



CITY OF WACO

Purchasing Services
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Date: 12/08/2022
RFB No: 2022-015
Commodity: City-Wide Copier Contract
Purchasing Agent: Mr. Kasey Gamblin

Closing Time: 2:00 P.M. CST, Wednesday, December 14, 2022
Opening Time: 2:01 P.M. CST, Wednesday, December 14, 2022

RFB Opening Location: Operations Center, Purchasing Services Office, 1415 N. 4th St.,
 Waco, TX 76707

Addendum No: 2
Questions and Answers

The above-mentioned RFB invitation has been changed in the following manner. **Sign and return addendum to the Purchasing Office by the closing time and date with your RFB response.** Returning this page signed by your authorized agent will serve to acknowledge this change. All other requirements of the invitation remain unchanged. If you have any questions, please call or stop by the Purchasing Office at the above address.

Firm: _____

Address _____

Signature of Person
 Authorized to Sign Bid: _____

Signor's Name and Title
 (print or type): _____

E-mail Address: _____

Date: _____ Telephone: _____ Fax: _____

Questions and Answers

1. Pricing Forms: Can vendors provide their own forms with the requested information or does the City have a required form? **The bid form is provided in the bid package on Page 13.**
2. Bid Form: Is the information listed on this page supposed to show the Total Pricing for all (102) devices? **Yes.**
 - a. If no, please clarify what is needed on this page.
 - b. Please confirm if on the Total Maintenance/Service line, vendors should put the monthly cost of BW: 300,000/ Color: 75,000? **Yes, we want monthly cost.**
3. Termination
 - a. Will the City of Waco sign a non-cancellable lease with non-appropriations? **No.**
 - i. If no, is the City looking for a rental agreement? **Lease/Rental**
4. Specifications
 - a. "Must be able to add or remove copiers from the lease agreement at any time"
 - i. To remove a device before it is at term from a lease agreement requires a buyout. Is the City of Waco asking for a lease and when devices are removed, they will pay a buyout? **No**
 - ii. If no, is the City of Waco asking for a lease/rental with flexibility to add and remove devices? **Yes**
 - b. PrinterLogic
 - i. What modules do you have currently with this software? **PrintLogic is managed IP printing which allows for print driver automation. It does not manage the printer. PrinterLogic does not offer any models to help manage the copier page count details.**
 - ii. When does the subscription end or is this software on premise? **The renewal date is in the August time frame.**
 - c. Medium Volume Copier – Coin Operated Capability
 - i. Does the City have existing coin ops or is the City asking vendor to provide coin ops with these devices? **No, we do not.**
 1. If Coin Ops are needed, does the City use dollars, change, and credit card as options for these? **We would like to use all of those payment methods.**
 - d. For the volume listed under each model type, is this per device or a total volume for the quantity?
 - i. Example: Heavy Use Copier: Is the estimated pages of 125,000 for two (2) devices or for one (1) device? **The estimated volume is per device.**
 - e. For the Heave Use Copier, is there a Fiery on this device? **No, it does not.**
5. Does the City require original signatures for all the forms, or will electronic signature suffice? **Electronic signature is acceptable.**