

ADDENDUM No. 11

Covering

CHANGE IN SPECIFICATIONS AND/OR PLANS

Date Issued: February 13, 2017  
Date Effective: February 13, 2017  
RFP No. S-1207  
Contract: Provide Twenty-Seven (27) New and Unused Multi-Function Digital Copiers and Related Supplies, Maintenance and Support Services for Various Departments for the City of Garden Grove.


INTENT

1. This addendum is issued prior to receipt of proposals to provide for modifications in plans and/or specifications. Acknowledgment of this addendum shall be made and cost for work included in proposer's submittal.
2. The following questions were asked regarding the Scope of Work. ***The City's response can be found in bold and italicized font.***
  - 1) For attachment A #14, what is the buyout amount the proposed vendor shall factor in for the buyout of your current fleet of devices that will be removed? ***The buyout of the lease is \$10,914 per month before 5/21/2017. There are 5 copiers that are owned outright that are not part of the lease, highlighted in yellow in last column in Appendix A.***
  - 2) Total Monthly Volumes were provided in the RFP documentation. What is the anticipated monthly Color volume vs monthly Black & White volume for the entire fleet or ideally by device, and is this included in Appendix A or in addition to the volumes in Appendix A?
    - ***#1 Reprographics C651 - total 22373, color 21702***
    - ***#4 City Hall 2nd floor C5502 - total 12627, color 1263***
    - ***#6 City Hall 3rd floor C5502 - total 8187, color 2456***
    - ***#9 City Hall 1st floor C5502 - total 11383, color 1821***
    - ***#12 Fire C5502 - total 6093, color 1523***
    - ***#15 Public Works C5502 - total 4484, color 448***
    - ***#19 PD 2nd floor C5502 - total 11244, color 1462***
    - ***#21 Housing C3002 - total 3207, color 64***

- **#26 Public Works Water Services C5501 - total 3589, color 1328**
- **#27 Senior Center C2550 - total 3230, color 162**

- 3) Does The City of Garden Grove want to have a minimum monthly volume billed for the service/supplies or do you want to have Zero (0) minimums? **No preference, as long as toners, staples, and service are included in the price.**
- 4)Reference RFP #S-1207 Addendum #1: Does The City of Garden Grove request a lease pricing response that includes a \$1 buyout for all equipment proposed? **A \$1 buyout is expected if the new equipment is delivered after the end of the lease on 5/21/2017. The lease buyout is \$10,917/month if the existing equipment is replaced prior to the end of the lease. FMV or pickup cost is expected for the five owned machines.**
3. The contractor is hereby notified that Addenda 1, 2, 3, 4, 5, 6, 7, 8, 9, 10 and 11 must be acknowledged and submitted as part of the proposal. Failure to do so could result in the City designating said proposal as "Non Responsive". All the terms and conditions of the PROPOSAL shall remain the same.

Issued by:

  
Sandra Segawa, C.P.M., CPPB  
Purchasing Agent, City of Garden Grove