

INDEPENDENT SCHOOL DISTRICT NO. 709
Duluth Public Schools
Historic Old Central High School - 215 N. 1st Avenue E.
Tel. (218) 336-8738 Duluth, Minnesota 55802-2069 Fax (218) 336-8777

MEMORANDUM

To: Bill Hanson, CFO/Executive Director of Business Services
From: ^{TK} Tony Kelekovich, Supervisor of Purchasing
Subject: RFP-301 Copier Service Contract
Date: May 26, 2015

Requests for copier service proposals were advertised in the Duluth News Tribune and sent to four (4) known service providers and one (1) other requestor.

This service contract is district wide and covers approximately forty-one (41) copiers from Canon and Konica Minolta of various ages, speeds, and production volume. The number of copies used to calculate costs was an estimate of 6,197,000 for the period July 1, 2014 through June 30, 2015.

One (1) response was received by Great Lakes Office Solutions in the estimated annual amount of \$30,465.30.

Great Lakes Office Solutions has provided this service for the past fifteen (15) years and has met or exceeded all criteria expectations.

Payment for service at each site/program will be made through the 1350.02 (copier maintenance code) in each budget.

This contract shall cover the period July 1, 2015 through June 30, 2019 with annual renewals by mutual agreement. Annual price increases will be in accordance with the Consumer Price Index for the Midwest Urban Region and will be set from this basis.

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VENDOR LIST/RECAP

RFP-301

COPIER SERVICE CONTRACT

ERC
Whitehouse Station NJ

No Response

**Great Lakes Office Solutions
Superior WI**

\$ 30,465.30

Marco
St Cloud MN

No Proposal Submitted
Age of copiers to be serviced was noted as the reason.

Shel/Don Reproduction Centre
Duluth MN

No Response

Superior Business Solutions
Duluth MN

No Response