

Tehama County Sheriff's Office
Multi-Functional Copier and Printer Devices and Maintenance for Tehama
County Sheriff's Office

Addendum #1
April 24, 2025

1. **Is the County looking for 36, 48 or 60 month lease options?**
60 Month Lease
2. **Will the County provide a list of accessories that are included with current Canon Equipment?**
 - High-Capacity Paper Feeder
 - Front and Back Scanning
 - Inner 2 Way Tray
 - Super G3 Fax Board
 - Stapler
 - Hole Puncher
 - Power Surge Protector
3. **Would the County consider a more advantageous Cost-Per-Page service with separate CPC rates for Canon replacements and HP-replacement? In this scenario, the lowest CPC rate would be the Canon replacements and the bulk of printing versus a CPC rate for the much lower volume HP printers.**
Yes, if the pricing provides cost saving to the County.
4. **In your RFP 3.0, item 2e, you state no overages or underage's. However, you also state on Exhibit B a pool allowance. Is there an expectation for us to include a Pool or as stated in 3.0, item 2e, charge only for usage?**
Charge only for usage.
5. **Can you please provide information on your current fleet of devices and average monthly volumes for each device?**
Please see schedule B for current fleet devices currently in use and Exhibit A for the volume of each device for the previous month.
6. **In your RFP 2.0, item 6a, you state to provide a trade in credit for removal of terminated devices. Do you own those devices or are they under a lease? Also, you state the credit will be used to purchase replacement devices. Earlier in this section you state provide lease for replacement devices. Can you clarify if all devices will be leased or if you plan to have a mix of leased and purchased devices within this contract?**
The current devices are leased. They will be removed by the current vendor. We do not plan to have mixed leased and purchased devices within this contract. All devices to be included in this contract shall be leased.

- 7. In the RFP you state the received proposals will be reviewed in the week of May 12, 2025. Do you have a timeline for the award notification?**

Notification will be sent out within 30 days of review date.

- 8. Do you have a start date for when you plan to begin deploying devices using this awarded contract?**

The start date for deploying devices will be dependent on final execution of contract. The final execution of the agreement is estimated to be six weeks after the closure of RFP. After the agreement is executed, devices are to be deployed within 30 calendar days.

- 9. Page 7 of the RFP states that submittal must be by either hand delivery or mail, however, the cover page of the RFP says you can email the submittal, can you please clarify?**

Emailed submittals will be accepted if received by May 8th, 2025, by 3:00pm.

- 10. Due to some employees working remotely, will you accept electronic signatures?**

Yes, electronic signatures will be accepted.

- 11. May offerors provide their template contracts/Agreement, or will there be an opportunity to negotiate the contract upon award?**

Yes, offerors may provide their template contract/agreement with RFP response. The final agreement will be negotiated upon award.

- 12. Is a Certificate of Insurance required with the response or is this required upon award?**

If a certificate of insurance could be provided with response that would be appreciated, the insurance verification process can take a while. If you do not wish to provide COI with your response, it can be sent upon award.

- 13. How many copiers do you currently have?**

15 devices, 8 desktop printers and 7 color, fax-enabled copiers.

- 14. What are the make and models**

Please see attachment B of the RFP for make and model information.

- 15. Who is the current vendor for this contract and what's the cost per page for color and B/W.**

The current vendor for this contract is UBEO and the cost per page is .012 per image for black and white and .08 per image for color.

- 16. On all the printers do you want any of them to have 2 paper trays vs one?**

One tray would be sufficient on the HP printers, 4 trays on the Canon copier/printers.

17. Of all the Canon replacement units which ones need fax?

The three Canon iRAC5560i III and two Canon iRAC5540i III need to have fax capability.

18. Would the County want any of the below options:

- a. **Internal or external stapler - Yes**
- b. **2 paper trays with cabinet or 4 paper trays (2,300) or large tray plus 2 paper trays (3,200) – One tray with cabinet on HP printer and four trays on the Canon copiers.**
- c. **Hole punch - Yes**
- d. **Z-fold or Multi Fold - No**

19. Will the Canon and HP fleet need to be shipped back to the Leasing Company at the bidders cost?

The vendor would pick up the machines currently being leased as per their contract terms.

20. Can the prevailing wage clause be removed?

No, the prevailing wage clause cannot be removed.

21. In attachment B, equipment schedule, some of the models that are black and white are in the color pool and vice versa. Are you requesting that we quote based off the existing equipment or based off the pool for black and white vs color machines?

Develop a quote based off the black and white vs color and functionality similarities to the existing machines.

Exhibit A

Revised Equipment Schedule

REQUESTED EQUIPMENT OR EQUIVALENT					
Model #	Equipment Description and Location	Average Usage Color	Average Usage BW	Pool #	Pool Type
Canon iRAC5560i III	Investigations	5690	4585	2	Color
Canon iRAC5560i III	Records	3598	6457	2	Color
Canon iRAC5560i III	Booking Area Jail	5121	4761	2	Color
Canon iRAC5540i III	Accounting	1577	1836	2	Color
Canon iRAC5540i III	Resrticed Area Detectives - TMCU	1849	922	2	Color
Canon iRAC356iF	Evidence (Must be hardwired into network)	120	417	2	Color
Canon iRAC356iF	Medical	221	1635	2	Color
Canon iRAC356iF	Captain			2	Color
HP LJM E50145	Undersheriff Office		33	1	Color
HP LJM E50145	Alterante Location (near copier on desk by Sheriff office)		2475	1	Black
HP LJM E50145	DRC		1168	1	Black
HP LJM E50145	Jail Dispatch 1		481	1	Black
HP LJM E50145	Jail Dispatch 2		590	1	Black
HP CLJM E55040	Jail Seargents	88	157	2	Color
HP CLJM E55040	Jail Admin	218	454	2	Color
HP CLJM E55040	Karie	581	699	2	Color
****	All black and white equipment included above to share black pool 1				
****	All color equipment above to share black pool 1 and color pool 2				
	PLEASE NOTE POOL TYPES HAVE BEEN UPDATED				