



## *Memo*

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To: Board of Directors  
From: Alan E. Clanin  
Date: October 13, 2017  
Subject: Proposal for Color Copier with Printer and Scanning Capabilities

The District's Xerox color copier is approximately 5 years old with the current lease expiring in December 2017.

We have received a proposal from Image Source for the lease of a new Xerox Work Centre 7845 to replace the current copier. The new copier is a multifunction machine that would provide the same features as the current machine; copy, print, scan and fax capabilities, along with some enhanced features, including McAfee Security. The new lease also includes 4 new desktop scanners to improve efficiency and accuracy.

Option 1: Lease a Xerox WC7845. The base lease price for the color copier is \$249 per month (currently we pay \$225 per month) and a maintenance fee of \$35 per month (cost included in current lease), with a total price of \$17,040 over the 5-year lease period. Service and copy supplies, excluding paper, are charged on a per copy basis with a rate of \$.0079 (currently we pay \$.0051 per copy) for black and white copies and \$.0490 (currently we pay \$.0505 per copy) for color. The total monthly charge is estimated to be in the \$372.93 per month range (currently we average \$308.62) or \$22,375 over the lease period.

Option 2: Purchase the current Xerox WC7545. The cash purchase price is \$1,694. The monthly service plan would be \$100.00 per month with black and white copies charged at \$.0099 and color copies charged at \$.059 per copy or approximately \$336.45.00 per month.

**Recommendation:** Lease a Xerox WC7845 for \$249.00 per month, with a \$35 per month maintenance fee on a 5-year lease, with black and white copy charge of \$.0079 per copy and color copy charge of \$.0490 per copy.



## Crestline Village Water District



### Current Situation

Model Number	Included Features	Serial Number	Department Location	Lease Payment	Maintenance Base	Meter Type	Mo Vol Included	Actual Mo Volume	Cost Per Page	Monthly Usage	Monthly Totals
1	Xerox 7545 45 ppm B/W & Color Copy / Print / Scan / Fax / 4Tray Office Finisher / 3-Hole Punch	XKP552707	Office	\$225.93	Included	B/W Color	0 0	2,945 1,340	\$0.0051 \$0.0505	\$15.02 \$67.67	\$240.95 \$67.67
<i>60 Month FMV</i>				<b>Total:</b>	<b>\$225.93</b>		<b>B/W Vol 2,945</b>	<b>Col Vol. 1,340</b>		<b>Monthly Total:</b>	<b>\$308.62</b>

### Proposed Solution

Model Number	Included Features	Serial Number	Department Location	Lease Payment	Maintenance Base	Meter Type	Mo Vol Included	Actual Mo Volume	Cost Per Page	Monthly Usage	Monthly Totals
1	Xerox WC7845 45 ppm B/W & Color, Connect Key Copy / Print / Scan / Fax / 4Tray Office Finisher / 3-Hole Punch	New	Office	\$249.00	\$35.00	B/W Color	0 0	2,945 1,340	\$0.0079 \$0.0490	\$23.27 \$65.66	\$307.27 \$65.66
4	Xerox Documate 6440 Scanner 80ipm, Nuance software bundle										
<i>60 Month FMV</i>				<b>Total:</b>	<b>\$249.00</b>	<b>\$35.00</b>	<b>B/W Vol 2,945</b>	<b>Color Vol 1,340</b>		<b>Monthly Total:</b>	<b>\$372.93</b>

Pricing Valid through October 20, 2017

Price does not include applicable sales tax

#### Immediate Advantages:

**Lease elimination and removal of your current WC7545**

**New Xerox WorkCentre 7845 includes copy, print, scan, 4-paper trays, stapling and 3 hole punch**

**Xerox ConnectKey Technology including Apple Airprint, McAfee Security, one touch scanning, application defaults and much more!**

**Lowers cost per page for both devices**

**Includes all maintenance, supplies, parts, toner, labor, equipment delivery, setup, and staff training (excluding paper and staples)**

**Pricing includes 4 - Xerox Documate 6440 Scanners. One year warranty included.**

#### Xerox Total Satisfaction Guarantee

