



Prepared for: North Bend School Board
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Meeting Date: June 8, 2020

Municipal Lease Agreement – Copier Equipment

ACTION REQUIRED

The current rental agreement with US Bank Equipment Finance, a division of US Bank National Association (US Bank Equipment Finance), on copier equipment throughout the District is scheduled to expire August 31, 2020. The District will be able to upgrade and increase its copier equipment fleet District-wide, boosting productivity and improving workflow with advanced scanning and printing software options, for a total lease cost of \$3,648.81 per month (\$323.61 less per month). We anticipate a decrease in monthly maintenance costs of \$504.73 per month, for an overall net annual savings of approximately \$6,850. The municipal lease contains a non-appropriation clause allowing the District to terminate the lease due to a lack of funding.

The District is a member of US Communities Government Purchasing Cooperative, the leading national government purchasing cooperative. All US Communities contracts are competitively solicited by a lead public agency in accordance with its public purchasing rules and regulations. Each solicitation contains language allowing public schools to piggyback on the contracts. Education organizations are qualified to utilize US Communities' contracts to save significant time and costs while realizing bid competitive pricing.

Maintenance and service on all equipment will continue to be performed by Bay Area Copier Company. Board approval of the lease at this time will enable the equipment to be installed during August before the beginning of the new school year.

Action Requested

The District is requesting approval of the following resolution:

RESOLUTION 2020-06

RESOLVED THAT the Board approve and authorize the execution and delivery of the municipal lease agreement with US Bank Equipment Finance to lease the District's copier equipment for a term of 60 months at a base monthly lease payment of \$3,648.81 per month, effective September 1, 2020.

Motion

"I move to approve Resolution 2020-06 approving and authorizing the execution and delivery of the municipal lease agreement with US Bank Equipment Finance to lease the District's copier equipment for a term of 60 months at a base monthly lease payment of \$3,648.81 per month, effective September 1, 2020."