



Board of Trustees Agenda Item

Meeting Date: April 13, 2026

Agenda Item: Act on agreement with Ricoh USA, Inc.

Item Type:

- New
- Update/Revision
- Continuation/Renewal
- Mandated Action

Item Purpose:

- Information
- Recognition
- Student Learning & Support
- District Business & Operations
- Board Policy & Compliance
- Other _____

Submitted By:

Kimberly Smith

Background Information:

This is a new annual agreement for production press equipment for the District's Print Shop. FISD began working with Ricoh in 2026 and is now transitioning all equipment from Xerox to Ricoh for the 2026-27 school year. The term of the agreement is 72 months and will cost \$35,706.65 per month plus additional charges based on usage. This new agreement is estimated to save the district approximately \$180,000 per year in Print Shop operating costs and will provide two additional printing devices.

Budget Consideration:

Expenditure Amount:

\$2,570,878.80 over 6 years

Expenditure Type:

- Recurring
- One-Time
- Budgeted
- Unbudgeted
- N/A

Funding Source:

- General Fund
- Child Nutrition Fund
- Capital Fund
- Grant Fund
- Other: _____
- N/A

Budget Owner: Amanda McCune

Supporting Documentation:

Frisco ISD_Ricoh_Draft 4.7.2026.pdf

Recommendation:

We recommend a motion to approve the agreement as presented.

Comments: