

**Cumberland County Schools**  
**Invitation for Bids**  
**Multi-Function Device Cost per Copy Program**  
**Bid #173-18014**

**ADDENDUM #3**

The purpose of this Addendum is to provide answers to questions and requests for clarification that have been presented by various bidders.

**Q.** *For column "F" on the bid spreadsheet, this is categorized by needing/not needing a stand. There are some MFP's in the 20 – 25 speed range that state these do not need stands. Does this mean these models need to be able to sit on a desk? Will these models need to be able to do 11 x 17 paper size?*

**A.** MFP's that do not need a stand must be able to sit on a desk. See Attachment A revision 1 distributed with Addendum #1 for the maximum paper size for these machines.

**Q.** *Will CCS allow for a vendor assessment of usage patterns prior to NEW additional units being added? This may determine that the adjustment of initial placements may alleviate (or downgrade) the need, size or configuration of the NEW incoming device being added after the start of the original term.*

**A.** The vendor may consult with the Principal, Department Head or other CCS Personnel making the request for an additional unit and make recommendations. However, Cumberland County Schools reserves the right to make the final determination.

**Q.** *Would a single pre-determined model and configuration be considered as an option for this requirement?*

**A.** No.

**Q.** *Will CCS provide receptacles, dumpsters or recycle containers for the deposit of boxes and debris that result from the installation?*

**A.** No. Containers and debris resulting from installation must be removed from the premises by the vendor.

**Q.** *Has the final # of fax systems been determined? If so, how many are standalone? If not, can you tell us the current placements of standalone and integrated fax devices for calculation purposes?*

**A.** All locations must have the option to have 1 – 2 standalone or integrated fax devices. Currently only one school has an integrated fax. All of the fax devices shown on Attachment A are standalone fax machines.

**Q.** *Will digital devices with internal code access be acceptable alternatives for Duplicators?*

**A.** No. Per SPECIFICATIONS Item 4, all duplicators must come with a HECON.

**Q.** *If CCS elects to extend the term for an additional two (2) year period after the initial term expires, will there be a possible price adjustment?*

**A.** No.

**Q.** *In agreeing to a Cost-per-Copy program where “CCS will NOT GUARANTEE any daily, monthly or annual volumes to the awarded vendor. However, CCS has produced a total of approximately 70.4 million black & white pages and 2 million color pages in the last four quarters.”, would CCS be willing to agree that, barring any of the default criteria stated in the bid document under PERFORMANCE STANDARDS, CONDITIONS OF DEFAULT and AVAILABILITY OF FUNDS, the awarded vendor’s equipment will be utilized to produce the copies/prints for the district throughout the term of the agreement.*

**A.** Cumberland County Schools requires its schools and departments to use the equipment provided under this Cost per Copy program for its copying needs.

**Q.** *The State MPS Contract 920M indicates that a SOW is used to confirm all aspects of the MPS Agreement between the parties. Is it the intention of Cumberland County Schools to follow that process and create a SOW with the intended awardee of this solicitation?*

**A.** No, it is the intent of Cumberland County Schools to use the equipment as specified in Attachment A of the bid document.

**Q.** *How is the current vendor receiving Meter Reads? What is the desired method?*

**A.** The current vendor receives meter readings by phone, fax, e-mail or online. The desired method is by electronic or digital means using the software specified in SPECIFICATIONS Item 7 of the bid document.

**Q.** *Is there a current Equipment List that is available?*

**A.** No.

**Q.** *How many devices does Cumberland County Schools anticipate adding each year?*

**A.** Cumberland County Schools does not have an estimate of devices to be added each year.

**Q.** *Is the new vendor responsible for picking up and returning the current equipment? If so, where are they to be returned to?*

**A.** No, the current vendor is responsible for removal of its equipment.

**Q.** *Is ISO-1548 required for Fax Machines?*

**A.** It is preferred but not required.