



MEETING OF JUNE 6, 2023

TO: Mayor Jordan and City Council
THRU: Paul Becker, Chief Financial Officer
FROM: Les McGaugh, Fleet Services Support Manager
DATE:
SUBJECT: Copiers and Managed Print Services through AR State Contract SP-20-0020

RECOMMENDATION:

A resolution to approve participation in the State of Arkansas contract for Canon Copiers and Managed Print Services, as serviced through our local dealers, for the duration of the contract.

BACKGROUND:

The City purchases copiers outright, then pays for a maintenance costs on a per-print basis. Purchasing then applies a mark-up on each copy/print and uses that fund to replace our current copiers. The City currently has a fleet of 40 Canon copiers throughout all facilities and our local dealer Preferred Office Technologies manages the print services on those copiers.

DISCUSSION:

The City can continue these services under State Contract SP-20-0020 through July 31,2024.

BUDGET/STAFF IMPACT:

Purchasing Collected monthly fees from internal departments as a per print cost. All expenses will be less than revenues.

ATTACHMENTS: SRF - Canon, SP-20-0020-Contract-Information