

To the Vendors Participating in the RFP,

Please see below for answers to the questions that were submitted.

Question #1

Who is the current vendor(s)?

Answer:

The District's current vendor is Ricoh USA, Inc.

Question #2

Does the school district require pricing for all options listed under the "Optional Equipment" section? Specifically, are PostScript and OCR being requested as part of the bid requirements, or are these truly optional?

Answer:

Yes, pricing for the options listed under the "Optional Equipment" section should be provided under the "Optional Equip. Purchase Pricing" section. For the PostScript and OCR options, vendors should indicate if these options are available on the proposed devices under the "Optional Equipment" section by indicating "Yes" or "No" and then should enter the corresponding price information for these options under the "Optional Equip. Purchase Pricing" section.

Question #3

Under the "Optional Equipment" section, there are three different finishing options listed: External Stacker with Stapling, External Stacker with Stapling and 3-Hole Punch, and Internal Stacker with Stapling. Could you please confirm whether pricing is required for all three finishing options for each machine, or only for selected configurations?

Answer:

Pricing is required for all three finishing options for each machine.

Question #4

Can the District provide additional detail regarding the initial 5–7 machines slated for replacement, including current models and desired configurations?

Answer:

The current models of the 5-7 machines being considered for replacement in the summer of 2026 are the Ricoh MP 7503, Ricoh MP 5055, and Ricoh MP 3555SP. The desired configurations are still to be determined.

Question #5

Will the District consider proposals that include multiple manufacturers within the overall copier fleet?

Answer:

You may propose up to three models per segment. If you have a device that meets the minimum required speed, please include that as one of the three models proposed. The District will review all options before determining whether any option would be unacceptable. If you wish to provide additional information, please feel free to do so, but only information supplied online in the 'Information' section of the RFP will be given consideration.

Question #6

Copier installations typically do not require a performance bond, as associated risks are generally addressed through standard contractual protections. Would the District consider waiving the performance bond requirement to help mitigate overall project expenses?

Answer:

No, this requirement of the RFP will not be waived.

Question #7

May offers include their Agreements for Leasing and Maintenance as part of the proposal response?

Answer:

If you wish to provide additional information, please feel free to do so, but only information supplied online in the 'Information' section of the RFP will be given consideration.

Question #8

Please confirm if this RFP requires a Bid Bond or a Cashier's Check, or both?

Answer:

Yes, a Bid Bond or Cashier's Check is required but both are not required.

Thank you,

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