



ADDENDUM NO. 01

RFP No. 25.502 Copier Purchase/Lease and Maintenance Services

Updated Verbiage notated in yellow highlight for the Scope of Work, page 4

For this scope of service, District seeks the Respondent to investigate and evaluate all of the District's current copier inventory and assess each site's operations and volume to provide a detailed District-wide solution for the District's options relating to its copiers. District will consider any and all recommendations regarding information and solutions on leasing and/or purchasing copiers, amending any copier lease and purchase agreements, and eliminating any copiers at any sites. **Eliminating any copiers means the proper removal of copiers from the District and certified destruction of the hard drives or any data on those copiers.** For this Copier Solution Services, District seeks an initial Agreement term for a period of three (3) years beginning July 1st, 2025 through June 30th 2028, with two (2), one (1)-year options to be exercised at the sole discretion of the District. The Agreement term may be amended or terminated depending on the time it takes for the eventual contractor to develop its solutions and implement the solution options.

Q&A for Copier RFP 25.502

1. If a party submits 5 questions, before the deadline, but have more questions can they ask them?

Yes, please submit all your questions at once before the deadline.

All questions will be answered and posted before the deadline date.

2. What kind of copier models are you interested in? Hole punching, stapling, etc.

Yes, we want replacements with the current similar features.

3. 85 are obsolete, are those the priority devices? They aren't identified in the spreadsheet, can they be identified before the question deadline date?

Yes, we will mark the obsolete ones and those are the priority. The list of 85 copiers has been sent to all interested vendors who attended the mandatory pre-bid meeting. The link for the updated copiers spreadsheet is here: <https://www.stocktonusd.net/Domain/155>

Note: The goal is to have this project completed before next school year.