



“Better Water. Better Lives.”
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IFB No. 2022-19 relative to Printer Pool Plan

Response to Inquiries No. 1

This Addendum and Response to Request for Information (RFI) is issued to modify the previously issued bid documents and/or given for informational purposes and to the extent the responses below modify the bid documents, please treat them as an amendment to the Bid. The following responses are in response to RFIs received from potential bidders on August 04 and 12, 2022.

REF:	QUESTION/INQUIRY AS SUBMITTED:	GWA RESPONSE:									
Questions from August 04, 2022											
1.	<p>List of current devices in GWAs current copier pool identifying device make/model, serial numbers and locations of units to be replaced by the units ordered under 2022-19 (Sample format below.)</p> <table><tr><td>Device Model</td><td>Serial No.</td><td>Location</td></tr><tr><td>Kyocera XXX</td><td></td><td></td></tr><tr><td>Kyocera XXX</td><td></td><td></td></tr></table>	Device Model	Serial No.	Location	Kyocera XXX			Kyocera XXX			List of current devices will be provided in a CD format.
Device Model	Serial No.	Location									
Kyocera XXX											
Kyocera XXX											
2.	<p>A copy of GWAs current pool invoices to include meter readings for each device in the current pool from January 2019 to July 2022? (We are hoping to understand GWAs print utilization during the period on a per unit basis.) Alternatively, we could use a report of each unit (identified by serial number and location) black and color print volume for each month during the requested period.</p>	List of current pool invoices will be provided in a CD format.									

3.	<p>Historical total pool utilization number from January 2019 to July 2022.</p> <p>See attached Historical Table.</p>	List of total pool utilization will be provided in a CD format.
Questions from August 12, 2022		
4.	<p>GWA IFB 2022-19 requires a monthly allowance of 60,000 copies/ prints (25,000 of which will be in color).</p> <p>Questions:</p> <p>A. Is each print made to be counted as a single print regardless of paper size and toner area coverage?</p> <p>B. Are excess print charge rates for black and color prints to be cited as part of vendors total pricing?</p> <p>C. Are proposed excess print rates for black and color prints to be single charge regardless of toner area coverage?</p>	<p>A. Yes, A high percentage of our prints will consist of 8.5 X 11</p> <p>B. Yes, please provide excess print charges and include as part of vendors total pricing.</p> <p>C. Yes, please provide rates for overage based on print type and size.</p>
5.	<p>Page 7. Has a section where respondents are to enter Manufacturer, Make, Model, Place of Origin, and Date of Delivery</p> <p>A. Are respondents to provide Manufacturer, Make, Model, Place of Origin, and Date of Delivery for each offered model (In response to items 1.1, 1.2, 1.3, and 1.4)?</p>	<p>A. Yes, please provide Manufacturer: Make: Model: Place of Origin: Date of Delivery: for Bid Items, 1.0, 1.1, 1.2, 1.3, and 1.4.</p>
6.	<p>Throughout the bid Technical Specifications, there are mentions of “options”.</p> <ul style="list-style-type: none"> General Specifications for all Digital Multifunctional Systems: bullet “can support 10/100//1000 Base TX Ethernet connectivity, and have option for Wi-Fi” 	<p>This will only apply to item 1.0. No additional options are required for all other items listed.</p>

	<ul style="list-style-type: none"> • Additional Specifications by Item: 1.0 Bullet “Finisher Options: minimum output 1,500 sheets output stacker, 3-hole punch, and single-position stapling” • Additional Specifications by item 1.0 bullet “Additional Options: Mobile Printing. • Additional Specifications by item: 1.1 bullet “Finisher Options: minimum output 1,500 sheets output stacker, 3-hole punch, and single-position stapling. • Additional Specifications by item: 1.1 bullet “Additional Options: Mobile Printing. • Additional Specifications by item: 1.2 bullet “Finisher Options: minimum output 1,500 sheets output stacker, 3-Hole punch, and single-position stapling” • Additional Specifications by item: 1.2 bullet “Additional Options: Mobile Printing” • Additional Specifications by item: 1.3 bullet “Output Options: minimum 300 sheets output tray” • Additional Specifications by item 1.3 bullet” Additional Options: Mobile Printing. • Additional Specifications by item: 1.4 bullet “Output Options: minimum 150 sheets output tray” • Additional Specifications by item: 1.4 bullet “Additional Options: Mobile Printing” <p>“Options” doesn’t necessarily mean included. For each of the cited sections above, can you please clarify if the requested “options” are to be included as part of the initial multifunction device configuration at installation: E.g Multifunction Device provided in response to item 1.0 will have a finisher at installation and throughout the term of the lease that can accommodate 1,500 sheets output stacking, 3-hole punch and single position stapling and will</p>	
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	also have the ability at installation for mobile devices to print to the installed multifunction devices?	
7.	<p>Page 5 of the IFB states “Please note, the bid price must include: consumable supplies.</p> <p>A. Can you please confirm if staples are to be included as part of consumable supplies?</p>	<p>A. Yes, please provide staples as a consumable.</p>
8.	<p>Pages 4 & 5 lists the Bid items. For the monthly and annually cost lines.</p> <p>A. Is the monthly and annual cost to be entered for each device (i.e., lease price per device) or subtotal for the requested quantity?</p>	<p>A. Yes, please provide lease price per device.</p>
9.	<p>Pages 5 has a line for the Total Cost of the Bid items.</p> <p>A. Is the total cost to be entered a monthly aggregate of all items? i.e., total monthly cost for the 16-unit pool?</p>	<p>A. Yes, total cost to be entered as a monthly aggregate of all items.</p>
10.	<p>Technical Specification, General Specifications for all Digital Multifunctional Systems: bullet “Able to print the following Page Description Languages: PCL5c/PCL6, PostScript 3, PDF, TIFF and have option to support IPDS through a third-party solution.</p> <p>A. Is it expected that responding vendors provide the “third party solution “mentioned for IPDS support as part of the requested pool? Or is it sufficient that the provided devices be able to support IPDS printing?</p>	<p>A. No, A third party IPDS solution is not required along with this bid. The device should be capable of supporting IPDS.</p>

11.	<p>On page 14 Section W. Award, GWA requires references.</p> <p>A. How many references are being requested?</p> <p>B. Must the references be current customers of the responding vendor?</p> <p>C. What size of customers? E.g., Current with 10+ devices?</p> <p>D. What information is being requested for the references? E.g., Client contact name, email address and telephone number, organization name, brief scope of services provided?</p>	<p>A. Not more than 3 will suffice.</p> <p>B. References from former and current clients are acceptable.</p> <p>C. Open to any current customers with similar in size specified in the bid.</p> <p>D. Bidders are to provide information on the following; client contacts name, mailing & email address and phone/fax numbers.</p>
12.	<p>Many if not most Government of Guam Bids require descriptive literature to support that the offered items meet the technical specifications of the bid. Snippet from Government of Guam GSA IFB follows.</p> <ul style="list-style-type: none"> • Descriptive Literature: Descriptive literature(s) as specified in this solicitation must be furnished as a part of the bid and must be received at the date and time set for opening Bids. The literature furnished must clearly identify the items(s) in the Bid. The descriptive literature is required to establish, for the purpose of evaluation and award, details of the products(s) the bidder proposes to furnish including design, materials, components, performance characteristics, methods of manufacture, construction, assembly or other characteristics which are considered appropriate. Rejection of the Bid will be required if the descriptive literature(s) do not show that the product(s) offered conform(s) to the specifications and other requirements of this solicitation. Failure 	

	<p>to furnish the descriptive literature(s) by the time specified in the Solicitation will require rejection of the bid.</p> <p>The GWA IFB states on page 14 that “GWA also requires submission of descriptive literature, technical data, or other material.”</p> <ul style="list-style-type: none"> • In addition to the evaluation criteria, GWA also requires submission of descriptive literature, technical data, or other material. It may also require accomplishing any of the following prior to award: <p>A. Will GWA be using the require descriptive literature provided together with bid submissions to determine if a vendors offer meets the bid specification requirements?</p> <p>B. Must the required descriptive literature be submitted prior to the bid submittal deadline?</p> <p>C. Will bids be rejected if descriptive literature is not submitted prior to the bid submittal deadline or if the descriptive literature does not show offered products conform to the specification requirements of the bid?</p>	<p>A. Yes, the descriptive literature submittal will be part of the evaluation to determine if the offered bid meets the bid specifications requirement.</p> <p>B. The required descriptive literature is to be submitted together with the bid offer on the date and time specified.</p> <p>C. Please be advised an amendment to this bid, shall include the following Descriptive Literature/ Brochures verbiage; Under II General Terms and Conditions, under subsection W. titled Award, paragraph 3.</p> <p><u>“Descriptive Literature/ (Brochures”</u></p> <p>Descriptive literature (s) as specified in this solicitation must be furnish as part of the bid and must be received at the date and time set for opening bids. The literature furnished must clearly identify the item (s) in the bid. The descriptive literature is required to establish, for the purpose of evaluation and award, details of the product (s) the bidder proposes to furnish including design, materials,</p>
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		<p>components, performance characteristics, methods of the manufacturer, construction, assembly or other characteristics which are considered appropriate. Rejection of the bid will be required if the descriptive literature (s) do not show that the product (s) offered confirm (s) to the specifications and other requirement of this solicitation. Failure to furnish the descriptive literature(s) by the time specified in the solicitation will require rejection of the bid.</p>
13.	<p>Section IV. Special Provision, Section 6 Delivery page 26 states “Delivery time in not later that 30-45 days from the date on the Notice of Proceed”.</p> <p>A. Xerox requests that the delivery requirement be extended to 60 days as a result of the pandemic-related global supply chain issues being experienced by the industry.</p>	<p>A. Under IV. Special Provision, Section 6, entitled Delivery, has been amended to now read as follows; Delivery time is not later than sixty (60) days from the date acknowledged on the Notice to Proceed.</p>
14.	<p>Technical Specifications, Additional Specification. By Item, Item Nos. 1.0, 1.1, and 1.2</p> <p>A. Do any of these requested devices require booklet making with saddle stitch/center stapling?</p>	<p>A. NO, the devices do not require this feature.</p>

15.	<p>For Technical Specifications, Additional Specifications by item, item No. 1.2, 30-45 Digital Multifunction System with Additional Features-QTY 5</p> <p>A. Request: Since item 1.1 and 1.2 configurations are for a lower volume/duty cycle device, xerox requests that the required minimum combined tray capacity of 3000 sheets with Bypass tray be reduced to 2,100 sheets minimum combined tray capacity with bypass tray. Allowing the reduction will allow for more potential lower cost model and configuration possibilities.</p>	<p>A. 2100 sheets minimum bypass tray is allowable.</p>
16.	<p>For Technical Specifications, Additional Specifications by Item, item No. 1.3, 30-45 Digital Multifunction System – QTY 1</p> <p>A. Request: Since configuration for the item 1.3 is for a lower volume/duty cycle device, Xerox requests that the required Output Options: minimum 300 sheets output tray be reduced to 250 sheets output tray. Allowing the reduction will allow for more potentially lower cost models and configuration possibilities.</p> <p>B. Will this unit be placed on a desk or do you require a stand?</p>	<p>A. 250 sheets output tray is allowable.</p> <p>B. Yes, Units are to be placed on a desk at various locations.</p>
17.	<p>The contract term as indicated on page 25 is for a period of three years with an option to renew for two additional years not to exceed a total of five years. All contract extensions are subject to the availability of funds.</p> <p>A. Is GWAs decision to exercise the addition of 2 years (years 4 & 5) of the lease based on availability of funding</p>	<p>A. GWA may exercise the option for renewal annually for two (2) additional years not to exceed a</p>

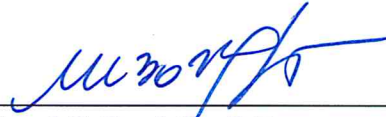
	<p>and / or the vendors contract performance or lack thereof?</p> <p>B. Do you anticipate a funding shortfall after the 3rd year of the lease?</p> <p>C. Will GWA consider a “5-year lease renewed annually based upon availability of funds and/or the vendors contract performance or lack thereof as opposed to a 3-year lease with option to extend up to 2 years? A 5-year lease costs considerably less than a 3-year lease with the 2 option years exercised. Below is an example of the potential cost savings.</p> <p>Example: Sample lease of copiers assumed to have a \$160,000 total value with a monthly allowance of 35,000 Black and 25,000 color prints to include Service and all supplies (except Paper).</p> <p>Option 1: 3-year lease with 2 options years Monthly Lease Amount based on 3-year lease: Total Payments based on exercising 2 option years</p> <p>\$8013.00 (Monthly Lease Amount based on 3-year lease.)</p> <p>\$480,780.00 (Total Payments based on exercising 2 option years.)</p> <p>Option 2: 5-year lease subject to availability of funds</p> <p>Monthly Lease Amount based on 5-year lease: Total Payments based on 5 years:</p>	<p>total of five years maximum upon the written consent of both parties. All contract extensions are subject to the availability of funds. The form of contract will not be standard form from Bidder.</p> <p>B. GWA does not anticipate a funding shortfall after the 3rd year of the lease.</p> <p>C. GWA will maintain the term as specified; See Special Provisions, Page 25. Subsection, Contract Term.</p>
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	\$6250.00 (Monthly Lease Amount based on 5-year lease.) \$375,000.00 (Total Payments based on 5 years.)	

Bidders are also notified to visit GWA website: www.guamwaterworks.org to ensure that addenda to the bid, answers to questions, and reminders are communicated to all bidders throughout the solicitation process.

2022.9.22

Date



Miguel C. Bordallo, P.E.
General Manager