



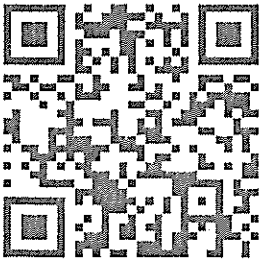
*City of Evart*  
5814 100<sup>th</sup> Avenue  
Evart, Michigan 49631  
Phone: 231-734-2181  
Fax: 231-734-3917  
[www.evart.org](http://www.evart.org)

*Interim City Manager  
Treasurer/Assessor*  
Sarah Dvoracek  
[sarah.dvoracek@evart.org](mailto:sarah.dvoracek@evart.org)

*City Clerk*  
Heather Pattee  
[cityclerk@evart.org](mailto:cityclerk@evart.org)

*Department of Public Works  
Director/Zoning  
Administrator/Airport  
Manager*  
Mark Wilson  
[mark.wilson@evart.org](mailto:mark.wilson@evart.org)

*Chief of Police*  
John Beam Jr.  
[john.beam@evart.org](mailto:john.beam@evart.org)



January 16, 2019

To: Honorable Mayor and Council Members

From: Sarah Dvoracek, Interim City Manager/Treasurer/Assessor

Subject: Request for Council Action – 5 Year Lease for New Xerox Printer

It is my recommendation to lease a new Xerox printer. The Xerox Altalink Color Multifunction C8035 has all of the capabilities our current Xerox printer has. Some of the new functions would include printing 35 pages per minute, a dual scanner and a four-ream paper compartment. Our current printer is constantly in need of maintenance and requires service calls. Over the last several months, we have had to outsource some of our mass printing due to printer issues.

In December of 2011, the city purchased the current printer for \$7,485.70 however the city still had a maintenance contract which cost \$365.38 per month. The new printer would be leased through the Michigan MiDEAL Program. It is a five-year contract with a fixed payment rate of \$236.79 per month. The lease includes 12,000 black copies per month, 3,000 color copies per month and all supplies, maintenance and service calls. On average the city prints 3,000 black copies per month and 4,000 color copies per month. We would exceed the monthly color copy allowance however we would still save approximately \$965 a year by leasing the new printer.