

**QUESTIONS AND ANSWERS BY VENDORS  
FOR RFQ #2010-01 COPIERS LEASE**

*Updated May 18, 2020*

**\*\*\*Any subsequent updates will be posted online at [www.shasta.courts.ca.gov](http://www.shasta.courts.ca.gov)  
under "Court News & Notices"**

- 1. The Solicitation Instructions indicate in paragraph 1 that "[t]he monthly lease payment shall be structured as a base equipment lease payment with no additional charge per prints." Is it the court's intention to have a flat monthly fee regardless of usage?**

No, the instructions are poorly worded in this regard. The costs per page for copies/prints must be a separate fee amount, not included in the base equipment lease payment amount.

- 2. On the first page of Attachment B, it says Print/Copy output speed to be 55 pages per minute for Machine A and 75 pages per minute for Machine B. On the second page of Attachment B, it says Copy/Print Speed is to be 75 pages per minute for Machine A, and 85 pages per minute for Machine B. Can you clarify?**

The minimum print/copy output speed is 55 pages per minute for Machine A and 75 pages per minute for Machine B.

- 3. Under maintenance paragraph b says including legal holidays. Is it correct that we would not to provide maintenance during legal holidays?**

Yes, though very rare, maintenance on a legal holiday may be necessary because on limited occasions staff have needed to work on a holiday. Should a device maintenance issue occur, assistance would be needed.

- 4. Under device costs information-bullet number 3 it says shall be structured as a base equipment lease payment with no additional charge per prints. Is this going to be a cost per copy contract?**

Please see response to Question 1, above. The lease price should not include copy prices. The cost per print should be separately identified.