



**Agenda Item:** Discuss and Consider Approval of Lease Agreement with Visual Edge IT for Park Board Plaza Printer/Copier Machines

**Background:** In August 2020, the Park Board entered into a lease agreement with Visual Edge for two printer/copiers for the main office. This agreement is scheduled to expire in 2025. These machines have begun to experience frequent mechanical failures. Visual Edge has offered to replace these with two new machines at the same monthly rental rate of \$1,908.00. In addition, they are also offering a reduction in overage charges from the current B/W rate of .0098 to .0061 and Color rate of .049 to .042 contingent on a new 63 month agreement.

**Staff Recommendation:** Staff is recommending entering into the new agreement with Visual Edge IT for replacement of the current printer/copiers and the lower copy overage rate.

This item was presented to the Finance and Operations Committee on Tuesday, January 10, 2023 and approved unanimously (4-0).

**Funding Source (if applicable):**  
GF50-5130 and TD70-5130