



City Council Communication

AGENDA DATE: July 6, 2026

LEGISTAR ITEM #: Ord 2785

PRESENTER: Terren Crider

DEPARTMENT: Information Technology

☒ Ordinance

☐ Resolution

☐ Public Hearing

REQUEST

Approve an ordinance authorizing the city manager to negotiate and approve a lease agreement with Konica Minolta business solutions U.S.A, Inc. For the long-term lease of printing equipment including printers, copiers, other devices, support, supplies, and a software system for utilization of that equipment.

BACKGROUND

An RFP was conducted to select a vendor to provide managed print services for the City. City staff from IT, PRG, and Community Well-being participated in this selection process.

There were four respondents to this RFP, of which two were selected to participate in a demo period which entailed each vendor providing three devices that were installed and utilized for two weeks by staff.

At the end of this demo, it was determined that Konica Minolta was the best fit for the City offering the best combination of price, service, and capability.

FINANCIAL IMPACT

Contractor	Konica Minolta
Amount of Request/Contract	\$750,000
Amount Not To Exceed	\$750,000
Amount Budgeted	\$750,000
Budget Year	FY2026-FY 2031
Funding Source	IT Operating Funds
Additional Funds Needed	\$0

CITY COUNCIL COMMUNICATION CONTINUED

Funding Source (if funds needed)	N/A
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PROJECT TIMELINE

Estimated Start Date	Estimated End Date
August 1, 2026	August 1, 2031
Years and Months of Contract	Number of Times Renewable
1 years and 0 months	4

JUSTIFICATION

☐ Council Goal	☒ Strategic Plan	☐ Work Plan	☐ Legal
Citation	Strategic Plan 2024 – 2028: High Performing Government/Expand and protect our technology systems and infrastructure/Evaluate, upgrade, or expand existing technology systems		

AVAILABLE ACTIONS

• Available Action #1. Approve as submitted. • Available Action #2. Deny this ordinance. This action may result in the overall reduction of available print services, additional costs to support printing needs, and limited security and audit controls on printing.
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STAFF RECOMMENDATION

Staff recommends action #1 – approval of the item.
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