



Livonia Public Schools

District Services

Date: April 14, 2023

To: Andrea Oquist, Superintendent

From: Phillip Francis, Assistant Superintendent of District Services

Re: Ricoh Copier Contract Amendment – 2021 Bond

I would like an opportunity to share with the Board of Education a recommendation of a contract amendment with Ricoh for copiers in the amount of \$263,764.20 for the replacement of 22 of the highest volume copiers (more than 2 million copies) in the district. Additionally, we will move existing devices with lower volumes of usage into areas where heavier usage has been recorded. With this plan, the goal is to get the most out of our current devices in order to maximize the life of the machines that are still in use. The funding will come from the technology budget of the 2021 Bond. Pricing comes from the MiDEAL contract pricing, which satisfied the Board's requirement to bid.

Please place this topic on the agenda of the April 24, 2023, Committee of the Whole meeting.

Thank you.

Attachments

c: Board of Education

PF/ko