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Consent Agenda Item (Action Item): Approve Toshiba, INC for district-wide copier services.

Applicable State or Regulations: In accordance with the Kentucky Model Procurement Code, specifically KRS 45A, projects exceeding the statutory threshold must be publicly advertised and competitively bid.

Fiscal/Budgetary Impact: By bidding out as a single source district-wide service, this can reduce the cost of copier services for the district.

History/Background:

July 24th, 2026 - Approval to advertise bid; motion passed

September 2nd, 2026 - Bid Window opens

September 21st, 2026 - Public Bid opening and award of services, pending board approval

Recommended Action: It is recommended to approve Toshiba to provide services for district-wide implementation.

Contact Person(s): Brian Handshoe, CIO

_____	_____	_____
Principal	**Director**	**Superintendent**

Date: 10/22/2026

The Floyd County Board of Education does not discriminate on the basis of race, color, national origin, age, religion, marital status, sex, or disability in employment, educational programs, or activities as set forth in Title IX & VI, and in Section 504.

TOSHIBA Financial Details

Dear FCPS Team,

I am writing a brief description into our proposed price details. I have spent the past 22 years working only with school systems; maximizing their technology investments. We have mastered this process and made notable impact to the majority of Kentucky public schools. We are Toshiba direct unlike many 3rd - party resellers that we find in your area.

I have dissected your request for proposal, and the price details below are structured in a way that allow the district to begin the process of consolidating and streamlining all print and document processing requirements. With only a few current expired leases, we would start there with a master agreement, and as leases come to expire, we would then run supplements to the mater contract as we add on additional schools. Ultimately, this process results in a clean, consolidated, and streamlined print environment. Over the years, I have a great deal of experience accomplishing this exact process for school districts, where they too had several vendors, various expiration dates, and many different modeled copiers/printers. If we are awarded, I would then schedule a complete needs assessment across the district, so that we have clear vision into each stage of consolidation.

I am proposing the four most commonly installed copiers across K-12 today. This structure allows you to hand pick the most fitting copier and accessories. The true accurate proposed monthly cost would be a few of the below selected models accompanied with their estimated monthly volume. We don't have accurate volume, so I didn't want to make numbers up and possibly misrepresent our proposed cost. While unlimited may sound attractive, we have never found evidence this method favors schools financially. Loosely controlled volume when unlimited introduces another increased financial expense with paper. A plain piece of paper itself cost more than double than we charge for copies. Only paying for what is used with a $0 monthly minimum has absolutely proven to be the most cost-effective method across school districts.

Machine #1 Toshiba e-Studio 3525AC - Color (35ppm) **$58.00** per month

a. Staple finisher **$6.50** per month (optional)
b. 2,000 sheet large capacity paper drawer **$4** per month (optional)
c. Fax board **$6.50** per month (optional)

3525AC comes standard with document feeder, (2) adjustable 550 sheet paper drawers, 150 sheet special media bypass, and stand

Machine #2 Toshiba e-Studio 4528A - black & white only (45ppm) **$45.00** per month

a. Staple finisher, multi position **$6.50** per month (optional)
b. 2,000 sheet large capacity paper drawer **$4** per month (optional)
c. Fax board **$6.50** per month (optional)

4528A comes standard with document feeder, (2) adjustable 550 sheet paper drawers, 150 sheet special media bypass, and stand

Machine #3 Toshiba e-Studio 6529A - black & white only (65ppm) **$87.00** per month

6529A comes standard with document feeder, (2) 550 sheet paper drawers, 2,000 sheet large capacity paper drawer, multi-position staple finisher, and hole punch

Machine #4 Toshiba e-Studio 6527AC - color (75ppm) **$122.00** per month

6527AC comes standard with document feeder, (2) 550 sheet paper drawers, 2,000 sheet large capacity paper drawer, multi-position staple finisher, and hole punch

All-Inclusive Service

Toner
Staples
Parts
Labor
Maintenance
Service
Help-desk support

Zero dollar monthly minimum, only charged as used
.0029 per black & white
.029 per color