



Hidalgo County Head Start Program Policy Council Agenda

DATE: January 16, 2019

SUBJECT: Discussion/Approval on Request to Enter into a Thirty Six (36) Month New Copier Lease Agreement for Two (2) Copiers Through Hidalgo County's Membership/Participation in the State of Texas Department of Information Resources (DIR) Awarded Vendor, Toshiba America Business Solutions, Inc. DIR Contract DIR-TSO-3042

RATIONALE/NEED: The lease on two copiers currently used in the Education and Human Resources expires on January 31, 2019.

RECOMMENDATION: Administration recommends approval.

COST: Head Start Funds are available.
19-20-205-10000-5201

RELATED INFORMATION INCLUDED: Proposal, Vendor Info, Form 1295, Lease Calculator, Capital Lease Log

INITIATED BY: Ambrosio Tovar, Procurement Director

REVIEWED BY: Mr. Edmundo Garcia, Assistant Director

PROGRAM DIRECTOR'S APPROVAL:

L. Tovar
E. Garcia
Lorena Flores

**DIR-TSO-3042****DIR Contract - Proposal Details for either purchase or 36 month lease.**

Equipment Breakdown	DIR Purchase Pricing	DIR 36 Month Pricing
Toshiba e-STUDIO 6516ACT	\$8,849.61	\$277.17
Saddle Stitch Finisher MJ1112B	\$1,420.13	\$44.48
Hole Punch MJ6106N	\$170.31	\$5.33
Next Gen PCS Power Filter	\$129.03	\$4.04
Fax Board GD1370N	\$376.60	\$11.80
 TOTAL EQUIPMENT (1 Copier)	 \$10,945.68	 \$342.82
Leasing 2 Copiers		
 Service (20,000 B/W impressions monthly @\$0.0055) (Overages billed quarterly @ \$0.0055)	 0.0055	 \$110
 Service (6,000 Color impressions monthly @\$0.0325) (Overages billed quarterly @ \$0.0325)	 0.0325	 \$195
 GRAND TOTAL PER MONTH/PER MACHINE		 \$648.82

NOTE: Leasing 2 Copiers
Lee Alvarez

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Toshiba America Business Solutions, Inc.

Vendor ID

13380653057

URL**Vendor Website**[http://www.costore.com/DIR-TSO-](http://www.costore.com/DIR-TSO-3042/welcome.asp)[3042/welcome.asp](http://www.costore.com/DIR-TSO-3042/welcome.asp)**HUB Type**

Non HUB

DIR Contract Number

DIR-TSO-3042

Contract Term End Date

6/18/2019

Contract Exp Date

6/18/2019

Contact Toshiba America Business Solutions, Inc.**Contact****Valerie Hawthorne**<mailto:valerie.hawthorne@tbs.toshiba.com>**Phone**

(210) 357-2600

Fax

(210) 357-2665

Contact DIR**Contact****Phyllis Benitez**<mailto:phyllis.benitez@dir.texas.gov>**Phone**

(512) 463-4854

Fax

(512) 475-4759

Contract Overview

Toshiba offers Toshiba, Lexmark, RISO and KIP branded hardware and related services for copiers, printers, scanners, and document management. Additional products and services include: lease and rental agreements. Customers can purchase directly through this DIR contract. Contracts may be used by state and local government, public education, other public entities in Texas, as well as public entities outside the state. One reseller is available for Riso products under this contract.

Contract Documents

- [DIR-TSO-3042 Contract PDF \(196.46KB\) \(https://pubext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3042 Contract.pdf\)](https://pubext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3042%20Contract.pdf)
- [DIR-TSO-3042 Appendix A Standard Terms and Conditions \(per Amendment 5\) PDF \(418.57KB\) \(https://pubext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3042 Appendix A Standard Terms and Conditions \(per Amendment 5\).pdf\)](https://pubext.dir.texas.gov/portal/internal/contracts-and-services/Contracts/DIR-TSO-3042%20Appendix%20A%20Standard%20Terms%20and%20Conditions%20(per%20Amendment%205).pdf)

APPENDIX C PRICING INDEX

DIR-TSO-3042

DIR-TSO-3042 Appendix C Pricing Index (per Amendment 6)

Manufacturer, Model, Features, Description	Part Number	No. of Avg. Pages Per Minute (PPM)	MSRP	DIR Customer Discount % from MSRP	Customer Purchase Price EACH/Unit (MSRP-Discount)	Monthly Rental (Includes Maint & Supplies)
Toshiba e-Studio 6506ACT Digital MFP Color & B/W Copier, Standard Network Print & Scan, 2x540 Sheet Cassettes L,L,L, 2,320 Sheet LCF, 100 Sheet Bypass, 2GB HD, 320GB FIPS, 140-2 SED, Finisher, Duplexing	ESTUDIO6506ACT	75 PPM B/W 65 PPM Color	\$42,141.00	79.00%	\$8,849.61	N/A
Equipment Monthly Lease Payment	24 Mo	36 Mo	48 Mo	60 Mo		
	\$433.90	\$277.17	\$223.45	\$185.84		

ACCESSORIES (paper handling, paper feeding, finishing, etc.)	Part Number	MSRP	DIR Customer Discount % From MSRP (2 decimals)	Customer Purchase Price EACH/Unit (MSRP Discount)	Monthly Lease Price	Monthly Rental Price
2,500 Sheet Large Capacity Feeder, Ltr.	MP2502	\$1,783.00	64.00%	\$641.88	\$20.10	N/A
Saddle Stitch Finisher	MJ1112	\$4,897.00	71.00%	\$1,420.13	\$44.48	N/A
Hole Punch	MJ6106N	\$811.00	79.00%	\$170.31	\$5.33	N/A
Finisher Rail	KN1103	\$84.00	78.00%	\$18.48	\$0.58	N/A
Next Gen PCS Power Filter	PWRFLTR-XGPCS20D	\$1,173.00	89.00%	\$129.03	\$4.04	N/A
Fax Board	GD1370	\$1,076.00	65.00%	\$376.60	\$11.80	N/A
NOTE: Monthly Lease Price = 36 Months						

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

- 1 Name of business entity filing form, and the city, state and country of the business entity's place of business.
Toshiba Business Solutions, a division of Toshiba America Business Solutions, Inc.
San Antonio, TX United States
- 2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.
County of Hidalgo

Certificate Number:
2019-439603

Date Filed:
01/09/2019

Date Acknowledged:

- 3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.
TSO-3042
Req 19-00041 Lease and Service for Toshiba e-Studio6506AC for Head Start Administration

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary
	Toshiba America, Inc.	New York, NY United States	X	
	Toshiba TEC Corporation	Shinagawa-Ku Tokyo Japan	X	

- 5 Check only if there is NO Interested Party. ☐

6 UNSWORN DECLARATION

My name is Joe Lemoine, Vice President & General Manager, and my date of birth is 8-6-1955.

My address is 14607 San Pedro Ave., Suite 120, San Antonio, TX, 78232, USA.
(street) (city) (state) (zip code) (country)

I declare under penalty of perjury that the foregoing is true and correct.

Executed in Bexar County, State of Texas, on the 9 day of January, 20 19.
(month) (year)

X

Signature of authorized agent of contracting business entity
(Declarant)



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Lease Calculator

Fixed Rate	Fixed Pay
Asset Value	10945.68
Residual Value	0
Lease Term	0 years 36 months
Monthly Payment	342.82
Calculate	

Result

Interest/Return Rate **7.965%**
 Total of 36 Monthly Payments **\$12,341.52**
 Total Interest **\$1,395.84**



Principal
Interest



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Mortgage Rates: 30 year fixed, all points, Credit score 740+, 20% down



\$1,194/month

Points: 0
Fees: \$595
NMLS # 30998

APR: 4.020%

Rate: 4.000%
Lock: 30 days
Jan. 8

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(131)
State Lic # 2625

\$1,176/month

Points: 1.1
Fees: \$2,293
NMLS # 2890

APR: 4.043%

Rate: 3.875%
Lock: 30 days
Jan. 8

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844-365-0703



(131)
State Lic # 2625

\$1,194/month

Points: 0.1
Fees: \$2,697
NMLS # 2890

APR: 4.098%

Rate: 4.000%
Lock: 30 days
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What is a Lease?

A lease is a contract made between a lessor (the legal owner of the asset) and a lessee (the person who wants to use the asset) for the use of an asset, bound by rules intended to protect both parties. In a typical contractual agreement, the lessee obtains the right to use an asset or multiple assets belonging to the lessor for a specific term in return for regular rental payments. Leasing is often associated with living spaces, working spaces, and cars, but mostly anything that can be owned can be leased. Other examples of leasable items include storage, conveyor belts, lighting, furnishings, software, server hardware, aircraft, cleaning equipment, and many more.

Rent vs Lease

Although they are often used interchangeably, "lease" and "rent" technically have different meanings. By definition, a lease refers to the contractual agreement or contract itself, while rent refers to the periodic payment for the use of an asset. In neither case is equity of the asset being rented or leased actually gained.

Residual Value

Residual value, sometimes called salvage value, is an estimate of how much an asset will be worth at the end of its lease. It is most commonly associated with car leasing. As an example, a car worth \$20,000 that is leased for 3 years can have a residual value of \$10,000 when the lease ends. Residual value is not exclusive to car leases, but can be leases of any type of asset, as long as it depreciates and can be sold at value once again. For most assets, the longer the lease period, the lower the residual value. One exception to this is real estate assets, which may have higher residual values after the lease period. The term "residual value" is also often used to refer to the value of an asset after

[illegible]