

4/14/20

City of Sioux Falls
Addendum No. 1
Request 20-0037
Multifunctional Devices and Managed Print Services

The following answers to questions asked by firms. These answers are hereby made of the RFP.

1. When it comes to printers, vendors are to be an HP service provider to work on the City's HP's (page 7), but are we to take care of the Ricoh printer fleet and don't need to be certified (Page 12)?

Answer: Age and usage play into each individual laser printers useful life. The HP devices the City currently owns can stay or be replaced if that is the awarded vendor's recommendation since many of them are less than five years old. The Ricoh devices will need to be replaced.

2. According to my records you're paying \$17.71 per month for the Ricoh 4520dn black printer and \$25.28 for the color Ricoh printer, are you buying them out? Shouldn't the printers be replaced just like the copiers in the bid?

Answer: The Ricoh devices will need to be replaced.

3. Anyone can handle HP's, but not everyone is a specific dealer like Ricoh, Canon, Konica, Kyocera or Sharp because of cost and quota's associated to having that line. We can service the Ricoh's with OEM parts but feel it's financially going to be a disadvantage when competing with the local direct line dealer.

Can you elaborate.

Answer: All Ricoh printers will need to be replaced with whatever comparable model the vendor is supplying. The goal is to put in right sized devices based off of usage from the previous years of use.

4. Are all the HP devices owned by the City?

Answer: Yes

5. Will DocuSign work for the signatures on the original documents?

Answer: Yes

6. Please make the following change to the RFP:

Add the following devices:

Item 8 Printer Model: _____ **Monthly Lease Cost \$** _____ **Cost Per Copy \$** _____

Standard Features

- Minimum 20 PPM
- Color Printer
- Digital
- Network Compatible
- 256 MB Memory
- 100 Sheet bypass
- Auto Duplex
- 50-Sheet Bypass
- Paper Capacity 500 Sheets
- Copy Size 8.5" x14"
- Desktop Model

Additional Options/Features

List and provide price

Item 9 Copier Model: _____ **Monthly Lease Cost \$** _____ **Cost Per Copy** _____

Standard Features

- Minimum 20 PPM
- Black & White Multifunction Printer
- Digital
- Network Compatible
- 1 GB Memory
- Reverse Automatic Doc Feeder
- Standard Electronic Sorting
- Auto Duplex
- Faxing
- Color Scan to Email/Network
- 50-Sheet Bypass
- Paper Capacity 500 Sheets
- Copy Size 11" x 14"
- Desktop Model

Additional Options/ Features

- Additional Paper Drawer \$ _____
- Hard Drive \$ _____
- Adjustable Height Cabinet \$ _____

Item 10 **Printer Model:** _____ **Monthly Lease Cost \$** _____ **Cost Per Copy \$** _____

Standard Features

- Minimum 20 PPM
- Black and White Printer
- Digital
- Network Compatible
- 512 MB Memory
- 100 Sheet bypass
- Auto Duplex
- 50-Sheet Bypass
- Paper Capacity 250 Sheets
- Copy Size 8.5" x14"
- Desktop Model

Additional Options/ Features

Additional Paper Drawer \$ _____

Sign this form and include with your proposal response.

Signature

Company

Date