



GRAND RAPIDS PUBLIC UTILITIES COMMISSION AGENDA ITEM

AGENDA DATE: May 28, 2025

AGENDA ITEM: Consider a motion to ratify the agreement with Metro Sales Fax for a Purchase of a TROY MICR printer in the amount of \$2,500.00 and quarterly service contract base amount of \$149.80.

PREPARED BY: Mike LeClaire, Information Systems Department Manager

BACKGROUND:

We are entering into an agreement with Metro Sales for the acquisition of a new MICR printer. This specialized printer is essential to support the implementation of our new financial system, as it enables the secure and compliant printing of checks using magnetic ink and toner required for banking standards. This investment ensures operational efficiency, maintains regulatory compliance, and enhances the integrity of our financial transactions.

RECOMMENDATION:

Ratify the agreement with Metro Sales Fax for a Purchase of a TROY MICR printer in the amount of \$2,500.00 and quarterly service contract base amount of \$149.80.