



MEMORANDUM

DATE: April 8, 2026
TO: Coral Academy of Science Las Vegas Board of Directors
FROM: Nick Sarisahin, Chief Finance and Operations Officer
STAFF: Anthony Vu, Director of Facilities

SUBJECT: [Copier Services for 6 Campuses](#)

BACKGROUND:

The Xerox copier services contract for six campuses and the Central Office will expire on June 30, 2026. In January, we initiated a search for a vendor for the next five-year contract. Staff visited multiple vendor offices and warehouses, which allowed us to narrow the field to four finalists. These four companies were then invited to participate in interviews with campus principals and select Central Office staff.

Based on the interviews, the top two choices were AIS and Les Olson IT. Here's a summary of their pricing:

Company	B/W on B/W Machine Copy Fee	B/W on Color Machine Copy Fee	Color Copy Fee	Monthly Fee (Equip. + Service)
AIS	0.002860	0.002860	0.021560	\$6,855.58
Les Olson IT	0.004900	0.006950	0.033000	\$5,676.79

We utilized annual print totals from Nov. 2024 to Oct. 2025 to project annual costs using each company's copy fees and monthly service fee. The AIS annual cost would have been \$113,716.19, and the Les Olson IT annual cost would have been \$119,156.72.

Ultimately, AIS has done a few things to stand out. Initially, AIS did present a higher monthly fee, but they were able to lower it by \$735. Also, AIS promoted different data metrics in how they service their copiers, which our team was impressed by. Mainly, AIS has extensive K-12 education experience. They have been CCSD's copier service provider for more than 20 years and Academica's for more than 10 years. The reference checks with each were stellar.

RECOMMENDATION: To approve AIS for a 5-year contract to be the copier service provider for 6 campuses (all but Cadence) and the Central Office.