**QUESTIONS & ANSWERS 1**

**REQUEST FOR PROPOSALS**

**For**

**Multifunctional Copiers**

**RFP NUMBER 21-012**

1. 2.1      Approximate quantities to be replaced :150

Question:   Are the 150 units all Black Copier? YES

1. 2.1.22   Must provide a separate price sheet for each model proposed including maintenance.

Question:   The monthly price of the machine and the maintenance? There will be no monthly charge for machines we are not leasing them.

1. 2.2      Question:      Is there an estimate of the Color Digtal Copier units being placed? NO
2. Appendix E   Cost per Machine…. Question: Is this just cost for the machine or does it include maintenance?   Yes just the cost of the machine
3. Appendix E   Monthly Maintenance for machine    Question:  What does this mean or cover? It is what you would charge for your Cost per copy for the maintenance and what it covers.
4. Attachment A          Estimate Copy Counts       Question:      Is there a breakdown between black and white copies? NO there is a breakdown of copies for 4 years in the RFP
5. Attachment A          Estimate Copy Counts       Question:      Is there an estimate of scans? No
6. Question:      Are the schools fully operational at this point with students?

Yes

1. Can you use State Wide contract?

No, our federal funding will not allow the use of statewide contracts.

1. What is the time line for install?

We hope to have all new machines installed before Schools starts.

1. Do you need any kind of Software? No
2. What are the requirements for the larger copiers? Larger copiers must have the same minimum specifications at the black and white copiers.