



**Digital Multifunction Copier Devices RFP #2020-6
ADDENDUM #1-Issued 6/18/2020**

The questions/comments outlined below were received. The answers are shown below in italics. A second addendum may be issued on or before Monday, June 22, 2020.

1. Have you been happy with your service and account management?

This question is not relevant to the RFP process.

2. Could you elaborate on the two different types of pricing methods.

Pricing should be submitted (1) based on the vendor's proposed equipment which may include recommended changes to manufacturer/model based on print volume capabilities (up to 40%) and (2) based on the individual manufacturer/models being proposed.

3. Could we physically drop off the hard copy response?

Yes.

4. Clarification pg. 23 #3 under Close-out and Final Appearance

Please disregard this requirement.

5. Clarification on 1.1.6.3.

Unable to locate reference for clarification.

6. The bid requests a single bundled payment/price for all proposed solutions that cover the entire District's building/schools. The bid also asks for a breakdown of costs by building/school. Will the district accept a proposed single price without any breakdown by building/school, or does the District truly want it broken down by building/school. Will responding with 1 single solution price, without a per building/school breakdown, be grounds for rejection?

Proposals should be responsive to the specifications as written.

7. Does the District plan on using or need to use Chromebook, iPad, or other mobile devices to connect to print to the devices?

Currently, there are no plans to connect these devices to mobile devices.

8. Will any Cloud scanning such as Box, Dropbox, Google Docs, OneDrive, or SharePoint be required?

Currently, there are no plans to add cloud scanning.

- 9. Do you want a quote service and supplies for the printers? (RFP states the selected vendor should have the ability to monitor, service and report on printer volumes) If so, is it for the 80 referenced under Specific Requirements or the 214 listed on Appendix A?**

Yes, a quote for service and supplies may be provided.

- 10. What is the volume breakdown per copier?**

The Canon Copier volume is available on our website at <https://www.d131.org/business-office/bidding/>

- 11. What is meant by Standard Black and White Copier versus High-Capacity Black and White Copier?**

This refers to the page yield for toner/ink cartridges.

- 12. The RFP references on page 20 that the District is seeking to upgrade or replace all existing legacy equipment to one select model that will be standard for the District- are you looking for all machines to be one model and the same speed? Or are you looking for one manufacturer with different speeds?**

The district is looking for one manufacturer with different speeds.

- 13. “also provide additional options as available” can the district shed more light on what it is asking or looking for from the vendor(s) regarding this statement?**

The district would like recommendations on how to reduce the number of machines throughout the district.

- 14. if the bid bond is absolutely required as part of the response or would this be something that the District would consider not requiring due to the unusual circumstances that we are all facing?**

A bid bond is required as specified.

- 15. Sub-section 1.2.1.9 of the Staffing & Certification section states that “certification are preferred.” Please list which certifications you are looking for?**

The district is not looking for specific certifications, however whatever certifications the vendor has should be included in the response.

- 16. Would the District please issue a second round of questions to clarify any of the answers provided for the first round of vendor questions?**

The timeline does not allow for a second round of questions.

- 17. To provide the District with a comprehensive response that considers all of your valued feedback, we respectfully request an extension for the 06/25/20 due date?**

The timeline does not allow for an extension of the due date.

18. The RFP states the district is looking for 98% uptime calculated weekly. Can this be changed to quarterly?

Uptime can be calculated quarterly.

19. Please clarify the intent of the verbiage on page 16 stating that the district may request, at their discretion, a hardware refresh after 3 years?

Based on uptime reports for specific models, the district may request a refresh after 3 years.

20. Which 80 printers are you planning on moving forward with? Is that for us to decide?

Yes.