



## Hamtramck Public Schools

Technology Department  
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Response to MFP RFP Inquiries as of 8/22/2024

This is an example of the build and materials requirement spreadsheet that needs to be provided with your response.

Was there a spreadsheet provided for Appendix C in RFP?  
I didn't see one attached.

Please advise,

I didn't receive confirmation from every bidder, so no I didn't send out the change confirmation email.

Hi Marc,  
Did the due date get extended.  
Please advise.

Response to MFP RFP inquiries as of 8/15/2024

Can you provide a report from FM Audit showing historic printer volumes by device? **No.**

Your listing of devices appears incomplete. Can you provide an update of the specific model with speeds and finishing options? **Yes, the existing Konica Models are listed in the RFP**

You indicate that you wanted stapling capabilities. Can you specify which central office devices needed saddle stitch stapling, so that we quote properly? **Only one of PRC requires saddle stitch and book options. Stapling needs to be capable on all machines.**

Do you require hole-punch capabilities for any of your devices. **Just the PRC devices.**

You wanted a purchase price, plus an FMV and \$1 out monthly lease for 36, 48 and 60 months. Can we quote TELP for the \$1 out lease rates, so that you can avoid PPT? See the 9 options below. **We have done the \$1 out in the past.**

PaperCut questions:

Do all devices use PaperCut licenses? **Yes.**

When does your current PaperCut maintenance and support expire? Did you want us to extend the M&S for PaperCut for 5 years after hardware purchase? **September 22<sup>nd</sup>. Yes, we want papercut for the duration of the lease.**

What RFID card technology do you currently use? P, PI or OmniCard  
**We use HID ProxCard II**

What fax technology do you currently use? Do we have to integrate fax technology into the PaperCut configuration? **Yes, we require fax cards in the main office machines and counseling office machine.**

Do you have any space constraints in your copier locations that would prevent the installation of a copier with an external finisher console? **Not that I am aware of.**

What is the electrical setup at your location? Do you have, or will you be able to provide 20A 120V supply with NEMA 5-20 plugs? **20AMP yes. NEMA-5-20 not everywhere. Prep for supplying surge suppressor with adapters.**

We expect to quote new devices that are at least 25% than most of what you have. In your document you mention that you would like to reduce the number of units. Can you please specify at which locations you want to consolidate devices, to eliminate ambiguity? **We are not looking to reduce number, we are looking to maintain consistency in models provided.**

You had requested purchase pricing plus various leases.

Below you can see all my lease rates below. Honestly, unless you and your Business Manager have a specific requirement for a specific lease type, most of our K-12 districts stick with the 60-month TELP (which is \$1 out without your paying PPT). It always provides the lowest monthly lease. **I think this is generally what we go with. And we sell or recycle at eth end of term.**

Could you please advise which of the options below would work for you? Granted, we could quote an outright purchase with the nine options, but that could we eliminate the complexity and simplify your review



TELP

36 Months = 0.03151

48 Months = 0.02446

60 Months = 0.02048

\$1 Out

36 Months = 0.03446

48 Months = 0.02714

60 Months = 0.02280

FMV

36 Months:  $0.031760 + .001758 \text{ (ppt)} = 0.033518$

48 Months:  $0.025750 + .001642 \text{ (ppt)} = 0.027392$

60 Months:  $0.021380 + .001544 \text{ (ppt)} = 0.022924$

Will you be providing a list of models and configurations of the devices before the walkthrough? **Yes, a list is in the RFP**

We would also like to know if due to the holiday if you could extend the deadline to Monday, September 9th? **Yes, if all companies that sent an intent to bid confirm receipt the date change in an email to me.**

Do you have the cloud-hosted PaperCut or is your server on-prem?

**We host it on prem.**

Existing copiers:

Are these purchased or leased? **Leased to own with a nominal buyout.**

If leased, is there an existing end of term removal from the previous vendor, or does the winning vendor pick up?

**Winning Vendor Removes during Install of new MFPs**

Also, if the winning vendor picks up, do they return them to the original vendor or lease company? **I will double check the contract, but they usually are property of the district and will need to be removed and recycled or sold at your discretion.**

Is there a specific date that you will be posting all of the Q & A's?

**8/15/2024**

When does your current papercut license end? (term date) We need to determine when to start ours. **September 22<sup>nd</sup>.**

Do you want to include maintenance and support from PaperCut? Do you want it to be based on the length of the term? (ie 60 month lease term = 5 years Maintenance & support from PaperCut) **Yes.**

Do all units require PaperCut/card readers? **Yes, we use RFID cards.**

Would the district consider a municipal lease agreement? This is the most aggressive lease rate, no property tax, and you own it at the end (tax-exempt) The district will own the equipment at end of term. **I think this is what we normally do.**

You mention requiring a performance bond. Do you just want the normal 5% Bid Bond? **The normal bond is acceptable.**

Are you requiring a 48-hour response time (from the time of call, to the time a technician is on site) **yes, but we usually get a four hour.**

Does the district own the current Konica fleet? Would you like for us to remove it upon delivery of the new hardware? **Yes and Yes.**

Do you want all 3 of the Print Center units to have color capabilities? **No. One should be adequate.**



## *Hamtramck Public Schools*

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*Technology Department*

During the walk through, I noticed all of the MFD's had 4 paper drawers. Is this a requirement? Or is 3 drawers acceptable? **Three is acceptable.**

Do any of the units require a fax option? Do you have POTS lines, or do you have a cloud-base solution for faxing? **Yes, the office machines require a fax card to interface with our OBI (office at hand) VOIP Services. This is an RJ11 interface.**