



BOONE COUNTY, MISSOURI
Request for Quote #: 49-08NOV11 – Photocopier Maintenance

ADDENDUM #1 - Issued October 25, 2011

This addendum is issued in accordance with the Introduction and General Conditions of Bidding and the Primary Specifications in the Request for Quote and is hereby incorporated into and made a part of the Request for Quote Documents. Bidders are reminded that receipt of this addendum should be acknowledged and submitted with Bidder's *Revised Response Form*.

Specifications for the above noted Request for Quote and the work covered thereby are herein modified as follows, and except as set forth herein, otherwise remain unchanged and in full force and effect:

I. The County is adding the following copier to the Photocopier Maintenance Request for Quote. Please replace the *Response Form* in the quote with the attached *Revised Response Form*.

Copier #4 – Kyocera 5035

Location: Juvenile Office, Marsha Plank, 115 N. 8th Street, Columbia, MO 65201. Phone: (573) 886-4200

Included With Copier: Fully networked, finisher with the capability to staple in multiple positions, puncher unit capable of making 2 or 3 hole punches.

Current Copy Count: 1,195,031

Serial #: M3023880

Original Purchase Date: May 25, 2005

Anticipated Copies Per Year: 210,000

II. Revise paragraph 2.3.6.4 and take out “staples” as a replacement part. Bidder shall complete paragraph 4.9 of the *Revised Response Form* and state if staples are included in the maintenance pricing.

III. The County received the following questions and is providing a response:

1. Is there a previous contract for this equipment?

Response: There were previous contracts, but the contracts will expire December 31, 2011.

2. Who is the vendor currently servicing the equipment?

Response: Copier #1 – Auditor – IR2270 – Ikon Office Solutions
Copier #2 – Assessor – IR5000 – Ikon Office Solutions
Copier #3 – Prosecuting Attorney – Gestetner 3235 – KOPI
Copier #4 – Juvenile Office – Kyocera 5035 – Image Technologies of Missouri

3. What was the cost of the last year's contract and is this the same equipment as last year's contract?

Response: Copier #1 – Auditor – IR2270 - \$0.011/copy
Copier #2 – Assessor – IR5000 - Maintenance for 150,000 copiers per year is \$726.00. Overage billed at \$0.00484 per copy.

Copier #3 – Prosecuting Attorney – Gestetner 3235 – Base \$350.00 + \$0.0085 per copy.

Copier #4 – Juvenile Office – Kyocera 5035 - \$2,412.19 for 300,000 copies/year

4. Is the contract available for viewing?

Response: Please e-mail: mbobbitt@boonecountymo.org to make a request for a copy and I will e-mail copies of the following contracts: C20406001 - Auditor; 17-22MAR05 - Assessor and Juvenile Office; 21-23JUN99 - Prosecuting Attorney.

5. Is there a service history available?

Response: No

6. Is all the equipment up and running?

Response: Yes

By:



**Melinda Bobbitt, CPPB
Director of Purchasing**

**Boone County Purchasing
613 E. Ash Street, Columbia, MO 65201
Phone: (573) 886-4391
Fax: (573) 886-4390
E-mail: mbobbitt@boonecountymo.org**

OFFEROR has examined copy of Addendum #1 to Request for Bid # **49-08NOV11 – Photocopier Maintenance**, receipt of which is hereby acknowledged:

Company Name: _____

Address: _____

Phone Number: _____ Fax Number: _____

Authorized Representative Signature: _____ Date: _____

Authorized Representative Printed Name: _____

4. **Revised Response Form** - Submit your Response in a single sealed envelope, clearly marked on the outside, left corner with your company name and return address, the quote number and the due date and time. For this Request for Quote, quotes will also be accepted by fax or e-mail.

- 4.1. Company Name: _____
- 4.2. Address: _____
- 4.3. City/Zip: _____
- 4.4. Phone Number: _____
- 4.5. Fax Number: _____
- 4.6. Fax Number: _____
- 4.7. Federal Tax ID: _____

4.8. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Quote, FOB Destination, which has been read and understood, and all of which are made part of this order. By submission of this bid, the vendor certifies that they are in compliance with Section 34.353 and, if applicable, Section 34.359 (“Missouri Domestic Products Procurement Act”) of the Revised Statutes of Missouri.

4.8.1. Authorized Representative (Sign By Hand):

4.8.2. Type or Print Signed Name:

4.8.3. Today’s Date: _____

4.9.	Description	Annual Copies	Annual Maintenance Cost	Overage – Cost Per Copy
4.9.1.	Copier #1 – Canon Image Runner 2270: Auditor			
	IR2270 – fiscal year 2012	40,000	\$	\$
	IR2270 – fiscal year 2013	40,000	\$	\$
	IR2270 – fiscal year 2014	40,000	\$	\$
	IR2270 – fiscal year 2015	40,000	\$	\$
	IR2270 – fiscal year 2016	40,000	\$	\$
4.9.2.	Copier #2 – Canon Image Runner 5000: Assessor			
	IR5000 – fiscal year 2012	100,000	\$	\$
	IR5000 – fiscal year 2013	100,000	\$	\$
	IR5000 – fiscal year 2014	100,000	\$	\$
	IR5000 – fiscal year 2015	100,000	\$	\$
	IR5000 – fiscal year 2016	100,000	\$	\$

4.9.3.	Copier #3 – Gestetner 3235: Prosecuting Attorney			
	Gestetner 3235 – fiscal year 2012	10,000	\$	\$
	Gestetner 3235 – fiscal year 2013	10,000	\$	\$
	Gestetner 3235 – fiscal year 2014	10,000	\$	\$
	Gestetner 3235 – fiscal year 2015	10,000	\$	\$
	Gestetner 3235 – fiscal year 2016	10,000	\$	\$
			\$	\$
4.9.4.	Copier #4 – Kyocera 5035: Juvenile Office		\$	\$
	Kyocera 5035 – fiscal year 2012	210,000	\$	\$
	Kyocera 5035 – fiscal year 2013	210,000	\$	\$
	Kyocera 5035 – fiscal year 2014	210,000	\$	\$
	Kyocera 5035 – fiscal year 2015	210,000	\$	\$
	Kyocera 5035 – fiscal year 2016	210,000	\$	\$

4.10. Please state if staples are included with the maintenance pricing above: ____ Yes ____ No. If no, please complete the following:

- Copier #1 – Canon Image Runner 2270: Auditor - \$ _____ / box of _____.**
- Copier #2 – Canon Image Runner 5000: Assessor - \$ _____ / box of _____.**
- Copier #3 – Gestetner 3235: Prosecuting Attorney - \$ _____ / box of _____.**
- Copier #4 – Kyocera 5035: Juvenile Office - \$ _____ / box of _____.**

What is the maximum percentage amount that staples would increase per year if contract renewed? _____%

4.11. Describe any deviations from bid specifications:
