



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

MEMO

TO: Collin County Commissioners Court

FROM: Michelle Charnoski, NIGP-CPP, CPPB
Purchasing Agent

DATE: May 22, 2023

RE: Amendment 1 to Image Management Agreement, 2022-347, Lease Copiers

Collin County Purchasing respectfully requests Commissioners Court consideration and any action to approve Amendment 1, Image Management Agreement, Contract No. 2022-347, Lease Copiers, to Novatech, Inc., to replace fifty-one (51) fleet HP Copiers (Model E42540f, previously utilizing HP Omnia Partners Coop, No. R210403) with fifty-one (51) fleet Konica Minolta Copiers through Konica Minolta Omnia Partners Coop (No. R191101). The new Konica Minolta copiers will include functionalities needed to meet the demands and service requirements for each department identified as receiving an HP copier.

The County currently has one-hundred and thirty-eight (138) fleet Leased Copiers in operation. After the replacement of fifty-one (51) fleet HP Copiers to fifty-one (51) fleet Konica Minolta Copiers, the County will continue to have a total of one-hundred and thirty-eight (138) fleet Leased Copiers in operation, all being Konica Minolta. There are no further changes or additions to the Copier fleet.

Copier Lease approved per Court Order 2022-783-08-22, original estimated cost of lease \$587,832.40 (quarterly payments of \$29,391.62).

New Copier Lease estimate includes trade-in of existing HP copiers and new equipment cost. New equipment lease will be co-termed through the remainder of lease (17 quarters/51 months).

New estimated total cost per quarter, equipment only: \$26,462.85
Approximate total cost per quarter, service payment: \$9,562.50
New estimated total cost per quarter: \$36,025.35
Estimated quarterly difference to replace 51 HP copiers: \$6,633.73

MC/sly