

**QUESTIONS AND ANSWERS BY PROPOSERS  
FOR RFP #2022-01 SHASTA COPIER LEASE**

*Updated October 18, 2022*

<p><b>1. On Sec 3.1, (pg. 2), the request states “Equipment maintenance agreement and supplies shall include all repairs, preventative maintenance, technical inspections, adjustments, cleaning and lubricating, all parts, labor, travel time and all consumable supplies, except staples and paper”.</b></p> <p><b>On Sec. 8.2, c, (pg. 9) request states that the cost per copy must include “All consumable supplies including toner, staples, developer, fuser agent, and sumps (paper is excluded)”.</b></p> <p><b>Are staples included or not in the requested maintenance agreement</b></p>
<p style="text-align: center;">Staples are not included in the requested maintenance agreement, and are separately procured by the Court.</p>
<p><b>2. Introduction, (pg. 1), states “The Court also has a need for 7 additional compact copiers capable of handling envelopes and 8-1/2 x 11” copies”.</b></p> <p><b>Are there any other specific requirements for these A4 MFP’s?</b></p>
<p style="text-align: center;">The compact copiers should not be included in the current bid. The Court and the Winning Proposer may wish to separately contract for these in the future.</p>
<p><b>3. Attachment 1, A. Equipment, Machine A minimum criteria asks for “Print/copy output speed (letter)” 55ppm, and “Copy/Print speed” 75ppm, what speed is the minimum required?</b></p>
<p style="text-align: center;">55 PPM</p>
<p><b>4. Attachment 1, A. Equipment, Machine B minimum criteria asks for “Print/copy output speed (letter)” 75ppm, and “Copy/Print speed” 85ppm, what speed is the minimum required?</b></p>
<p style="text-align: center;">75 PPM</p>
<p><b>5. Attachment 1, A. Equipment, Machine B, is this requesting a black &amp; white machine or a color machine?</b></p>
<p style="text-align: center;">Machine A: 3 color, 8 black &amp; white Machine B: only black &amp; white</p>
<p><b>6. Attachment 1, A. Equipment, “fax server functionality,” are the Courts currently using a fax server, if so, which fax server? Or are they requesting a quote for a fax server?</b></p>
<p style="text-align: center;">The Court currently uses Xmedius Fax as part of our current contract for printing services. If a separate licensing fee applies, that fee must be included in the Proposal.</p>
<p><b>7. Will you accept 3rd party leasing?</b></p>
<p style="text-align: center;">If a proposal contemplates third party leasing, the following requirement shall apply: -Proposer shall be the principal point of contact for the Court;</p>

- Proposer shall disclose the name, address and telephone number of the subcontractor(s) and identify the part of the service that the subcontractor will be providing. Any subcontractors used as part of this service will be bound by the provisions of the contract that will be entered into between Proposer and Court.

-Proposer shall indemnify Court against any loss incurred as a result of Subcontractor's negligent or intentional acts or omissions.

-Proposer shall not change subcontractors without prior written approval of Court