<u>Addendum #2 along with Questions and Answers.</u>

The new proposal submission due date is <u>April 9th by 2:00PM</u>. Questions 5-31 have been added and answered with this addendum. The copier fleet list has also been shared on the Purchasing website.

The highlighted sentence below is additional clarification for the scope of work, page 4, 3rd paragraph:

For this scope of service, District seeks the Respondent to investigate and evaluate all of the District's current copier inventory and assess each site's operations and volume to provide a detailed District-wide solution for the District's options relating to its copiers. District will consider any and all recommendations regarding information and solutions on leasing and/or purchasing copiers, amending any copier lease and purchase agreements, and eliminating any copiers at any sites. <mark>Eliminating any copiers means the proper removal of copiers from the District and certified destruction of the hard drives or any data on those copiers.</mark> For this Copier Solution Services, District seeks an initial Agreement term for a period of three (3) years beginning July 1st, 2025 through June 30th 2028, with two (2), one (1)-year options to be exercised at the sole discretion of the District. The Agreement term may be amended or terminated depending on the time it takes for the eventual contractor to develop its solutions and implement the solution options.

Q&A from Copier RFP 25.502 Pre-Bid Conference March 05, 2025

1. If a party submits 5 questions before the deadline, but has more questions can they ask them?

   Yes, please submit all your questions at once before the deadline.

   All questions will be answered and posted before the deadline date.

2. What kind of copier models are you interested in? Hole punching, stapling, etc.

   Yes, we want replacements with the current, similar features.

3. 85 are obsolete, are those the priority devices? They aren't identified in the spreadsheet, can they

   be identified before the question deadline date?

   Yes, we will mark the obsolete ones and those are the priority. The list of 85 copiers has been

   sent to all interested vendors who attended the mandatory pre-bid meeting. The link for the

   updated copiers fleet spreadsheet is here: https://www.stocktonusd.net/Domain/155

4. Where is the RFP# 25.502 posted? I cannot seem to locate on your website.

   https://www.stocktonusd.net/Domain/155

5. In reviewing the RFP for Copier Purchasing/ Leasing, I would like some clarification on the Print

   Shop/ Duplication Services. Is this a maintenance request or will all the equipment be replaced?

The 85 obsolete copiers will need to be replaced; however, some copiers might need to be replaced, and others might just need a maintenance contract. A hybrid solution might be the best solution, but the vendor must assess and determine the best solution per RFP.

6. Is Stockton USD open to different technology that enhances the Print Shop/ Duplication Services? Yes, but not included as scope of work for this RFP. This could be discussed separately.

7. Would the district be open to separating the Print Shop/Duplication Services from the rest of the RFP? Yes.

8. Some of the systems listed are possibly at the end of their serviceable life or end of support. Would you be able to provide serial numbers? Yes, but we will provide those to the winning bidder.

9. Do you have a breakdown of average monthly volume per device, including the Print Shop? No, we do not.

10. Could you provide a list of your entire fleet? This will help us provide a cost for the service takeover on the machines that are not obsolete. The list on the website, which has been shared with all prospective bidders, has been shared with all that attended the mandatory pre-bid meeting and is part of the RFP as attachment "2".

11. Are you looking to replace any of the C356iF's or 1730's or is the District looking for a service takeover only on those devices? The winning bidder would provide an assessment and solution for these copiers. If the recommendation is to replace, then the District will move forward with the winning bidder's recommendation.

12. Section 12.1 Without Cause by District. Does this termination clause apply to both the lease and service, or service only?

13. What print management application is Stockton USD currently using today? The District is currently using Uniflow.

14. Is Secure Print Release Required? If so, what is the authentication method? Badge, PIN#, Mobile, Etc. Yes, by badge number per person. We can discuss this with the winning bidder.

15. Is Follow Me Printing required (users print to 1 print queue and can release job from any print device)? No, but we can discuss this with the winning bidder.

16. Does Stockton USD have on-premises print Servers today? Yes, we do.

17. Are all 55 school sites connected via network? If so, what is the bandwidth connection speed? Yes, currently at 10Gbps. SUSD is upgrading to 40Gbps WAN and 100Gbps ISP in the coming school year.

18. How is Stockton USD deploying printers/drivers to users today? Through network installation.

19. Is print, copy and scans reporting required? If so, is it required for users, departments, schools' sites usage to be broken down? Not currently but we would like to discuss this with the winning bidder.

20. Are users print and copy quota required (setting limits on how much they can print/copy)? Please refer to questions 14 and 19.

21. Will students' need to print to these devices? If so, are they, are they using Chromebooks with Google environment? Students will not need to print to these devices.

22. What scanning function is required from the copier? Email, network, Cloud Services? Email and network currently.

23. What is the timeline for replacing the machines in the print shop? Varies by copier/machine, but the goal is to have this project completed before July 1, 2025.

24. What are the configurations of the machines in the print shop? Various types of configurations but we would prefer vendor assessment and recommendations.

25. What is your current click charges on the machines in the print shop? Here are the click charges for our copiers at the print shop:

Xerox versant 280 color copier on a 5-year contract. All costs are on single click charge (13x19 size)

Black/white .0084 cents
Color .029 cents

No contract. All costs are on single click charge (1 canon 10000vp and Ricoh 7110)
Black/White .008 cents
Color .0196 cents

6 canon varioprint, no contract
.0036 cents per click.

26. Attachment 2 has a count of 157 units, but the RFP states 346 plus, is there a list of machine model and location of the other ~200 machines? Please see list on the Purchasing website and check through the tabs. Please see also questions 3, 4, and 5.

27. Will brands with equivalent features and capabilities other than Canon and Ricoh as stated on page 4 of the RFP be considered? Yes, but we currently have Canons and 1 Xerox copier. Please see questions 3, 4, 5, and 26.

28. Does the district own Papercut MF or are they subscription based? If not, do they want a print management software? The district does not own or subscribe to Papercut. Any print management software mentioned in the RFP is acceptable.

29. Does the district have the usage by machine and by print type (Color/Mono)? Please see questions 3, 4, 5, 26, and 27.

30. Are there specific technical or accessory requirements to any of the machines? i.e. Finishers, postscript, faxing and minimum resolution). No, but please check through the list of copiers and provide the District with a possible solution.

31. We did not receive the RFP until after the Pre-Proposal Meeting, are we still eligible to submit an RFP response? If we are, have you posted the responses to any questions, I am unable to find them on the website? Yes, if the vendor attended the mandatory pre-bid meeting, the vendor could submit a proposal. Please see questions 3, 4, and 5.