

BOARD AGENDA ITEM

TO: Dr. Michelle Hubbard, Superintendent

FROM: Drew Lane, Executive Director of Information and Communication Technologies

SUBJECT: BOE Agenda Item – April 15, 2024
Authorization to Contract with SumnerOne for Print Fleet, Print Shop, and Print Management Services

DATE: April 2, 2024

Overview

District staff recommend for approval contracting for a 60-month term with vendor SumnerOne to provide equipment and services for the District’s print fleet and print shop. Annual costs are estimated to be approximately \$891,000 (\$4,455,000 for five years), although final costs are contingent upon actual print volumes, along with needed equipment and service levels.

The District currently leases approximately 300 print devices (multifunction printers and desktop printers), and utilizes an onsite print shop space (staffed and managed by a contractor) to generate larger print jobs.

In January 2024, the District issued a Request for Proposal (RFP) for print fleet, print shop, and print management services. The District received eight proposals from the following vendors: 360Dti; All Copy Products; Canon Solutions America; GFI Digital; Konica Minolta; Ricoh USA; SHI International; and SumnerOne. The proposals were evaluated on the basis of the vendor’s experience and qualifications, proposed service approach, and proposed costs. SumnerOne was the highest ranked vendor. Following this initial evaluation, District staff visited the SumnerOne site to discuss proposed equipment and services.

In addition to printer equipment, SumnerOne will provide: maintenance and supplies (except paper); software to track and control print volumes; training for staff on equipment and software; a recycling program for toner cartridges; and a reforestation partnership that will plant a tree for every 8,333 sheets that are printed by the District.

SumnerOne’s experienced staff will manage an offsite print shop with access to a robust selection of high-volume and specialty printers. SumnerOne is offering free delivery services to District sites for the first six month of the contract, to allow the District to evaluate and optimize the desired delivery process. SumnerOne and the District are also discussing print and design career internships for District students at the print shop.

SumnerOne is working to have desired print devices in place by July 2024, with the contract term running through June 2029.

Founded in 1955, and with a local office in Lenexa, Kansas, SumnerOne provides printers and print management services throughout the Kansas City metropolitan area. SumnerOne's clients include Kansas City Kansas Public Schools, Lawrence Public Schools, and the Kansas Board of Regents, among others.

This item is budgeted to be paid with general operating funds.