



35

135 Berkshire Street, Cambridge, Massachusetts 02141

June 1, 2021

TO THE HONORABLE MEMBERS OF THE SCHOOL COMMITTEE:

CONTRACT: FY22 Multi-Functions Printer Leases, Maintenance & Supplies

RECOMMENDATION:

That the School Committee approve a contract with the following vendor, funds to be provided in accordance with the budget reference listed below. Procurement procedures for this purchase have complied with Chapter 30B of the laws of the Commonwealth of Massachusetts.

<u>Contractor</u>	<u>Period of Contract</u>	<u>Amount</u>
Ricoh USA, Inc. 70 Valley Stream Pkwy Malvern, PA 19365	7/1/21 – 6/30/22	\$325,000.00

DESCRIPTION: This contract is for multi-function printer leases, maintenance and supplies for all schools and departments.

SUPPORTING DATA, RULES OF THE SCHOOL COMMITTEE: Chapter III, Section 12..." motions calling for the appropriation or expenditure of money I require the affirmative vote of four members."

BUDGET REFERENCE:

Fund	Account	Dept.
15000 General Fund	52701 Copier Leases & Services	Various Various Schools & Departments

Respectfully Submitted,

Kenneth N. Salim, Ed.D.  
Superintendent of Schools

CS