

**CITY OF MIRAMAR
PROPOSED CITY COMMISSION AGENDA ITEM**

Meeting Date: November 17, 2025

Presenter's Name and Title: Dylan Mahadeo, Help Desk Manager

Prepared By: Dylan Mahadeo, Help Desk Manager

Temp. Reso. Number: 8533

Item Description: Temp. Reso. #R8533, APPROVING THE FIRST ONE-YEAR RENEWAL OPTION WITH ACORDIS INTERNATIONAL CORP FOR MULTI-FUNCTION COPIER EQUIPMENT, WHICH INCLUDES PRINTER MANAGEMENT SERVICES, IN AN AMOUNT NOT-TO-EXCEED \$204,000; AUTHORIZING THE CITY MANAGER TO EXECUTE AN APPROPRIATE AGREEMENT. (Help Desk Manager, Dylan Mahadeo)

Consent Resolution Ordinance Quasi-Judicial Public Hearing

Instructions for the Office of the City Clerk: NONE

Public Notice – As required by the Sec. ____ of the City Code and/or Sec. ____, Florida Statutes, public notice for this item was provided as follows: on _____ in a _____ ad in the _____; by the posting the property on _____ and/or by sending mailed notice to property owners within ____ feet of the property on _____ (fill in all that apply)

Special Voting Requirement – As required by Sec. _____, of the City Code and/or Sec. ____, Florida Statutes, approval of this item requires a _____ (unanimous, 4/5ths etc.) vote by the City Commission.

Fiscal Impact: Yes No

REMARKS: Funding for FY25/FY26 in the amount of \$204,000 has been budgeted out of Lease Copiers Account 504-58-582-516-000-604440

Content:

- **Agenda Item Memo from the City Manager to City Commission**
- **Temp Resolution TR 8533**
- **Attachment 1 – CITY OF MIRAMAR 1YR RENEWAL**



**CITY OF MIRAMAR
INTEROFFICE MEMORANDUM**

TO: Mayor, Vice Mayor, & City Commissioners

FROM: Dr. Roy L. Virgin, City Manager 

BY: Clayton Jenkins, Director of Information Technology

DATE: November 12, 2025

RE: Temp. Reso. No. 8533, authorizing the first one-year renewal option with Acordis International Corp for multi-function copier equipment, which includes printer management services

RECOMMENDATION: The City Manager recommends approval of Temp Reso. No. 8533, authorizing the first one-year renewal option with Acordis International Corp., as the authorized reseller for Xerox to continue leasing multi-function copier equipment, which includes printer management services, in an amount not-to-exceed \$204,000.

ISSUE: City Commission approval is required for expenditures exceeding \$75,000, in accordance with City Code Section 2-412 (a)(1).

BACKGROUND: On November 14, 2022, through Resolution 23-24, the City Commission approved the award of invitation for bids (“IFB”) No. 22-020 for the lease of citywide photocopiers, which includes print management services for an initial three-year term with two optional one-year renewal periods. City Commission approval is required for the first one-year renewal option with Acordis International Corp., for multi-function copier equipment, including printer management services.

DISCUSSION: With the current agreement between the City and Acordis International Corp set to expire on January 5, 2026, the City’s Information Technology Department will exercise the first one-year renewal option with Acordis International Corp. in the amount of \$204,000 with the expectation of another one-year extension. Cost per copy (“CPC”) will remain the same as the previous term for all devices being supported.

ANALYSIS: Funding in the amount of \$204,000 has been budgeted out of Lease Copiers Account 504-58-582-516-000-604440 for this fiscal year.

Temp. Reso. No. 8533
10/1/25
11/12/25

**CITY OF MIRAMAR
MIRAMAR, FLORIDA**

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA, APPROVING THE FIRST ONE YEAR RENEWAL OPTION WITH ACORDIS INTERNATIONAL CORP FOR MULTI-FUNCTION COPIER EQUIPMENT, INCLUDING PRINTER MANAGEMENT SERVICES, IN AN AMOUNT NOT-TO-EXCEED \$204,000; AUTHORIZING THE CITY MANAGER TO EXECUTE AN APPROPRIATE AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, on November 14, 2022, through Resolution 23-24, the City Commission approved the award of Invitation for Bids (“IFB”) No. 22-020 for the lease of citywide photocopiers which includes print management services for an initial three (3) year term with two (2) optional one (1) year renewal periods; and

WHEREAS, City Commission approval is required for the first one-year renewal option with Acordis International Corp., for multi-function copier equipment, including printer management services, and

WHEREAS, the current Agreement between the City and Acordis International Corp., is set to expire on January 5, 2026, and

Reso. No. _____

Temp. Reso. No. 8533
10/1/25
11/12/25

WHEREAS, the City's Information Technology Department will exercise the first one (1) year renewal option with Acordis International Corp., in the amount of \$204,000; and

WHEREAS, the City Commission deems it to be in the best interest of the citizens, residents, and employees of the City of Miramar to approve the first one-year renewal option with Acordis International Corp.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COMMISSION OF THE CITY OF MIRAMAR, FLORIDA AS FOLLOWS:

Section 1: That the foregoing "**WHEREAS**" clauses are ratified and confirmed as being true and correct and are made a specific part of this Resolution.

Section 2: That the City Commission approve the first renewal with Acordis International Corp.

Section 3: That it authorizes the City Manager to execute the appropriate renewal agreement to exercise the first renewal option for the continued lease

Section 4: That the appropriate City officials are authorized to do all things necessary and expedient to carry out the aims of this Resolution.

Section 5: That this Resolution shall take effect immediately upon adoption.

Temp. Reso. No. 8533
10/1/25
11/12/25

PASSED AND ADOPTED this _____ day of _____, _____.

Mayor, Wayne M. Messam

Vice Mayor Yvette Colbourne

ATTEST:

City Clerk, Denise A. Gibbs

I HEREBY CERTIFY that I have approved
this RESOLUTION as to form:

City Attorney,
Austin Pamies Norris Weeks Powell, PLLC

<u>Requested by Administration</u>	<u>Voted</u>
Commissioner Maxwell B. Chambers	_____
Commissioner Avril Cherasard	_____
Vice Mayor Yvette Colbourne	_____
Commissioner Carson Edwards	_____
Mayor Wayne M. Messam	_____

Reso. No. _____

Acordis[®]

Technology & Solutions

City Of Miramar 1 year Renewal



Prepared by:
Acordis International Corp.

Prepared for:
City Of Miramar

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 2785 N. Commerce Parkway
 Miramar, FL 33025
 (954) 620-0072 x 120
msierra@acordiscorp.com

Dylan Mahadeo
 Help Desk Manager
 2300 Civic Center
 Miramar, FL 33025

PO#MIRA100225
 Version: 1

Qty	Item#	Description		
1	1yr Renewal	1 year Renewal for 59 Xerox units	\$9000.00	\$9000.00
		<i>\$9000.00 per month 12-month lease</i>		
		<i>CPC no change /Plotters included</i>		

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