



# AGENDA REPORT

**Department:** Information Technology  
**Prepared by:** Ron Williams, IT Manager  
**Meeting Date:** Tuesday, March 17, 2026  
**Approved by:** Alejandro Hernandez, Acting City Manager

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**SUBJECT:**

Citywide Sharp Multi-Function Device Lifecycle Replacement

**RECOMMENDATION:**

Adopt a Resolution Entitled: "Resolution of the City Council of the City of National City, California, 1) Waiving the Formal Bid Process pursuant to National City Municipal Code Section 2.60.260 Regarding Cooperative Purchasing and Authorizing the City to Piggyback onto the National Association of State Procurement Officials (NASPO) ValuePoint Master Agreement #188627 through the State of California Participating Addendum #7-24-70-46-07 with Sharp Business Systems, a Division of Sharp Electronics Corporation, for the Lease and Maintenance of Twenty-four Multi-Function Devices; and 2) Authorizing the City Manager to Execute All Documents Related to the Lease and Maintenance of the Sharp Multi-function Devices."

**BOARD/COMMISSION/COMMITTEE PRIOR ACTION:**

Not Applicable.

**EXPLANATION:**

The City of National City's current fleet of twenty multi-function copiers was acquired in 2018 and has exceeded its useful life. At the time of purchase, the devices met the City's needs for printing, copying, scanning, and faxing. As time has progressed, print volumes and digital workflow demands have increased, and the need for copiers has grown to twenty-four. With those demands, cybersecurity requirements have also increased. Security features on newer devices, such as advanced data encryption and enhanced network monitoring, reduce the risk of data breaches and non-compliance across the organization.

The annual cost for the new fleet consists of **\$37,116 in lease payments** (\$3,093 per month) plus maintenance and metering charges (approximately **\$5,200 per month**) based on monthly per-page volume and print type for a five-year term. The per-page rates are **\$0.00490 for black-and-white** and **\$0.04900 for color** prints.

In order to expedite product delivery and take advantage of competitive pricing, staff has identified an opportunity for the City of National City to piggyback onto the NASPO ValuePoint Master Agreement #188627 through the State of California Participating Addendum # 7-24-70-46-07 with Sharp Business Systems, a division of Sharp Electronics Corporation, to allow for the lease-purchase.

NCMC Section 2.60.260 provides authority to the purchasing agent to join with other public jurisdictions to take advantage of cooperative purchasing opportunities, including but not limited to any federal, state or local agency pricing program or structure that is determined by the purchasing agent to allow a procurement in the best interest of the City.

The purchasing agent may buy directly from a vendor at a price established through competitive bidding by another public agency whose procedures have been determined by the purchasing agent to be in substantial compliance with the City's procurement procedures, irrespective of the contracting limits of that jurisdiction or agency, even if the City had not initially joined with that public agency in the cooperative purchase.

National City's Purchasing staff has confirmed that the NASPO ValuePoint Master Agreement # 188627 with Sharp Electronics Corporation was competitively bid through a Request for Proposals (RFP) process, and that the NASPO procurement procedures are in substantial compliance with those of National City.

Therefore, staff requests that the City Council adopt the resolution as stated.

**FINANCIAL STATEMENT:**

Appropriations for the acquisition of the multi-function copiers are available in the Information Technology Maintenance & Operations Fund budget in account no. 629-10-13-13600-7268.

**RELATED CITY COUNCIL 2020-2025 STRATEGIC PLAN GOAL:**

Communication and Outreach

**ENVIRONMENTAL REVIEW:**

This is not a project under CEQA and is therefore not subject to environmental review.

**PUBLIC NOTIFICATION:**

The Agenda Report was posted at least 72 hours before the Regular Meeting date and time, and 24 hours before a Special Meeting in accordance with the Ralph M. Brown Act.

**ORDINANCE:**

Not Applicable

**EXHIBITS:**

- Exhibit A – Maintenance Agreement
- Exhibit B – Lease Purchase Agreement
- Exhibit C – Amendment to Lease-Purchase Amendment
- Exhibit D – NASPO Master Agreement # 188627
- Exhibit E – Participating Addendum # 7-24-70-46-07
- Exhibit F – Resolution