



City of Homer

www.cityofhomer-ak.gov

Homer Public Library

500 Hazel Avenue
Homer, AK 99603

library@cityofhomer-ak.gov

(p) (907)-235-3180

(f) (907)-235-3136

Memorandum 22-102

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:

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

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	<u>Replacing Library Vending Stations</u>	DATE	<u>06/08/2022</u>
DEPARTMENT	<u>Administration</u>	SPONSOR	<u>City Manager/Library Director</u>
REQUESTED AMOUNT	<u>\$ 11,838</u>		

DESCRIPTION	<p>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.</p> <p>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.</p>
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FUNDING SOURCE(S)	OPERATING	GF CARMA	GF FLEET CARMA	PORT RESERVES	WATER CARMA
	0%	100%	0%	0%	0%
	HAWSP	HART-ROADS	HART-TRAILS	PORT FLEET RESERVES	SEWER CARMA
	0%	0%	0%	0%	0%

FUNDING SOURCE 1: GF CARMA	FUNDING SOURCE 2:	FUNDING SOURCE 3:
Current Balance <u>\$ 2,719,903</u>	Current Balance _____	Current Balance _____
Encumbered <u>\$ 896,040</u>	Encumbered _____	Encumbered _____
Requested Amount <u>\$ 11,838</u>	Requested Amount _____	Requested Amount _____
Other Items on Current Agenda <u>\$ 18,150</u>	Other Items on Current Agenda _____	Other Items on Current Agenda _____
Remaining Balance <u>\$ 1,793,875</u>	Remaining Balance _____	Remaining Balance _____
FUNDING SOURCE 4:	FUNDING SOURCE 5:	FUNDING SOURCE 6:
Current Balance _____	Current Balance _____	Current Balance _____
Encumbered _____	Encumbered _____	Encumbered _____
Requested Amount _____	Requested Amount _____	Requested Amount _____
Remaining Balance _____	Remaining Balance _____	Remaining Balance _____