

Memo

To: Greg Milton
From: Kyle Richardson
CC: Vickie Mitchell
Date: 11/14/2005
Re: FedEx/Kinko's/Lexmark Contract

I was assigned to T.C. Marsh Middle School this year. Upon arrival I found that Marsh had the Lexmark equipment in the building. At the time, very little of the equipment was working. I assumed that it would all be put in good repair before the beginning of the school year. In fact, if I am not mistaken, the Lexmark program provides for monitoring of the equipment in the building so that if there is a problem, a response is automatically dispatched. That has never happened at this school to the best of my knowledge. If monitoring were actually taking place they would know that most of my machines were down over the summer and repairs would have been made.

T.C. Marsh is a good school but its standardized test scores did not meet Annual Yearly Progress as outlined in the No Child Left Behind act. Marsh also had certain test scores that would be rated as low performing on the Texas Assessment of Basic Skills if the standards for 2005-06 were applied.

It is my strong belief that in order for our school to attain the academic and budgetary goals that we have set, we will need a system for making copies that is fast, dependable and affordable. It also needs to be networked throughout the school so that teachers have access to the copier from their rooms. It also needs to be programmable so that multiple jobs may be entered for greater efficiency of use.

In my former school, Arthur Kramer Elementary School, I did not use the Lexmark equipment due to the fact that the representatives were never able to show me how the school could actually save money or be more efficient by using their plan. For years we always used either Océ or Konica machines. Currently Océ offers a program that is based on a fixed fee that includes service, supplies and unlimited copies. This means there are no overage charges ever. In budgeting funds for a school, a fixed cost is very useful. It is also much cheaper to use. At Kramer, I estimated the price of copying based on usage and including paper to be .009 per page. Keep in mind that if there are no limits on copies, two sided copies cost the same as single sided copies. Additionally, the response time for repairs for both Océ and Konica have been extremely fast.

As a building administrator, one of my chief responsibilities is to be a good steward of public funds. How can that goal be accomplished when we have a system that is much slower and costs twice as much to use. Additionally, the cost for the Lexmark machines cannot be covered by the funds allotted to Marsh. The response in the past has been that the district would pick up the cost that the school couldn't afford. The bottom line is that somebody has to pay it, and it is a poor use of tax money when there are better options. Therefore I would like the option of choosing one of the other vendors so that Marsh Middle School can have the print capabilities that it needs and at a price that is reasonable.