



REQUEST FOR PROPOSAL FOR COPIER LEASE 2024

Issued March 29, 2024: 4:00pm Central

QUESTIONS (Q) 1

Please get back to me with your expectations for the “Standard Print Management Capabilities” requirement for the primary machine.

RESPONSE (R)1

Standard Print Management Capabilities - We would like the ability to control printer and print management (if requested, set rules for printing based on District objectives and data security protocols, while allowing print jobs to be submitted and accessed by the user via a PIN code, proximity/swipe card, or active directory login).

Q2

Regarding the Alternate Bid, you have a request for the machine to have “Minimum 65 color ppm or 80 black & white ppm output”. Are you wanting a color machine that will do at least 65ppm speed or are you wanting a B&W machine that will do at least 80-ppm speed? Are you anticipating the same usage volume of roughly 5,000 pages per month?

R2

For the Alternative Bid, the volume would be the same. We would want both printing in color with 65 Color page per minute and 80 black/white page per minute. Ideally, our objective for the alternative bid is to see if we can upgrade to a small commercial grade printer if it isn't cost prohibitive.

Q3

I'm reaching out in regard to the copier RFP & wanted to find out what the delivery address will be for the 2 devices. You have an RFP for 1 multi-functional copier and potentially 1 production device. Is that correct? Are they going to be delivered to the same address?

R3

We are looking for 1 copier. We are interested in pricing out for a multi-functional copier but would consider a production device if the cost isn't prohibitive (which is why it is an alternative bid). The deliver address would be 3745 Foundry Way, Suite 253, St. Louis Mo 63110.

REQUEST FOR PROPOSAL FOR COPIER LEASE 2024

Issued March 29, 2024: 4:00pm Central

Q4

Is Konica your preferred brand of choice?

R4

No preference for manufacturer of the copier.

Q5

Current lease will have an end of lease buyout in the amount of \$2102.00. I wanted to make sure that any other vendor you work with would need to include this buyout in their quote for you.

R5

We are sending a follow up email to vendors who have downloaded the RFP on Friday (March 29, 2024) and notify of the buyout for the end of current lease for bidding purposes.

Q6

You have a booklet maker on the production unit, but not on the office class unit. Do you want a booklet maker on the office unit?

R6

Booklet maker is not needed on the office unit as we would outsource booklets for a production printing quality.

Q7

Also, for the production unit, assuming that this would replace the office unit would you want fax capabilities on that one as well?

R7

Yes.

Q8

Is it assumed that any production unit image controller, such a Fiery or similar compatible model, like that you are requesting on the office level machine.

R8

Yes.

Q9

Regarding the Primary Machine paper trays: will one 550-sheet tray accepting up to 11x17 (ledger) paper, one 550-sheet tray accepting letter-

REQUEST FOR PROPOSAL FOR COPIER LEASE 2024

Issued March 29, 2024: 4:00pm Central

size paper and the bypass tray accepting up to 11x17 paper satisfy the paper tray requirements?

R9
Yes.

REQUEST FOR PROPOSAL FOR COPIER LEASE 2024

Issued March 29, 2024: 4:00pm Central

REQUEST FOR PROPOSAL FOR COPIER LEASE 2024

Issued March 29, 2024: 4:00pm Central

REQUEST FOR PROPOSAL FOR COPIER LEASE 2024

Issued March 29, 2024: 4:00pm Central