CAMPBELLSVILLE BOARD OF EDUCATION

BOARD AGENDA REQUEST

**Title of Request**: Lease agreement for copier at CES

**Background:** CES is in need of a copier to replace one that is no longer working. The copier that is being replaced is no longer on contract and the school owns it.

## Proposal: To lease a copier from Danville Office Equipment to replace an out-of-date copier that is not cost effective to maintain.

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| **Item** | **Amount** | **Funding Source** | **Recurring/ Nonrecurring** | **Measurable Expect** |
| Savin MP5055SP copier | **$203.45/month for 60 months plus $.004988/copy. Includes toner, parts, labor & travel.** | SBDM | **Recurring** |  |

\* All requests must be received by Wednesday 12:00 noon prior to the board meeting date.

**Staff Contact:**

doug holmes, CES assistant principal