



Ventura Unified School District • Request for Proposals

DISTRICT-WIDE COPIER LEASING, RFP# 1-25

ADDENDUM NO. 1

Issue Date: May 07, 2024

This Addendum No. 1 modifies by amendment, addition, or deletion, documents previously issued by Ventura Unified School District (“District”) for the requesting of proposals for District-Wide Copier Leasing, RFP# 1-25. Except as modified by the following, all of the documents previously issued by the District remain unmodified and in full force and effect.

Vendors shall acknowledge this addendum in the space provided on the Proposal Form.

Mandatory Pre-Proposal Conference Sign-in Sheets are included with the addendum. Only vendors who attended the mandatory pre-proposal conference may submit proposals for the RFP.

Software Specifications are provided with this addendum as:

Exhibit C – SOFTWARE MINIMUM SPECIFICATIONS

School Site Maps referencing printer locations are included with this addendum.

Update to Print Shop Category 4 (pg. 39):

Post Inserter to be included in CATEGORY 4 - Black & White, Production High
Monthly Volume

Update to Category 5 CPC (pg. 31):

Black & White Copies, applicable to all paper sizes, based upon an **anticipated** number of clicks over five (5) years of **694,605**.

Color copies, applicable to all paper sizes, based on an **anticipated** number of clicks over five (5) years of **1,745,107**.

**RESPONSES TO VENDOR QUESTIONS ASKED DURING AND AFTER
PRE-PROPOSAL CONFERENCE**

- Question: The printshop currently has Squarefold trimming and plockmatics on the Canon 850. Does the district still want this technology and if so, can they be specific? For example- do they want 3 Knife trim booklets or just Squarefold and Facetrim, Etc.

Answer: Squarefold is not a requirement, however Facetrim is required on 1 B/W and 1 Color machine.

- Question: Does the district want Digital Front Ends on all Production units? IE Prisma or Fiery.

Answer: The District requires either a digital front end or embedded unit on all machines.

- Question: On category 5, district refers to Multiple Fold options. Are you referring to C/Z/Tri folding?

Answer: Folding options are a preference not a requirement.

- Question: Will all production units be connected to the districts web submission software system?

Answer: Yes; production machines would be connected to the same from end.

- Question: RFQ for 3 machines, currently have 5, will 3 machines being doing the same volume as current 5.

Answer: The original RFP showed the incorrect number of machines. The addendum will show the corrected number of machines.

We are not reducing the graphics fleet.

- Question: What trimming capabilities are required
 - Edge vs full bleed
 - On how many machines

Answer: Edge trimming capabilities on one color and one B/W machine.

- Question: Is square binding required?
 - On which machines

Answer: No square binding required

- Question: Web submission software?
 - Fiery
 - Impose
 - Compose
 - Included?

Please see the updated exhibit C for Software Specifications in RFP

- Question: Maximum sheets to assemble into books/
 - Standard is 25, do we need more?

Answer: Booklets maximum will be 25 sheets

- Question: Buyout to return
 - Need current \$ amount
 - Invoice for CPC/Service/Maintenance
 - Who will be responsible to wipe hard drives if going contract goes to new supplier

Answer:

CPC:

Graphics Dept

.0033 B/W

.0370 Color

Copiers

.0049 B/W

.045 Color

Please refer to pg. 22 of the RFP, section 8.1.1 and 8.1.4: For purposes of valuing the District's current fleet, a detailed listing of the District's entire fleet including counter from each machine will be posted shortly as part of another addendum. The district will not be collecting funds for the removal/recycling of the current fleet. The district will wipe any information for existing fleet or software/server.

- Question: Maximum thickness of stock for color machines

Answer: 110 pound/300 gsm

- Question: Folding unit
 - As part of machine vs stand alone

- Is standalone an option

Please refer to page 39 of the RFP: finishing requirements are listed under Print Shop Category 4 and Category 5.

- Question: CPC totals for Color vs B/W

Answer:

CPC:

Graphics Dept

.0033 B/W

.0370 Color

Copiers

.0049 B/W

.045 Color

- Question: Pg 39/Category 5/color units
 - 40K/mo does not match pg 31 (lower volume)

Answer: Please refer to the District's Update to Category 5 CPC (pg. 31):

Black & White Copies, applicable to all paper sizes, based upon an **anticipated** number of clicks over five (5) years of **694,605**.

Color copies, applicable to all paper sizes, based on an **anticipated** number of clicks over five (5) years of **1,745,107**.

- Question: Full bleed trimming vs edge trimming only

Answer: Edge trimming capabilities are required for print shop machines only, categories 4 and 5; one color and one B/W machine.

- Question: Need list of current software

Answer:

Prisma Direct (web submission)

Uniflow (Office copier control software)

- Question: Current meter counts

Answer:

Machine 1: Vario Print 140 - 20,111.838

Machine 2: Vario Print 140 - 18,587,503

Machine 3: Vario Print 140 - 8,815,937

Machine 4: Image Press C850- 6,894,141

Machine 5: Image Press C850- 4,567,390

Second Copier Area

- Question: B/W Bid =120, Current=140

Answer: The district is considering a minimum PPM of 120

- Question: Full Trim/Face Trim
 - Do we need both
 - And/or on which machines

Answer: Yes, both are needed. Needs to be on one color and one B/W machine

- Question: Do we need folding/folding insertion
 - Standalone
 - And/or on which machines

Please refer to page 39 of the RFP: finishing requirements are listed under Print Shop Category 4 and Category 5.

Exhibit C - SOFTWARE SPECIFICATIONS

For Graphics Department Web Submissions

(currently Prisma):

- Supports repeat users with fast ordering and reordering.
- Includes multiple ordering options: file upload, catalog, inventory, digital download, multiple VDP options.
- Provides custom reporting and scheduling data feeds for integrations with accounting and billing systems.
- Easy to use single screen ticketing and advanced virtual real-time document preview.
- Full-featured Production Management System - visibility by process area, operator audit logging, integration with make ready tools, barcode scanning.
- Production automation/rules reduce touches and enable "lights out" printing.
- Ticketing and printing to any production printer without other software.
- Cloud-hosted systems are not shared with other customers.
- APIs that allow customized and secure integration capabilities.
- No cap on implementation support hours.
- Advanced security - NIST cyber security framework compliant with trusted practices tailored to meet security needs of the most secure industries.
- Scalable to meet the needs of small to large in-plant print centers.
- Unlimited storefronts, users and volume.
- Job tracking alerts and emails.
- PDF conversion.
- Multiple Approval types and levels · Multiple VDP options.
- Proxy ordering feature.
- Pricing - multiple price cards for different customer groups
- In-line production preflight alerts and automatic font embedding.
- Late stage editing and automation.
- Smooth multi-device workflows with seamless integration.
- Barcoding for production.
- Procurement system punchout (cXML).
- Support logins via SSO, LDAP, AD, and local accounts (multiple directories supported).
- JDF compliant printing.
- ADA Compliant (WCAG 2).
- Invoicing module.
- Custom reporting and dashboards.
- Integrations with numerous Print MIS, shipping, credit card processing, and print procurement solutions.

Ventura Unified School District: DISTRICT-WIDE COPIER LEASING, RFP #1-25

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Attendee

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Sr. Production Print Specialist

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SHARP

Mitel

RICOH



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imagine. change.

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PARKING AND BUS LOADING



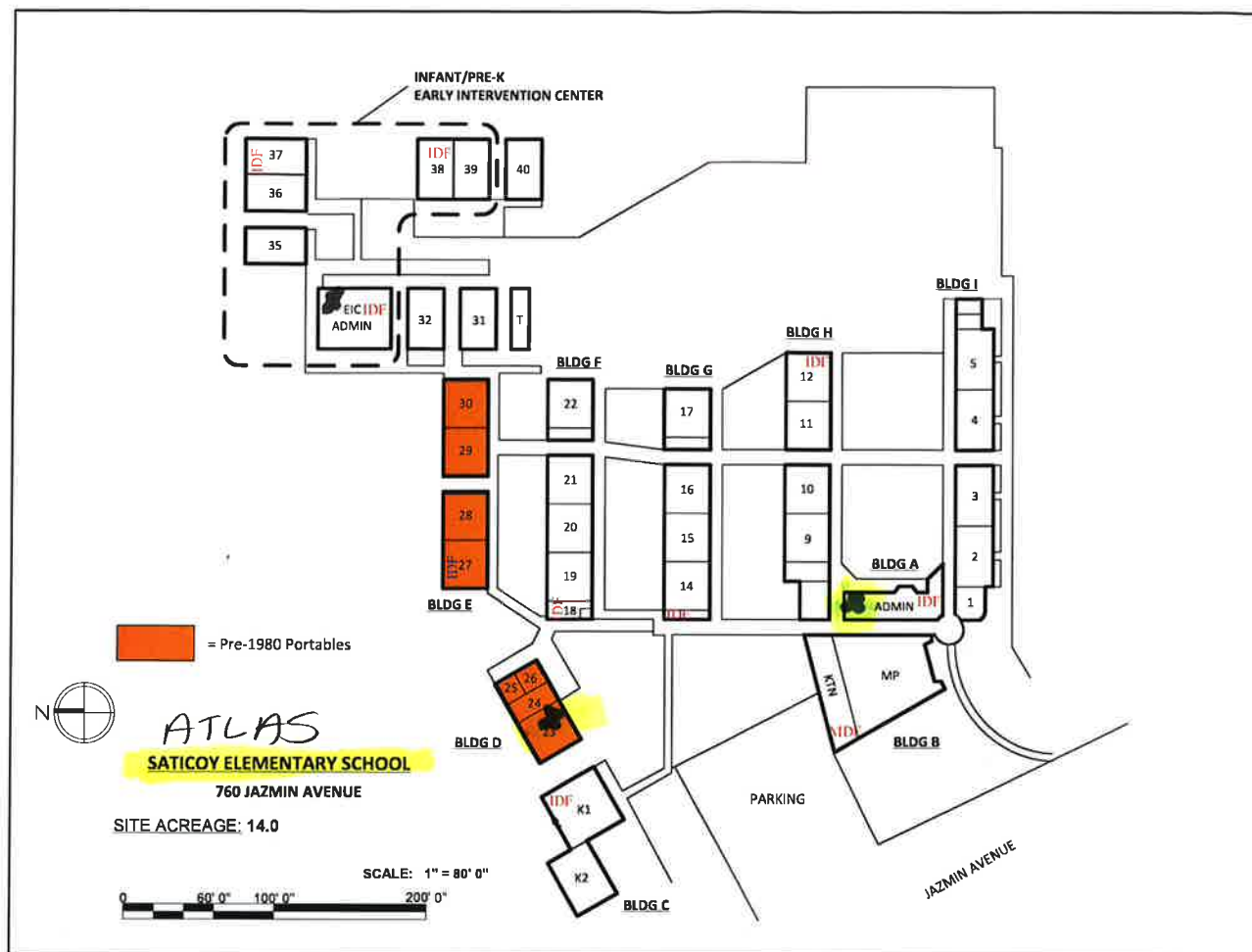
ANACAPA MIDDLE SCHOOL

100 SOUTH MILLS ROAD

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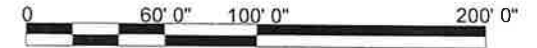
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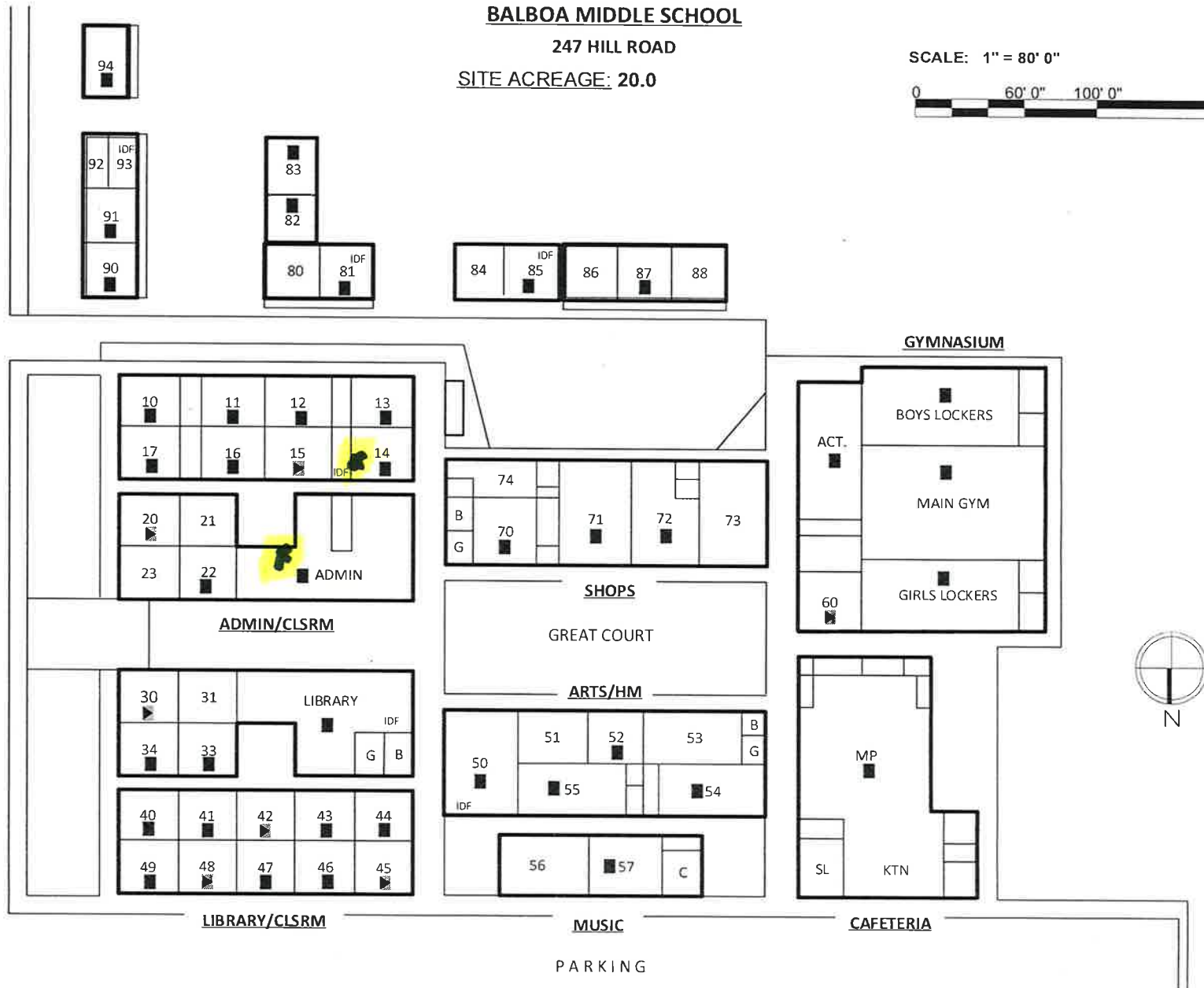


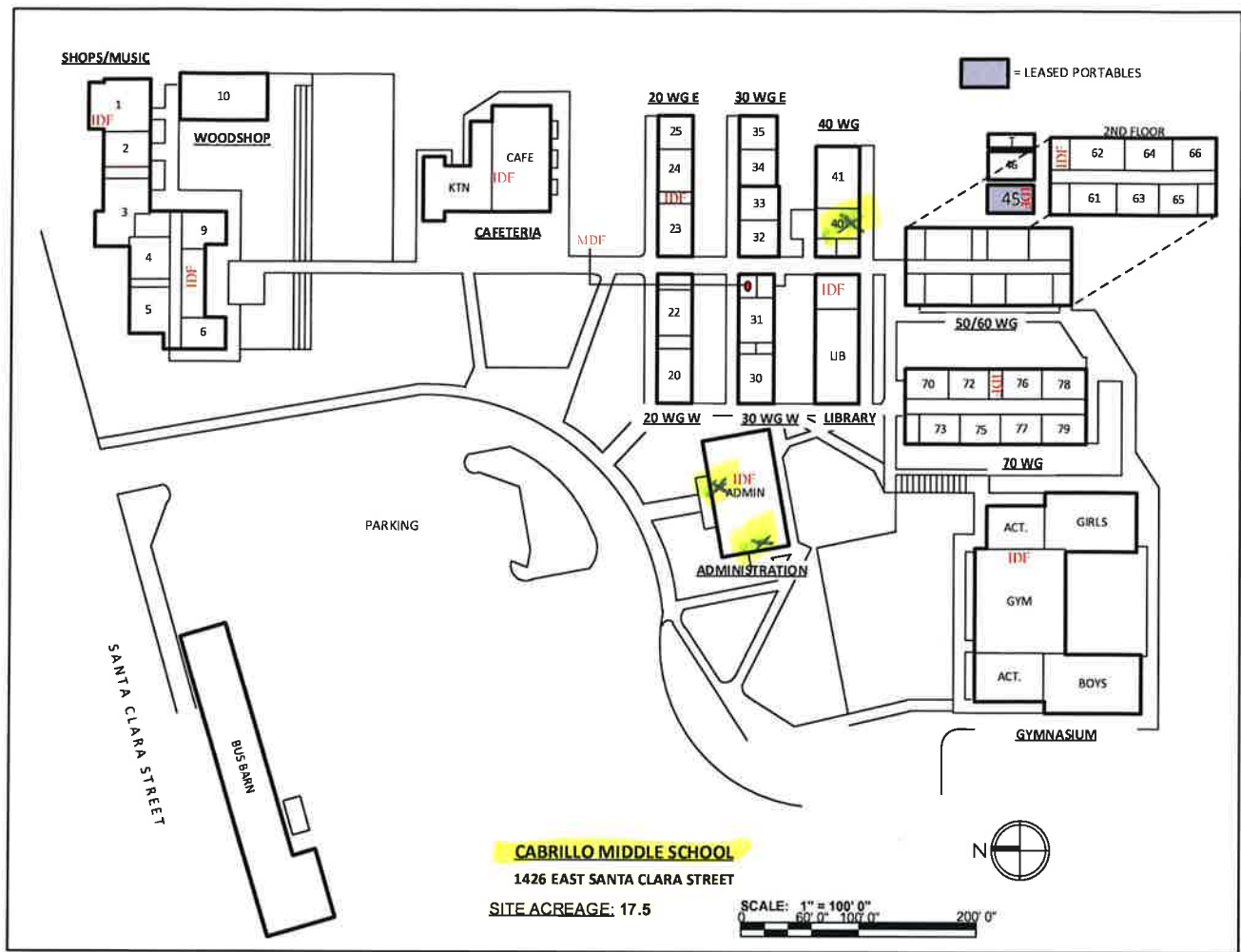
BALBOA MIDDLE SCHOOL
247 HILL ROAD
SITE ACREAGE: 20.0

SCALE: 1" = 80' 0"



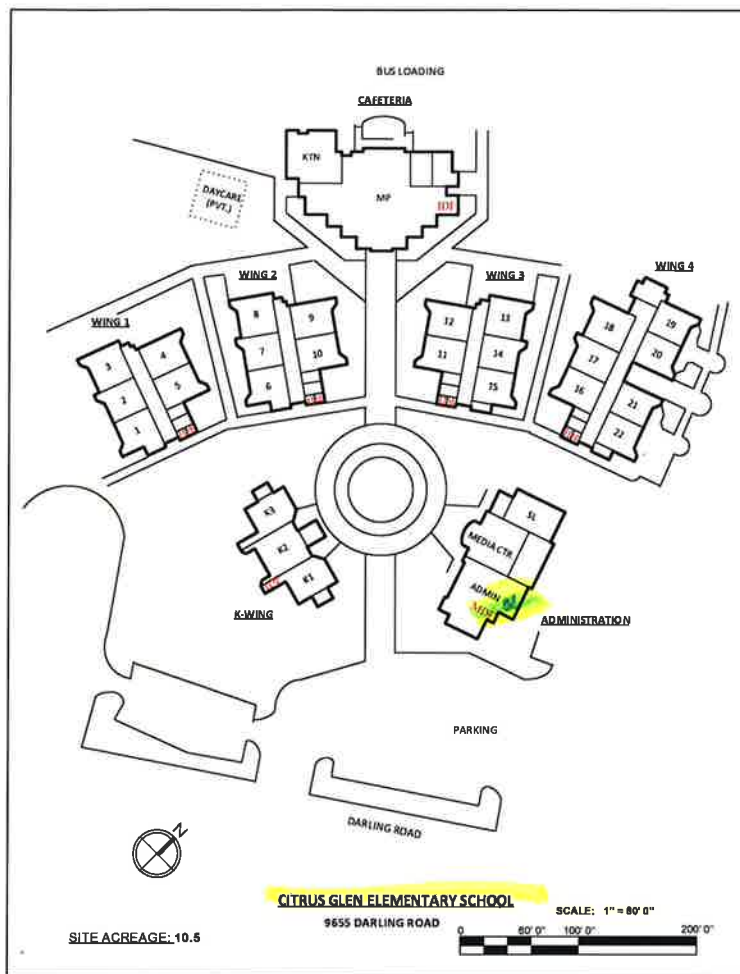
HILL ROAD





2 admin

1 RM 40



2 Printers
Admin Office

CAMERON STREET

PARKING

BLDG D

LIBRARY

MDF

ADMIN

IDF

CAFE

KTN

BLDG E

BLDG A

A1

A3

A5

A7

A9

A11

A13

A2

A4

A6

A8

IDF

A10

A12

BLDG B

B1

B3

B5

B7

B9

B11

B13

B2

B4

B6

IDF

B8

B10

BLDG C

C1

C2

C3

C4

C5

IDF

C7

C6

H1

H2

IDF

BLDG F

IDF

GIRLS

GYM

IDF

BOYS

G2

VENTURA CHARTER SCHOOL

IDF
ADMIN

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IDF

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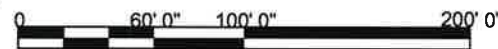
DE ANZA ACADEMY (DATA)

2060 CAMERON STREET

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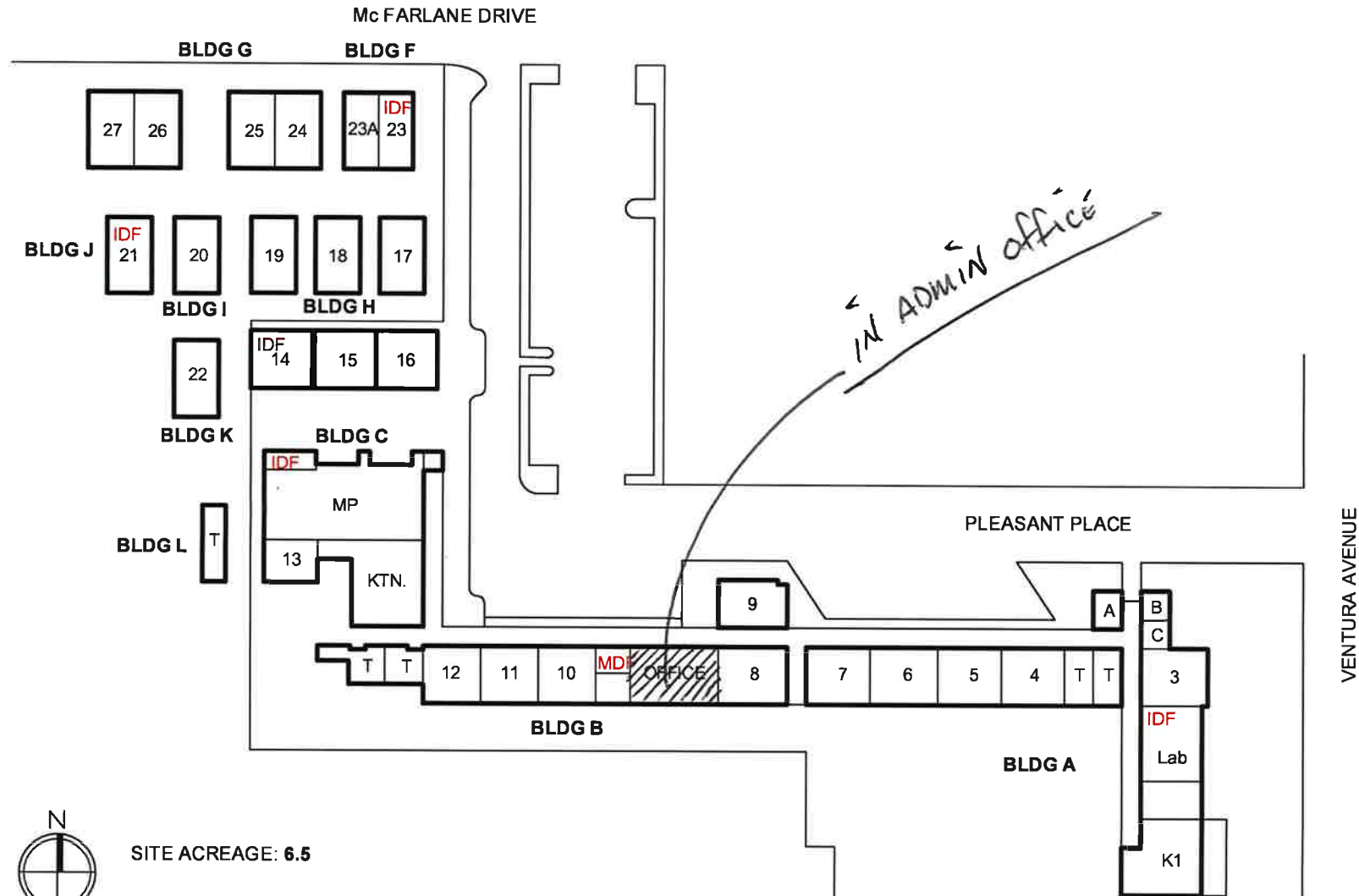
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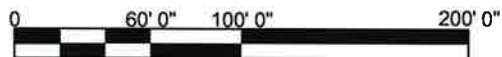
Revised 9/2013

E.P 2 copies in office



SITE ACREAGE: 6.5

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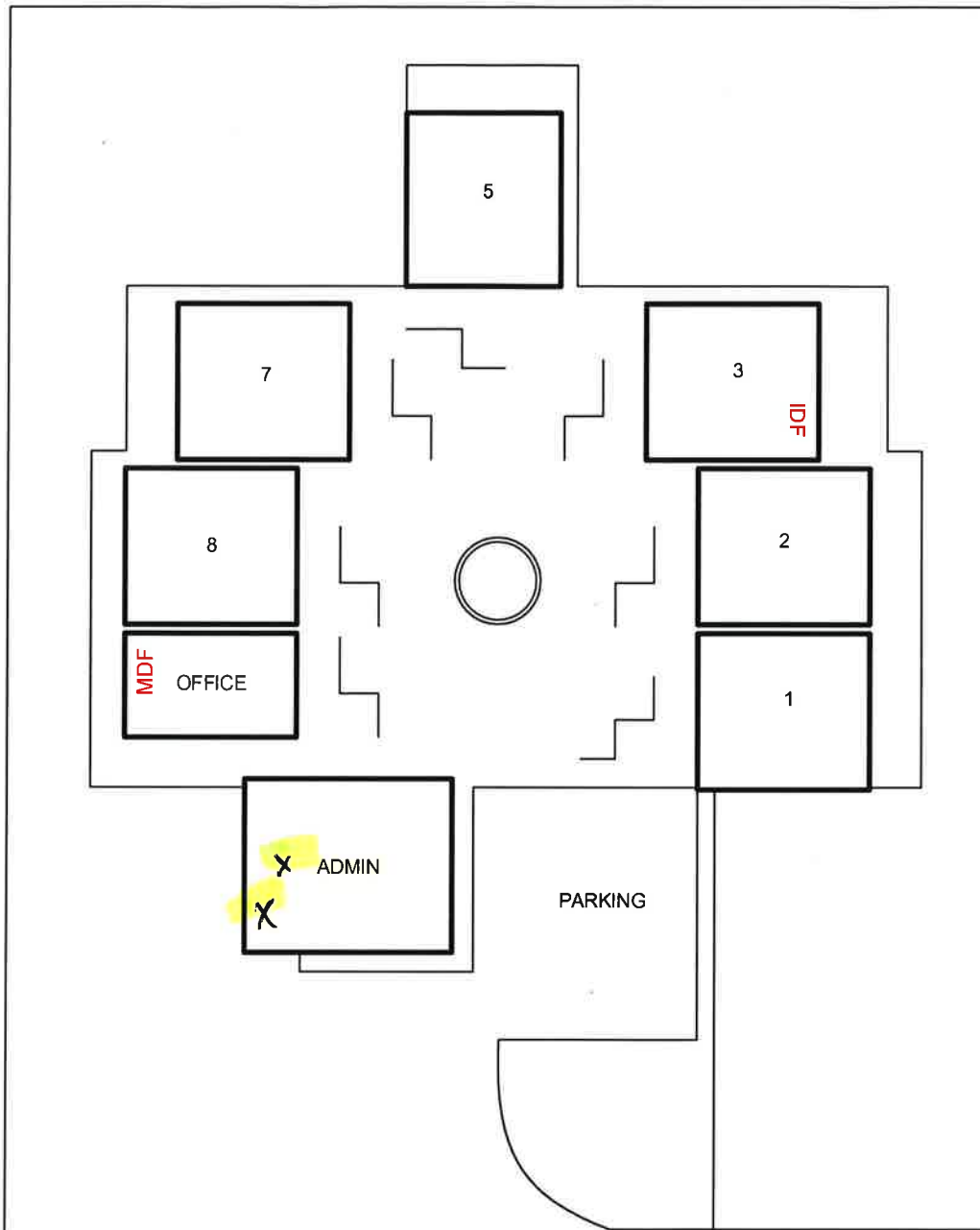


E.P. FOSTER ELEMENTARY SCHOOL

20 PLEASANT PLACE

Revised 8/18/09

Cannon Printer



SITE ACREAGE: 1.3



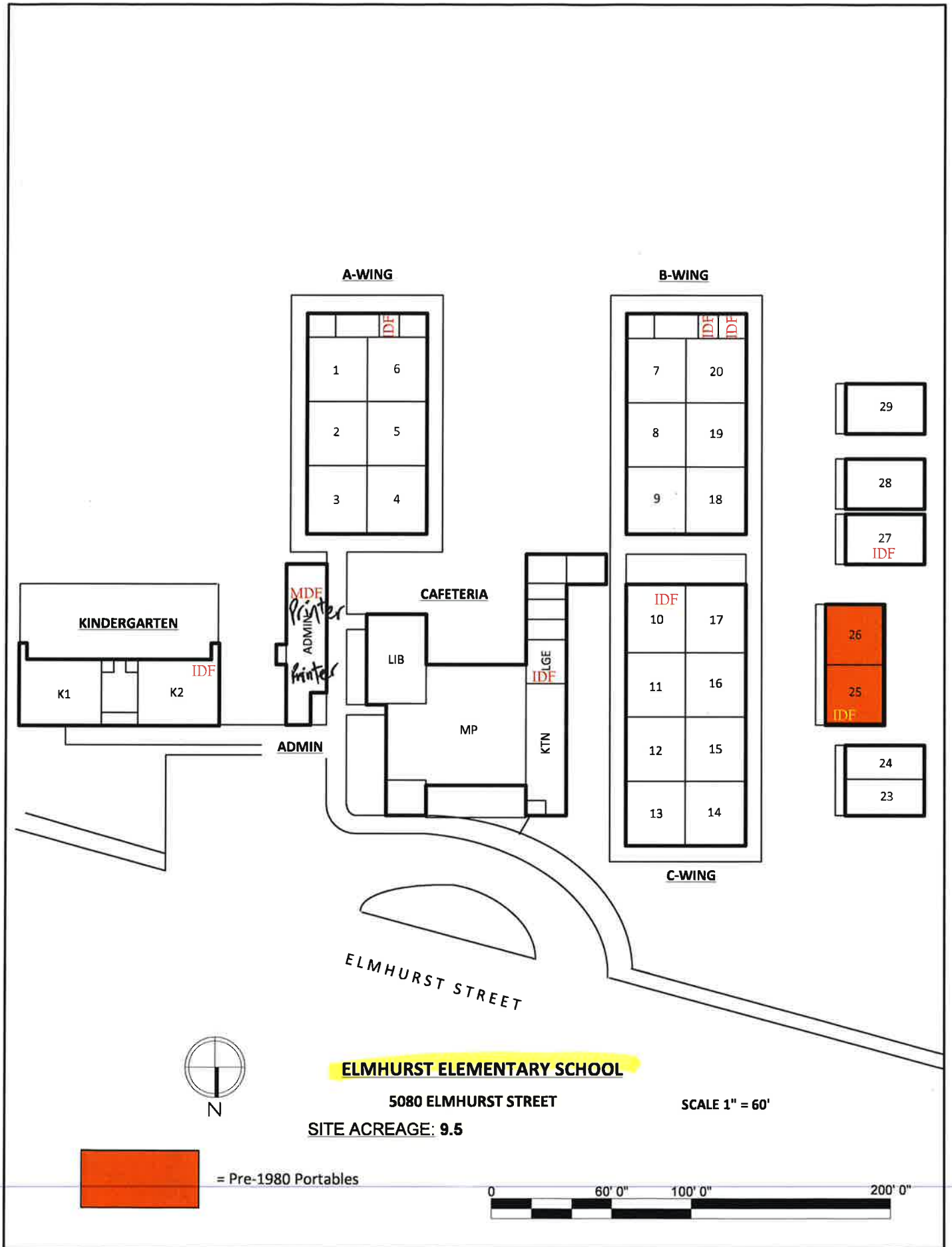
EL CAMINO HIGH SCHOOL

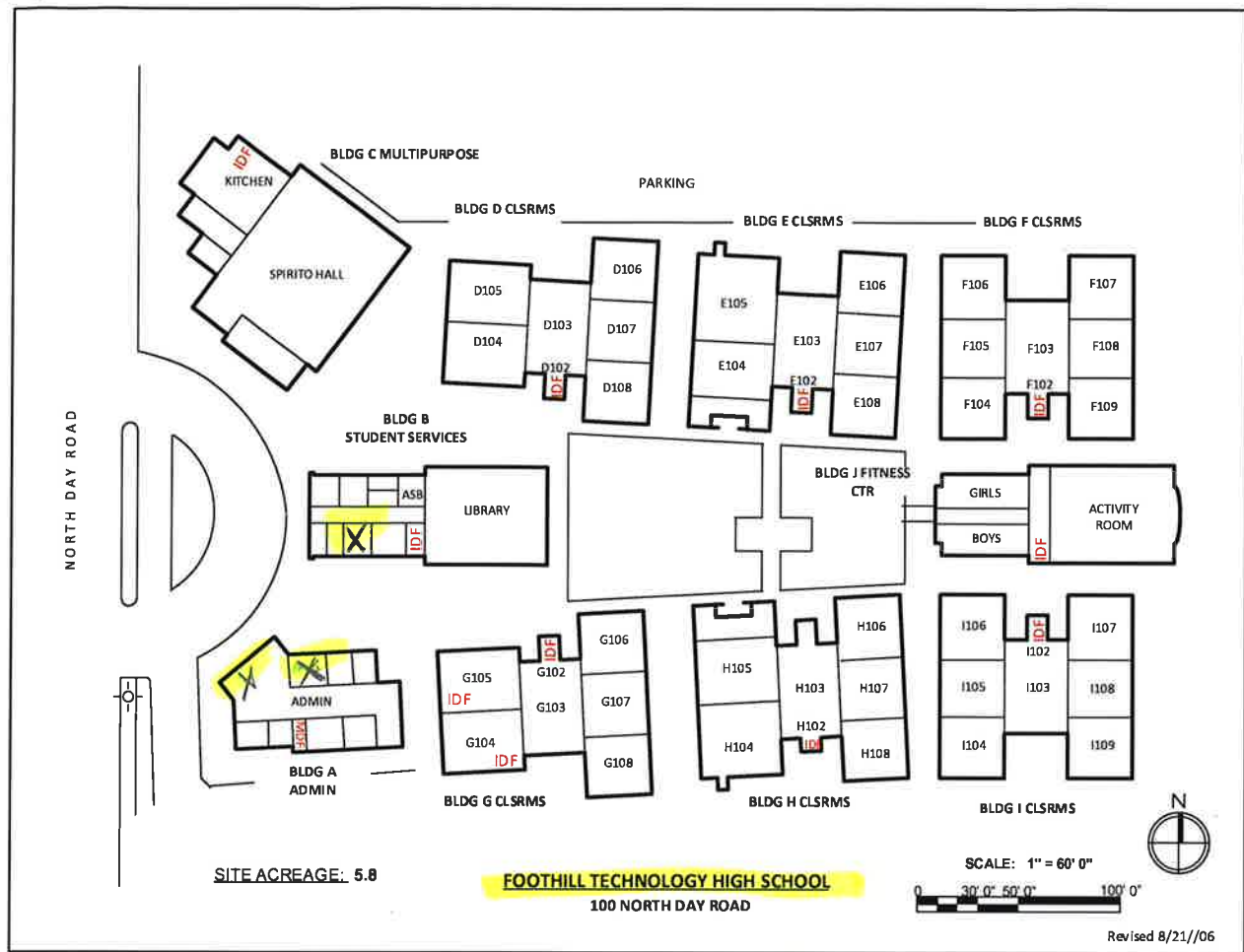
**At Ventura College
61 NORTH DAY ROAD**

Revised 8/19/09

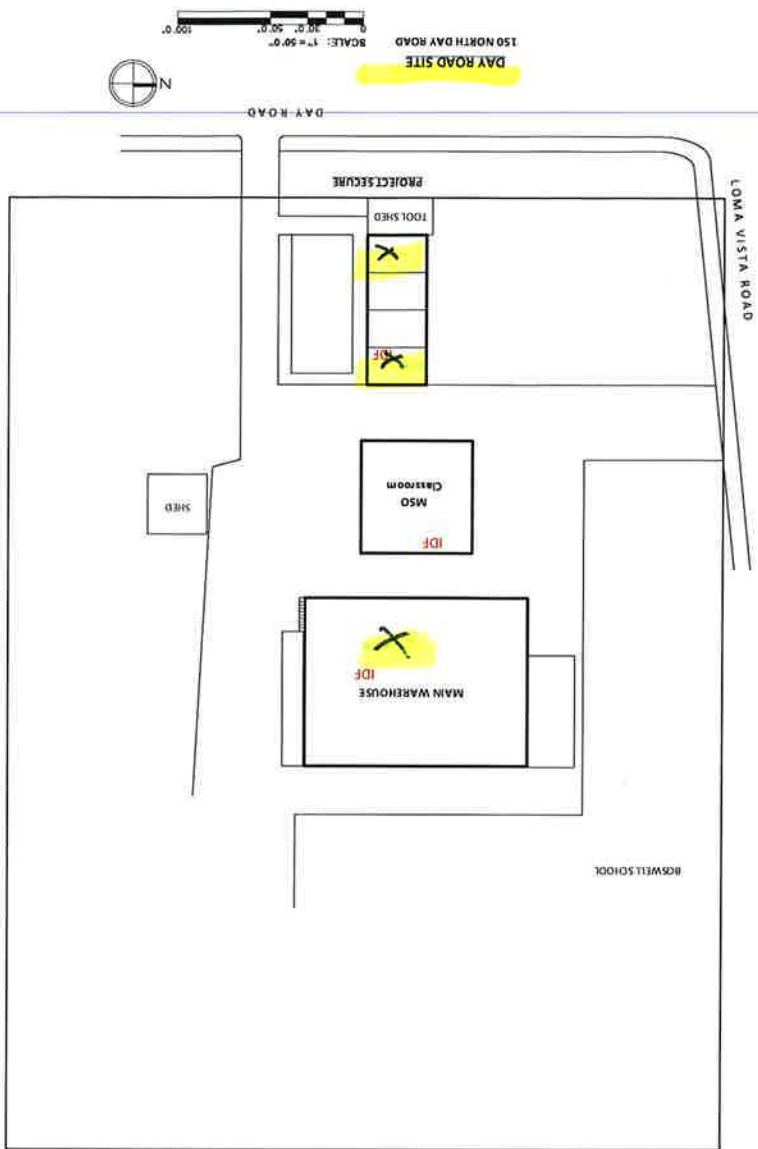
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Admin
B Building



1 Warehouse
2 homestead

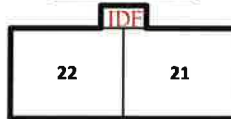
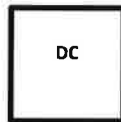
TELEGRAPH ROAD



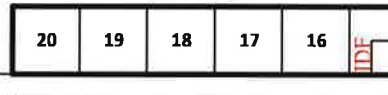
= Pre-1980 Portables

IDF

KINDERGARTEN



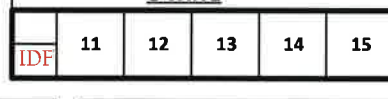
D-WING



C-WING ADDTN



C-WING



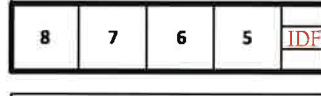
CROCKER AVE.

*Printer
in
admin
office*



ADMIN

B-WING



A-WING



MP

KTN

CAFETERIA



JUANAMARIA ELEMENTARY SCHOOL

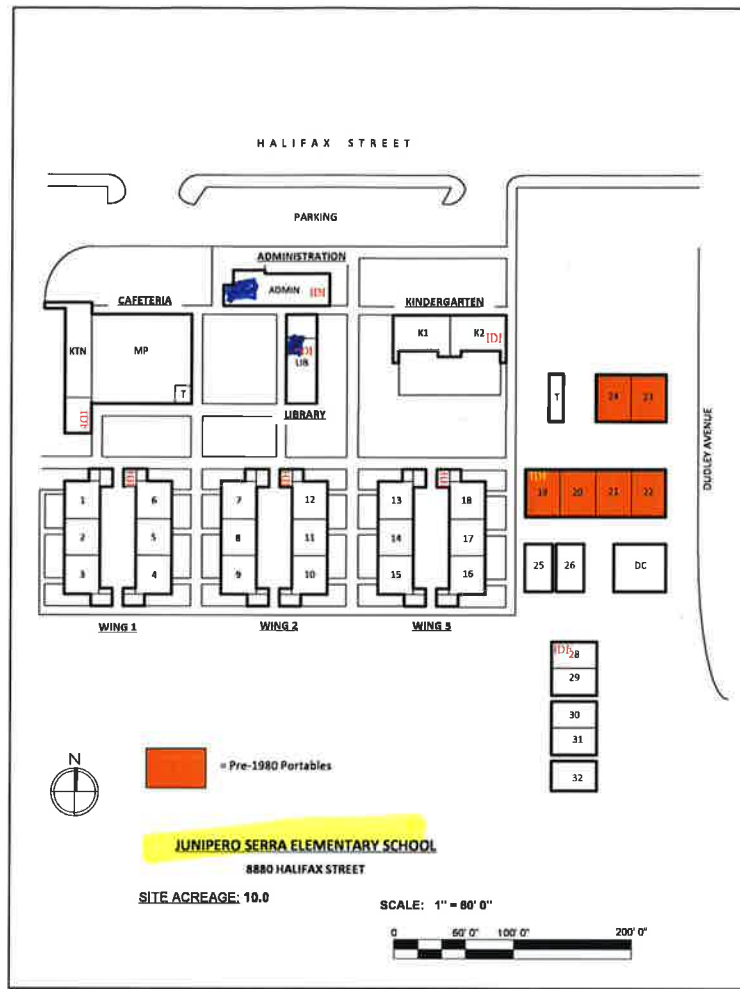
100 SOUTH CROCKER AVE.

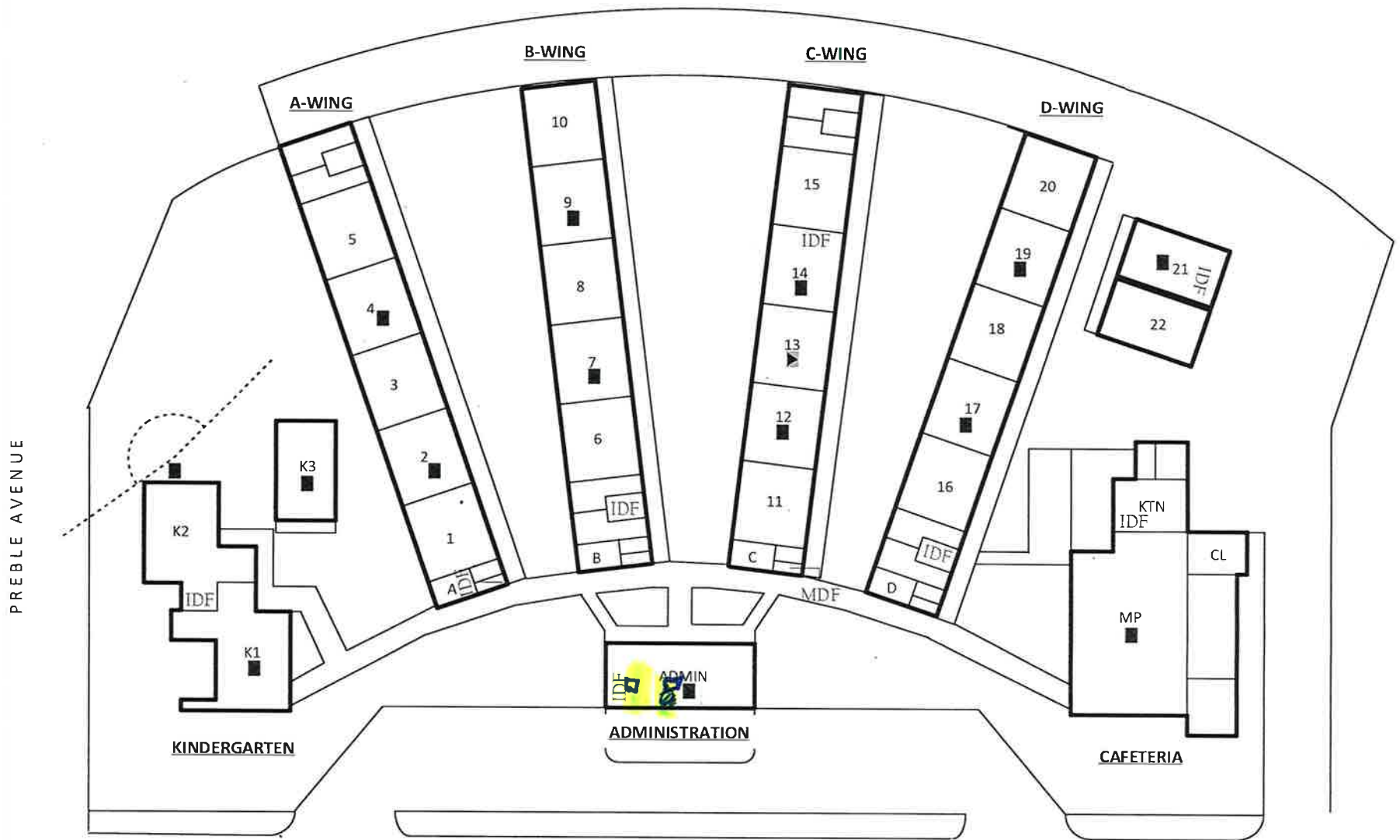
SITE ACREAGE: 9.0

SCALE 1" = 80'0"

1 in middle
of admin
Bldg

1 in workroom
in Library





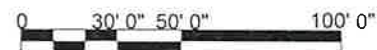
VALMORE AVENUE

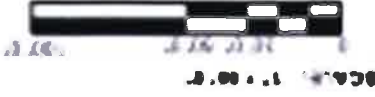
Lemon Grove School
450 VALMORE AVENUE

SITE ACREAGE: 7.1

□ = canopy
TOTAL = 2

SCALE: 1" = 60' 0"



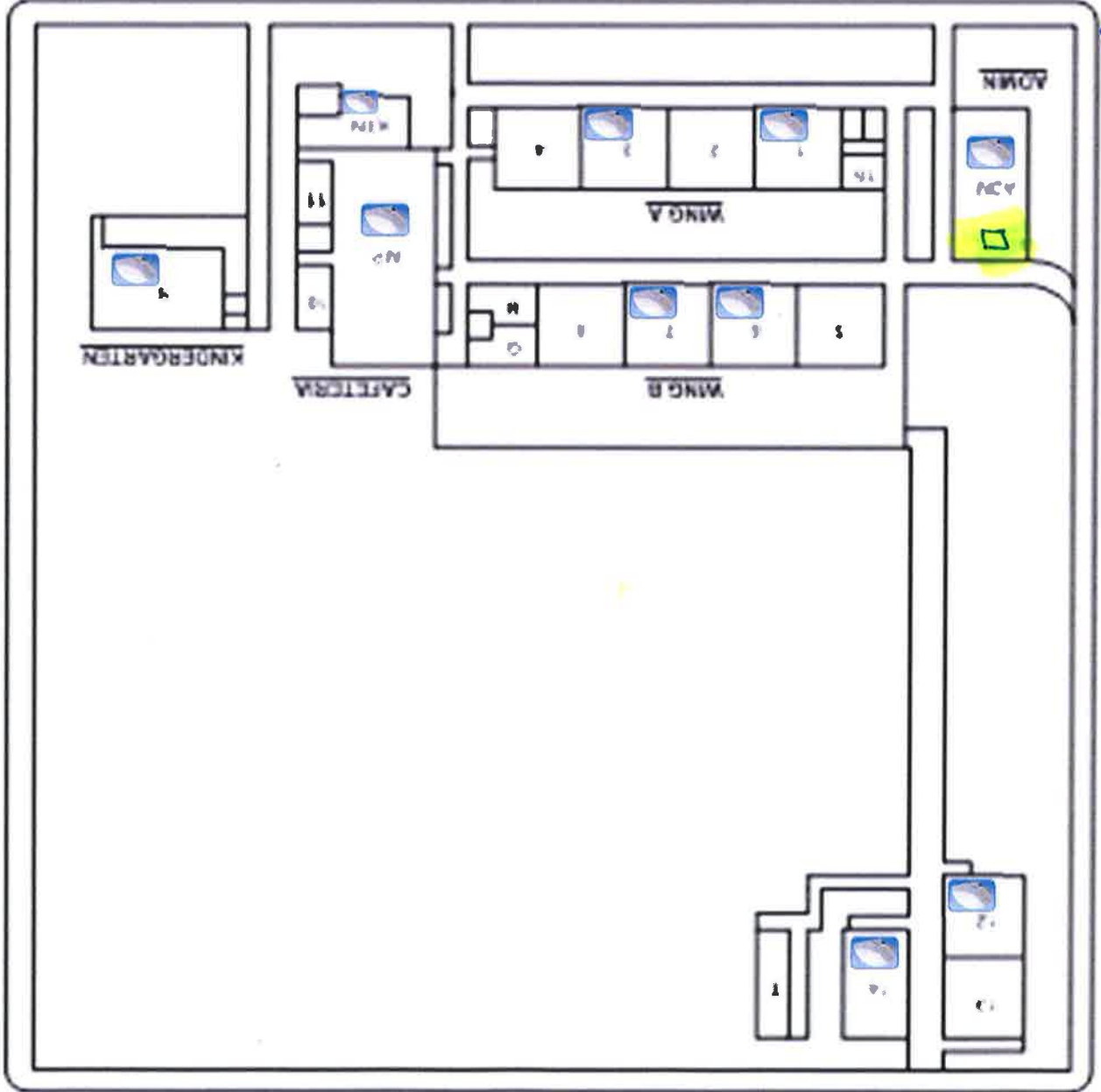


LINCOLN ELEMENTARY SCHOOL
1107 EAST SANTA CLARA STREET

SANTA CLARA STREET

HEALOOK STREET

MAIN STREET



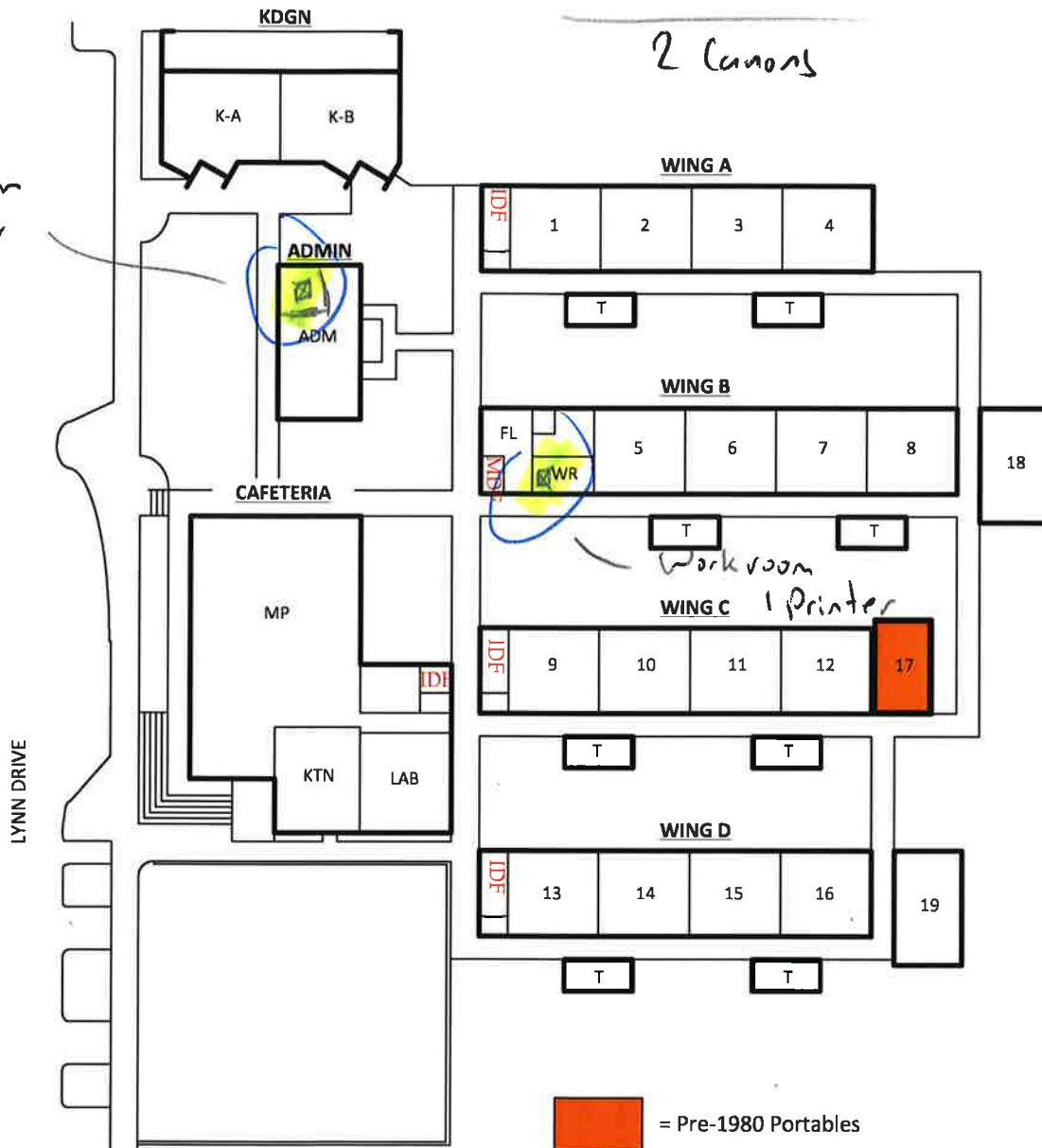
□ CARON PAPER
TOTAL = 1

EAST MAIN STREET

1 Canon in OFFICE Workroom
1 Canon in Wing B Workroom

2 Canons

Workroom
(Printer)

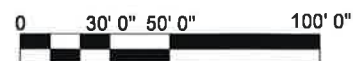


LOMA VISTA ELEMENTARY SCHOOL

300 LYNN DRIVE

SITE ACREAGE: 9.0

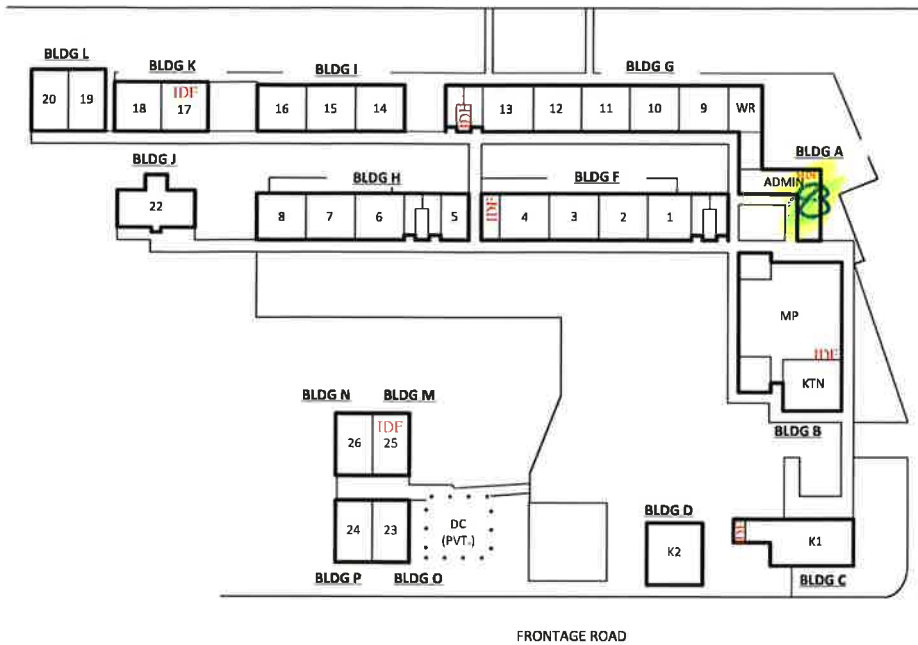
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BALBOA MIDDLE SCHOOL

PARKING



2 Printers in admin office

HILL ROAD

FRONTAGE ROAD

MOUND ELEMENTARY SCHOOL

455 HILL ROAD

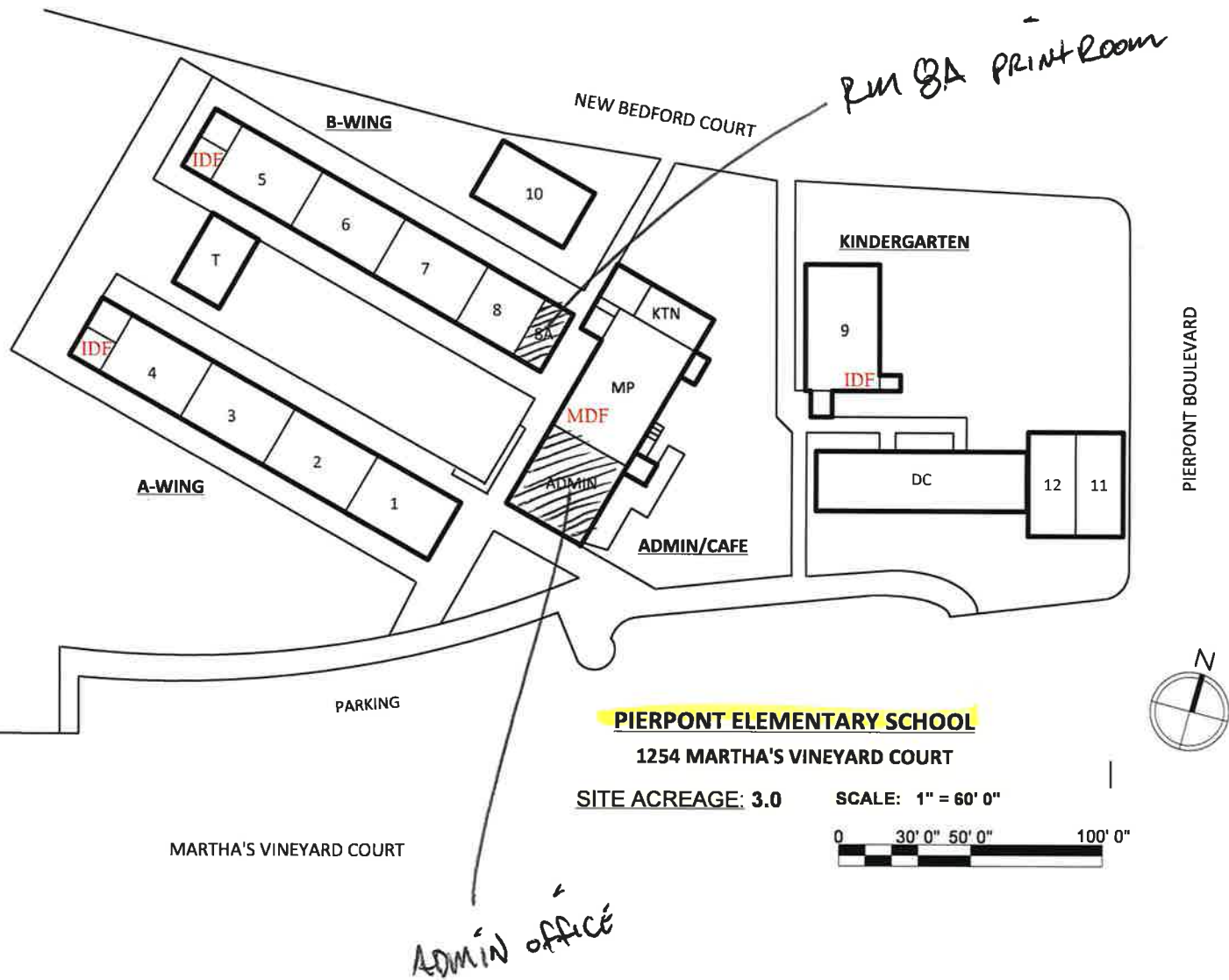
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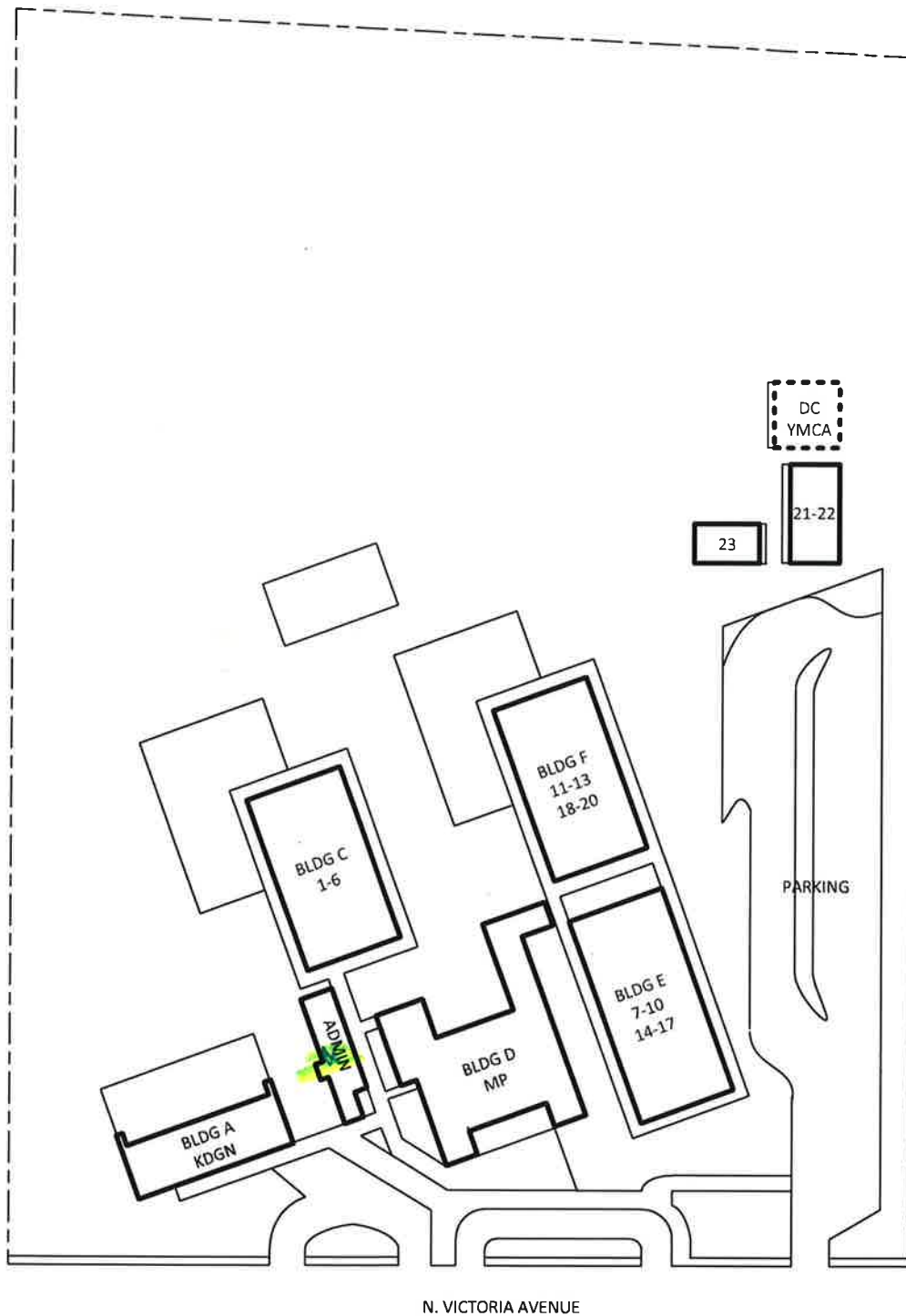
SCALE: 1" = 80' 0"



PIER CANON IN Admin & SA

Rm 8A Print Room





POINSETTIA ELEMENTARY SCHOOL
350 NORTH VICTORIA AVENUE

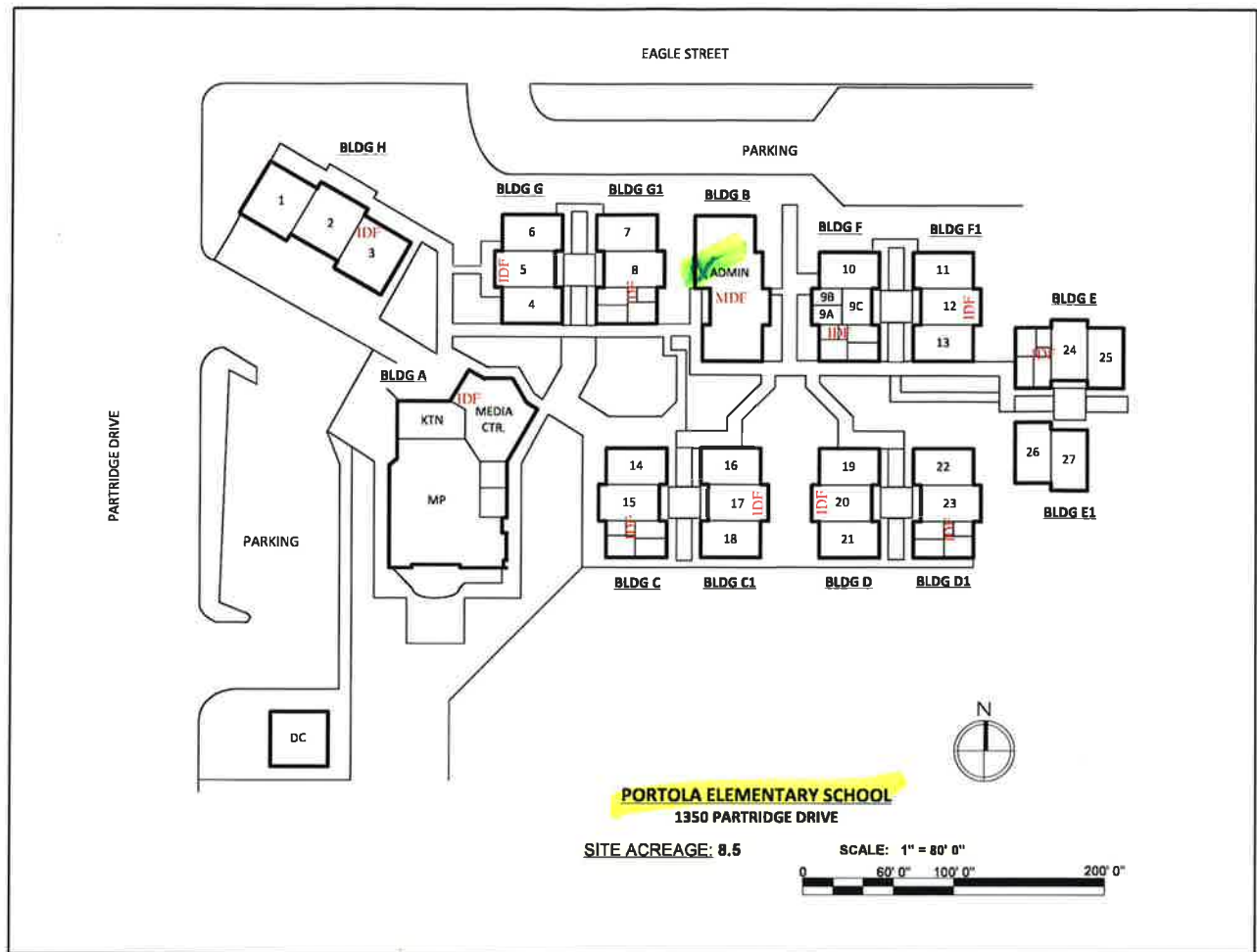
REV 5/2/07

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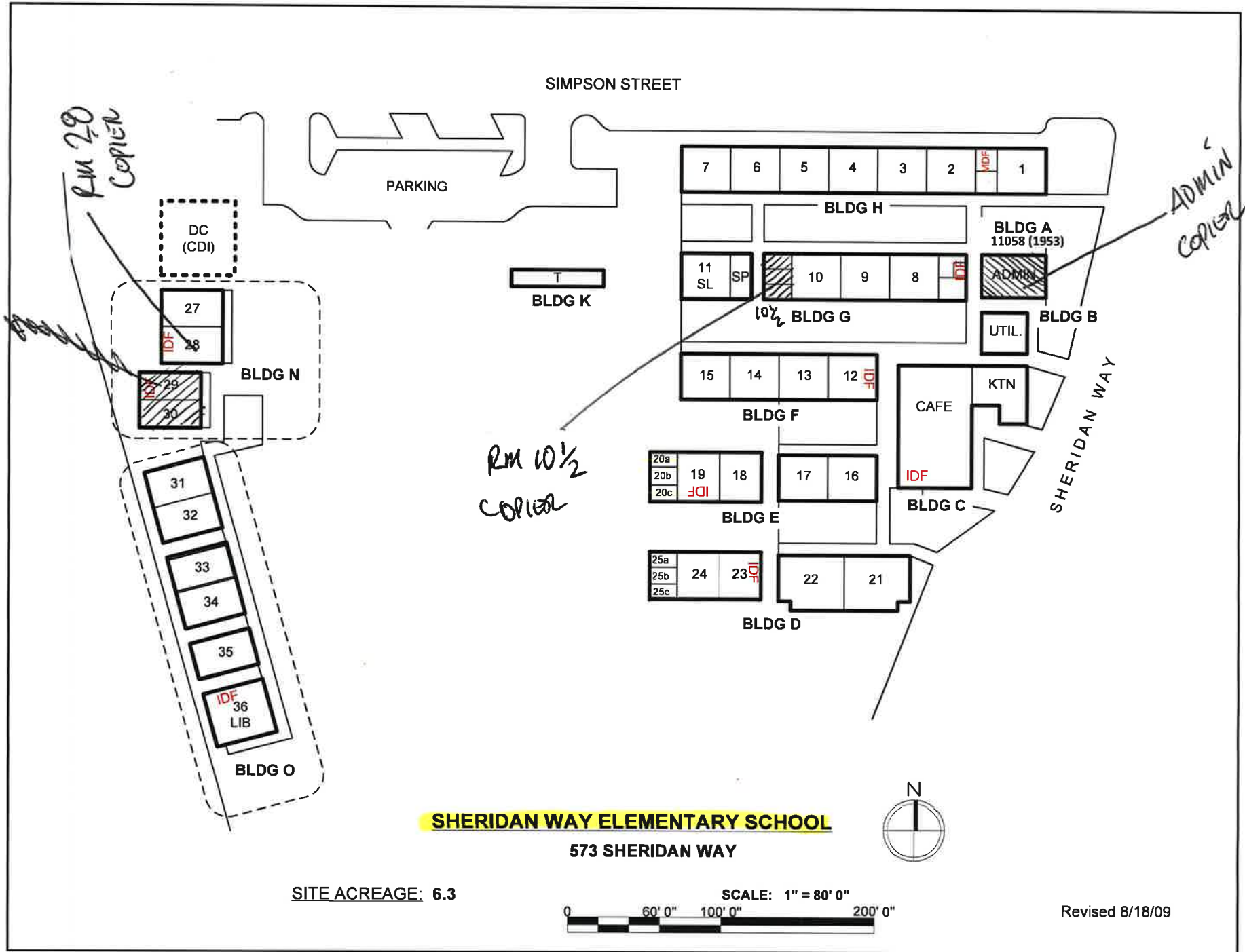
0 ft. 60 ft. 100 ft. 200 ft.



SITE ACREAGE: 9.3

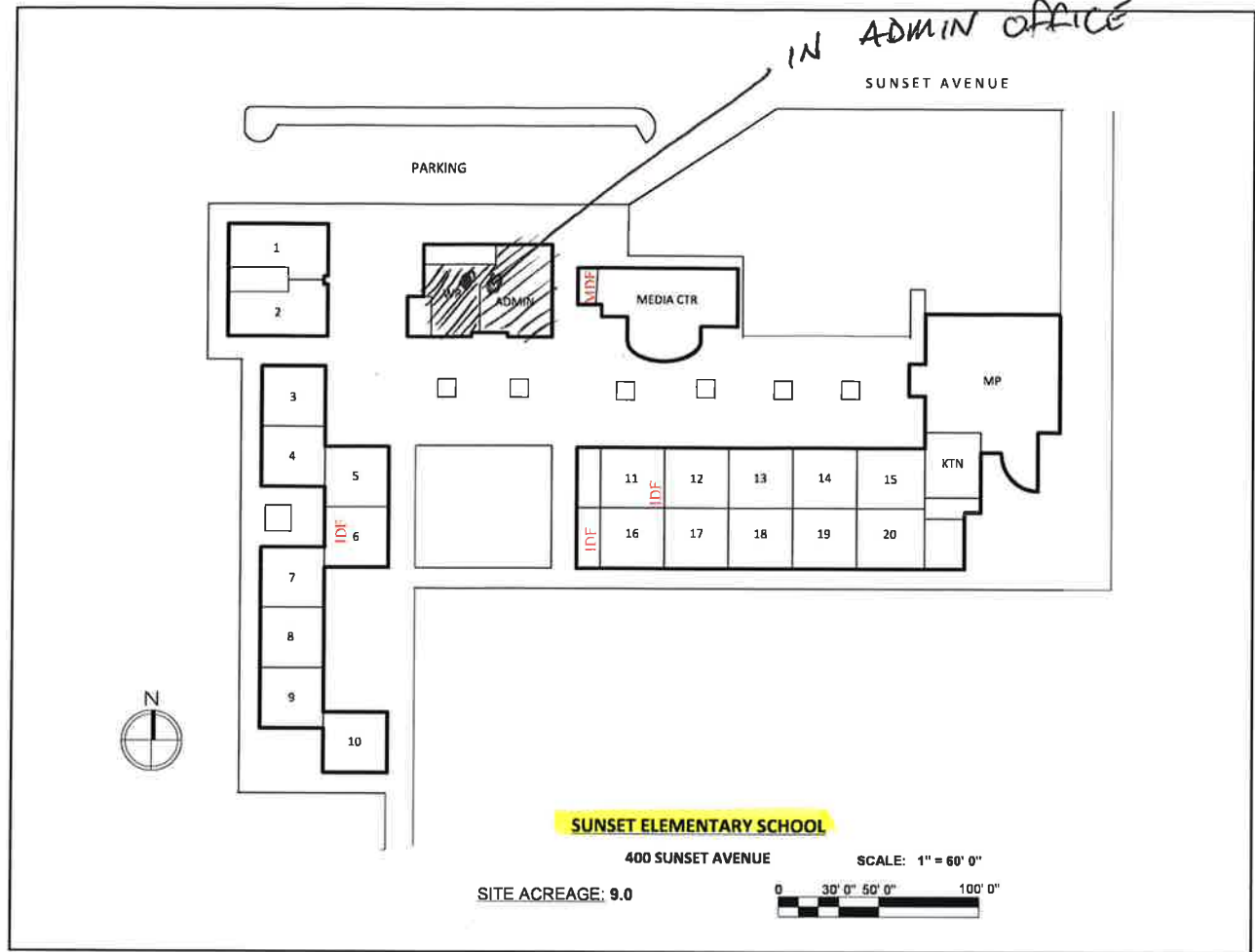


SHER 3 COPIERS



SUNSET 2 COPIES

IN ADMIN OFFICE



RM 132
1 CANON

OFFICE
4 CANONS

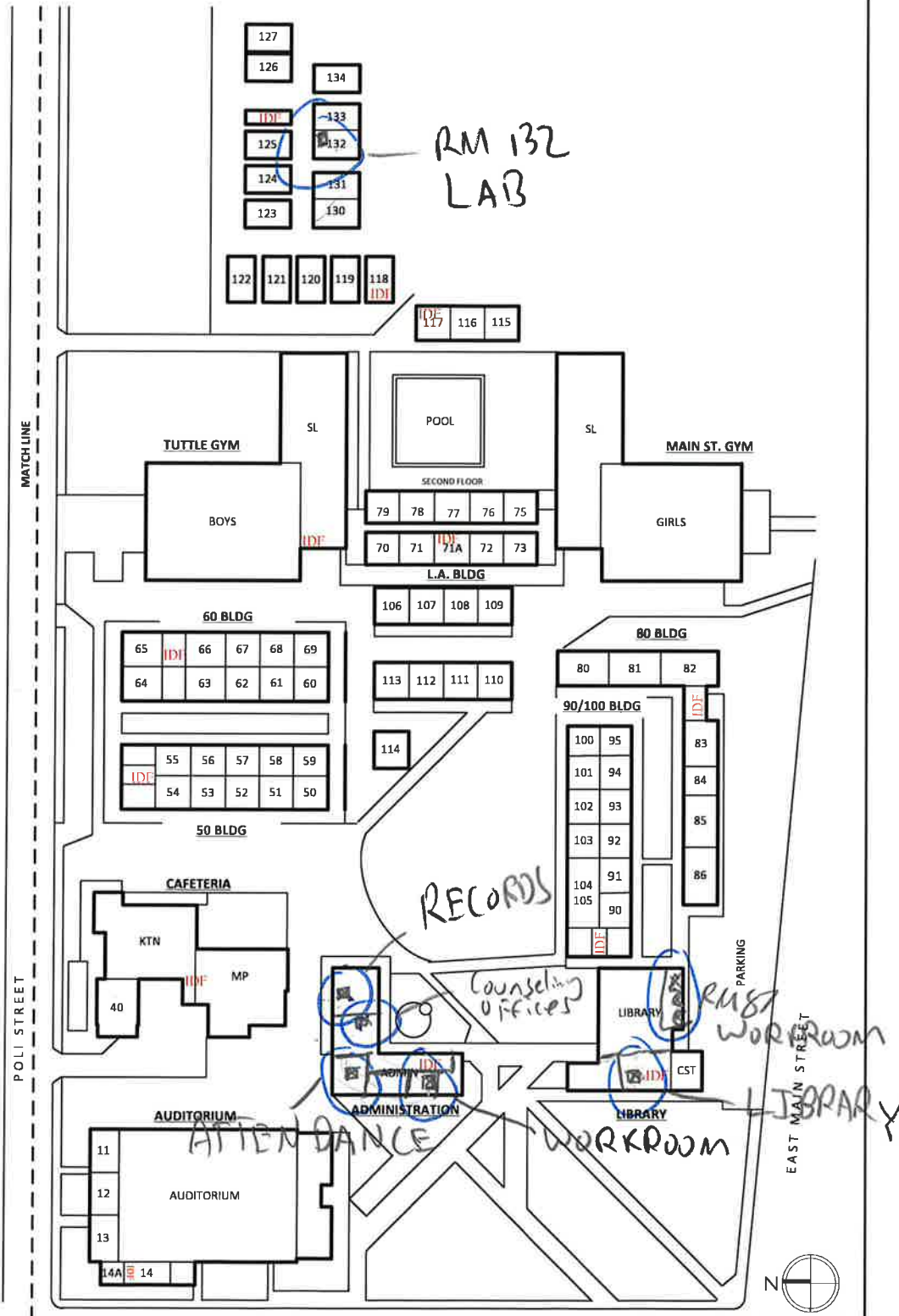
- 1 RECORDS
- 1 Counselor OFFICES
- 1 Attendance
- 1 Workroom

LIBRARY
1 CANON

RM 87

3 CANONS

Total
9 CANONS



VENTURA HIGH SCHOOL
2155 EAST MAIN STREET
SITE ACREAGE: 34.5

CATALINA STREET

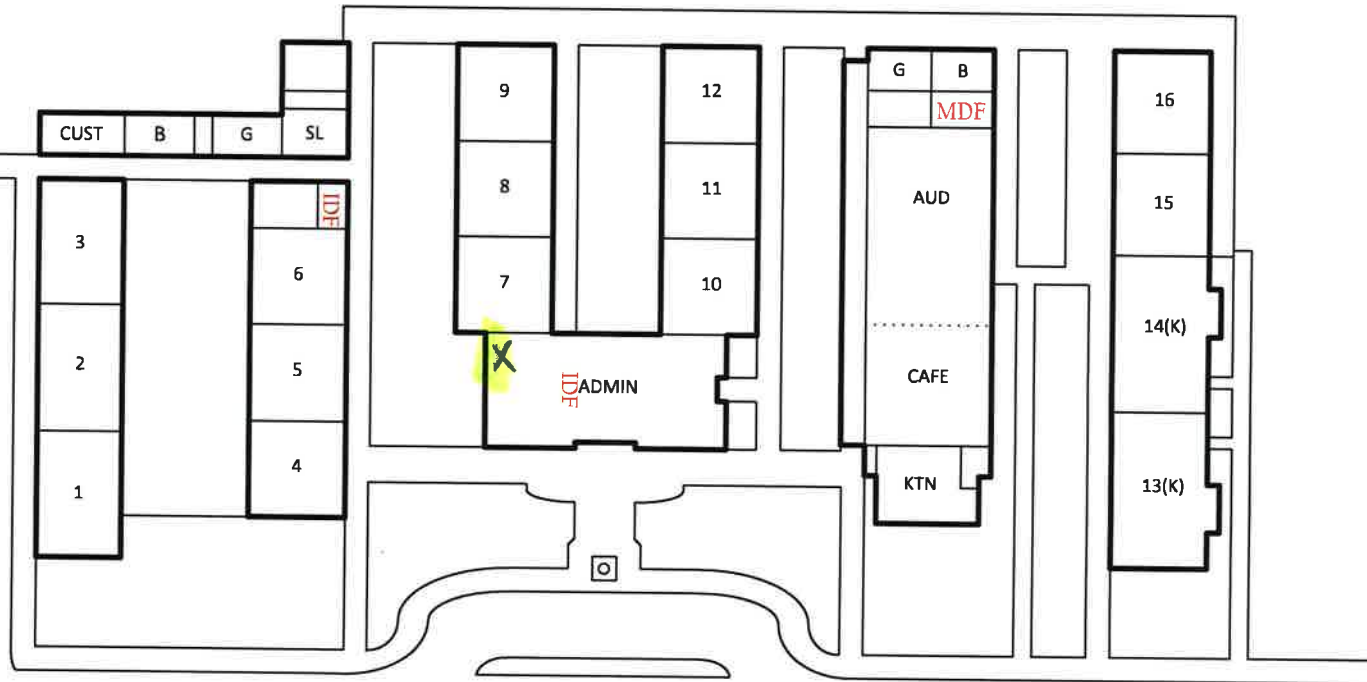


In admin
Cannon Printer

TO ANNEX

THOMPSON BLVD.

PARKING

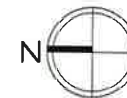


HOWARD STREET

WILL ROGERS ELEMENTARY SCHOOL

316 HOWARD STREET

SITE ACREAGE: 9.0 (Includes Annex)



SCALE: 1" = 60' 0"
0 30' 0" 50' 0" 100' 0"