

Copier Contracts

Our current **copier lease** is with Canon Financial Services. The monthly payment is \$596 per month. At the time it was signed, there were 25 payments left over from a previous lease. The new payment included a check for \$15,580 (\$623.20 x 25) to pay off that previous contract. **This contract ends 4/10/22. Letter of intent is due 60 days prior to end of lease.**

We have a **service agreement** with American Copy Machines. The service agreement for the copier includes toner and service with parts for 63 months plus 3000 black and white copies and 400 color copies to be billed quarterly; overages b/w: \$0.014; color \$0.07. **This service agreement ends 4/10/22.** We also have a service agreement on two Xerox printers currently being used at the Children’s Reference Desk and in the Technical Services Office. Each has a base charge of \$75 per month. We are allowed 500 b/w and 250 color copies; overages b/w cost \$.04 and color \$.19. **This service agreement for the printers ends 1/11/22.** If we continue with this company, they will give us the machines to keep but monthly service contract would continue at the cost of \$50 per machine. If we choose Atlantic or Office Dynamics, we will return both printers and purchase new ones. Approximate cost:

Based on the meter read of the Canon Copier these 53 months, we have used an average of 1,614 b/w per month and 708 color per month. Our revenue is about \$100 per month.

Company	Term	Cost	Overage	Model	Reference
American Copy Machine (Canon) – renewal*	60 months	\$319; service, limited parts, and toner, beginning at end of current lease. Will not service Jamex	Includes 1,700 b/w and 700 color per month Overage: b/w\$0.07 color \$0.14	Xerox Versalink C7025 Three Tray Module, fax modem, Jamex 9557BJPC and Copy Kit, Foreign Interface Cable	Current contract company
Atlantic	60 months	\$279, including service, parts and toner plus service for Jamex.	Includes 2000 b/w and 700 color per month Overage: b/w \$0.009 and color \$0.07	Toshiba 3515AC digital color system with dual scan doc feeder, Jamex bill/coin collector	New City Tappan Sloatsburg Tuxedo Blauvelt Valley Cottage
Office Dynamics Option #1	60 months	\$215 including service and toner; no buyout but they will store our current copier for us until end of lease. Contract and monthly payments begin when old contract terminates.	Includes 2000 b/w and 700 color per month Overage: b/w \$.01 and color \$0.0625	Konica Minolta Bizhub Multi Functional printer plus new Jamex Coinbox	Orangeburg Nyack, Goshen Middletown Liberty
Office Dynamics Option #2	60 months	\$151.45; all revenue goes to Office Dynamics. Debit cards provided. No buyout but they will store our current copier for us until end of lease. Contract and monthly payments begin when old contract terminates. Includes service, toner, and paper	Includes for staff use: 1000 b/w and 500 color per month Overage: b/w \$.01 and color \$.0625	Same plus debit card machine	same