



COUNCIL AGENDA ITEM COVER SHEET

Meeting Type: Council - Regular

Meeting Date: August 1, 2024

Agenda Item Type: New Business

Staff Contact: Dee Baker

STAFF REPORT

AGENDA ITEM:

Copier renewal for Administration, Court/Police, and Library

BACKGROUND:

The four-year copier leases were up in June. The new lease will be under state contract through Milner. Milner has been our copier supplier for at least 12 years. We have a good working relationship which includes attentive maintenance staff. Both legal teams have discussed the agreement. I have included Attorney Stough's concerns regarding 3 items which are included within the packet (email). Council needs to choose between a 48 month or 60 month lease.

FUNDING:

This item is budgeted through the small equipment line for each department.

STAFF RECOMMENDATION:

1. Approval of the Admin., Court/Police, and Library copiers through Milner's state contract.
Or
2. Direct staff to seek three bids for copiers and have legal review all documents.

ATTACHMENTS:

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PREVIOUS DISCUSSIONS:

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