

# UMPQUA COMMUNITY COLLEGE

*Umpqua Community College transforms lives and enriches communities.*

## VOL. LIV, No. 13 BOARD OF EDUCATION MEETING

June 19, 2020; 10:00 A.M.

*A link to the livestream will be available prior to the meeting on [facebook.com/umpquacc](https://facebook.com/umpquacc)*

---

### AGENDA

---

#### MEMBERS:

Steve Loosley, Chair \_\_\_\_\_  
Guy Kennerly, V. Chair \_\_\_\_\_  
Doris Lathrop \_\_\_\_\_  
David Littlejohn \_\_\_\_\_

Randy Richardson \_\_\_\_\_  
Erica Mills \_\_\_\_\_  
Twila McDonald \_\_\_\_\_

#### ADMINISTRATION:

Debra Thatcher \_\_\_\_\_  
Kacy Crabtree \_\_\_\_\_

- 
- |      |  |                   |
|------|--|-------------------|
| I.   | CALL TO ORDER                                    | Chair Loosley     |
| II.  | ATTENDANCE                                       | Chair Loosley     |
| III. | CHANGES TO THE AGENDA                            | Chair Loosley     |
| IV.  | OLD BUSINESS                                     |                   |
|      | A. Copier Equipment Lease & Maintenance Contract | Natalya Brown p 1 |
| V.   | BOARD COMMENTS                                   | Chair Loosley     |
| VI.  | ADJOURNMENT                                      | Chair Loosley     |

#### UPCOMING MEETINGS:

- Board Retreat, August, TBD
- Regular Board Meeting, September 9, 4:30 p.m.

Robynne Wilgus, Board Assistant, 541-440-4622 voice, Oregon Relay TTY: 711. The UCC Board will provide, upon request, reasonable accommodation during Board meetings for individuals with disabilities.

<p style="text-align: center;"><b>BOARD OF EDUCATION UMPQUA COMMUNITY COLLEGE DOUGLAS COUNTY, OREGON</b></p>	<p>___ Information Item</p> <p><u>  x  </u> Action Item</p>
<p>Subject: Copier Equipment Lease &amp; Maintenance Contract</p>	<p>Date: 6/19/2020</p>
<p>Recommendation: That the Umpqua Community College Board of Education approve negotiating and executing a contract with Kelley Connect, Inc to provide Copier and related Services for UCC.</p> <p>The evaluation team chose Kelley Connect, a qualified service and equipment dealer, for their local presence, service record, staff experience and reputation, cost structure, and overall proposal.</p> <p>Based on BOE input, the Evaluation Team re-reviewed the fleet size, unit features, and technology in made sure this is in alignment with the College’s overall strategy toward less reliance on paper-producing business machines and toward a fully functioning digital model.</p> <p>The recommended fleet size is now 52 units, down from 63. These are required based on statutes that exist for certain document types, work efficiencies, and campus layout. This results is a significant reduction in both lease and maintenance costs, which come down from \$7,198.10 to \$6,207.12 monthly or a contract total of \$372,000, (down from \$430K).</p> <p>Given known budgetary constraints, and the uncertainty brought on by COVID-19, a re-evaluation of the cost/benefit analysis against shorter lease terms still strongly supports 60-month as the most advantageous, and which best aligns with Information Technology’s forward directed digital strategy.</p>	
<p>Recommendation by:</p> <p><i>N. Brown</i></p>	<p>Approved for Consideration:</p> <p><i>Debra Thatcher</i></p>