



County of Roanoke

FINANCE DEPARTMENT PURCHASING DIVISION

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RFP # 2018-075 Copier and Laser Print Services on a Cost per Click Basis

ADDENDUM NO. 3

Answers to Bidder Questions

Due Date & Time:
May 31, 2018, 3:00 PM
(Local Prevailing Time)

RFP # 2018-075
COPIER AND LASER PRINT SERVICES ON A COST PER CLICK BASIS
ADDENDUM NO. 3

- 1. Answers to Bidder Questions** – Please see Attachment A for answers to various questions received from prospective bidders. Please note that any questions previously answered in Addenda 1 and 2 will not be repeated in Addendum 3.

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**ATTACHMENT A TO
ADDENDUM NO. 3 TO RFP # 2018-075
COPIER AND LASER PRINT SERVICES ON A COST PER CLICK BASIS
Bidder Questions**

1. How many standard laser printers vs. how many premium laser printers do you currently have in the fleet?

We have 141 standard laser printers and 4 premium laser printers.

2. On Page 13 of the RFP, a Performance Bond is listed as a potential requirement for the winning bidder. As this will add cost, will RCPS be requiring this for this RFP award?

The County does not intend to require Performance and Payment bonds for the resulting contract from RFP 2018-075.

3. Some school sites may currently have machines ranging from 50 ppm to 85 ppm based on models listed in the winning bidder's RFP response from 2013. The specs here for the copiers only state that machines only be a minimum of 30/35 ppm. Will additional consideration be given for quoting faster units than the minimum specs?

There are a wide variety of copier models with different specifications. We are requiring a minimum of 30/35 ppm. However, we realize that many proposals will include copiers that exceed the specifications. The ability to comply with technical specifications is a proposal evaluation criteria.

4. Requesting a list of current copiers and annual volumes per device for each school site/department to make sure sites are covered with appropriate models/configurations.

The following Cannon models are currently in RCPS schools: IR3320i, IR-ADV 4025, IR3325, IR3245, IR1370F, IR3300, IR2270, IR8070. A combined average monthly print volume is 1 million copies. An example of individual school monthly copies would be 25,000 – 90,000 per month (depending on the month and size of the school).

5. Can you provide the current flat rate pricing for the current printer fleet?

The current annual flat rate fee for the standard laser printer is \$219. The annual flat rate fee for the premium laser printer is \$547. This annual price includes all equipment, toner and support.

6. Do you currently restrict and track print jobs to networked copiers and/or printers? If so, how is this currently done?

We do not restrict print jobs on copiers or laser printers. Tracking is monitored at the school level by user codes to finalize the print. Also, laser printing volume is monitored by district owned PrinterLogic software.

7. In one place in the RFP 2018-075 it refers to Roanoke county schools having 170 copiers and in another place it says RCPS has 126 copiers. Which number is correct?

There are currently a total of 126 copiers in the school district.