

The Board is currently party to a copier lease contract expiring July 31. This lease is a service contract and thus not subject to formal bidding requirements. However, the Business Services Department did solicit and receive 4 proposals for copier services. The terms call for a 36 month lease with no buyout and all new equipment that will be returned at the end of the lease. A summary of the proposed costs from each vendor is attached.

Because of their past service, quality of equipment, and demonstrated responsiveness, The Director of Business Services recommends that the Board contract with Toshiba Business Systems. The proposed lease is \$3,853.49 less per month than the current lease, saving the Board over \$46,000 annually.

	Lease	BW Overage	Color Overage
Advance Business Equipment	\$ 9,889.32	0.0045	0.0490
Asheville Office Solutions	\$ 9,711.00	0.0050	0.0495
Morris Business Solutions	\$ 11,802.02	0.0089	0.0499
Toshiba	\$ 9,713.18	0.0045	0.0450