


MacMichael, Mary

From: Weeks, George J.
Sent: Tuesday, December 16, 2014 9:57 AM
To: MacMichael, Mary
Subject: Requesting Board Approval

Requesting board approve renewal of copier/printer fleet lease with Stewart Business Systems at \$9,676 per month for 48 months. This is a muni rate lease with a \$0 buyout at the end of the lease. This replaces the current lease with KDI, Inc. which expired at the end of November 2014. The new lease supplies all Managed Print Services (hardware, software and licenses, training, helpdesk, maintenance, support, parts, labor and supplies except paper) for all devices for the term of the lease. It also includes secured print services via Equitrac.

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George J. Weeks  
Director of Technology  
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GLASSBORO PUBLIC SCHOOLS
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 Go GREEN! Please think twice before printing this e-mail.

**Weeks, George J.**

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**From:** Frank Cavallo <fcavallo@parkermccay.com>  
**Sent:** Monday, December 15, 2014 11:47 AM  
**To:** Weeks, George J.  
**Cc:** Pudelko, Walter S.; Scaffidi, Kathleen  
**Subject:** RE: Please review RFP Recommendation

**Importance:** High

George:

I reviewed all the documents and the Glassboro Board of Education is okay to award to Stewart Business Systems for the 4 year period.

Frank

**Frank P. Cavallo, Jr., Esquire**  
**PARKER McCAY P.A.**  
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**From:** Weeks, George J. [<mailto:gweeks@glassboroschools.us>]  
**Sent:** Sunday, December 14, 2014 10:03 PM  
**To:** Frank Cavallo  
**Cc:** Pudelko, Walter S.; Scaffidi, Kathleen  
**Subject:** Please review RFP Recommendation  
**Importance:** High

Frank

Walt indicated is was okay if I email you directly.

We are in the process of refreshing our copier and print fleet. I would like to select Stewart Business Systems as outlines in the RFP recommendation file attached. Are we okay if we select them and approved Wednesday? This is for a 4 year lease, includes ALL equipment, maintenance, supplies (except paper), support, training, licensing and software for the entire term.

I have attached the final revised RFP I sent out as well as all of the proposals we received.

Any questions, let me know,  
Thanks  
George

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George J. Weeks
Director of Technology
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**GLASSBORO PUBLIC SCHOOLS**  
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