



**SNHD-9-RFP-17-001
ADDENDUM A05**

REQUEST FOR PROPOSALS (RFP) No.: SNHD-9-RFP-17-001

TITLE: PRINTER/COPIER LEASE, REGULAR AND PREVENTATIVE MAINTENANCE, AND SUPPLIES

ADDENDUM ISSUE DATE: November 15, 2016

CLOSING DATE & TIME: ON OR BEFORE 4:00 p.m. PT November 28, 2016

Information for Proposers

The following information is provided to answer questions raised by potential proposers.
This Addendum #A05 contains 2 pages in total.

1. Does the District expect for consumables (toner and staples) to be included in the warranty period; Item F of RFP? **Yes.**
2. What is the native print resolution requirement for print shop devices? **Minimally, 1200x1200.**
3. In Section III: Scope of Services, item 10: Multi-Function machines specifications the minimum speed requested is 60 ppm or faster. The Health District currently has 47 MFPs and only 12 are 60 ppm or faster. In item #1 of this section it states, "At the time of award, each Health District department's business needs will be analyzed to determine the final equipment configuration for each copier/printer". Would you be willing to consider other print speeds that would be more in line with actual workload within a percentage level you would deem? **Yes.**
4. In Section III: Scope of Services, item 11: Print Shop Print Machines specifications the minimum speed required is 75 ppm B&W and color. Most Monochrome (black) Production Print systems print at least 90 ppm while some Color Production Print systems print at 60 ppm. Is the SNHD willing to be more flexible in the speed they require for these systems and accept 70 ppm for color? **Yes.**
5. In Section III: Scope of Services, item 11: Print Shop Print Machines it binding is mentioned. Please elaborate on what type of binding the SNHD wants to be able to do? Optional binding systems can V-fold, saddle stitch, GBC inline punch and bind or hot-melt perfect bind. **See Addendum A03, item # 6.a.**
6. In Attachment D: Price Schedule the SNHD is requesting purchase cost on 20-Desktop Color Printers and 80-Desktop B&W Printers. Will the SNHD provide specifications for the printers they are requesting such as printer speed, memory, average monthly volume and paper supply? **The final two or three vendors will drill into this more specifically. Paper supply is not considered part of this RFP.**

7. Will the SNHD provide a list of the currently monthly copy/print volume over the past 12 months for each of the MFP, Production Print and desktop printers they are seeking to replace? Having this would allow RFP responders to better gauge an appropriate cost-per-page maintenance quote. See Addendum A01 for list of copiers and printers.
8. Would the SNHD consider using a mutually agreeable form of the vendor's contract or is there a standard municipal lease agreement we will be asked to use? SNHD will issue the contract. Both parties will mutually agree to the terms and conditions of the contract.
9. What are the typical payable terms for lease finance, i.e. net 30, net 20, etc? Net 30.
10. What is the SNHD's standard policy in regard to late payments? SNHD shall not be liable for interest charges on late payments.
11. Will the SNHD agree to be responsible for the risk of loss for the equipment once accepted, including providing proof of insurance? Addendum with response will be issued on 11/16/2016.
12. Will the SNHD be able to supply valid proof of any sales or use tax exemption? Yes.
13. Will the SNHD agree to pay property tax as billed? No.
14. What are the typical terms defining your acceptance of goods? Proof of delivery, Acceptance Certificates? Addendum with response will be issued on 11/16/2016.
15. Will the SNHD provide a list of the desktop printers they currently have? See Addendum A01 for list of printers.
16. How are you solving interoperability issues at present? ERP, EMR, COTS and in-house developed solutions.
17. Describe your EMR landscape? See Addendum A02, item # 2.
18. What departments fax the most paper-based Patient Health Information (PHI)? Immunizations
19. What methods of exchange (send & receive) do you leverage for patient documents, internally and externally? Right Fax, Care360, Mirth (HL7 messaging).

All Addenda will become a part of the Contract Documents
