North Idaho College, RFP #25-04 – Multifunction Copiers/ Scanners and Service

March 17, 2025

- With regard to the units in the print shop, are there any accessories that you should be added? Does the ImagePRESS 700 need a specialized print controller? Fiery or Prisma Flow?
    - The ImagePress 700 does have a specialized print controller. It is a Fiery. It also has a finishing unit. Other machines do not have a print controller or finishing unit.

- Cooperative Contracts: Do you intend to or prefer a specific cooperative contract to work off of? i.e. NASPO ValuePOINT, OMNIA, OETC, KCDA, etc…
    - North Idaho College is a member of NASPO, OMNIA, KCDA, and OETC. We also can utilize the state of Idaho purchasing contracts. If advantageous to the college, we would consider using an existing contract.

- General Requirements:
  P. You have 2 paper drawers listed as a general requirement but under "Specific Requirements" E., F., G. you show 500 sheet drawers required. In addition, you are also requesting an optional large capacity tray. Can you expand on this? To my knowledge there are no manufacturers who offer (3) 500-sheet trays and a large capacity tray below the engine therefor the additional high-capacity drawer would have to sit on the side of the machine. Alternatively, could scale back to (2) 500-sheet drawers to accommodate the space for a high-capacity drawer below the engine. Any clarity on what the requirements are on paper capacity would be greatly appreciated.
    - North Idaho College only needs a standard 500-sheet tray for the main fleet of copiers. Only two machines in our Copy/Print center have large capacity trays that are attached to the side of the machine.

  Q. You list staple and hole punch as a requirement. Do you have a preference or requirement for external staple and punch, or will an internal staple and punch meet this requirement?
    - An internal staple and punch will meet this requirement.

  J. Fax option is listed under "Specific Requirements." Is the fax option for every device or do you want to see this itemized, and you will select which machines get the fax added?
    - The fax option is no longer a requirement. All transmission will go through ethernet.

- Print Shop: Will there be an opportunity to tour or do a walk-through of the print shop to identify current configurations of the equipment and look at the type of specialty output that they have?
    - North Idaho College will have two open times for viewing the Copy/Print Center on the main campus located at 430 N College Dr, which is the address for the Siebert Building. The entrance is located on the lakeside or the south side of the building. The dates and times are as follows:

      Wednesday, March 26, from 2:00 pm. – 4:00 p.m.
      Thursday, March 27, from 10:00 a.m. - 12:00 noon

- Would you entertain our Greenline products that are remanufactured and repurposed to have meter reads set to 0 and have significant environmental impacts?
    - North Idaho College is not interested in remanufactured and repurposed hardware.

- Are you interested in a print and/or device management system for this fleet of equipment?
    - No

- Are you accepting of a 4-hour response time on service calls, one hour courtesy call, that complies with the NASPO contracted terms and conditions we are an approved vendor for?
    - North Idaho College prefers a two-hour response time and the ability to meet this requirement will get a higher rating when we evaluate bids.

- Do you want optional large capacity tray included in our pricing?
    - Only two copiers in our Copy/Print Center need large capacity trays.

- Do you currently use fax lines and fax cards to support your faxing needs?
    - The fax option is no longer a requirement. All transmission will go through ethernet.

- Would you be interested in an enterprise fax solution that would eliminate high monthly expenses for fax lines and cards?
    - No.

- What is the configuration of the three machines in the print shop?
    - North Idaho College will have two open times for viewing the Copy/Print Center on the main campus located at 430 N College Dr, which is the address for the Siebert Building. The entrance is located on the lakeside or the south side of the building. The dates and times are as follows:

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- Can you please provide a distinction or definition between "Price 3yr Lease" and "Cost per Month" on the Fleet Proposal form?

    o The price of the 3-year lease is the total lease cost for 36 months, and the cost per month is just the lease cost for one month. North Idaho College expects to see all costs included in the proposed bid, so be sure to include the lease cost of each machine, and any other costs such as a per copy click charge for maintenance services related to black/white copies or color copies.

March 28, 2025

- Will there be an excel document shared for Exhibit A?
    o We have added an Excel document for Exhibit A to Public Purchase and to our Purchasing webpage located at https://www.nic.edu/procurement/.

- Will there be an excel document shared for Exhibit B?
    o We have added an Excel document for Exhibit B to Public Purchase and to our Purchasing webpage located at https://www.nic.edu/procurement/.

- Do you have a list of single-function laser printer models by location?
    o This RFP is for multifunction copiers. Laser printers are not part of this RFP.

- Do you have an estimated volume count by single-function laser device?
    o We are only interested in multifunction copiers. We are not entertaining laser printers at this time.

- Canon is in the middle of launching their new imageFORCE equipment line, with the new models not available in time to meet NIC's install timeframe. In this situation, will you be upholding section 10. Technology Refresh as written in the RFP document?
    o Our current lease is up June 30, 2025, and we need to replace our machines by July 1, 2025. The RFP stands as written.

- For the additional machines for Facilities and HR, is there a volume expectation for those devices?
    o The anticipation is these machines will be used about the same amount as our existing devices.

- Are there specific configuration requirements for the print shop or do those three devices just need to meet the General Requirements of section 4?
    o The print shop needs a print controller. We currently have a Fiery. It also has a finishing unit. Other machines do not have a print controller or finishing unit.

- Do any of the three devices in the print shop have Fiery controller, or just the PCL 5/6 and PS3 as noted in 4.C?
  - The ImagePress 700 does have a specialized print controller. It is a Fiery. It also has a finishing unit. Other machines do not have a print controller or finishing unit.

- What is the thickest media printed on the iPC700 and is it coated or uncoated?
  - We print industry standard thicknesses. We print both coated and uncoated.

- What is the largest media size printed in the Print shop?
  - The largest drawer we currently have is a 13 x 19.

- What are the configurations of your imagePRESSC700 and two imageRUNNER ADVANCE 8595i II in your print shop?
  - The ImagePress 700 does have a specialized print controller. It is a Fiery. It also has a finishing unit. Other machines do not have a print controller or finishing unit.

- Do you plan to have UNIFLOW licenses assigned to each device listed?
  - No.

- Is faxing required for each device listed?
  - No.

- North Idaho College has indicated that the RFP for approximately 55 devices. After reading through the list provided, we are counting 59 total devices (54 existing devices, 2 additional color devices, and 3 print shop production devices). Can you confirm that the proposal should be for 59 devices?
  - We will be replacing two of the large copiers and the final contract will specify the exact number of devices. In the RFP we listed our current devices which is approximately 55.

- Is Section 13-C Negotiable?
  - It's not negotiable but will be altered to more accurately reflect a standard lease contract.

- Based on the low print volumes on some of the devices, are you willing to look at options less than 35PM?
  - No.

- Do you want the three production machines on the same lease as the MFPs?
  - No. There will only be two of the three print shop machines replaced.

- If no, do you want to use a 5-year lease on the three production machines?
  - Yes. We would entertain a 5-year lease for the two print shop machines.

- On the color production machine, do you need a print controller? (Like a Fiery or Creo)?
  - Yes.

- If yes, do you have a preference?
  - Fiery is preferred.

- On your color production machine, how do you run color management and calibration?
  - We put the machine in a mode and use the built-in tools on the machine.

- Are you currently employing AI for color and registration management?
  - No. We do not use AI.

- Are you currently outsourcing printed work that you would like to produce in-house?
  - No.

- Do you need/want commercial print quality training for your production team members?
  - Yes, when first installed. We are able to train the next person.

- How do your print shop 'customers' submit orders?
  - Print shop requests are submitted through an internal portal system used to submit and track orders.

- How do your customers transmit print files to the print shop?
  - The requested print files are uploaded to SharePoint.

- Do we need to integrate to a current workflow solution? (Like Page DNA or Digital Marketplace)
  - No.

- On the campus machines, do we need to integrate with any print management solutions? (Like PaperCut, PrinterLogic, Ysoft…)
  - No.

- Can I please get how the Production copiers in the print shop are configured. (paper trays, finisher, fiery, c/z fold, square fold trimmer, GBC punch ECT…)
  Image Press 700
  Image Runner 8595i
  Image Runner 8595i
  - The ImagePress 700 does have a specialized print controller. It is a Fiery. It also has a finishing unit. Other machines do not have a print controller or finishing unit.

- Could you please share the RFP evaluation criteria and weighting of your categories?
  - The hard costs will be of high consideration, and then the rest will be ranked on fulfilling the requirements of the RFP.