

Ordinance No. 260373

Citywide Lease of Multi-Functional Copier/Printer/Scanner

Tuesday, May 5, 2026

Finance, Governance and Public Safety Committee





Citywide Lease of Multi-Functional Copier/Printer/Scanner

Procurement Process

This contract is for the lease of the city's multi-function printer/copier fleet.

- RFP was issued on January 24, 2025 and closed on March 24, 2025
- Seven Proposals were received from GFI Digital, ImageNet Consulting, Konica Minolta, Matrix Business Solutions, Sumner One Inc, Toshiba Business Solutions, and Xerox Corporation
- Award made to Sumner One, Inc
- Evaluation team was representation from General Services, Aviation, Finance and Water Svs
- Five-year contract, no renewals
- Omnia Partners Cooperative Agreement
- Lease, not purchase
- \$1,665,960.00 (plus additional charges)



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Scope/Best Practices

- This citywide printing, scanning, and copier contract is necessary to enhance the overall availability, efficiency, and safe delivery of these services across the organization.
- Improves our cyber security posture by using a modern platform
- MFP deployment should consider total cost of ownership—not just equipment, but maintenance, supplies, service contracts, and usage optimization.
- Standardizing MFP models and configurations simplifies training, support, and troubleshooting
- The current need includes 300+ printers/copiers



Questions?

