

**Alternate vendors approved:**

Sharp, Canon, Copystar, Toshiba, HP, Epson, Kyocera

**Questions asked/answered:**

- Is there a deadline extension for requesting alternates?
  - Yes, through end of 2/17/21.
- Is there a deadline extension for bid due date?
  - No.
- After reviewing the Exhibit A, the proposed upgrade target models and accessories for some of the locations don't seem to match the anticipated monthly volume. Is it the plan of the district to review each departments needs and right size the proposed fleet?
  - The target models were based on advice from our current copier provider based on current usage models. If during the course of the new contract we determine models are undersized, we may right-size the models as needed. In your response you should include language indicating how swapping of copier units may take place during the contract.
- Please see the attached Copy of your Fleet with Locations and Accessories., The Locations that are highlighted . Historically , Since they have no Volumes listed Please advise , what would the Expected Volumes be for each Location?
  - For any location with no data listed in anticipated monthly volumes, they are either new locations or locations for which we have no historical data to make an estimate. For financial purposes it should not matter since we are asking for a quote for pooled copies district-wide, individual copier quantities will not affect the cost. For machine-sizing purposes, please use a number of approximately 5000 copies per unit, but understand that is a guesstimate that has a high degree of uncertainty. During the course of the contract, right-sizing copiers in those locations may occur. The RFP calls for a description from the respondent on how swapping out copier models may take place.
- Would Barrow County Schools , Consider removing Cancel for Convenience Verbiage, and Add in Cancel Clause, Cancel for Non Appropriation of Funds?
  - After consultation with my finance department, we will not be changing the language on this component.
- Question number 18 under the terms and conditions document says that Barrow County Board of Education reserves the right to terminate for convenience. Is this convenience just in case fiscal funding is not there or can this be for any reason. The contract that Canon utilizes has a termination clause for convenience based on fiscal funding. Legal just wanted some clarification on this.

- For any reason. After consultation with my finance department, we will not be changing the language on this component.
- On the Barrow County Model-Location-Breakdown there is a Ricoh MP6055SP at Bear Creek Middle School that did not have a specific configuration. I configured the Canon 6000i just like the other one at Bear Creek Middle School. Can you clarify that is how you want it configured?
  - Yes, that's an oversight and configuring the same as the other MP6055SP is perfect.
- Does each teacher have a badge to get into the school and is that badge a magnetic strip or touch badge
  - We do have a badging system. (Vendor was given the opportunity to pick up a sample badge)
- For the lease payment and the copy pool for the B&W copies we want to make sure that we are giving Barrow County Schools what you are asking for.

The 36 month lease will be for the equipment only correct?

B&W copies will bill separate as follows, correct?

Option 1 would be a cost per copy per month for 1,666,666 copies based on the 20,000,000 for the year.

Option 2 would be a cost per copy per month for 1,833,333 copies based on the 22,000,000 for the year.

Option 3 would be a cost per copy per month for 2,000,000 copies based on the 24,000,000 for the year.

Option 4 would be a cost per copy per month for 2,166,666 copies based on the 26,000,000 for the year.

- I don't think we want a cost per copy for B&W, but rather a singular lump sum cost/month for B&W copies up to each threshold. Example:

Option 1, \$1000/month for up to 20,000,000/year (1666667 copies per month).

Option 2, \$1200/month for up to 22,000,000/year (1833333 copies per month).

Etc.

Any B&W overages over that total would be billed at a pre-stated cost per copy.

All color copies will be billed at a pre-stated cost per copy

For all Copiers/MFPs proposed, maintenance must be provided as a group or pool copy allotment for Barrow County Board of Education – billed monthly with all overages billed annually. For all color units proposed – color usage will be billed on a per image basis quarterly.

The only thing billed separately will be the color images quarterly, and the overage for the annual pooled allotment annually.

There should not be a monthly overage amount because the pool use is all machines annually

- Can the Proposed Equipment be equal to or Greater than?
  - Yes.
  
- Just so that we are Clear , Where there is no Copier in place what would the Volume be for Both Color /Black Volumes.
  - Please provide specific line items where you are asking this, but in general if there is no copier listed then I do not have any data about anticipated volume.
  
- Are you looking for us to do a full Comparison with the current Fleet?
  - We are looking to replace the current fleet as the lease is ended.
  
- Ricoh is the Current Vendor? If so, how Long?
  - They have held the current contract for 3 years, and then due to COVID we have been off-contract for several months until we could get the new RFP out.
  
- The Copiers that are listed , are they the Copiers , that were Proposed ?
  - The copiers listed in column E and the accessories in column F are the models we are requesting based on anticipated volume.