CONTRACT #2059 11.14.2019
QUESTIONS AND ANSWERS CONT'D

16. Is there any information available regarding requirements for the "follow-me-print" software? Or Equitrac?
ANSWER: This software is specific to our present vendor.   Follow-me-print should be addressed in your proposal independent of what we presently use. The present software will not be supported beyond the end of this vendor contract.

17. Is there a buy-out amount for the Library machines?
ANSWER: Presently we are two years into a five year contract. Two of the copiers are on lease. The buyout will depend on the new contract start time. (See question #26)

18. What are the monthly/annual b/w and color volumes of all multifunctional printers on the RFP?
ANSWER: This question is not clear as to whether it is referring to our copiers or our printers.   A variety of data on volumes, configurations and locations has already been distributed to the vendors attending the mandatory walk through. This data was also requested electronically, has been scanned and provided.

19. Who is responsible for returning the existing hardware to leasing company?
ANSWER: Our current vendor. See Scope of Services section: This RFP requires the new vendor to deliver and return all machines at the vendors expense also.

20. Does the Town of Vernon own the printers?
ANSWER: The printers are owned by the TOV.

21. Are you requesting a Managed Print Service contract for the printers in addition to the Multifunctional Printers?
ANSWER: This question is not clear.   We have one printer contract for all printers and another for the copiers. This RFP is requesting a service contract for printers including ink cartridges and a copier contract for the copier machines.

22. What is the model of the Jamex Coin Machine? Is it owned by the Library?
ANSWER: Model # 6557. Yes.

23. In paragraph 20 – Additional Agreements it is stated that the vendor will not be able to introduce any third party agreements including lease, rental and maintenance agreements. The PO from Vernon will be the reference to the contract for the lease of and replacement of the of the equipment. Do you have your own agreement? Would the price per click include the equipment?
ANSWER: See Section d) Contract of the RFP. The TOV uses its own contract documents once an RFP vendor bid has been selected.

24. Will you be replacing all the equipment that you have listed for the Town and the Schools on the sheets that you emailed including the HP printers?
ANSWER: Printers are all owned by the Town. We do not plan to replace them, just looking for a service contract.   The copiers are on leases that expire in Spring, 2020.

25. Will there be a separate lease or agreement for the equipment and then a CPC charge for the copies made?
ANSWER: Your company will determine what the proposal will be. See RFP Section – Scope of Services.

26. It was stated that the Library equipment is owned, and then later stated that it is leased and requires a buyout. If the equipment is leased, what is the associated buyout.
ANSWER: The coin operated/public copier and attached coin operation is owned by the Library. Second part of question is answered in #17.

27. When does Vernon plan on taking delivery of the new equipment?
ANSWER: Our present lease is over in early Spring of 2020.

28. Does Vernon have any minimum requirements in regards to the speed of the equipment and the accessories?   Like-to-like quote in the bid response?
ANSWER: NEW Like to Like equipment. No used or refurbished equipment can be used in the bid. See RFP Page 5, Section viii.

29. If we are a company that sells more than one manufacturer, can we submit an A & B option?
ANSWER: Scope of Services of the RFP allows for Vendors to provide alternatives in their official bid package. The bid should be submitted under the vendor name with alternative options.

30. Do you need all machines to copy/print/scan on 11 X 17?
ANSWER: See RFP Section – Onsite Survey. Everyone who attended the walk through had the opportunity to question each office employee and view our machines. In addition you were given printouts of information about the machines.   Not all of the offices you visited use 11X17. **NEW** Like to Like.

31. Do machines (including b/w machines) need to scan in color?
ANSWER: NEW Like to Like.

32. Do all machines need stapling/sorting?
ANSWER: NEW Like to Like

33. How many paper trays are needed on the machines?
ANSWER: NEW Like to Like

34. During the walk thru it was stated that the Vernon BOE uses Equitrac print management software and ecopy Sharescan software.   Is this software owned or is it included in the current lease agreement?
ANSWER: Included in the current lease agreement.

35. How many print servers are deployed with the print management software?
ANSWER: TOV has three main print servers.

36. How many MFD's have embedded client software installed on them? How many have Equitrac client software? How many have Sharescan client software?
ANSWER: The BOE machines are the only ones that use follow me printing presently.

37. Are card readers used for user authentication prior to using the MFDs for print/copy/fax/scan activity at the MFD?
ANSWER: Yes for BOE only.

38. How many devices have card readers?
ANSWER: BOE devices only.

39. Please specify the type of card reader deployed. Is it ISO standard HID proximity card?
ANSWER: Presently HID ID badges BOE only.

40. Is Single Sign on by users currently deployed at the MFDS?
ANSWER: Yes

41. Please specify the scan/route workflows in addition to Scan to Network Folder stated in RFP documents?
ANSWER: All departments are different on scanning to folders/share drives.

42. Is secure print release using a mobile device a requirement (Apple, IOS, Android, Chromebooks)?
ANSWER: Not for mobile devices. (phone)