

## Consider approval of Xerox copier Lease

April 20, 2026

1. Board Goal – Domain 4, Objective 1- Alignment of Financial Well Being with Student Achievement.
2. Background:  
A total of 26 Xerox copier leases have expired through March 2026 and are up for renewal. The renewal of the new lease term will be for 36 months.
3. Process:  
The District can award lease agreements for entities that participate in purchasing cooperatives, which helps to ensure we receive competitive pricing. Our current provider Quality Print Solutions, which is a local business and is an authorized Xerox copier dealer, is part of the State Purchasing Cooperative (Department of Information Resources (DIR). The current proposal is for 26 Xerox copiers. Attached for your review and approval is the lease agreement.
4. Fiscal Impact:  
The annual lease agreement for the 26 Xerox copiers is \$75,628.80, which is currently budgeted in campus and department budgets. However, the grand total for this lease agreement is \$226,886.40 (36 months), which will cover the next three school years.
5. Recommendation:  
Administration recommends approval of the Xerox copier lease agreement with Quality Print Solutions.
6. Required:  
Board Action
7. Contact Person

Dr. Juan Hinojosa, Interim Superintendent  
Norma De La Fuente, Interim CFO