



## CITY OF WASILLA

290 E. HERNING AVE.  
WASILLA, ALASKA 99687  
PHONE: (907) 373-9050  
FAX: (907) 373-0788

### COUNCIL MEMORANDUM NO. 91-79

FROM: Clerk's Office

DATE: October 16, 1991

SUBJECT: Copy Machine Replacement Purchase

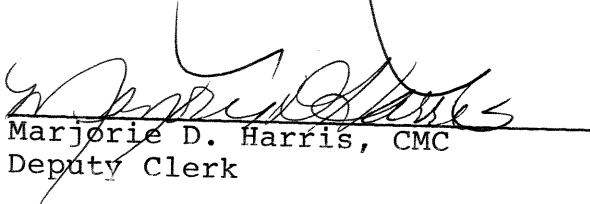
Attached is a copy of the request for proposals sent to companies, list attached, to replace the Canon NP/400 the City currently has upstairs. I received 9 proposals from 6 companies, ranging in prices from \$5,622.00 to \$9,130.00. IBM Corporation and Northern Office Supply did not respond.

The 4 proposals listed on the attached printout meet or exceed the Canon NP/400 features. Selecting a replacement copier is subjective so I have considered other things such as cost of toner and the maintenance agreement. I eliminated 5 proposals because the copy speed is less than the 40 copies per minute the City currently has on the Canon NP/400.

I recommend Council approve purchase of the Advanced Office Equipment proposal for the Konica 4045 in the amount of \$6,245.00. There is no additional cost for toner, it is included in the maintenance agreement. By purchasing the Option A maintenance agreement, the City would only pay .013 per copy. The average monthly usage on the Canon NP/400 is currently 3,000 copies per month. All the copy machines proposed have the same basic equipment, the only unknown quantities is the reliability of the machine and service during breakdowns.

If Council does not agree with this choice either the Mita DC-4555 offered by Valley Business Machines or the Sharp SF-8870 offered by Frontier Business Machines would be acceptable copiers.

I have placed all proposals in a folder in the Council workroom if you would like to review them.

  
Marjorie D. Harris, CMC  
Deputy Clerk

Approved purchase of  
Mita DC-4555

10/28/91

The attached was sent to the businesses listed below.

&NAME  
&ADDR  
&CITY

Valley Business Machines  
P.O.Box 873328  
Wasilla, AK 99687

Arctic Office Products  
100 W. Fireweed Lane  
Anchorage, AK 99503

Frontier Business Machines  
1432 Ingra  
Anchorage, AK 99501

Xerox Corporation  
4341 "B" Street  
Anchorage, AK 99503

IBM Corporation  
2525 "C" Street  
Anchorage, AK 99503-2688

Northern Office Supply  
7120 Old Seward Hwy  
Anchorage, AK 99518

Advanced Office Equipment, Inc.  
360 E. International Airport Rd  
Anchorage, AK 99518

Pitney Bowes  
4201 "B" Street  
Anchorage, AK 99503



## CITY OF WASILLA

290 E. HERNING AVE.  
WASILLA, ALASKA 99687  
PHONE: (907) 373-9050  
FAX: (907) 373-0788

September 3, 1991

### ATTENTION: Copy Machine Sales

The City of Wasilla is currently seeking proposals for a copy machine with sorter. Proposals will be accepted until 5:00 p.m., Monday, September 30, 1991. Notification will be made in writing of the final decision. The City may select proposals based on specifications, price, local purchase, service availability or other factors. The City reserves the right to reject any and all proposals.

Please submit proposals to:

Marjorie D. Harris, CMC  
Deputy Clerk  
City of Wasilla  
Department of Municipal Services  
290 E. Herning Avenue  
Wasilla, AK 99654-7091

The machine being replaced is a Canon NP400F with 15 bin sorter. The City is attempting to replace the capabilities of this machine as closely as possible. Specifications listed are a minimum requirement, additional options or features should be kept separate in your proposal. Proposals must include the following:

Length of Warranty:  
Cost of Toner:  
Cost of Annual Maintenance Agreement:  
Copier Cabinet:

### Copy Machine Specifications:

|                       |   |
|-----------------------|---|
| Developing System:    | Dry   |
| Type:                 | Desktop   |
| Copy Board:           | Fixed Platen  |
| Acceptable Originals: | Sheets, Books and<br>3-dimensional objects                          |
| Maximum Copy Size:    | Ledger (11" X 17")  |
| Copy Sizes:           | Ledger (11" X 17")<br>Legal (8 1/2" X 14")<br>Letter (8 1/2" X 11") |

Magnification:

Standard Mode (1:1)

Reduction Mode

(1:0.75)/(1:0.64)

Enlargement Mode (1:1.27)

Auto Shut Off:

2 Hour

Multiple Copies:

1 to 99

Document Feeder:

Acceptable originals;

statement up to ledger

Paper Feeding:

Automatic Double Cassette  
System

Paper Volume:

250 Sheets per cassette

Manufacture Rated Capacity:

8,000 per month

Sorter Specifications:

Number of Bins:

15

Bin Capacity:

30 sheets per bin (20 lbs.  
paper stock)


Paper Sizes:

Maximum: Ledger

Minimum: Letter

Collation:

Face up

  
Marjorie D. Harris, CMC  
Deputy Clerk

|                      | CANON               | VALLEY BUSINESS MACHINES<br>MITA | FRONTIER BUSINESS MACHINES<br>SHARP | ADVANCED OFFICE EQUIPMENT<br>KONICA                        | ARCTIC OFFICE PRODUCE<br>CANON |
|----------------------|---------------------|----------------------------------|-------------------------------------|--|--------------------------------|
| MACHINE SPECS.       | NP/400              | DC-4555                          | SF-8870                             | 4045   | NP 4050                        |
| DEVELOPING SYSTEM    | DRY                 | *                                | *                                   | *  | *                              |
| COPY BOARD           | DESKTOP             | *                                | *                                   | *  | *                              |
| ACCEPT. ORIGINALS    | FIXED PLATEN        | *                                | *                                   | *  | *                              |
|                      | SHEETS, BOOKS       | *                                | *                                   | *  | *                              |
|                      | 3-DIM. OBJECTS      | *                                | *                                   | *  | *                              |
| MAXIMUM COPY SIZE    | LEDGER (11" x 17")  | *                                | *                                   | *  | *                              |
| COPY SIZES           | LETTER-LEDGER       | *                                | *                                   | *  | *                              |
| MAGNIFICATION        | STANDARD MODE (1:1) | *                                | *                                   | *  | *                              |
|                      | REDUCTION 75% 64%   | *                                | *                                   | *  | *                              |
|                      | ENLARGEMENT 127%    | *                                | *                                   | *  | *                              |
| AUTO SHUT OFF        | 2 HOURS             | *                                | *                                   | *  | *                              |
| MULTIPLE COPIES      | 1 TO 99             | *                                | *                                   | *  | *                              |
| DOCUMENT FEEDER      | STATEMENT-LEDGER    | *                                | *                                   | *  | *                              |
| PAPER FEEDING        | AUTO DOUBLE CAS.    | *                                | *                                   | *  | *                              |
| PAPER VOLUME         | 250 SHEETS PER CAS. | 250/500                          | 500/250                             | 1000   | 500 SHEETS PER CAS.            |
| MAN. RATED CAPACITY  | 8,000 PER MONTH     | 45,000 PER MONTH                 | 60,000 PER MONTH                    | 70,000 PER MONTH   | 60,000 PER MONTH               |
| COPIER SPEED         | 40 CPM              | 45 CPM                           | 40 CPM                              | 45 CPM   | 40 CPM                         |
| SORTER SPECS.        |                     |                                  |                                     |  |                                |
| NUMBER OF BINS       | 15                  | 20                               | 15                                  | 20   | 20                             |
| BIN CAPACITY         | 30 SHEETS PER BIN   | 50 SHEETS PER BIN                | 50 SHEETS PER BIN                   | 50 SHEETS PER BIN  | 50 SHEETS PER BIN              |
| PAPER SIZES          | LETTER-LEDGER       | LEDG.-4-1/4"x5-1/2"              | *                                   | *  | *                              |
| COLLATION            | MIN. LETTER FACE UP | *                                | *                                   | *  | *                              |
| ADDITIONAL SPECS.    |                     |                                  |                                     |  |                                |
| LENGTH OF WARRANTY   |                     | 90 DAYS OR<br>40,000 COPIES      | 90 DAYS                             | 90 DAYS  | 90 DAYS                        |
| COST OF TONER        |                     | \$56.50 PER CART.                | \$24.30 PER CART.                   | INCLUDED IN  | \$67.00 PER CARTRIDGE          |
| TONER YIELD          |                     | 10,000 COPIES                    | 6,000 COPIES                        | MAINT. AGREE.  | 15,000 COPIES                  |
| MAINT. AGREEMENT     |                     | .015 PER COPY                    | \$960/96,000 COPIES                 | A .013 PER COPY OR<br>B \$420 PER YEAR<br>OR 36,000 COPIES | \$1,342 YR/<br>84,000 COPIES   |
| EXCESS COPY CHARGE   |                     | *                                | .012 EA. OVER 96,000                | .015 PER COPY  | .01 PER COPY                   |
| COPIER CABINET       |                     | *                                | *                                   | *  | *                              |
| TOTAL                |                     | \$6,995.00                       | \$6,620.00                          | \$6245.00  | \$9,130.00                     |
| OTHER OPTIONS        |                     |                                  |                                     |  |                                |
| COPY SIZES           |                     | *                                | *                                   | *  | *                              |
| REDUCTION MODE       |                     | 40%-202% IN 1% INC.              | 50%-200% IN 1% INC.                 | *  | 50%-200% IN 1% INC.            |
| (1:0.75)/(1:0.64)    |                     |                                  | FIXED 50%, 64%, 77%                 | FIXED 50%, 65%, 77%  | FIXED 50%, 64%                 |
| ENLARGEMENT (1:1.27) |                     |                                  | 95%, 100%, 121%                     | 129%, 155% & 200%  | 73%, 78%, 121%                 |
|                      |                     |                                  | 129%, 141% & 200%                   |  | 129% & 200%                    |
| COLOR                |                     |                                  | 4 COLOR CAPACITY                    |  |                                |
| SHEET BY-PASS        |                     | *                                | *                                   | *  | *                              |
| MULTIPLE COPIES      |                     | 1-999                            | 1-999                               | 1-999  | 1-999                          |
| DOCUMENT FEEDER      |                     | *                                | *                                   | AUTO REV. DOC. FEED  | *                              |
| STAPLER              |                     | *                                | *                                   | *  | *                              |
| REPORTS/TRANS/LABELS |                     |                                  |                                     |  | *                              |
| EDITOR BOARD         |                     |                                  |                                     |  | *                              |
| HOLE PUNCH           |                     | *                                |                                     |  |                                |