

**RESOLUTION NO. 2023 – \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN CARLOS  
AUTHORIZING THE CITY MANAGER TO AMEND THE AGREEMENT WITH PACIFIC  
OFFICE AUTOMATION FOR PRINTING SERVICES AND AUTHORIZE THE CITY MANAGER  
TO AMEND THE AGREEMENT TO ADD, REPLACE, AND MODIFY PRINTERS, DEVICES  
AND MAINTENANCE SERVICES AS NEEDED.**

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**WHEREAS**, in October 2018, the City Council approved Resolution 2018-101 for an agreement with Pacific Office Automation to purchase nine multifunction printers (MFPs) as part of the City's Technology Replacement Program; and

**WHEREAS**, the existing maintenance agreement with Pacific Office Automation for maintenance, toner, support, PaperCut reporting software and cost per page printing expires on November 28, 2023; and

**WHEREAS**, upon the completion of the 2<sup>nd</sup> Floor Library Remodel Project, one of the MFPs was relocated to the library, creating a need to purchase an additional MFP to support the Community Development Department; and

**WHEREAS**, the Adult Community Center's existing wide format plotter has reached the end of its useful life; and

**WHEREAS**, the existing MFPs have at least two years (if not longer) of useful life, so staff recommends that the Council extend the maintenance agreement until it is time to replace the equipment.

**NOW, THEREFORE BE IT RESOLVED**, that the San Carlos City Council hereby authorizes the City Manager to amend the agreement with Pacific Office Automation for printing services and authorize the City Manager to amend the agreement to add, replace, and modify printers, devices and maintenance services as needed.

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I, City Clerk Crystal Mui, hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of San Carlos at a scheduled meeting thereof held on the 27<sup>th</sup> day of March 2023, by the following vote:

**AYES, COUNCILMEMBERS:** \_\_\_\_\_

**NOES, COUNCILMEMBERS:** \_\_\_\_\_

**ABSENT, COUNCILMEMBERS:** \_\_\_\_\_

\_\_\_\_\_  
**CITY CLERK** of the City of San Carlos

APPROVED:

\_\_\_\_\_  
**MAYOR** of the City of San Carlos