



DANIEL P. McCOY
COUNTY EXECUTIVE

COUNTY OF ALBANY
DEPARTMENT OF GENERAL SERVICES
PURCHASING DIVISION
112 STATE STREET – ROOM 820
ALBANY, NEW YORK 12207-2021
(518) 447-7140 - FAX (518) 447-5588
WWW.ALBANYCOUNTY.COM

DAVID M. LATINA
COMMISSIONER OF GENERAL SERVICES

KAREN STORM
PURCHASING AGENT

April 2, 2020

Hon. Andrew Joyce, Chairman
Albany County Legislature
112 State St., Rm. 710
Albany, NY 12207

Dear Chairman Joyce:

The Purchasing Division respectfully requests approval of the reference contract for National Business Technologies to provide lease and maintenance of 34 Copiers for various County Departments. All copiers will be networked for use as printers/copiers/and document scanners. Purchasing received three (3) competitive proposals from contracts holding current national cooperative contracts. National Business Technologies submitted the best pricing proposal utilizing Kyocera's national TCPN (The Cooperative Purchasing Network) contract. Lease costs and usage charges calculated using estimated quantities totals of \$183,094.18 We are requesting authorization for a total cost not to exceed \$200,000 to cover usages charges in excess of those estimated, unforeseen costs such as relocation of copiers, optional costs such as staples/hard drive surrender fees and any additional added copiers to the lease term.

Attached are the related documents for your review. If you have any questions, please contact me directly at 447-7149.

Sincerely,

Karen A. Storm

cc: Dennis A. Feeney, Majority Leader
Frank A. Mauriello, Minority Leader
Kevin Cannizzaro, Majority Counsel
Arnis Zilgme, Minority Counsel