

Approved

Commissioners Court

JUL 10 2017

REQUEST FOR AGENDA PLACEMENT FORM

Submission Deadline - Tuesday, 12:00 PM before Court Dates

SUBMITTED BY: Ralph McBroom

TODAY'S DATE: June 22, 2017

DEPARTMENT: Purchasing

DEPARTMENT HEAD: Ralph McBroom

REQUESTED AGENDA DATE: July 10, 2017

**SPECIFIC AGENDA WORDING: Consider and award RFB 2017-702
Maintenance of Office Equipment to Hewlett Office for a period of 1 year with the
option to renew 4 additional 1 year periods**

PERSON(S) TO PRESENT ITEM: Ralph McBroom C.P.M.

SUPPORT MATERIAL: (See attached)

TIME: 5 min

(Anticipated number of minutes needed to discuss item)

ACTION ITEM: X
WORKSHOP
CONSENT:
EXECUTIVE:

STAFF NOTICE:

COUNTY ATTORNEY:
AUDITOR:
PERSONNEL:
BUDGET COORDINATOR:

IT DEPARTMENT:
PURCHASING DEPARTMENT:
PUBLIC WORKS:
OTHER:

*******This Section to be completed by County Judge's Office*******

ASSIGNED AGENDA DATE: _____

REQUEST RECEIVED BY COUNTY JUDGE'S OFFICE: _____

COURT MEMBER APPROVAL _____ Date _____

RFB 2017-702 Maintenance and repair of Office Equipment for Johnson County

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	Hewlett	Laser Tech	Hewlett	Laser Tech	Hewlett	Laser Tech
Maintenance of Equipment:						
	Copier		Fax Machine		Printer	
Maintenance Service Call	\$ 75.00	\$ 95.00	\$ 75.00	NO BID	\$ 75.00	\$ 95.00
Other Fees, as applicable	\$ -	cost + 15%	\$ -	NO BID	\$ -	cost + 15%
Repair of Equipment:						
	Copier		Fax Machine		Printer	
1st Hour Rate for Repair	\$ 75.00	\$ 80.00	\$ 75.00	NO BID	\$ 75.00	\$ 80.00
Hourly rate after 1st hour	\$ 50.00	\$ 80.00	\$ 50.00	NO BID	\$ 50.00	\$ 80.00
Other fees, as applicable:						
Percentage Markup for Parts	20%	50%	20%	NO BID	20%	50%
Toner Discount or Unit Cost	20%	cost + OEM mark up 30% Reman, mark up 15%	20%	NO BID	20%	cost + OEM mark up 30% Reman, mark up 15%