



**Bloomington
School District 13**
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To: Board of Education
Dr. Jon Bartelt, Superintendent

From: Ms. Valerie Varhalla Director of Finance
Mr. David Virkus Assistant Director of Technology

Re: Managed Print Services Recommendation

Date: May 20, 2024

Bloomington School District 13's current managed print solutions of copiers and printers contract expired June 2023. The District engaged in a 1 year contract extension which concludes June 2024. A copier focus group was created to seek input on the future of the District's copier devices. The District sought out a request for Proposal (RFP) requesting pricing for 5 years for all district-wide copiers/printers.

Five vendors submitted proposals, and three were selected to present their proposals to the focus group.

Thank you to the following individuals who participated in the copier focus group:

Carri Chesler	Jill Mastrodomenico
Ashley Harsila	Lynn McGinn
Sara Heitkam	Laurie Spejcher
Angela Margelos	Marisol Strejc

Recommendation:

The Administration is recommending that the Board of Education approve the purchase of district wide copiers for an amount not to exceed \$162,535.00 and that the Board of Education approve a five-year maintenance agreement with Elite Document Solutions.