	◆ RESOLUTION ORDINANCE RECEIVE/FILE	RICH UHL FIRE CHIEF

SYNOPSIS

A resolution has been prepared authorizing the 63 month lease of a digital imaging/fax system (copy machine) from JQ Office Equipment, Omaha, Nebraska in an amount not to exceed \$1,068.00 per year.

FISCAL IMPACT

The FY 2006/07 Fire Department budget contains savings to provide for the lease.

RECOMMENDATION

Approval

BACKGROUND

The administrative secretary to the fire chief has been reassigned to the District 1 fire station. To more efficiently accommodate this transition, a copier/fax/scanner is needed at her work station. The existing machinery will not be sufficient to provide for her needs, but will be adequate for use at the District 2 fire station. To remain in compliance with HIPAA regulations, it is essential that we maintain this equipment at the District 1 fire station.

JQ Office Equipment is currently the vendor leasing copy machines to the City of La Vista. The lease agreement will require a monthly payment of \$89.00 for 63 months.

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF LA VISTA, NEBRASKA AUTHORIZING THE EXECUTION OF A 63 MONTH LEASE AGREEMENT WITH JQ OFFICE EQUIPMENT, OMAHA, NEBRASKA, FOR A DIGITAL IMAGING/FAX SYSTEM FOR THE LA VISTA FIRE DEPARTMENT IN AN AMOUNT NOT TO EXCEED \$1,068.00 PER YEAR.

WHEREAS, the City Council of the City of La Vista has determined that the acquisition of a digital imaging/fax system is necessary to replace a personal copy machine at the fire station, and

WHEREAS, expenditure savings in the FY06-07 Fire Department General Fund budget will provide for the leasing of said equipment, and

WHEREAS, JQ Office Equipment submitted the lowest, most responsible bid for this equipment, and

WHEREAS, Paragraph 9 of Section 31.23 of the La Vista Municipal Code requires that the City Administrator secure Council approval prior to authorizing any purchase over \$5,000.00.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and City Council of La Vista, Nebraska, do hereby authorize the 63 month lease of a digital imaging/fax system for the La Vista fire department from JQ Office Equipment, Omaha, Nebraska in an amount not to exceed \$1068.00 per year.

PASSED AND APPROVED THIS 19TH DAY OF JUNE 2007.

CITY OF LA VISTA

Douglas Kindig, Mayor

ATTEST:

Pamela A. Buethe, CMC
City Clerk