



## Legislation Text

---

**File #:** 2021-0320, **Version:** 0

---

### Title

Konica Minolta Multi-Functional Printer Lease

### History

The lease and maintenance agreements for the Village's eighteen (18) multi-functional printers (MFPs) are currently being serviced by multiple vendors. This approach resulted in user dissatisfaction, inefficient management, and increased cost for leasing and maintaining these devices. Staff is currently consolidating these agreements under a single vendor, Konica Minolta, utilizing the Sourcewell cooperative purchase contract 083116-KON. The Village is contractually obligated to a number of lease and maintenance agreements, delaying the completion of this consolidation effort for three (3) more years. Staff is adding new and expiring MFP agreements to the Konica Minolta contract when possible.

The Police Department Records Division averages over 6,000 printed pages monthly. Its present fifty-five (55) page per minute Xerox MFP is not fast enough, nor does it provide the functionality to meet the requirements of its twenty five (25) users. These issues have resulted in delays in providing documentation to civilians, judicial and public safety agencies, and fulfilling Freedom of Information Act requests. Therefore, staff requests that the present Xerox MFP be replaced with the faster seventy-five (75) page per minute Konica Minolta BIZHUB C750i.

### Financial Impact

Funds designated for office equipment leases and maintenance in the Police Department FY2021 Budget account 010-7002-444700. Funds for subsequent years will be budgeted with the other Village MFPs in the Department of Information Technology 010-1600-465500 account.

### Recommended Action/Motion

I move to approve the lease with Konica Minolta using the Sourcewell cooperative purchase for the forty-eight (48) month lease of one (1) multi-function printer for the Police Department for a total lease cost of \$18,293.28 plus monthly usage charges;

And,

To authorize the Village Manager to execute all related contracts, subject to Village Attorney review.