

Board of Trustees Agenda Item

Complete and submit this form, along with any supplemental documentation, to the Office of the President by 5:00pm on the seventh day prior to the Board meeting.

Date of Board Meeting: January 17, 2023

Subject: Approve the lease agreement for the College copiers and needed software.

Recommendation: Approve the lease agreement with Seamless Solutions of Houston for copiers and software located in the various buildings on the Wharton, Sugar Land, Richmond, and Bay City campuses.

Background and Rationale: The College solicited and received offers from (5) five companies regarding our copiers and copier services. (see attached) Offers were evaluated by type of copier, cost, and company's experience and commitment to managing their copiers using a third party software management solution. There are 45 copiers that service the different areas of the College. The cost of these machines is charged to the various departments based on their usage. Maintenance is based on the number of copies made so the total cost is an estimate based on past usage history and current copier needs. This lease with Seamless Solutions for Ricoh copiers and their document management software is a 5 year lease with the College reaffirming our agreement each year.

Cost and Budgetary Support: \$60,000 Current Unrestricted Operating Budget for 3									
Strategic Priority Alignment:	☐ Student Success☐ Resource Optimization	☐ Community Impact☐ Institutional Excellence							
Resource Person(s):									
Bryce D. Kocian, Vice President of Admir	nistrative Services								
Gus Wessels, Jr., Dean of Business Servi	ces								
Philip Wuthrich, Director of Purchasing									
Signatures: Originator	 Dat	1-10-23							
In Would B. B.Koc	ai _	1-10-23							
Cabinet-Level Supervisor	Dat	re							
President's Approval:									
Buty a. malria		1-12-23							
President	Da	te							

BASIC COPIER COST COMPARISON

				3 Depts	1 counseling	Labs			
Company	Model	B8055H	C8055H	C8045	MP3352	C8035	B405DN	C405DN	
	B/W or Color	B/W	Color	Color	B/W	Color	B/W	Color	
	Price # of units	12	2	4		3	15	8	
Xerox	n or arres	AltaLink B8155			VersaLink B7135	AltaLink C8135		VersaLink C405DN	
		\$127.40	\$125.69	\$105.11	\$58.23	\$105.11	\$12.69	\$19.39	
Seamless Solutions		IM6000	IMC6000	IMC4500	IM5000	IMC400SRF	IM430F	IMC400F	
Savin / Ricoh		\$154.90	\$171.80	\$134.30	\$135.00	\$55.00	\$24.50	\$39.95	
butin' kiton		IM5000	V171.00	V10-1100	IM4000	400.00	* 2	*	
		\$135.00			\$126.40				
Paradia 4		Ch NAV NACO74	Ch DD 70055		Chara NAV NA2071	Chara DD 70026	Charm MV D467	Sharp MV C407E	
Function 4		Sharp MX-M6071						F Sharp MX-C407F \$44.00	
Sharp		\$120.00	\$126.00		\$95.00	\$124.00	\$29.00	\$44.00	
Stargel Office Solutions		studio 5518A	studio 5516AC	studio 4515AC	studio 3518A	studio 3515AC	studio 478S	studio 479CS	
Toshiba		\$166.17	\$203.27	\$168.25	\$91.57	\$141.46	\$37.42	\$64.91	
Davis Jenks									
Konica Minolta USA		bizhub 550i	bizhub C450i	bizhub C450i		bizhub C450i	bizhub 4050i	bizhub C4050i	
		\$109.02	\$120.16	\$120.16		\$120.16	\$39.52	\$58.94	
COST						COST			COST
Xerox		Due to existing o	perational issues	with Xerox, the	ir offer was not co				
			,	,					
0 1 0 . 1		¢4 cao oo	¢242.00	¢527.20	\$126.00	\$165.00	\$367.50	\$319.60	\$3,478.90
Seamless Solutions Savin / Ricoh		\$1,620.00	\$343.60	\$537.20	\$126.00	\$2,791.80	ENTERNAL PROPERTY	3313.00	\$3,478.30
Savin / Ricon						\$2,732.00			
						The property and p			
Function 4		\$1,440.00	\$252.00	\$504.00	\$95.00			\$352.00	\$3,450.00
Sharp						\$2,663.00			
Stargel Office Solutions		\$1,994.04	\$406.54	\$673.00	\$91.57	\$424.38	\$561.30	\$519.28	\$4,670.11
Toshiba		4 2 /2 2	•	,	•	\$3,589.53			
Davis Jenks									
						¥	1		4
Konica Minolta USA		\$1,308.24	\$240.32	\$480.64	\$120.16			\$471.52	\$3,574.16
						\$2,509.84			