



**AMENDMENT NUMBER 2  
(March 1, 2017)**

**RIO RANCHO PUBLIC SCHOOLS  
PURCHASING DEPARTMENT  
500 LASER ROAD NE  
RIO RANCHO, NEW MEXICO 87508**

**TITLE: Full Service Copier Fleet Management Program**

**DEADLINE FOR RECEIPT OF PROPOSALS IS AS FOLLOWS:**

**Submittal Due Date & Time: Monday, March 27, 2017 at 2:00 PM**

**DELIVER TO:** Rio Rancho Public Schools  
Purchasing Room 120  
500 Laser Road NE  
Rio Rancho, New Mexico 87124

The purpose of this amendment is to provide RRPS written responses to the questions that have been timely submitted (see following list) and to add/incorporate Exhibit H. *All other BID terms, conditions, specifications, requirements and criteria remain unchanged.*

*NOTE: A site walkthrough will occur on Monday March 20th and Tuesday March 21st starting at 8:30am until 4:30pm with 1 hr for lunch. Monday's meeting will begin at Rio Rancho Middle School. Tuesday meeting will begin at Vista Grande Elementary. Please note the walkthrough will take both days to cover all 21 sites.*

**Question #1:** *Are there headers for the columns listed on Exhibit B Current Copier Report and Equipment List?*

**Response:**

*There are 2 “sheets” or tabs for this spreadsheet. For Sheet 2 the headers for the columns are:*

*Column A: Unknown*

*Column B: Status*

*Column C: Model #*

*Column D: Serial #*

*Column E: Contract #*

*Column F: Machine ID #*

*Column G: Unknown*

*Column H: Unknown*

*Column I: Unknown*

*Column J: Install Date*

*Column K: Unknown*

*Column L: Location of Machine*

*Column M: Unknown*

*Column N: Unknown*

*Column O: Unknown*

*Column P: End of Lease*

*Column Q: Status*

*Column R: Speed of copier machine*

*Column S: Unknown*

**Question #2:** Page 5/8th & 11th Sentence, Please confirm that RRPS does not currently have a Facsimile Server

- a. If there is one, please provide the Brand Name; type
- b. Current Utilization
- c. How many Analog Phone lines does RRPS currently deploy for Facsimile Systems – all, including stand-alone facsimile and MFP/Copier Systems with Fax Boards

**Response:** RRPS currently uses a GoldFax server with analog phone lines and MFP machines directly connected to analog phone/POTS lines. Current utilization is unknown (data is not available). RRPS has 38 Analog Fax lines. RRPS is looking to eliminate the analog fax lines completely.

**Question #3:** Page 5/12th Sentence, What is the total number of standalone, desktop printers within the RRPS System?

- a. Can you provide average volume usage for these?
- b. If not, can you provide the total amount of cases of plain white, 8.5 x 11” paper that the School System purchased over the last fiscal year?

Number of 8,5 x 11” cases purchased?

Number of 11 x 17” cases purchased?

**Response:** RRPS has approximately 600 network printers (excluding the copier fleet). This does not include stand-alone USB desktop printer (it is unknown how many of these are at RRPS). RRPS does not have the data for the average print volume from these printers.

Each school and department purchases their own supply, so there is not a readily available count of how many paper cases of each type have been purchased/used. Also, sometimes supplies like this are sometimes purchased from other grants/funds which are not directly trackable by RRPS.

**Question#4:** Page 1- Will you extend the submittal deadline for this RFP?

**Response:** *The due date and time has been extended to 2:00PM, Monday, March 27, 2017.*

**Question#5:** Page 24/VI./B; Would you expand the proposal number of pages to 60 pages and not count cover sheet, cover letter and brochures against number?

**Response:** Yes, Section VI. Paragraph B. is hereby amended to read as follows:

**B. PROPOSAL FORMAT:**

All Proposals must be typewritten on standard 8½ x 11 paper (larger paper is permissible for spreadsheets) and placed within a binder with tabs delineating each section. Proposal submittals shall not exceed 60 single sided pages of a font no smaller than 12pt. Note, the 60 page limit is not inclusive of cover letter and product brochures

**Question #6:** P5 / P1 / S7 Are you looking for the vendor to provide a new fax server system?

**Response:** Yes. RRPS is looking for the winning bidder to provide a digital fax solution. RRPS wants digital fax capability from the copier fleet and optionally the ability to digitally fax from computers. Please provide a list of digital fax solutions that will work with the copier fleet to enable digital faxes from the copy machines.

**Question #7:** P5 / P1 / S7 If yes, what is the volume of incoming and outgoing faxes (in pages) that are received on a daily basis across all existing fax lines?

**Response:** Unknown. Currently faxes are done via old multifunction devices on analog fax lines. There is no measurement or way to capture the number of ingoing and outgoing faxes or the number of pages.

**Question #8:** P5 / P1 / S7 How many fax lines do you have currently?

**Response:** RRPS currently has 38 Analog Fax lines. RRPS is looking to eliminate the analog fax lines completely.

**Question #9:** P5 / P1 / S7 Are the fax lines analog or digital? If digital, SIP, T1?

**Response:** Fax lines are analog/POTS lines currently. RRPS is looking to eliminate the analog fax lines completely.

**Question #10:** P5 / P1 / S7 What is the number of DID's that will be utilized?

**Response:** Currently RRPS is utilizing 38 analog fax lines/POTS lines to send faxes. There is 1 DID associated with each line. RRPS currently has analog PRI's for our phone systems, but the district will be moving to SIP trunks within the next 3-4 months.

**Question #11:** P5 / P1 / S7 - Will you be able to provide a server (virtual or physical) that can be dedicated to the fax server software?

**Response:** RRPS will provide a virtual server for the fax server software.

**Question #12:** P5 / P1 / S7 - What is the VoIP system that is in use' manufacturer and version?

**Response:** Currently RRPS utilizes Avaya IP Office 500 systems and Mitel 3300 systems at its sites. These are on analog PRI's but will be transitioning to SIP within the next 3-4 months.

RRPS is not requiring or requesting integration with RRPS phone systems.

For digital fax, RRPS will have SIP sessions available if needed.

**Question #13:** At the Meeting you said you use Print Manager - Does the Print Manager software you have running provide reports for all network printing devices? Can you provide us with the latest report showing all of the network printing?

**Response:** Print Manager is currently utilized to restrict the number of copies and total volume that may be printed. Currently this is only for network printers, but RRPS desires to have this functionality for USB connected printers. Since not all printers are configured on Print Manager, the reporting would not be accurate even if it would be provided.

**Question #14:** P8 / P8/ S23 Do you currently have an on-site first responder/technician either from the current vendor or from the IT department to provide first level help on all printing devices or just the multi-functional devices? If so, what is the level of effort that this person handles for you and how are they dispatched?

**Response:** RRPS has a first responder/technician who will troubleshoot only RRPS provided printing devices. RRPS will handle all issues with the non-copier fleet multi-functional network and desktop printers. The successful offeror will be required to oversee, manage and support the copier fleet program awarded as a result of this RFP.

**Question #15:** P19 /P4 /S8 - When can we schedule a site visit? I do not need to visit all sites, one middle/elementary and both high schools would be sufficient.

**Response:** Walkthrough will occur on Monday March 20th and Tuesday March 21st starting at 8:30am until 4:30pm with 1 hr for lunch. Monday's meeting will begin at Rio Rancho Middle School. Tuesday meeting will begin at Vista Grande

*Elementary. Please note the walkthrough will take both days to cover all 21 sites.*

**Question #16:** 6 / 6 / Pricing Would RRPS consider utilizing the Texas State Contract which does allow for a cost per copy to be billed including hardware? State of New Mexico NASBO contract does not allow for Cost Per Copy Charge that would include Hardware.

**Response:** Offerors are free to provide pricing as they choose.

**Question #17:** 6 / 5 / Standard Equipment Minimum Requirements - High Volume Monochrome (HV) is specified speed 110+ page per minute. Would RRPS accept two 80 page per minute systems running in tandem for a total of 160 page per minute in these two areas?

**Response:** No. The areas that need High Volume Monochrome (HV) are specified because they need that capacity and already have multiple machines or logistically need the HV as specified.

**Question #18:** 19 / 23/ Site Inspection - Will RRPS be allowing vendors to conduct site visits or will RRPS be providing a basic configuration for each segment of equipment?

**Response:** *Walkthrough will occur on Monday March 20th and Tuesday March 21st starting at 8:30am until 4:30pm with 1 hr for lunch. Monday's meeting will begin at Rio Rancho Middle School. Tuesday meeting will begin at Vista Grande Elementary. Please note the walkthrough will take both days to cover all 21 sites.*

**Question #19:** 6 / 6 / Pricing - Is RRPS willing to commit to a minimum monthly volume base on the requested cost per page operating lease agreement that will include all hardware, service and supplies?

**Response:** RRPS has provided information on standard historical usage. This usage may increase some as RRPS directs more printing/copying to the copier fleet and it may decrease as usage demands change. RRPS is looking for an agreement that will include all hardware, service and supplies provided on a cost per copy basis.

**Question #20:** 9 / 10 / Security - Vendor must provide a process for hard disk

*removal on all devices that contain a hard drive: Will RRPS be providing expense reimbursement for replacement hard drives?*

**Response:** *RRPS will dispose of the vendor removed hard drives appropriately at no cost to the vendor. If the vendor is requesting for reimbursement for the cost of the hard drives, the vendor must list that cost as part of their proposal offer.*

**Question #21:** *4 / 2 / Equipment - Relating to the tracking of usage by user and restricted user printing. Is RRPS able to provide specifications of current Proximity Card/ HID card that is in use? This would be needed for a potential integration with card readers on new Equipment for tracking and authentication.*

**Response:** *Manufacture is AptiQ / XceedID by Allegion Smart mifare 37 bit FC 2007. RRPS would like to utilize proximity cards if possible. It would make tracking and logistics easier vs copier codes. The proximity card information is available in a spreadsheet/csv and RRPS would need to be able to centrally manage badges and access for use with the copier fleet. Note: proximity cards are not a requirement, but this (or any other solution) that makes cost allocation and management easier will be a factor.*

**Question # 22:** *5/2/ Equipment Digital Fax Software: How many Windows machines does RRPS currently have?*

**Response:** *RRPS has approximately 9,000 Windows machines currently in use. Not all these machines are utilized for printing. Currently, there is not available data on how many of these machines (or what percentage) utilize printing capabilities.*

**Question #23:** *5/2/Equipment Print Management Software: How many current print servers does RRPS utilize?*

**Response:** *Currently RRPS utilizes 21 print servers (1 for each site). This was done to manage the printers per site effectively. RRPS would desire to have a single central print management, but would prefer that data traffic doesn't traverse the network to the district office data center and then back to the school just to print. This would create band-width loads on our infrastructure.*

**Question #24:** *Not referenced in Request for Proposal Is RRPS obligated to return current equipment to finance Company? If so? will that be responsibility of awarded*

*Vendor to cover shipping costs?*

**Response:** *No, the current vendor will be responsible for removing the existing fleet equipment.*

**Question #25:** *4 / 3 / Bullet 2 - What does secure technology capabilities mean to RRPS? Is that badge readers, or secure print release, walk up authentication with PIN?*

**Response:** *RRPS takes the security of its network and systems seriously. The copier fleet should have industry standards for protocols and security to mitigate the chances of hacking into the copier fleet.*

*There are instances where sensitive and/or confidential information may be printed/copied. The copier fleet should have a system in place so when a print job is sent, it's not actually printed until the user arrives at the copy machine and acknowledges the print (proximity card, code, etc).*

**Question #26:** *4 / 3 / Bullet 3 - What does Centralized document process flow mean to RRPS?*

**Response:** *RRPS utilizes the copier fleet mostly for printing and copying. RRPS needs to be able to scan to a network drive (requirement). If the capability exists to scan to Google drive it would be a nice feature, but it's not required.*

*RRPS is currently looking at YellowFolder as a document repository system for our records archive.*

**Question #27:** *5 / 7 / Bullet 7 Digital Fax, what is your current phone system? Do you use VoIP (Voice Over IP) at all locations that would use faxing, or is each location different for the School's phone infrastructure? Please explain. What protocols does your VoIP system support G.711 or T.38? How many Analog Phone lines does the district support on their current fax machines*

**Response:** *Currently RRPS utilizes Avaya IP Office 500 systems and Mitel 3300 systems at its sites. These are on analog PRI's but will be transitioning to SIP within the next 3-4 months.*

*RRPS is not requiring or requesting integration with RRPS phone systems.*

*For digital fax, RRPS will have SIP sessions provided if needed.*

*RRPS currently has 38 analog fax/POTS lines.*



**Question #28:** 5 / 1 / Bullet 5 - For the digital fax solution, we would need to know how many pages you are sending and receiving as a district. Can you supply this before, or will we need to provide an estimate for the fax configuration size to handle an estimated volume?

**Response:** Since RRPS currently uses analog fax/POTS lines and many old MFP devices to fax, the information on volume and usage doesn't exist to provide.

**Question #29:** 15 / 2 - Under what circumstances would RRPS cancel a piece of equipment without the expectation of cancellation penalties?

**Response:** As stipulated in the RFP, RRPS cannot obligate funds beyond a fiscal year period. In the case of funding not being available, RRPS would not be able to continue the program.

RRPS would only cancel a piece of equipment if it was no longer needed. The requested equipment is based on a history of usage and physical location logistics.

**Question #30:** 5 / 1 / Bullet 11 - Has any company installed a print agent or similar software at RRPS to collect data on networked printers? The software would collect information including, but not limited to, Make/ Model / Serial Number and the print volume of the identified devices. Can this information be shared with other vendors in an excel file?

**Response:** RRPS has installed a print agent to collect information from the copier fleet. Please see the amended **Exhibit H** for the results. Please note this result only includes network printers and not the direct connected (USB) printers.

**Question #31:** What workflow applications does RRPS utilize? Yellow Folder?

**Response:** RRPS has network shared storage and is requiring the capability to scan to shared network storage. RRPS also uses Google Drive and would like to have the capability to scan to Google Drive, but it is not a requirement.

RRPS is currently looking at utilizing Yellow Folder as a document archive/repository.

**Question #32:** Do you use a fax solution in place? If so, what is it?

**Response:** Yes. GoldFax and analog/POTS fax lines used by MFP machines. RRPS is seeking to eliminate the need and usage of all analog/POTS fax lines.

**Question #33:** *In the meeting, RRPS said they wanted to convert to a fax server. If so, how many faxes are sent and received daily? How many SIP lines are being converted?*

**Response:** *Since RRPS currently uses analog fax/POTS lines and many old MFP devices to fax, the information on volume and usage doesn't exist to provide. RRPS does not currently have any SIP lines.*

**Question #34:** *When will the SIP lines be converted?*

**Response:** *RRPS will be converting to SIP lines in the next 3-4 months.*

**Question #35:** *What are the specs of the Prox Card used by staff?*

**Response:** *Manufacture is AptiQ / XceedID by Allegion Smart mifare 37 bit FC 2007. RRPS would like to utilize proximity cards if possible. It would make tracking and logistics easier vs copier codes. The proximity card information is available in a spreadsheet/csv and RRPS would need to be able to centrally manage badges and access for use with the copier fleet. Note: proximity cards are not a requirement, but this (or any other solution) that makes cost allocation and management easier will be a factor.*

**Question #36:** *Do you have an Active Directory? How many users? How many print servers?*

**Response:** *RRPS has 21 Print Servers. RRPS has Active Directory with approximately 17,500 users.*

**Question #37:** *Are all of your schools under the same network or are they local area networks?*

**Response:** *All RRPS sites are on the same network, but are on different VLANs.*

**Question #38:** *How many devices are locally vs networked connected?*

**Response:** *All windows and ChromeBook devices are network connected.*

**Question #39:** *If we wipe clean HD on new equipment and ensure there is no data on it will that be sufficient?*

**Response:** *RRPS shreds memory devices such as hard drives and keeps a record of the serial numbers of the drives. Because sensitive data will be in memory, we will follow the RRPS standard protocols for disposal.*

**Question #40:** *Has RRPS already negotiated the return of the equipment with Sharp and the leasing company? Typically, the leasing company requires the returned equipment to be functional (i.e. pass paper), which requires a hard drive. There are additional fees and/or penalties when device is sent back without a hard drive (unless otherwise negotiated).*

**Response:** *The current vendor will be responsible for removing the existing fleet equipment.*

**Question #41:** *Will the offeror be disqualified if their high-volume devices (100ppm+) require power other than 20Amp/120V?*

**Response:** *No, if the vendor will require power other than 20Amp/120V, the vendor is required to explicitly state for which machines it will be necessary.*

**Question #42:** *Does the maximum length of the bid include data sheets and attachments?*

**Response:** *Section VI. Paragraph B. is hereby amended to read as follows:*

**B. PROPOSAL FORMAT:**

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**Question #43:** *Has the deadline been extended per the discussion at the meeting?*

**Response:** *Yes, The due date and time has been extended to Monday, March 27, 2017.*

**Question #44:** *Are you a MAC and PC environment?*

**Response:** *RRPS utilizes Windows PC's (Windows 8.1 and above) and Chromebooks.*

**Question #45:** *Is this a 3 or 4 year award?*

**Response:** *Rio Rancho Public Schools ("RRPS") wishes to enter into either a three (3) or four (4) year full service Copier Operating Lease to address the District's printing/copying/scanning and faxing needs and requirements as identified and described within this Request for Proposals ("RFP") scope of work, terms and conditions. **OFFERORS ARE TO PROVIDE PRICING OPTIONS FOR BOTH***

### **THREE (3) YEAR AND FOUR (4) YEAR TERMS.**

**Question #46:** Page 12, 4. Contact Award. Is this a single source award?

**Response:** Yes, RRPS is anticipating making a single award.

**Question #47:** Are you planning on extending the Bid date as mentioned in the Pre-Proposal meeting?

**Response:** Yes, The due date and time has been extended to Monday, March 27, 2017.

**Question #48:** Also, please confirm web site (<http://tinyurl.com/rrps-web-rfp>) for posted information as the page cannot be opened?

**Response:** You may access the information at:

<http://www.rrps.net/cms/one.aspx?pagelid=338932>

You may also get to the page by going to [www.rrps.net](http://www.rrps.net), selecting Departments → Purchasing

**Question #49:** Pg. 24, Sec C, 1st Par. Will additional materials be counted in total count?

**Response:** Section VI. Paragraph B. is hereby amended to read as follows:

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**Question #50:** Can we adjust the speed of the mid volume color to 60 to 70 pages per minute? I believe this will be a better fit as for most vendors color devices at the 75 page per minute level are considered production color and would be over kill for where these machines will be located. I believe a 60 to 70 page per minute machine would be sufficient and help vendors control the cost.

**Response:** Yes, RRPS will accept a 60-70 ppm copier for mid volume color.

**Question #51:** What are the jobs that will be run on the High Volume copiers, will they be printing finished saddle stitch booklets, tabs, or any special stocks?

**Response:** *The High Volume copiers will be running the same print jobs specified in the RFP as the Mid Volume copiers. They are specified because of the number of copies per month and the workload at those locations.*

**Question #52:** *What is the brand/specs on your current ID badges? Might be able to use a card reader to authenticate to the machine with current badges again providing cost savings.*

**Response:** *Manufacture is AптиQ / XceedID by Allegion Smart mifare 37 bit FC 2007*

*RRPS would like to utilize proximity cards if possible. It would make tracking and logistics easier vs copier codes. The proximity card information is available in a spreadsheet/csv and RRPS would need to be able to centrally manage badges and access for use with the copier fleet. Note: proximity cards are not a requirement, but this (or any other solution) that makes cost allocation and management easier will be a factor.*

**Question #53:** *What is the number of fax machines in current use?*

**Response:** *RRPS currently uses a GoldFax server with analog phone lines and MFP machines directly connected to analog phone/POTS lines. Current utilization is unknown (data is not available). RRPS has 38 Analog Fax lines. RRPS is looking to eliminate the analog fax lines completely.*

**Question #54:** *What is the total fax send volume?*

**Response:** *RRPS currently uses a GoldFax server with analog phone lines and MFP machines directly connected to analog phone/POTS lines. Current utilization is unknown (data is not available). RRPS has 38 Analog Fax lines. RRPS is looking to eliminate the analog fax lines completely.*

**Question #55:** *What is the total fax receive volume?*

**Response:** *RRPS currently uses a GoldFax server with analog phone lines and MFP machines directly connected to analog phone/POTS lines. Current utilization is unknown (data is not available). RRPS has 38 Analog Fax lines. RRPS is looking to eliminate the analog fax lines completely.*

**Question #56:** *At the MFP, will faxes be sent from authenticated user's personal fax*

*account or continue with current practice of departmental outbound faxes? The departmental strategy requires less licensing. This does not affect individual user faxing from their PC's.*

**Response:** *RRPS currently has departmental fax accounts. If the capability exists to have departmental fax accounts, but identification of individuals it would be a desired feature.*

**Question #57:** *How many users will be supported by the fax server? Do you have DID's for each? If not, how many additional should we provide in a cloud quote?*

**Response:** *RRPS currently utilizes 38 analog fax/POTS lines. Each line has a single DID. The quantity of users is unknown.*

**Question #58:** *Is there a print server at each of the 21 sites? / How many print servers total?*

**Response:** *Currently RRPS utilizes 21 print servers (1 for each site).*

*This was done to manage the printers per site effectively. RRPS would desire to have a single central print management, but would prefer that data traffic doesn't traverse the network to the district office data center and then back to the school just to print. This would create band-width loads on our infrastructure.*

**Question #59:** *What is the type of proximity card in use?*

**Response:** *Manufacture is APTiQ / XceedID by Allegion Smart mifare 37 bit FC 2007*

*RRPS would like to utilize proximity cards if possible. It would make tracking and logistics easier vs copier codes. The proximity card information is available in a spreadsheet/csv and RRPS would need to be able to centrally manage badges and access for use with the copier fleet. Note: proximity cards are not a requirement, but this (or any other solution) that makes cost allocation and management easier will be a factor.*

**Question #60:** *Is there any chance to extend this submission date from 3/1 to 3/10? I am not sure how many folks who will respond to this one are also responding to the MFP RFP due on 2/24, but I want to make sure RRPS receives the best possible response; certainly from us here at Sharp, but from all the vendors considered.*

**Response:** *The due date and time has been extended to 2:00PM, Monday, March 27,*

2017.

**Question #61:** Do you require controlled student printing or just staff and faculty?

**Response:** RRPS is currently utilizing Print Manager for controlled staff and faculty printing. At some sites, Print Manager is utilized for student printing controls. RRPS desires to have print control for both staff, faculty and students at all sites. RRPS would like the option to be able to identify/charge students for their copies. This is desired functionality, but not a requirement.

**Question #62:** P5/P1/S2 - Is authentication required to print to non-multifunctional devices for device access and accounting of print jobs or just multifunctional devices; for example HP printers?

**Response:** Authentication is required via Active Directory.

**Question #63:** Do you require Postscript on all multifunctional devices or just the color devices?

**Response:** RRPS does not require Postscript.

**Question #64:** Are there Macs or Chromebooks that users will need to print from?

**Response:** Yes. Chromebooks are in widespread usage at RRPS.

**Question #65:** P4/P3/S Bi What are your current costs?

**Response:** RRPS has total expenditures in association with Sharp and it's subsidiaries/partners in association with the copier fleet:

FY 2014-15: \$263,772.99

FY 2015-16: \$310,319.07

FY 2016-17 YTD: \$187,522.87

**Question #66:** P19/P4/S23 Do we need to schedule site inspections before we bid or is that only for the winner?

**Response:** Walkthrough will occur on Monday March 20th and Tuesday March 21st starting at 8:30am until 4:30pm with 1 hr for lunch. Monday's meeting will begin at Rio Rancho Middle School. Tuesday meeting will begin at Vista Grande Elementary. Please note the walkthrough will take both days to cover all 21 sites.

**Question #67:** P6/P3/S4 - What you describe is a rental type agreement with free exchanges of equipment throughout the term. We all know it will cost less if you choose a standard lease with service. You also say 70% of the scoring is based on the best price. How much more are you willing to spend for the flexibility of a rental agreement?

**Response:** RRPS is interested in the most cost effective method to achieve our stated goals.

**Question #68:** P7/P7/S7 - Is it ok for the volume reporting to be software you have access to and read the meters for departments or individual users?

**Response:** RRPS wants the reporting to be software based and be able to accessed and managed from a central management console.

**Question #69:** When do your current leases expire?

**Response:** RRPS' current contracts have expired and RRPS is currently receiving services on a month-to-month basis.

**Question #70:** P5/P1S2 - Please define your network infrastructure; Server OS, virtual environment, SQL, # of print servers and bandwidth between schools and main server data center.

**Response:** RRPS currently has a 100Mbs to the elementary and middle schools and 300Mbs to the high school as a link to the District Office (Data Center).

Currently RRPS utilizes 21 print servers (1 for each site).

This was done to manage the printers per site effectively. RRPS would desire to have a single central print management, but would prefer that data traffic doesn't traverse the network to the district office data center and then back to the school just to print. This would create bandwidth loads on our infrastructure.

RRPS uses VMWare for our virtual environment and has Microsoft licensing (server 2012R2) for any virtual machines that are needed. RRPS has SQL licensing.

**Question #71:** P5/P1S2 What workflow applications or backend applications will users need to scan to? Please provide software name and version if applicable.

**Response:** Users will need to scan to a network folder or USB device.

**Question #72:** P5/P1S2 - Is there a document management system in place that



*users will need to scan documents into from the multifunctional device? If so, provide software name and version.*

**Response:** *RRPS does scan to Docupeak and will potentially be using YellowFolder. Currently the scans to these systems are not done through the copier fleet. If the integration capability is there, it would be nice, but it is not a requirement.*

**Question #73:** *P7/P1/S7 - Will RRPS like to use badge authentication or just pin codes? If badges are to be used, please provide the make and type of badge currently used and if it is chip enabled or Magstripe.*

**Response:** *Manufacture is APTiQ / XceedID by Allegion Smart mifare 37 bit FC 2007*

*RRPS would like to utilize proximity cards if possible. It would make tracking and logistics easier vs copier codes. The proximity card information is available in a spreadsheet/csv and RRPS would need to be able to centrally manage badges and access for use with the copier fleet. Note: proximity cards are not a requirement, but this (or any other solution) that makes cost allocation and management easier will be a factor.*

**Question #74:** *P5/P1/S2 - What is the fax server that is currently running, provide software name and version? Cloud or on-premise?*

**Response:** *GoldFax. On-premise. RRPS is seeking to move away from the current solution utilizing GoldFax connected to analog/POTS lines and MFP machines connected to analog/POTS lines.*

**Question #75:** *P5/P1/S2 Asset management; Are you wanting to have the software track just the installed fleet of multifunctional devices or all network printing devices? If all network printing devices please provide make and model of other printing devices that are installed throughout RRPS.*

**Response:** *RRPS seeks to have the software track the copier fleet. RRPS would also like the software to track the network printers. If possible (though not a requirement), RRPS would like the software to be able to track USB connected desktop printers. RRPS has many different model printers that have been purchased over an extended period of time. RRPS doesn't have the information at hand to provide a full inventory with make and model of printing devices.*

**Question #76:** *P5/P1/S2 - Is Active Directory grouped by school/site/department for reporting purposes?*

**Response:** *Active Directory is grouped by site, school and department.*

**Question #77:** *Are you utilizing Office 365 and Exchange Online?*

**Response:** *No.*

**Question #78:** *Are you utilizing Google Education cloud tools?*

**Response:** *Yes*

**Question #79:** *Are there Macs or Chromebooks that users will need to print from?*

**Response:** *Yes.*