



Ordinance 20-2019

Equipment Lease Agreement

July 16, 2019

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Policy Question

Does city council support an Equipment Lease Agreement with Wells Fargo through Lewan Technology, leveraging the Sourcing Alliance cooperative agreement for print technology, software, and services?

Summary

- City-wide assessment conducted
 - copiers, printers, fax machines, scanners, etc.
- Provides a three year roadmap for print services
 - device consolidation, optimization, standardization, and efficiencies
- Cooperative Agreement with Sourcing Alliance
- Council approval needed for copier leases

Staff Analysis

- Centralized management streamlines support and procurement processes and leverages economies of scale
- Supports Goal 2 Financial Sustainability by providing efficiencies of resources and increased visibility to spend

Fiscal Impacts

- Reduce print costs by 25-45%
- Reduce # of copiers/desktop printers by 50%
- Create a more environmentally sustainable workplace and reduce energy consumption by 30%
- Estimated cost savings of 42% on toner expense

Alternatives

- Approve equipment lease agreement to allow efficiencies and cost savings throughout the organization
- Not approve the lease agreement and forgo efficiencies and cost savings

Staff Recommendation

Staff recommends approval.



Questions?