



Monroe Public Schools

Operations and Technology Department

1275 N. Macomb St
Monroe, MI, 48162

MEMO

To: Andrew Shaw

From: David Payne

Date: 5/13/2025

Subject: District Copier Rental Agreement

We recommend the rental agreement from UTEC for our district copiers, and for an annual cost of \$277,200. We are reducing the number of copiers throughout our district, removing the color option at the buildings, and requesting staff to utilize the print shop for any large copies, specialty requests, and all color copies needed. The funds for this project will come from the General Technology Capital budget. We have been currently using UTEC as our copier service and recommend continuing to rent our copiers for an additional five years. A summary of this project is for upgrading the copiers throughout the district and our print shop.



Executive Summary of Proposal

Executive Summary

Monroe Public Schools (MPS), UTEC, and Sharp Electronics Corporation have embarked on a collaborative initiative to establish a technology co-op program aimed at equipping high school students with essential technical skills. This program is designed to provide hands-on training in repairing copiers, printers, laptops, and performing first-level help desk support.

The primary objectives of this joint venture are:

- Enhance students' technical proficiency and prepare them for future careers in technology.
- Provide practical experience and foster a deeper understanding of the operational aspects of technology maintenance and support.
- Create a sustainable pipeline of skilled technicians who can contribute to the local workforce.
- Students will earn industry certifications that will make them marketable for employment.
- Provide a sharp vision for students to engage in professional career opportunities or pursue higher education in technology-related fields.

Through this program, students will gain valuable experience in troubleshooting and repairing various devices, thereby improving their problem-solving skills and technical knowledge. The collaboration between MPS and UTEC will ensure that students receive comprehensive training and mentorship from industry professionals.

UTEC along with Sharp (and various other UTEC partners) have committed to exposing the students participating in this program to the latest in innovative technology. Sharp Electronics Corporation is dedicated to supporting the technology co-op program by providing additional technology hardware and software free of charge to MPS. This generous contribution is aimed at ensuring that students participating in the program have access to the necessary resources based on the district's needs. By establishing a workshop to excite and develop a robust demand for the training program, MPS can highlight its efforts within the community and surrounding area. The goal will be to make MPS a leader in the educational space for creative and real-life mentorship programs.

This initiative not only aims to benefit the students but also addresses the growing demand for skilled technicians in the community. By investing in the education and training of high school students, Monroe Public Schools and UTEC are committed to fostering a culture of innovation and technical excellence.

If Monroe Public Schools were to replace their current fleet as is and with like models, the costs would increase to \$28,699 per mo. or \$344,388 annually. MPS IT Dept and UTEC have studied the trends and workflow of the current printing and copying situation within Monroe Public Schools. It is recommended that all equipment placed within the district be the same unit generating b/w prints/copies only and any color copying/printing demand be directed to the print shop. Color prints/copies produced in the print shop are produced at a significantly lower cost. This streamlined approach will save the district financially and provide controls for color production. Therefore, based on the following recommendations and workflow, this recommendation would represent over a 20% savings for Monroe Public Schools resulting in a total savings of \$344,140 over 5 years.

The plan includes various printing units and overages for color and black-and-white copies, should the MPS make additional copies over the anticipated annual volumes.

Additionally, there are proposed color additions that involve replacing and/or adding color units, should the MPS determine there is a need for color units within select MPS buildings. Costs associated with adding color to select MPS buildings will be between \$363 and \$630 per month. If either of these options were selected, MPS's savings would be moderately less. MPS runs the risk of losing control of color costs if appropriate steps are not put in place to monitor usage.

The plan aims to achieve the goals of driving prints/copies to the Print Shop to increase productivity and efficiency, reducing waste, and managing costs, thus creating a cost reduction for the district.

Highlights:

- \$23,100 per month..... (annual \$277,200 spend)
 - (20%) decrease in spend
 - Represents total 5-year cost savings of \$344,140
 - (1) Production Print Color unit for Print Shop
 - Plus (1) High Speed 90 ppm B/W and 80 ppm Color back up unit for Print Shop
 - (1) Production Print B/W unit for Print Shop
 - Backup b/w will be done on color production print and backup high speed color units
 - Print Shop overages
 - Color \$0.032
 - B/W \$0.0035
 - (45) B/W copiers at 45 ppm speeds in District buildings (outside Print Shop)
 - B/W \$0.0069

- Print Shop copying volumes are based on 6,000,000 prints being produced in Print Shop
- MPS copying volumes are based on 6,000,000 being produced in various school buildings throughout MPS.
- Overages based on each different category

MPS is currently working with UTEC for a significant purchase through the Oakland County G2G Marketplace Cooperative of which UTEC is an approved supplier. This initiative, developed by Oakland County, Michigan, offers products, solutions, and services from approved suppliers. The goal of the G2G Marketplace is to simplify the purchasing and licensing process of various technologies, allowing school systems and other government agencies to acquire products, solutions, and services quickly and efficiently. By participating in this cooperative program, MPS will be purchasing off an authorized publicly bid cooperative in the state of Michigan for goods and services.

Below is a “snip” from the Oakland County website summarizing the benefits of the purchasing Cooperative Program for MPS.



Benefits of G2G Marketplace & the Cooperative Program

We understand the many constraints and issues that government agencies have to deal with on a day-to-day basis because we too are government. The essence of the G2G Marketplace is about government helping government. Oakland County, Michigan created this initiative so government agencies could provide better government by working together as a collective force to provide better solutions and services to their citizens.

Through the G2G Marketplace, government agencies will benefit by:

- Eliminating budget hours going to RFP
- Utilize RFP budget dollars for investigating products, solutions, and services
- Reducing costs associated with drafting complex contracts and agreements with suppliers
- Simplifying and significantly shortening time to consume products, solutions, and services
- Combining the economies of scale from shared resources, software and licensing thereby reducing costs
- Working together to leverage services and contracts for mutual benefit, therefore reducing the overall cost of government operations
- Improving scalability, redundancy and resiliency, often not available to governments due to lack of financial or technical resources

Buyer: WKP

CONTRACT NUMBER: 010210

Event # 0153

CONTRACT between the COUNTY OF OAKLAND and CONTRACTOR

Not To Exceed Amount: \$2,000,000.00		Effective Date: 7/1/2023	Expiration Date: 6/30/2028
Contract Description:	Managed Print Device Services		
Contractor Information:		Contract Administrator (If Different):	
Nickgrace Inc. (dba UTEC) 1995 Highland Drive Suite C Ann Arbor, MI 48108 Vendor No: 40479		Tom Harrison Chief Operating Officer tharrison@utecit.com	
Purchasing Office Information:		Contract Administrator Oakland County Using Department:	
Buyer: Wendy Pucher Oakland County 2100 Pontiac Lake Rd 41W Waterford, MI 48328-2762 248-858-0511 purchasing@oakgov.com		Rod Davenport Chief Information Officer 1200 N. Telegraph Rd. Building 49West Pontiac, MI 48341 davenporttr@oakgov.com	

The County and the Contractor may be referred to individually as a "Party" or collectively as the "Parties". The Parties agree to the attached terms and conditions:

FOR THE CONTRACTOR:

SIGN: Thomas P. Harrison
Thomas P. Harrison (Jun 22, 2023 16:59 EDT)

FOR THE COUNTY:

SIGN: Rod Davenport
Rod Davenport (Jun 26, 2023 13:49 EDT)
 Contract Administrator

SIGN: Scott N. Guzzy
Scott Guzzy (Jun 26, 2023 14:16 EDT)
 Scott N. Guzzy, CPPO, MBA, Purchasing Administrator

cmk