

MEMORANDUM

To: Budget Committee/Commission
FROM: Katie Kerr
RE: Blount County's Copier Program
DATE: September 4, 2019

In collaboration with the Accounting department, the Purchasing department is recommending the purchase of thirteen (13) Kyocera Copiers previously deployed in the Sheriff's department offices. The purchase price of the 13 copiers is \$ 22,699 total. One of the machines will remain in place and the remaining twelve machines will be redeployed and will begin the first phase in the County's new financial strategy for the most efficient and cost effective office equipment (i.e. Copier) program.

Enclosed is a Resolution requesting the \$ 22,699 be available in the fiscal year beginning July 1, 2019 for the purchase of this equipment.

Phase II of the program will be presented next month when another portion of our fleet currently under lease and due to expire on or before January 1 will terminate. The maintenance program for all equipment will also be presented at the next meeting.