

COPY MACHINE LEASES AND MAINTENANCE

ADDENDUM 2

The following changes are made to the RFP documents:

Addendum #	Changes		
2.01	<p>RFP 2.02, MFD 2 specifications are amended as follows:</p> <table border="1" data-bbox="443 781 1408 1178"> <tr> <td data-bbox="443 781 760 1178">Paper Capacity</td> <td data-bbox="760 781 1408 1178"> <p>Standard Paper Trays Configuration: 3 Standard Trays -1 tray- 8.5 x 11 - 1,000 sheet capacity -2 trays- 8.5 x 11 up to 12 x 18 550 sheet capacity -1 Bypass Tray with 550 sheet capacity 3 Additional Paper Trays -8.5x11- 5,000 sheet capacity Alternate configurations for trays that offer similar capacity will be considered.</p> </td> </tr> </table>	Paper Capacity	<p>Standard Paper Trays Configuration: 3 Standard Trays -1 tray- 8.5 x 11 - 1,000 sheet capacity -2 trays- 8.5 x 11 up to 12 x 18 550 sheet capacity -1 Bypass Tray with 550 sheet capacity 3 Additional Paper Trays -8.5x11- 5,000 sheet capacity Alternate configurations for trays that offer similar capacity will be considered.</p>
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2.02	<p>RFP 2.03, Copiers 1 and 2 specifications are amended as follows:</p> <table border="1" data-bbox="443 1283 1408 1747"> <tr> <td data-bbox="443 1283 760 1747">Capacity</td> <td data-bbox="760 1283 1408 1747"> <p>Standard Paper Trays Configuration: 3 Standard Trays -1 tray- 8.5 x 11 - 1,000 sheet capacity -2 trays- 8.5 x 11 up to 12 x 18 550 sheet capacity 3 Additional Paper Trays -8.5x 11- 5,000 capacity 1 Bypass Tray with 550 sheet capacity Cover Interposer Tray Alternate configurations for trays that offer similar capacity will be considered.</p> </td> </tr> </table>	Capacity	<p>Standard Paper Trays Configuration: 3 Standard Trays -1 tray- 8.5 x 11 - 1,000 sheet capacity -2 trays- 8.5 x 11 up to 12 x 18 550 sheet capacity 3 Additional Paper Trays -8.5x 11- 5,000 capacity 1 Bypass Tray with 550 sheet capacity Cover Interposer Tray Alternate configurations for trays that offer similar capacity will be considered.</p>
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2.03	<p>RFP 2.03, Copier 3 specifications are amended as follows:</p> <table border="1" data-bbox="443 279 1412 785"> <tr> <td data-bbox="443 279 751 785">Capacity</td> <td data-bbox="751 279 1412 785"> 2,200 sheets Tray 1 – 8.5 x 11, 2,200 sheets. Tray 2 & 3 – 5.5” x 8.5” to 13”x18”, 1,100 sheets. Additional 4 Paper Trays Vacuum Feed - 4,400 each drawer, up to 13 x 19.2 sheet size and up to 360 GSM Bypass Tray 500 sheet capacity up to 13 x 19.2 sheet size, up to 80# cover 216gsm Cover Interposer Tray Alternate configurations for trays that offer similar capacity will be considered. </td> </tr> </table>	Capacity	2,200 sheets Tray 1 – 8.5 x 11, 2,200 sheets. Tray 2 & 3 – 5.5” x 8.5” to 13”x18”, 1,100 sheets. Additional 4 Paper Trays Vacuum Feed - 4,400 each drawer, up to 13 x 19.2 sheet size and up to 360 GSM Bypass Tray 500 sheet capacity up to 13 x 19.2 sheet size, up to 80# cover 216gsm Cover Interposer Tray Alternate configurations for trays that offer similar capacity will be considered.										
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2.04	<p>Anticipated Volume for Copiers in RFP 2.03 and Addendum 1.02 is deleted and replaced with the following:</p> <table border="1" data-bbox="443 961 1412 1199"> <thead> <tr> <th data-bbox="443 961 662 1031">Copiers</th> <th data-bbox="662 961 927 1031">Black and White</th> <th data-bbox="927 961 1170 1031">Color</th> <th data-bbox="1170 961 1412 1031">Total</th> </tr> </thead> <tbody> <tr> <td data-bbox="443 1031 662 1129">Copiers 1 and 2</td> <td data-bbox="662 1031 927 1129">8,000,000</td> <td data-bbox="927 1031 1170 1129">N/A</td> <td data-bbox="1170 1031 1412 1129">8,000,000</td> </tr> <tr> <td data-bbox="443 1129 662 1199">Copier 3</td> <td data-bbox="662 1129 927 1199">700,000</td> <td data-bbox="927 1129 1170 1199">1,200,000</td> <td data-bbox="1170 1129 1412 1199">1,900,000</td> </tr> </tbody> </table>	Copiers	Black and White	Color	Total	Copiers 1 and 2	8,000,000	N/A	8,000,000	Copier 3	700,000	1,200,000	1,900,000
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Copiers 1 and 2	8,000,000	N/A	8,000,000										
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2.05	<p>Attachment E: Cost Proposal (REVISED)is deleted and replaced with Attachment E: Cost Proposal (REVISED 2). This document can be found at http://www.nsd.org/business.</p>												

2.06	<p>RFP 2.05 is amended as follows:</p> <p>Bidder shall provide two (2) dedicated assigned technicians to exclusively support the District's fleet. Technicians are not required to be assigned to the District full-time. Technicians will call back or respond within one hour to District service calls. If Technicians are required to come on-site to address issues, they will arrive within four hours of this determination. If parts are not readily available and need to be shipped, Technician will have all parts shipped for next-day delivery. Technicians will be required to have background checks completed in accordance with the terms of the Sample Contract. Technicians will be required to sign in and sign out at the front desk of each school site for every visit. Technicians will provide scheduled maintenance of the MFDs and Copiers including cleaning devices, preventative maintenance, and replace fusers as needed at least once per month based on machine usage. Visits are required at least once a month for each device.</p>
2.07	<p>RFP 2.06 Option 3 B is amended as follows:</p> <ul style="list-style-type: none">● User Authentication - If the product offers authentication to directory services, the Product must be able to connect to Microsoft Active Directory to authenticate client logins or support OAuth2 or SAML authentication for users submitting print jobs.● Job Ticket as a Dynamic Data Form Job Ticket form must allow District to define a different form for internal and external users that shows different pricing. Product must provide an option for the user to see a preview of the final print product based on data in the Job Ticket form.

2.08	<p>RFP 2.06 Option 3 A is amended as follows:</p> <p>Northshore School District is looking for software or an online service (either on-premises or hosted) or a combination of the above (“Product”) to be used to receive and manage print jobs by Northshore School District’s Graphics Center. The Product would be used by staff and customers to submit print jobs, and would also be used by District Graphics Center operators to manage the jobs from receipt through delivery, and must include pricing management. The Product must be customizable so that Northshore School District can define which options are available to which organizations and users (e.g. type of paper, finishing, etc.), as well as the cost for each option and what information will be captured for each job that is submitted (e.g. user name, location/department information etc). The Product must be customizable so that District can provide different forms for internal and external users with different costs. Each form can have a unique URL or, alternatively, be based on a user login. The Product must also provide an option to preview what the print job will look like after completion. The Product must also provide reports on the print jobs that can be exported in .csv and/or Excel formats, with the ability to create free form reports from selected fields on an ad hoc basis. At least one report must show the total number of pages submitted by a user, location, or department and another report must show job costs(s) for a specific time period for a user, location or department.</p>
2.09	<p>RFP 3.01 C is amended as follows:</p> <ul style="list-style-type: none"> e. Technical Proposal <ul style="list-style-type: none"> i. Provide Responses to the Evaluation Criteria 3.02B-ED below. ii. No longer than eight (9) double-sided 8 ½” x 11” pages. f. Cost Proposal <ul style="list-style-type: none"> i. Provide response to Evaluation Criteria 3.02FE below using required Attachment E form.

2.10 RFP 3.02 D is amended as follows:

Proposal Requirements:

- a. Provide an overview of the proposed products and services for Option 1.
- b. Provide an overview of the proposed products and services for Option 2.
- c. Provide an overview of the proposed products and services for Option ~~4~~3.
- i. Indicate how the proposed products and services meet the minimum requirements.
- ii. Provide an implementation timeline and plan.
- d. Provide an overview of the proposed products and services for Option ~~2~~4.
- i. Indicate how the proposed products and services meet the minimum requirements.

2.11 RFP 2.02 MFD 1 and MFD 2 Specifications are amended as follows:

Access	<p>Ability for local staff to configure at least two access codes that would be required for copying, scanning and printing;</p> <p>Must use separate admin access codes for access to change configuration, get reports, and manage queues;</p> <p>Must offer at least three different levels or roles of admin user with the ability to set a unique password for each;</p> <p>At least one Administrative account that can be used by District staff must be available. Bidder should provide detailed information on the capabilities of the Administrative account, and other types of accounts and/or roles available, what capabilities each has (or what capabilities can be assigned to each), and how to configure them. District would prefer to have two administrative accounts, one for school staff to check copy/print counts, configure access codes, order supplies, check print queue, and similar tasks; another for Technology staff to configure network, services.</p> <p>MFD must be able to be locked so access code is required for all functions;</p> <p>Staff must be able to log out of their access with their jobs continuing to run and other staff must be able to log in to start new jobs without interrupting previous jobs.</p>
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2.12	<p>RFP 2.06 Option 3 B is amended as follows:</p> <ul style="list-style-type: none"> • Supported Server Operating Systems (for On-Premises solution) - The Product must run on Windows Server 2016 or later, Debian Linux release 8 or later, or Ubuntu Server 16.0.4 LTS or be available as a “black box” solution where system updates are included in the product updates. The term “black box” refers to a software package only and does not require that any hardware be provided.
2.13	<p>RFP 2.06 Option 4 is amended as follows:</p> <p>District is interested in software and/or services to manage print jobs to District networked printers and MFDs (“Print Management Product”). The Print Management Product should run on central server(s) and should manage all print jobs for staff and students. The Print Management Product should offer some or all of the following features:</p>
2.14	<p>RFP 2.02 Functions for MFD 1 and MFD2 are amended as follows:</p> <p>Scanning in black-and-white, grayscale, or color up to 600 DPI and 24-bit color with the ability to scan to local storage, to a Windows network file server, or to email; scanning to Windows network file server will require authenticating to an ActiveDirectory server, which must support either ActiveDirectory’s LDAP interface or be specifically compatible with MS ActiveDirectory 2012R2 or later. District maintains accounts in ActiveDirectory for all staff and students.</p>
2.15	<p>The following is added to RFP 2.06:</p> <p>Any recommended software or services that would run on District servers and require a separate database must be able to work with one of the following: Microsoft SQL Server, PostgresQL, MySQL or MariaDB.</p>