

COUNCIL COMMUNICATION

	Number:	25-380	Meeting:	October 20, 2025
	Agenda Item:	51	Roll Call:	25-1442
	Submitted by:	Nickolas Schaul, Finance Director		

AGENDA HEADING:

Recommend approval of a two (2)-year lease agreement between the City of Des Moines and E.O. Johnson Company, Inc. (Dave Greene, President and COO; 8400 Stewart Avenue, Wausau, WI 54401) for the lease of multi-function devices (printer, copier, scanner, and facsimile) per pricing under OMNIA Contract No. 2021002788.

SYNOPSIS:

Recommend approval of a lease agreement with E.O. Johnson to provide continued copier service and equipment for city-wide use for a two (2)-year period. The equipment and services are available to the City through the OMNIA Partners Public Sector Contract which is a national cooperative purchasing program for schools, non-profit organizations, and state and local governments. The contract is competitively bid through the cooperative.

FISCAL IMPACT:

Amount: \$450,000

Funding Source: Fiscal Year (FY) 2025-2026 Operating Budget – primarily general fund, with some costs allocated to enterprise funds as appropriate

ADDITIONAL INFORMATION:

- Staff is recommending a short, two (2)-year, agreement to allow for an assessment of needs for copiers once departments are relocated to the T.M. Franklin Cownie City Administration Building (1200 Locust Street). As part of this process, many departments will move to having communal equipment and staff will undertake an assessment of in-house printing versus contracted.

PREVIOUS COUNCIL ACTION(S):

Date: September 29, 2025

Roll Call Number: [25-1342](#)

Action: [On](#) a Lease Agreement with E.O. Johnson Company, Inc. not to exceed \$450,000 for leasing of multi-function devices (printer, copier, scanner and facsimile) for use in City operations for a two (2)-year period, to be paid in 24 monthly payments and to continue to October 20, 2025 Council meeting. Moved by Gatto to adopt. Second by Voss. Motion Carried 7-0.

Date: September 8, 2025

Roll Call Number: [25-1216](#)

Action: [On](#) a Lease Agreement with E.O. Johnson Company, Inc. not to exceed \$450,000 for leasing of multi-function devices (printer, copier, scanner and facsimile) for use in City operations for a two (2)-year period, to be paid in 24 monthly payments, (9-29-25). Moved by Gatto to adopt. Second by Voss. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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