

***INVITATION FOR
RFP***



**Digital Multi-Function Copier Devices
RFP #2025-03**

RFP Due: Monday, February 24, 2025 at 10:30 a.m.

East Aurora School District 131
Administrative Center
310 Seminary Ave.
Aurora, IL 60505

**Request for Sealed Request for
Proposal**

**Digital Multi-Function Copier Devices
2024 – 2025 School Year**

District Contact: Dr. Michael Engel, Assistant Superintendent, CFO
(630) 299-5545, mengel@d131.org

EAST AURORA SCHOOL
DISTRICT 131 PUBLIC
REQUEST FOR PROPOSAL
NOTICE #2025-03
Digital Multi-Function Copier
Devices

Notice is Hereby Given that the Board of Education for Aurora East School District #131 will receive RFP's for **Digital Multi-Function Copier Devices**. Sealed RFP will be accepted up to but not later than **10:30 a.m. local time, Friday, February 24, 2025**. RFP's received after that date and time will not be considered and will be returned unopened.

RFP's will be opened and publicly read aloud at the Administrative Center, 310 Seminary Ave., Aurora, Illinois 60505 **10:30 a.m. local time, Friday, February 24, 2025**. All sealed RFP's are to be mailed/delivered to the Administrative Center, 310 Seminary Ave, Aurora, Illinois 60505 to the attention of Dr. Michael Engel, Chief Financial Officer.

Prospective proposers may obtain RFP documents from the district website at <https://www.d131.org/business-office/bidding/>. For information regarding this request, please contact the district via email at mengel@d131.org.

MANDATORY Walkthrough for potential proposers on February 5th, 2025, 9:00-11:00am CST. Starting location Buildings and Grounds Center, 411 Hill Ave. Aurora, IL 60505. Then moving to East High School 500 Tomcat Lane, Aurora, IL 60505, and Beaupre Elementary School, 954 E. Benton St. Aurora IL, 60505.

All RFP's are to be enclosed in a sealed envelope clearly marked "RFP #2025-03 – **Digital Multi-Function Copier Devices**," and should be delivered to:

Attention:
Dr. Michael Engel, Chief Financial Officer
East Aurora School District # 131
Administrative Center -Business Office
310 Seminary Ave.
Aurora, IL 60505

All RFP's must conform to and be responsive to the RFP specifications and be on the RFP forms provided by the School District. The District is not responsible for errors or misinterpretations resulting from the use of incomplete proposing documents. Questions regarding the RFP documents are to be submitted to the district mengel@d131.org no later than February 24, 2025 at 10:30 a.m. CST

The East Aurora School District 131 Board of Education reserves the right to accept or reject any or all RFP's, to waive informalities and irregularities, and to make all decisions in the best interest of the School District.

INVITATION TO RFP

The Board of Education for the Aurora East School District No.131 will receive RFP proposals for digital multi-function copier devices as described herein and subject to the conditions hereinafter stipulated until 10:30 a.m. February 24, 2025, at which time they will be publicly opened and read aloud. RFP'S SENT BY FACSIMILE OR EMAIL WILL NOT BE ACCEPTED. The Board of Education does not accept or assume the responsibility for delayed postal deliveries and does not recognize postmarks as representing the fact that a RFP has been received by The School District before the deadline. RFP's received after the time specified in this request for proposal will not be considered.

Specifications may be secured online at www.d131.org/bidding.

All RFP's are to be enclosed in a sealed envelope clearly marked " Digital Multi-Function Copier Devices #2025-03," and should be delivered to:

Attn:

Dr. Michael Engel,
CSBO Chief Financial Officer
East Aurora School District 131
Administrative Center - Business Office
310 Seminary Ave.
Aurora, IL 60505

For information regarding this RFP specification or RFP opening, please contact Dr. Michael Engel at mengel@d131.org.

The Board of Education reserves the right to reject any or all RFP's in whole or in part or to accept that RFP which is in the best interest of the East Aurora School District #131. Award of Contract shall be based on the fees charged, experience, reputation, and the financial stability of the Contractor as well as strict compliance with the format, terms and conditions of this proposal. A contract will be awarded only after a formal notice is given to a vendor as determined by the Board of Education. The Board of Education reserves the right to waive any and all formalities.

SECTION I – DISTRICT OVERVIEW

EAST AURORA SCHOOL DISTRICT 131

East Aurora School District 131 is located in Kane County, approx. 40 miles west of Chicago and serves the portions of the City of Aurora and the Village of Montgomery. The District was organized in 1847 and serves grades K-12. The district operates 2 pre- schools (child development centers), 1 STEAM (grades K-2), 12 elementary schools, 1 Magnet (grades 3-8), 3 middle schools and 2 high schools (one extension high school), and 2 affiliated schools.

District 131 has a Five-year Strategic Plan which states the following:

Our Mission: *To educate and empower all students to reach their full potential.*

Our Vision: *Our graduates will be confident and productive global citizens committed to improving their community.*

Strategic Goal #1, Equity: *East Aurora School District 131 will meet the diverse needs of all students by ensuring a safe and inclusive learning environment.*

Strategic Goal #2, Operational Excellence: *East Aurora School District 131 will align and utilize systems and resources that promote operational excellence, efficiency, and fiscal accountability.*

Strategic Goal #3, Collaborative Leadership: *East Aurora School District 131 will engage in the continuous cycle of improvement through collaborative, student-focused, and data-driven leadership teams who will monitor and communicate at all levels.*

Strategic Goal #4, Student Achievement: *East Aurora School District 131 will ensure the academic success of all students by closing the opportunity gap.*

PROCUREMENT SCHEDULE

The schedule for procurement is as follows:

January 27, 2025	Public Notice
February 5, 2025	Mandatory Walkthrough
February 11, 2025	Deadline for Questions
February 24, 2025	Public RFP Opening
March 3, 2025	Recommendation to Award RFP

Invitation to RFP:

Digital Multi-Function Copier Devices

GENERAL CONDITIONS & INSTRUCTIONS TO VENDORS

I. GENERAL

- A. RFP shall be submitted in an envelope plainly marked with the title of the RFP, date and time of opening.
- B. RFP shall be sealed and delivered to the Business Office on or before the time scheduled for the opening. Late proposals will not be considered.
- C. The RFP shall contain the full name of the vendor and be signed by an authorized company representative who is legally qualified to sign such documents. Where required, each page of this proposal must be signed.
- D. Unsigned proposal will not be considered.
- E. East Aurora School District 131 is not subject to Federal Excise Tax or Illinois Retailer Occupational Tax.
- F. Prices quoted shall include all charges for packing, transportation, delivery to the school buildings and installation.
- G. Correspondence shall be addressed to the Business Office.
- H. RFP's are available for inspection in the Business Office by appointment after award of orders.
- I. Oral, telephone, telegraphic or facsimile transmitted proposal will not be accepted.

II. ERRORS AND OMISSIONS

All RFP's shall be submitted on the forms provided with each space properly completed. The special attention of vendors is directed to the policy that no claim for relief because of errors or omissions in the RFP will be considered, and vendors will be held strictly to the RFP as submitted. Should a vendor find any discrepancies in, or omissions from, any of the documents, or be in doubt as to their meanings, (s)he shall advise the Director of Business Services who will issue the necessary clarification to all prospective vendors by means of addendum.

III. FIRM RFP

All RFP's will be considered to be firm for the period of February 24, 2025, through June 30, 2025.

IV. WITHDRAWAL OF PROPOSALS

RFP's may be withdrawn by letter, fax, or in person prior to the time and date established for the opening of RFP's.

V. INVESTIGATION OF VENDORS

- A. The Business Office will make such investigation as is necessary to determine the ability of the vendor to fulfill RFP requirements. The vendor shall furnish such information as may be requested and shall be prepared to show completed installation of equipment, types of service or supplies similar to that included in this RFP.
- B. The Board of Education reserves the right to reject any RFP if it is determined that the vendor is not properly qualified to carry out the obligations of the Contract.

VI. MODIFICATION

These documents shall constitute the entire agreement between the parties upon award of the contract. No change in, addition, or waiver of terms, conditions, and specifications shall be binding on the Board of Education unless approved in writing by the Board. Any change, addition, or amendment of the terms shall be tendered in the proposal envelope with an explanation of the proposed change.

VII. RESERVATION OF RIGHTS BY THE DISTRICT

The Board of Education reserves the right to reject any or all RFP's, to waive irregularities and to accept that RFP which is considered to be in the best interest of the district. Any such decision shall be considered final.

VIII. COMPLIANCE WITH LEGISLATION

- A. It shall be mandatory upon the contractor(s) to whom the contract is awarded and upon any subcontractor thereof to pay, where applicable, to all laborers, workmen and mechanics employed by them not less than the general prevailing rate of wages in the locality for each craft or type or workmen or mechanic needed to perform such work and the general prevailing rate for legal holiday and overtime work as ascertained by the Department of Labor.
- B. It shall be mandatory that the contractor will not discriminate against any employee or applicant for employment upon any grounds prohibited by the Illinois Human Rights Act (Chapter 68, 1-101, et seq., Ill. Rev. Stat.) and further that (s)he will comply with all provisions of the Illinois Human Rights Act including, but not limited to, rules and regulations of the Illinois Human Rights Act.
- C. It shall be mandatory that the contractor will not discriminate against any employee or applicant for employment upon any grounds prohibited by the Illinois Human Rights Act. Every party to a public contract and every eligible vendor must have a written sexual harassment policy that shall include, at a minimum, the following information:
 - 1. The illegality of sexual harassment;
 - 2. The definition of sexual harassment under State law;
 - 3. A description of sexual harassment, utilizing examples;
 - 4. The contractor's internal complaint process including penalties;
 - 5. The legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Human Rights Commission;
 - 6. Directions on how to contact the Department and Commission; and
 - 7. Protection against retaliation as provided by Section 6-101 of the Human Rights Act. The contractor must provide a copy of such written policy to the Department of Human Rights upon request.

IX. SIGNATURE CONSTITUTES ACCEPTANCE

The signing of these RFP forms shall be construed as an acceptance of all provisions contained therein.

X. CONTRACTS

The successful vendor will be required to enter into a contract incorporating the terms and conditions of this RFP. The work shall be performed and/or materials supplied in accordance with the specifications as indicated in the RFP Specifications.

XI. EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract (whether or not Federal funds are involved) the contractor agrees as follows:

- A. The contractor will not discriminate against any employee or applicant for employment because of race, creed, sex, color, or national origin. Such action shall include by not be limited to the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship.
- B. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
- C. The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex or national origin.
- D. The contractor will furnish all information and reports required by Executive order No. 11246 of September 24, 1965, and by the rules, regulations and orders of the Secretary of Labor, or pursuant thereto and will permit access to his books, records and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

- E. In the event of the contractor's non-compliance with the nondiscrimination clauses of this contract or with any of such rules, regulations or orders, this contract may be canceled, terminated or suspended in whole or in part and the contractor may be declared ineligible for further government contracts or Federally assisted construction contracts, in accordance with the procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulation or order of the Secretary of Labor, or as otherwise provided by law.
- F. The contractor shall include the provisions of paragraphs A through D in every subcontract or purchase order unless exempted by rules, regulations or orders of the Secretary of Labor issued pursuant to 204 Executive Order No 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor shall take such action with respect to any subcontractor or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance, provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

XII. COMPLETION DELIVERY TIME

Delivery must be made as specified on the dates indicated in the RFP Specifications. All prices must be quoted F.O.B. destination. Shipments shall become property of consignee after delivery and acceptance.

XIII. EVALUATION & AWARD OF RFP

The Board of Education reserves the right to reject any and all RFP's, to waive any technicalities in the proposing and to award each item to different vendors or all items to a single vendor unless otherwise noted on proposal specifications.

The Board of Education will authorize the release of purchase orders upon acceptance of RFPs. In the event of pricing errors, the unit cost(s) listed will prevail and be considered accurate.

IV. ASBESTOS MATERIALS

Any materials used in this project shall be asbestos free and shall not contain “asbestos containing building materials” as defined by Federal Regulations A.H.E.R.A., EPA, and the Illinois Department of Public Health.

XV. INSURANCE REQUIREMENTS

All insurance coverage shall be provided by Illinois insurance company's' policyholder ratings no lower than “A” and financial ratings not lower than “V” in the Best’s Insurance Guide’s latest edition in effect as of the date of the contract. The insurance carrier must give the School District thirty (30) day notice of cancellation. East Aurora School District 131 must be named as an additional insured.

XVI. TOTAL PRICE FOR ALL ITEMS

A total dollar amount, regardless of whether or not you are submitting a RFP on all items, must be entered in the appropriate section of the RFP Form before signing and submitting your proposal.

XVII. HOLD HARMLESS AND INDEMNIFICATION

The contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless, the Board of Education and its members individually, their officers, employees, servants and agents, from and against all claims, action suits, judgments, costs, losses, expenses and liabilities of whatsoever kind or nature, including reasonable legal fees incurred by owner arising out of:

- A. Any infringement (actual or claimed) of any patents, copyrights or trade names by reason or any work performed or to be performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.
- B. Bodily injury, including death, to any person or persons (including contractor's officers, employees, agents and servants) or damage to or destruction of any property, including the loss or use thereof.
- C. Caused in whole or part by any act, error or omission by the contractor or any subcontractor or anyone directly or indirectly employed by any to them regardless of whether or not it is caused by a part to be indemnified hereunder.
- D. Arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks and property adjacent thereto.
- E. Arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of this contract.

XVIII. DEFECTIVE WORKMANSHIP

The Contractor agrees to protect the District against latent defective material or workmanship and repair or replace any damages or marring occasioned in transport or delivery.

XIX. LATE PROPOSALS

RPS's received after the time specified in the Request for RFP will not be considered. The method of transmittal of the RFP is at the vendor's risk of untimely receipt by the school district. **RFP's submitted by facsimile or via e-mail will not be considered.**

XX. DRUG FREE WORKPLACE

The Illinois Drug Free Workplace Act (Ill. Rev. Stat., ch. 127, par. 132.311) applies to this contract and it is necessary to comply with the provisions of the "Act" if the contractor is a corporation, partnership, or other entity (including a sole proprietorship), which has 25 or more employees. By submission of a RFP to be considered for award and by execution of the contract in an amount of \$5,000 or more, the contractor certifies that it will provide a drug free workplace by:

- A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensation, possession or use of a controlled substance, including cannabis, is prohibited in the contractor's workplace; specifying the actions that will be taken against employees for violations of such prohibition; and notifying the employee that, as a condition of employment on such contract the employer shall abide by the terms of the statement, and notifying the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- B. Establishing a drug free awareness program to inform employees about the dangers of drug abuse in the workplace; the contractor's policy of maintaining a drug free workplace; any available drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed upon employees for drug violations.
- C. Providing a copy of the statement required by subparagraph (A) to each employee engaged in the performance of the contract and to post the statement in a prominent place in the workplace.
- D. Notifying the Department within ten (10) days after receiving notice from an employee or otherwise receiving actual notice of the conviction of an employee for a violation of any criminal drug statute occurring in the workplace.

- E. Imposing or requiring, within thirty (30) days after receiving notice from an employee of a conviction or actual notice of such a conviction, an appropriate personnel action, up to and including termination, or the satisfactory participation in a drug abuse assistance or rehabilitation program approved by a federal, state or local health, law enforcement or other appropriate agency.
- F. Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- G. Making a good faith effort to continue to maintain a drug free workplace.

XXI. NON-COLLUSION AFFIDAVIT

State Of Illinois

)
) **SS.**
)

Kane County

The undersigned vendor or agent, being duly sworn, on oath that (s)he has not, nor has any other member, representative, or agent of the firm, company, corporation or partnership represented by him/her, entered into any combination, collusion or agreement with any person relative to the price to RFP by anyone at such letting, nor to prevent any person from proposing nor to induce anyone to refrain from proposing, and that this RFP is made without reference to any other RFP and without any agreement, understanding or combination with any other person in reference to such proposing.

(S)He further says that no person or persons, firms or corporation has, have or will receive directly or indirectly, any rebate, fee, gift, commission or thing of value on account of such sale.

Vendor or Agent
For _____
Firm or Corporation

Subscribed and sworn to before me this _____ day of _____, 20____.

My Commission Expires: _____

NOTARY PUBLIC

CERTIFICATE OF NON-DISCRIMINATION

The Vendor certifies that it shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, ancestry, age, marital status, or physical or mental handicap. The Vendor shall take affirmative action to insure that applicants are employed, and that employees are treated during employment without regard to their race, religion, color sex, national origin, ancestry, age, marital status, or physical or mental handicap. Such action shall include, but not limited to, the following; employment, upgrading, demotion or transfer; recruitment of recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. The Vendor further certifies that it will post in conspicuous places, available to employees and applicants for employment, notices setting forth the policies of nondiscrimination.

The Vendor further certifies that it shall, in all solicitations or advertisements for employees placed by it or on its behalf, state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex or national origin.

VENDOR:

By: _____

Its Duly Authorized Representative

Date: _____

Subscribed and sworn to before me this _____ day of _____, 20 ____.

My Commission Expires: _____

NOTARY PUBLIC

CERTIFICATE OF VENDOR ELIGIBILITY

720 ILCS 5/33E-11 requires that all contractors proposing for public agencies in the State of Illinois certify that they are not barred from proposing on public contracts for rigging or RFP rotation.

The following certification must be signed and submitted with vendor's proposal. FAILURE TO DO SO MAY RESULT IN DISQUALIFICATION OF THE VENDOR.

_____, as part of its RFP certifies that said contractor is not barred from proposing on the aforementioned contract as a result of a violation of either 720 ILCS 5/33E-3 or 720 ILCS 5/33E-4.

Firm Name: _____

By: _____

Authorized Agent of Contractor

Title: _____

SUBSCRIBED and SWORN TO before me This
_____ day of _____, 20____.

NOTARY PUBLIC

VENDOR'S CERTIFICATIONS

Illinois Drug-Free Workplace Act

Business Name: _____ Date: _____, 20____.

Business Address: _____

Telephone: _____ Fax: _____

The undersigned contractor hereby certifies (check the one that applies):

_____ Having fewer than twenty-five (25) employees does hereby certify that it is not subject to the requirements of Section 3 of the Illinois Drug-Free Workplace Act (ILCS 127,132.313).

_____ Having twenty-five (25) or more employees, does hereby certify pursuant to Section 3 of the Illinois Drug-Free Workplace Act (ILCS 127,132.313) that the vendor shall provide a drug-free workplace for all employees engaged in the performance of work under the contract by complying with the requirements of the Illinois Drug-Free Workplace Act and further certify that the vendor is not eligible for award of this contract by reason of debarment for a violation of the Illinois Drug-Free Workplace Act.

BY:

(Signature)

(Typed or Printed Name of Signer)

(Typed or Printed Title of Signer)

ATTEST:

(If a corporation)

(Typed or Printed Name of Signer)

(Typed or Printed Title of Signer)

Date

SUBSCRIBED and SWORN TO before me

This _____ day of _____, 20____.

NOTARY PUBLIC

CERTIFICATE OF COMPLIANCE WITH the ILLINOIS HUMAN RIGHTS ACT

_____(Contractor), does hereby certify pursuant to Section 2-105 of the Illinois Human Rights Act, (775 ILCS 5/2-105) that (he, she, it) has adopted a written sexual harassment policy that includes at the minimum the following information: (I) the illegality of sexual harassment; (ii) the definition of sexual harassment under Illinois law; (iii) a description of sexual harassment, utilizing examples; (iv) internal complaint process including penalty; (v) the legal recourse, investigative and complaint process available through the Illinois Department of Human Rights and the Illinois Human Rights Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation.

By: _____
Authorized Agent

Date: _____

SUBSCRIBED and SWORN TO before me

This_____day of _____, 20_____.

NOTARY PUBLIC

East Aurora School District 131

Digital Multi-Function Copier Devices #2025-03

SPECIFICATIONS

I. INVITATION TO RFP:

The Board of Education of East Aurora School District 131, Aurora, Illinois, seeks request for proposals from potential suppliers for Digital Multi-Function Copier Devices.

Sealed RFP's for the items described herein will be received at the District Office of East Aurora School District 131, Attention: Dr. Michael A. Engel, Assistant Superintendent, CFO, 310 Seminary Ave. Aurora IL 60505 until 10:30 a.m. CST on Monday, February 24, 2025. RFP opening will be shortly after.

Quantities on the RFP Reply Sheets represent approximate annual purchases. Purchase order may be placed for any quantity or combination of products.

II. FURTHER INFORMATION:

Further information may be obtained from the East Aurora School District 131 Office. Please call (630) 299-5545 or email mengel@d131.org

III. REJECTION OF RFP'S:

The School Board reserves the right to reject any and all proposals and waive all irregularities. (See General Conditions Section VII and XIII)

IV. RFP AWARD:

It is anticipated that the East Aurora School District 131 Board of Education will award the RFP at the next regular Board Meeting.

V. RFP SPECIFICATIONS:

Vendors must submit a proposal for a solution that replaces the entire copier/print fleet. The proposal must clearly include separate pricing for the following:

1. Quantity, description, and total equipment cost (Lease with dollar buy out and Purchase price.)
2. Options to increase/decrease the fleet size
3. Monthly service cost on a per-page basis
4. Must be 100% certified with Papercut including support for "followme" printing and integrated scanning.
5. Must include fleet management software for firmware and config management.
6. Must include reprographics (Print Center) staffing to handle high volume printing and other specialized printing such as (padlets, carbon copy, booklets, etc.) Currently 2 FTE (8hrs per day,

- 5 days per week) managed by current provider.
7. Must include toner and support for district network printers. (Appendix B)

V.I Services and Responsibilities

The district is seeking an MFP service that provides the following:

1. Four-hour response time to service calls placed during District hours (7:30 am to 4:00 pm) with a one-hour response if all copiers are out of service in a single location
2. One-hour confirmation of service call receipt
3. One-business day maximum downtime for equipment
4. No cost equipment moves and relocations (5-day advance notice)
5. Centralized equipment monitoring and management system
6. Ability to initiate service via the web and phone
7. Email confirmation acknowledging receipt of service requests
8. Detailed logs of service within 1 week of service
9. Escalation path provided by the vendor when service is not satisfactory

V.II Equipment Requirements

1. All MFPs shall be newly manufactured with no used or refurbished parts.
2. All MFPs shall produce a minimum of 55 pages per minute or higher for standard letter-sized paper in grayscale.
3. All MFPs shall produce a minimum of 25 pages per minute or higher for standard letter-size paper in color.
4. Must be 100% certified with PaperCut.
5. All MFPs shall have the ability to reduce and enlarge in preset increments.
6. All MFPs are to include a high-capacity paper deck and a high-capacity document feeder.
7. All MFPs must have scan-to-email
8. All MFPs must have LDAP support.
9. All MFPs must have a minimum 250GB hard drive.
10. All MFPs must have an 11x17 copy/print size.
11. High capacity/color MFPs must have a minimum of 3,500 sheet capacity.
12. High capacity/color MFPs must have a minimum scan speed of 240ipm.
13. All MFPs are to include finishing for collating, stapling, and 3-hole punch.
14. At least one duplicating machine at each location shall have dual head/single pass scanners capable of scanning at speeds of 200ipm (duplex), and be capable of color scanning.
15. All MFPs must provide auto-replenishment services for toner and staples.
16. At least one duplicating machine in each location shall have the ability to load while running.
17. At least one duplicating machine in each location shall have the capability of handling up to 11" x 17" size paper. In addition, MFPs shall have the capability of handling paper of standard weight (20 lb.) through cover paper (65 lb.) and easily handling color paper.
18. At least one MFP per building must include fax capability. In most cases this machine should be in the main office.
19. At least one MFP per building must be color. East Aurora High School should have multiple machines.
20. All machines at the Administrative Center must be color.

V.III Service Conduct

1. Vendor personnel must comply with all District policies regarding employee conduct while on District property
2. Vendor personnel must be factory trained, uniformed, and clearly identified with an ID badge
3. Vendor personnel must fully cooperate with District personnel in the timely resolution of requests
4. The District is not responsible for any tools, computers, equipment, or personal items brought onto campus by vendor personnel
5. All copies or “clicks” made by the Vendor in the performance of their maintenance duties must be exempt from the District’s overall cost.

V.IV Supply Capability

1. A monitoring and management system that, at a minimum, allows remote monitoring and automatic replenishment of consumables
2. Technicians must carry ample parts inventory to return all MFD equipment to service within one business day after common failures or malfunctions
3. Parts supply/warehouse must be in close proximity with the ability to overnight parts at no cost to District.

V.V Printing Accounting System

1. Allow the District to monitor printing/copying across the District, via Papercut.
2. Allow for user quota management via Papercut.
3. Full integration with Microsoft Active Directory, Google Cloud Identity, and Access Management (IAM) for authentication on each device.
4. Each copier shall have an HID card reader for user authentication.
5. Secure “followme” printing that allows users to print to a shared print queue, roam and release their print job from any enabled output device.
6. Full integration of PaperCut Mobility Print services.

V.VI Preferred

The district is also interested in services that offer the following:

1. The proposal allows for expansion or upgrades based at a predetermined cost.
2. API Framework to integrate with other solutions.

vi. Evaluation Criteria

VI.I Evaluation Criteria

The contract will be awarded on the basis of (6) six factors which are described herein. Each factor will be rated, and the contract will be awarded (unless all RFPs are rejected), under normal circumstances, to the Proposal receiving the highest number of points. The district reserves the right to award a contract in its best interest.

- A. Price. The highest number of points in this category will be given to the lowest responsible proposed price.
- B. Technical Fitness. Points will be awarded based on the capability and performance of the proposal that meets the requirements stated.
- C. Capacity. Points will be awarded on the basis of prior experience in performing similar work produced in each of the previous three years; and a record of the past job performance.
- D. Warranty/Support Capability. Points will be awarded based on the basic support and warranty of the devices, service proposal, response time, and expected uptime.
- E. Reprographics Proposal. Points will be awarded on the basis of the proposal and the staffing of our reprographics facilities.
- F. References.

VI.I Disqualification Criteria

The following will result in the disqualification of the vendor:

- A. Generic hardware purchase list provided, without identifying the specific solution to meet the requirements of this RFP.
- B. Proposal does not address the specific hardware requirements of this RFP.
- C. Proposal does not provide technical feature information.
- D. Proposal does not provide service information.
- E. Proposal does not provide references.
- F. Incomplete proposal.

RFP #2025-03
Digital Multi-Function Copier Devices
EAST AURORA SCHOOL DISTRICT 131
VENDOR QUESTIONNAIRE

Pursuant to 105 ILCS 5/10-20.40 all school districts in the State of Illinois are required to annually report the number and value of contracts awarded to minority owned businesses, female owned businesses, and businesses owned by persons with disabilities, as defined in the Business Enterprise for Minorities, Females and Persons with Disabilities Act, and locally owned businesses” for contracts over \$25,000. In order to comply with this requirement, we request contractors to complete the following questionnaire and return with their RFP responses.

Is Your Company a Locally Owned Business YES _____ NO _____ as it relates to this School District? For purposes of this questionnaire, “Locally Owned” means that the registered address or principal place of business of the company is located within the boundaries of the school district. For a corporation, LLC, LP, LLP, or LLLP, the registered address is the address for business on file with the Illinois Secretary of State. For all other business entities, the principal place of business is where the books and records of the business are kept and/or the management of the business works.

Guidance issued by the Illinois State Board of Education suggests that we inquire whether your company is certified as a minority, female, or disabled person owned business by a certifying agency (e.g., Chicago Transit Authority – Cook County – Illinois Department of Transportation – Metropolitan Transit Authority Metropolitan Water Reclamation District – U.S. Small Business Administration – State of Illinois) or that it would be eligible for certification if an application were made. The Guidance includes the definitions set forth below.

Definition of Ownership: “Minority owned businesses, female owned business, and business owned by a person with a disability” means a business concern which is at least 51% owned by one or more minority persons, females, or persons with a disability; or in the case of a corporation, at least 51% of the stock in which is owned by one or more minority persons, females, or persons with a disability; and the management and daily business operations of which are controlled by one or more of the minority females, or persons with a disability who own it. (30 ILCS 575/2)

Is Your Company a Minority Owned Business? YES _____ NO _____ “Minority person” shall mean a person who is a citizen or lawful permanent resident of the United States and who is: (a) African American – a person having origins in any of the black racial groups in Africa; or (b) Hispanic - a person of Spanish or Portuguese culture with origins in Mexico, South or Central America, or the Caribbean Islands, regardless of race; or (c) Asian American - a person having origins in any of the original peoples of the Far East, Southeast Asia, the Indian Subcontinent or the Pacific Islands); or (d) Native American or Alaskan Native – a person having origins in any of the original peoples of North America. (30 ILCS 575/2)

Is Your Company a Female Owned Business? YES _____ NO _____ “Female” shall mean a person who is a citizen or lawful permanent resident of the United States and who is of the female gender. (30 ILCS 575/2)

Contractor Questionnaire (cont.)

Is Your Company a Business Owned By Persons with Disabilities? YES _____ NO _____ "Person with a disability" means a person who is a citizen or lawful resident of the United States and is a person qualifying as being disabled, where "Disabled" means a severe physical or mental disability that: (a) results from: amputation, arthritis, autism, blindness, burn injury, cancer, cerebral palsy, cystic fibrosis, deafness, head injury, heart disease, hemiplegia, hemophilia, respiratory or pulmonary dysfunction, mental retardation, mental illness, multiple sclerosis, muscular dystrophy, musculoskeletal disorders, neurological disorders, including stroke and epilepsy, paraplegia, quadriplegia and other spinal cord conditions, sickle cell anemia, specific learning disabilities, or end stage renal failure disease; and (b) substantially limits one or more of the person's major life activities. Another disability or combination of disabilities may also be considered as a severe disability for the purposes of item (a) if it is determined by an evaluation of rehabilitation potential to cause a comparable degree of substantial functional limitation similar to the specific list of disabilities listed in this definition. (30 ILCS 575/2).

COMPANY NAME _____

SIGNATURE _____

PRINT NAME _____

TITLE _____

ADDRESS OF COMPANY _____

CITY _____ STATE _____ ZIP CODE _____

EMAIL ADDRESS _____

DATE _____

VENDOR INFORMATION SHEET

Vendor: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
Signature: _____ Date: _____
Print Name: _____
Title: _____
Email: _____

Return RFP in Sealed Envelope Marked: Digital Multi-Function Copier Devices RFP #2025-03

Addressed to: Dr. Michael Engel
Assistant Superintendent, CFO
East Aurora School District 131
310 Seminary Ave.
Aurora, Illinois 60505

All RFP's Due: 10:30 A.M. (CST) – February 24, 2025

Submittal Checklist

Remember to submit the following items with your RFP. All pages must be signed and notarized.

- Non-Collusion Affidavit
- Certificate of Non-Discrimination.
- Certification of Proposer Eligibility signed.
- Vendor's Certifications for Illinois Drug Free Workplace Act signed by representative and Attest.
- Certificate of Compliance with the Illinois Human Rights Act.
- RFP Specifications
- RFP Reply Sheets
- Contractor Questionnaire
- Vendor Information Sheet completed.

Building	Address	New Unit	Location	TAG	SN	Contact
Allen	700 S Farnsworth	HP E82560z	156 Workroom	E25880	CNC1M4R00Z	
Allen	700 S Farnsworth	HP E87660z	Office	E25847	CNB1LBS2M9	
B&G	411 Hill	KM 6120	Copy Center	E25891	A9JU011000835	
B&G	411 Hill	KM 6120	Copy Center	E25892	A9JU011000832	
B&G	411 Hill	KM 6120	Copy Center	E25888	A9JU011000758	
B&G	411 Hill	KM 6120	Copy Center	E25889	A9JU011000808	
B&G	411 Hill	KM 6120	Copy Center	E25890	A9JU011000801	
B&G	411 Hill	HP E72535z	Office	E25906	CNC1M4Q07D	
B&G	411 Hill	KM C658	Copy Center	E21956	AJ79011003769	
B&G	411 Hill	SMS K7500	Copy Center	E22257	082VBJN800005W	
Bardwell	550 S Lincoln	HP E87640z	Main Office	E25868	CNB1LBR07K	
Bardwell	550 S Lincoln	HP E82560z	11 Workroom	E25859	CNC1M6F05P	
Bardwell	550 S Lincoln	HP E82560z	3rd floor	E25897	CNC1M4R00B	
Beaupre	954 E Benton	HP E87640z	Office	E25869	CNB1LBR0GG	
Beaupre	954 E Benton	HP E82560z	208 Workroom	E25898	CNC1N4M08Z	
Benavides	250 E Indian Trail	HP E87640z	Office	E25874	CNB1LBR074	
Benavides	250 E Indian Trail	HP E82560z	Room 136	E25881	CNC1N3C055	
Brady	600 Columbia	HP E87640z	Office	E25870	CNB1LBR07Q	
Brady	600 Columbia	HP E82560z	318 Workroom	E25899	CNC1N4N00Y	
Child Svc Ctr(CSC)	1480 Reckinger	HP E72535z	S108 Workroom	E25885	CNC1M4Q07B	
Child Svc Ctr(CSC)	1480 Reckinger	HP E87640z	W145 Clinic	E25876	CNB1LBR073	
Child Svc Ctr(CSC)	1480 Reckinger	HP E87660z	S108 Workroom	E25844	CNB1LBS2MM	
Cowherd	441 N Farnsworth	HP E87640z	Main Office	E25857	CNB1LBR083	
Cowherd	441 N Farnsworth	HP E82560z	Lounge Rm 900	E25864	CNB1KCA0L7	
Cowherd	441 N Farnsworth	HP E82560z	LRC/LAB	E25865	CNC1N6F05R	
Cowherd	441 N Farnsworth	HP E82560z	104 Workroom	E25866	CNC1N4906P	

Dietrich	1141 Jackson	HP E87660z	Office	E25845	CNB1LBS2MH	
Dietrich	1141 Jackson	HP E82560z	25B Workroom	E25900	CNC1N4N00W	
Early Child Ctr(ECC)	278 Indian Trail	HP E72535z	132 Workroom	E25886	CNB1M6307N	
Early Child Ctr(ECC)	278 Indian Trail	HP E87660z	Office	E25846	CNB1LBS2MD	
East Ext Ctr	1685 N Farnsworth	HP E72535z	Workroom	E25907	CNC1M4Q077	
East HS	500 Tomcat	HP E72535z	098 Nurses	E25910	CNC1M63070	
East HS	500 Tomcat	HP E87640z	Main Office	E25849	CNB1LC636Q	
East HS	500 Tomcat	HP E72535z	Registrar 092	E25855	CNC1M9L096	
East HS	500 Tomcat	HP E72535z	Athletics 406	E25851	CNC1M8T07Y	
East HS	500 Tomcat	HP E72535z	Freshman Ctr	E25853	CNC1M9L090	
East HS	500 Tomcat	HP E72535z	Room 094	E25852	CNC1M9L094	
East HS	500 Tomcat	HP E72535z	Room 115	E25854	CNC1M8T07R	
East HS	500 Tomcat	HP E72535z	Room 089	E25908	CNC1M9H076	
East HS	500 Tomcat	HP E72535z	NJROTC	E25909	CNC1M6306Y	
East HS	500 Tomcat	HP E82560z	506 Workroom	E25913	CNC1N4802H	
East HS	500 Tomcat	KM 958	Room 217	E25879	A796012000172	
East HS	500 Tomcat	KM 808	Room 217	E25877	A8KN01101457	
East HS	500 Tomcat	KM 808	Room 217	E25878	A8KN011009389	
Gates	800 Seventh Ave	HP E72535z	10 Workroom	E25911	CNC1M1R07G	
Gates	800 Seventh Ave	HP E82560z	51E Workroom	E25893	CNC1M6F04M	
Hermes	1000 Jungels	HP E82560z	Office	E25883	CNCIN4M098	
Hermes	1000 Jungels	HP E82560z	504 Workroom	E25882	CNC1N4M094	
Johnson	1934 Liberty	HP E82560z	Workroom	E25901	CNBIM4R012	
Johnson	1934 Liberty	HP E87640z	Office	E25872	CNB1LBR072	
Krug May 2023	240 Melrose	HP E87660z	Office	E32088	CNC1M6307X	
Krug	240 Melrose	HP E82560z	7A Workroom	E25894	CNC1MCK0CX	

Oak Park	1200 Front St	HP E87640z	Office	E25873	CNB1LC7015	
Oak Park	1200 Front St	HP E82560z	22 Workroom	E25902	CNC1N4M097	
Oak Park from Krug	1200 Front St	HP E72535z	3rd floor	E25912	CNC1M6307X	
O'Donnell	1640 Reckinger	HP E87640z	Office	E25875	CNB1LC7025	
O'Donnell	1640 Reckinger	HP E82560z	Workroom	E25884	CNC1M4R00M	
Rogers	157 N Root	HP E72535z	Office	E25903	CNC1N4904K	
Rogers	157 N Root	HP E82560z	214 Workroom	E25895	CNC1MCK0BJ	
Rollins	950 Kane	HP E82560z	109 Workroom	E25887	CNC1M6G006	
Rollins	950 Kane	HP E87660z	Office	E25843	CNB3LC56G5	
School Svc Ctr (SSC)	310 Seminary	HP E87640z	Welcome Ctr	E25247	CNB1LC7027	
School Svc Ctr (SSC)	310 Seminary	HP E82560z	HR 1st flr	E25867	CNC1N4906M	
School Svc Ctr (SSC)	310 Seminary	HP E87660z	2nd flr workrm	E25841	CNB3LC56GP	
School Svc Ctr (SSC)	310 Seminary	HP E87640z	Supt	E25858	CNB1LBR082	
School Svc Ctr (SSC)	310 Seminary	HP E87640z	3rd flr	E25848	CNB1LC636M	
School Svc Ctr (SSC)	310 Seminary	HP E82560z	3rd flr A304	E25850	CNC1N4006B	
Simmons	1130 Sheffer Rd	HP E72535z	Office	E25856	CNC1M8T07J	
Simmons	1130 Sheffer Rd	HP E82560z	Teacher Lounge	E25860	CNC1N4003Q	
Simmons	1130 Sheffer Rd	HP E82560z	Teacher Lounge	E25861	CNC1N4X03X	
Waldo	50 Jackson St	HP E87660z	Office	E25842	CNB3LC56G8	
Waldo	50 Jackson St	HP E82560z	Teacher Lounge	E25863	CNC1N4X046	
Waldo	50 Jackson St	HP E82560z	Teacher Lounge	E25862	CNC1N4003V	
Rec Ctr May 23	417 Fifth St	HP E87660z		E32087	CNB1KCD10QA	
Totals 23-24 Year						

23-24 BW	23-24 Color	Lifetime BW	Lifetime Color
680854		1687212	
128412	134708	606865	327050
932970		4795347	
1985010		5348370	
3425602		5394029	
2338242		4721649	
1944443		5765419	
14875		85535	
91018	264036	196883	373610
109030	53390	354196	150603
413360		1316448	
289904		922505	
37920	59892	126257	198192
183287		596955	
22273	81634	88998	176031
250705		793819	
26144	64477	151662	160292
298335		842895	
32354		118402	
24499	584	59371	9826
30965	105172	133731	280444
47961	54205	199613	163474
262574		595856	
303597		891654	
312341		1179895	

34156	76279	230313	234775
383714		1341216	
22743		110728	
34380	94174	151839	332462
55818		197984	
20451		82822	
62408	61626	250306	189897
54028		150781	
39058		131497	
35538		161230	
9089		54845	
37324		183328	
42188		143084	
33243		91523	
322930		1317827	
1022797		3237433	
1238846		3158220	
1125508		3159946	
93891		408398	
386142		1128962	
387336		1494352	
516743		1324932	
238709		7522734	
31478	22800	165210	117608
115383	129110	115383	129110
314015		1122381	

45260	128397	263694	295871
319272		1306577	
79167		219089	
54150	99808	218285	254989
304568		937807	
37250		138016	
285766		707134	
439286		1426481	
100332	137597	377295	423169
33204	10082	123148	51274
175743		526071	
44097	108068	240143	402790
13621	14076	53324	41117
33318	102041	163502	295420
58518		222755	
58723		206027	
154671		703294	
202207		668609	
78891	102256	256409	214508
399741		1283091	
598740		1551049	
31585	46466	112828	123406
24392701	1950878		

Status	Make	Model	Serial Number	IPv4 Address	30 Day Mono	30 Day Color	Total	Type	Last Meter	Color Enabled
MPS	Hewlett-Packard	LaserJet Enterprise 500 color M551dn	CNDCG5H1CL	10.40.5.34	2028	3029	5057	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet 4700dn	JP8RD36781	10.116.5.20	427	4377	4804	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M652n	JPBCL9S1FC	10.40.5.27	842	2166	3008	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	CN8CH7Q0LW	10.117.5.20	477	2276	2753	SFP	10/28/24	TRUE
MPS	Brother	HL-L9310CDW	U64644G8J207728	10.40.5.54	1937	736	2673	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCL252BM	10.40.5.50	680	1254	1934	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCMCM3YK	10.118.5.24	49	1812	1861	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCMCV3TX	10.118.5.25	48	1507	1555	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNCCG4P16W	10.40.5.25	1507	0	1507	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNDCG6S25M	10.40.5.21	1184	0	1184	SFP	10/28/24	FALSE
MPS	Brother	HL-L9310CDW	U64644G8J207664	10.40.5.53	384	531	915	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	LaserJet Enterprise 500 color M551dn	CNDCG5H1D3	10.40.5.28	245	615	860	SFP	10/28/24	TRUE
MPS	Brother	HL-L9310CDW	U64644C8J192009	10.40.5.55	743	112	855	SFP	10/28/24	TRUE
MPS- OEM Only	Hewlett-Packard	Color LaserJet Pro MFP 4301fdn	CNBR5511J	10.32.92.27	39	615	654	MFP	10/25/24	TRUE
MPS	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNDCG6S25H	10.40.5.30	634	0	634	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCLBR110	10.40.5.40	171	376	547	SFP	10/28/24	TRUE
MPS	Brother	HL-L9310CDW	U64644G8J207671	10.52.5.20	371	163	534	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	CN8CH7Q0LR	10.117.5.23	135	357	492	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCLDD1DN	10.40.5.36	138	317	455	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCL8N28W	10.40.5.24	47	354	401	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	LaserJet Enterprise 600 M601dn	CN8CD312WQ	10.40.5.35	390	0	390	SFP	10/26/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNCCFCW04W	10.40.5.60	326	0	326	SFP	10/28/24	FALSE
MPS	Brother	DCP-L2550DW	U64966L2N870313	10.23.4.57	299	0	299	MFP	10/28/24	FALSE
MPS	Hewlett-Packard	LaserJet P3015	VN8CCD83TM	10.116.5.21	282	0	282	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCLB70Z9	10.40.5.61	59	222	281	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CN8CM9J01G	10.118.5.22	262	0	262	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCL370Z6	10.40.5.33	168	87	255	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCL252GN	10.55.5.20	19	227	246	SFP	10/25/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Pro M254dw	VNB3X52063	10.72.20.211	40	191	231	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	LaserJet P3015	VNB3Y79904	10.4.132.51	224	0	224	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	CN8CH9012T	10.55.5.25	1	222	223	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CN8CM9J02G	10.120.5.23	198	0	198	SFP	10/27/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNCCG4P16Y	10.40.5.23	152	0	152	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise M605n	CNDCK2J0S9	10.40.5.44	152	0	152	SFP	10/23/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNCCG4C0FJ	10.55.5.14	136	0	136	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CN8CM9J02C	10.55.5.13	110	0	110	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNCCG4P173	10.40.5.51	98	0	98	SFP	10/28/24	FALSE
					15002	21546	36548			
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CN8CM9J028	10.22.5.21	82	0	82	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	CN8CHC10T5	10.55.5.12	26	54	80	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCLCP0X6	10.72.5.20	0	76	76	SFP	10/28/24	TRUE
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CN8CM9J03V	10.11.4.16	72	0	72	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CN8CM9J02L	10.111.5.21	67	0	67	SFP	10/28/24	FALSE
MPS	Hewlett-Packard	LaserJet Enterprise M605n	CN8CH7M0K1	10.117.5.21	62	0	62	SFP	10/28/24	FALSE

MPS	Hewlett-Packard	LaserJet Enterprise M608n	CNBCM480JP	10.32.5.22	55	0	55	SFP	10/28/24	FALSE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	CNBCHBG01F	10.72.30.15	0	50	50	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CNBCM9J027	10.18.4.56	47	0	47	SFP	10/27/24	FALSE	
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CNBCM9J02B	10.117.5.22	43	0	43	SFP	10/28/24	FALSE	
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CNBCM9J03K	10.113.5.21	39	0	39	SFP	10/28/24	FALSE	
MPS	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNCCG4P175	10.40.5.63	38	0	38	SFP	10/28/24	FALSE	
MPS	Brother	HL-L9310CDW	U64644G8J207657	10.40.5.52	25	12	37	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPBCJ9705V	10.32.5.23	8	27	35	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CNBCM9J02X	10.115.5.22	27	0	27	SFP	10/28/24	FALSE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPBCJDHOP2	10.112.5.22	8	15	23	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CNBCM261ND	10.40.5.56	23	0	23	SFP	10/28/24	FALSE	
MPS	Hewlett-Packard	LaserJet Enterprise M608n	CNBCM9J03M	10.114.5.21	23	0	23	SFP	10/28/24	FALSE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPBCK8R1MJ	10.118.5.20	6	13	19	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCL7Y239	10.4.128.175	4	9	13	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	Color LaserJet Pro M252dw	VNB3F56871	10.72.21.29	1	10	11	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPBCK6M25B	10.40.5.32	5	5	10	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	CNBCH7Q0LI	10.40.5.45	0	5	5	SFP	10/28/24	TRUE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPBCK6F253	10.120.5.20	1	3	4	SFP	10/27/24	TRUE	
MPS	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCL5226P	10.120.5.22	1	0	1	SFP	10/27/24	TRUE	
					663	279					
Exclude- No Use	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCL2600H	10.40.5.41	0	0	0	SFP	10/24/24	TRUE	
Exclude- No Use	Hewlett-Packard	Color LaserJet Enterprise M553n	JPCCLB70ZV	10.4.140.103	0	0	0	SFP	10/28/24	TRUE	
Exclude- No Use	Hewlett-Packard	Color LaserJet Enterprise M553n	JPBCJD80YC	10.55.5.26	0	0	0	SFP	10/18/24	TRUE	
Exclude- No Use	Hewlett-Packard	Color LaserJet Pro MFP M479fdw	MXBCN7Z1HR	10.40.106.26	0	0	0	MFP	10/08/24	TRUE	
Exclude- No Use	Brother	HL-3040CN	G1J620701	10.23.1.125	0	0	0	SFP	10/23/24	TRUE	
Exclude- No Use	Hewlett-Packard	LaserJet Enterprise 500 color M551dn	CNCCG48089	10.40.5.20	0	0	0	SFP	10/28/24	TRUE	
Exclude- No Use	Hewlett-Packard	LaserJet Enterprise 600 M602dn	CNCCF5N233	10.40.5.46	0	0	0	SFP	10/28/24	FALSE	
Exclude- No Use	Hewlett-Packard	LaserJet P3015	VNB3Y79899	10.4.132.115	0	0	0	SFP	10/28/24	FALSE	
Exclude- No Use	Hewlett-Packard	LaserJet P4014n	CNDX409014	10.120.5.21	0	0	0	SFP	10/27/24	FALSE	

These are statistics for network printers used in the month of Sept. 2024.