

# Superior Court of California County of Kings

## RFQ No. FAC1026-2022 For Multi-Function Copier Lease Services

### Questions From Proposers and Answers

**Question #1:** All copiers come standard with 2 x 550 sheet paper cassettes. Is that all you are needing with a plain cabinet, or should we include additional paper supply cabinet options? All I see is sort, hole-punch and fax options needed.

**Answer:** The Ricoh IMC 4500 has four (4) cassettes; MP 4055 has four (4) cassettes; MP 7503 has three (3) cassettes and one (1) large capacity cassette. Each machine has 2 standard trays, the other hold larger paper.

**Question #2:** Are the fees/freight costs etc. for the pickup and freight return of the current 14 copiers to be included in our proposal?

**Answer:** Cost can be included with the option to remove. We are currently leasing and are assuming the vendor would want the copiers back.

**Question #3:** You have currently [1] Color copier but are asking for a proposal on [2]. Will the second one also be a 45 page-per-minute like the one you have now?

**Answer:** Yes

**Question #4:** Regarding the RFID cards: Are you wanting to be able to use your current cards?

**Answer:** Yes

**Question #5:** Is it possible to get a sample RFID card to ensure compatibility with readers being quoted?

**Answer:** Yes

**Question #6:** Can you confirm the number of copiers wanted? Your RFQ states 14 copiers [12 B&W and 2 Color], but you list 13 B&W plus 1 Ricoh IMC4500, that is color.

**Answer:** The Number is 14. In this contract we will be replacing a black and white MP 4550 with a color machine of similar size in the Human Resources department.

**Question #7:** If you want 2 color copiers, do you want them both equivalent to Ricoh IMC4500?

**Answer:** Yes

**Question #8:** Are you still accepting "Remanufactured" or "Refurbished" models? All B&W models listed are Ricoh Greenline models which are "Remanufactured".

**Answer: The Court would like to replace them with a new model rather than refurbished.**

**Question #9:** Will you be requiring copiers to be current or new models?

**Answer: Preferred to be current models and technology**

**Question #10:** Do you currently use card readers?

**Answer: Yes**

**Question #11:** If additional software is being used for accounting and follow me print, what are you using now?

**Answer: KOFAX Control Suite is the only software we are using for this.**

**Question #12:** Can you be more specific with minimum options needed?

- Document Processor – Dual Scan or Reversing? **All copiers are Reversing** How many sheets? **220**
- Paper Capacity – Do you just want basic 2 500 sheet all-size drawers and a bypass? **No, Refer to Question 1, two standard drawers, the others would need to be able to handle larger paper.**
- Paper Capacity – Do you want large capacity tray options? **Yes**
- What models have the 3 finishers currently? **One (1) IMC4500; Three (3) MP 7503; One (1) MP4055**

**Answer[s]:**

**Question #13:** Would you consider a 60-month lease instead of the 36-month lease term for a lower lease payment?

**Answer: The Court would consider this as an option.**

**Question #14:** Do you want to keep the 36-month term and then pay maintenance only if extend 1 or 2 years?

**Answer: Referring to Question 13, the court would consider a 60-month lease with maintenance included. The court would also consider a 36-month term and then pay maintenance if extended 1 or 2 years as long as we are not taking ownership of the machines at the end of the 36-month term.**

**Question #15:** You state that we need to pick up your current Ricoh's when installing the new ones. Do we need to handle return shipping to a leasing company?

**Answer: Referring to question 15: Cost be included with the option to remove. We are currently leasing and assuming the vendor would want the copiers back.**

**Question #16:** You state that we need to pick up your current Ricoh's when installing the new ones. Are we free to dispose of them for you?

**Answer: Refer to Question 15.**

**Question #17:** Leasing companies are only guaranteeing lease rates once locked in 30 days. Are you able to secure contract within 30 days or accept lease rate change?

**Answer: Yes**

**Question #18:** Termination Options [Pg. 27, 7.1 – 7.4]. Are you willing to waive all termination options other than 7.4 Non-Appropriations with a company performance guaranty including equipment replacement along with a letter from the manufacturer stating our sales and service authorization and that they will guarantee that they or another authorized vendor will provide service if we were unable to continue service for the length of the contract?

**Answer: Do to state contracting guidelines we are not able to remove this language.**

**Question #19:** Can you provide your average monthly B&W and Color volumes over last 12 months for each machine? Or if not, combined?

**Answer:**

Model	Dual or Rev	Scan Tray	Sheet Capacity	Finishers	BW Total	Color Total	BW Avg	Color Avg
RICOH IM C4500	Reversible	220	2200	Full	183039	59179	5720	1849
RICOH MP 7503	Reversible	220	4300	Full	507418	No Color	15857	No Color
RICOH MP 4055	Reversible	220	2200	None	37230	No Color	1163	No Color
RICOH MP 7503	Reversible	220	4300	Full	967419	No Color	30232	No Color
RICOH MP 5055	Reversible	220	2200	Full	520021	No Color	16251	No Color
RICOH MP 7503	Reversible	220	4300	Full	534562	No Color	16705	No Color
RICOH MP 4055	Reversible	220	2200	None	116316	No Color	3635	No Color
RICOH MP 4055	Reversible	220	2200	None	53342	No Color	1667	No Color
RICOH MP 4055	Reversible	220	2200	None	140430	No Color	4388	No Color
RICOH MP 4055	Reversible	220	2200	None	135723	No Color	4241	No Color
RICOH MP 4055	Reversible	220	2200	None	107751	No Color	3367	No Color
RICOH MP 4055	Reversible	220	2200	None	202830	No Color	6338	No Color
RICOH MP 4055	Reversible	220	2200	None	56019	No Color	1751	No Color
RICOH MP 4055	Reversible	220	2200	None	158469	No Color	4952	No Color