TO: Mayor Castner and Homer City Council
THROUGH: Rob Dumouchel, City Manager
FROM: Library Director Dave Berry
DATE: May 5, 2022
SUBJECT: Library Cash/Coin Boxes

The library has two vending stations, one connected to the public printers and one to the large photocopier. These stations accept payment in cash and coins, but not credit cards or phone debits. The current boxes were lease-to-own from Xerox and are now 100% City property. Xerox continues to provide tech support.

Both boxes have exceeded their design lifespans, and the one connected to the photocopier has been nonfunctional for months. Money for replacing them was included in the depreciation schedule that the library drafted in 2019. Those depreciation funds were later rolled into CARMA.

Here are the cost estimates:

<table>
<thead>
<tr>
<th></th>
<th>Xerox Corp.</th>
<th>Jamex MSRP</th>
</tr>
</thead>
<tbody>
<tr>
<td>2 base units</td>
<td>$9,200</td>
<td>$6,200</td>
</tr>
<tr>
<td>Upgrading firmware and adding one feature (i.e. converting the units from printer or copier to handling both printing and copying)</td>
<td>$1,198</td>
<td>$698</td>
</tr>
<tr>
<td>2 years tech support</td>
<td>included</td>
<td>included</td>
</tr>
<tr>
<td>Additional 3 years tech support</td>
<td>$1,440</td>
<td>$2,688</td>
</tr>
<tr>
<td>Shipping and installation</td>
<td>included</td>
<td>$600</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>$11,838</strong></td>
<td><strong>$10,186</strong></td>
</tr>
</tbody>
</table>

Xerox also offers a 60-month $1-out lease, at $236.76 per month, based on the same parameters above. Based on the fact that Xerox offers local service, we have an existing
maintenance contract with them, and they offer cheaper tech support over the long term, I recommend buying two machines from them.

**RECOMMENDATION**

Purchase two moneyboxes from Xerox, with a five-year tech support contract, as a one-time expenditure.
CITY OF HOMER
FINANCIAL SUPPLEMENT

**PROJECT NAME**: Replacing Library Vending Stations  
**DATE**: 06/08/2022  
**DEPARTMENT**: Administration  
**REQUESTED AMOUNT**: $11,838  
**SPONSOR**: City Manager/Library Director

**DESCRIPTION**
Homer Public Library uses two automatic vending stations to collect payments for printing and photocopying services. These vending stations are well past the end of their service lives, and one is no longer operational.

Two providers offered quotes to replace the machines, and the offer from Xerox includes supplying the machines, shipping and installing them, and providing tech support at reasonable rates.

<table>
<thead>
<tr>
<th>FUNDING SOURCE(S)</th>
<th>OPERATING</th>
<th>GF CARMA</th>
<th>GF FLEET CARMA</th>
<th>PORT RESERVES</th>
<th>WATER CARMA</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>0%</td>
<td>100%</td>
<td>0%</td>
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<td>0%</td>
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<tr>
<td>HAWSP</td>
<td></td>
<td></td>
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<tr>
<td>HART-ROADS</td>
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<tr>
<td>HART-TRAILS</td>
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<tr>
<td>PORT FLEET RESERVES</td>
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<td>0%</td>
<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
<tr>
<td>SEWER CARMA</td>
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<td>0%</td>
<td>0%</td>
<td>0%</td>
</tr>
</tbody>
</table>

**FUNDING SOURCE 1: GF CARMA**  
- **Current Balance**: $2,719,903  
- **Encumbered**: $896,040  
- **Requested Amount**: $11,838  
- **Other Items on Current Agenda**: $18,150  
- **Remaining Balance**: $1,793,875

**FUNDING SOURCE 2: GF CARMA**  
- **Current Balance**:  
- **Encumbered**:  
- **Requested Amount**:  
- **Other Items on Current Agenda**:  
- **Remaining Balance**:  

**FUNDING SOURCE 3: GF CARMA**  
- **Current Balance**:  
- **Encumbered**:  
- **Requested Amount**:  
- **Other Items on Current Agenda**:  
- **Remaining Balance**:  

**FUNDING SOURCE 4:**  
- **Current Balance**:  
- **Encumbered**:  
- **Requested Amount**:  
- **Remaining Balance**:  

**FUNDING SOURCE 5:**  
- **Current Balance**:  
- **Encumbered**:  
- **Requested Amount**:  
- **Remaining Balance**:  

**FUNDING SOURCE 6:**  
- **Current Balance**:  
- **Encumbered**:  
- **Requested Amount**:  
- **Remaining Balance**:  