

Executive Summary

Topic: Copier Contract Renewals- Fair Market Value Leases

Meeting Date: July 26, 2010

Summary:

Pricing for the following copiers has been quoted through James B. Schwab Co. whose figures are under the CoStars State Contract pricing agreement. The district will be able to save at least a total of \$334.75 on the monthly payments over the life of these 14 copier leases while increasing functionality that will provide efficiencies for the employees utilizing them. .

The proposed Fair Market Value Lease Agreements have been drawn up to add scanning to email and network printing by security code as functional upgrades if the existing copier did not support these features. Faxes and finishing kits have been added to the office copiers, while others have been sized to handle the load necessary in each location.

Standard security practices will be followed in disposing of the hard drives for each individual copier. Copiers provided by James B. Schwab Co. may have their digital storage media wiped by district personnel to ensure data protection.

The following page lists the location and number of each copier, model numbers and proposed monthly payments.

LOCATION

	Proposed Equip.	Proposed Payment
YHS	Ricoh 8001	\$ 333.73
EMHS	Ricoh 907	\$ 537.53
WAHS	(2) Ricoh 907	\$1075.05
BWMS	(2) Ricoh 8001	\$ 634.77
BWMS	Ricoh 2851	\$ 94.04
AVES	Ricoh 6001	\$ 424.63
SGES	Ricoh 7001	\$ 514.39
SGES	Ricoh 2851	\$ 167.44
WAEC	Ricoh 2851	\$ 191.44
EMHS	Ricoh 5001	\$ 192.75
WAEC	(2) Ricoh 8001	\$ 634.77
TOTAL		\$4,800.54

Recommended Motion

That the Board of School Directors approves the Fair Market Value Lease quotes provided by James B. Schwab Company and approves of the terms of the lease agreement set forth by US Bank for a term of 36 months for the copiers in the locations as follows: Youngsville High School, Eisenhower Middle High School, Warren Area High School, Beaty Warren Middle School, Allegheny Valley Elementary School, Sugar Grove Elementary School, and Warren Area Elementary School.