



Central Copier Charges

Printing, copier, and support services as part of the attached contract agreement are charged to the Town's central clearing account 100-190-1091-19145-45404. On a quarterly basis, the town allocates charges from the clearing account to the respective department/division's central copier charges budget (object code 45404).

Below I have provided a monthly estimate of costs based on prior month/year actuals. I am requesting approval and authority to open a blanket purchase order not to exceed \$90,000 in fiscal year 2026 with UBEO MIDCO, LLC DBA Centric Business System Printers.

Monthly Estimate (Printing, Copiers, Support)	\$7,500
Total Annual Cost	<u>\$ 90,000</u>

Steven Barlow
Director of Finance/Treasurer