



COUNCIL ACTION SUMMARY SHEET

MEETING DATE: April 30, 2024

TOPIC Police copier lease

BACKGROUND BRIEF:

The lease agreement on the current copier within the police department has come to an end. Applied Innovation is the owner of this machine and have supplied the attached proposal to lease another copier/printer/fax and scanner. The proposal includes Applied Innovation removing the old copier, installing the new machine as well as training staff on the operation of the machine. Ricoh, IM C400srf is the model number of the proposed machine which is an updated version of the former model. The updated model will also have the capability of faxing directly from the machine which the old model did not.

FINANCIAL IMPACT:

The lease agreement with Applied innovations is for a period of sixty-three, 63 months beginning on the date of delivery. The cost will be \$92.86 per month with a charge of 0.0140 per B/W copy and 0.082 per color copy. Applied Innovations has submitted this proposal in accordance with the MI-deal contract with the State of Michigan, contract # FH-22-23-2446

The expiring lease was \$108.45 per month with a charge of 0.00644 per B/W copy and 0.05244 per color copy.

RECOMMENDED MOTION:

It is recommended the Village Council authorize the Village Manager to enter into a lease agreement with Applied Innovations to lease the Ricoh IM C400srf copier/printer/fax and scanner for the police department's use.