



STOCKTON UNIFIED  
SCHOOL DISTRICT

# Copier RFP

2024-25

March 5, 2025



Mandatory Meeting Presentation





Stockton Unified School District  
Since 1852

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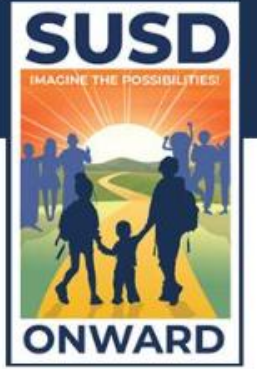
## Meeting Agenda

- Scope of work
- Current Printer/Copier Environment
- Timeline
- Questions

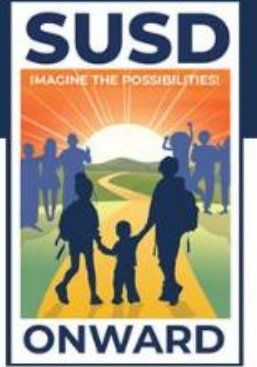
*Joy*  
**TRUST**  
AND  
**BELIEF**

# SCOPE OF WORK

- Purchase or Lease assessment and solution, provide recommendation
- Maintenance Service Agreement
- Disposal of old copiers/printers
- Timeline



# CURRENT PRINTERS/COPIERS IN SUSD



**At present the District has the following:**

- 268 copiers (85 Obsolete)
  - 268 Canon
- 72 multi-functional printers
  - 9 HP
  - 63 Canon
- 9 Large production machines
  - 1 Ricoh
  - 8 Canon
- 2 Duplos at Monroe Elementary

# Aggregate Volume Estimate

July 1 to June 30 of each year: 40,317,878 copies

- B&W - 35,479,732 copies
- Color - 4,838,146 copies

# Timeline

DATE(S)	EVENT
2/25/2025, 3/4/2025	Advertise RFP
3/5/2025; 10:00 a.m. to 11:00 a.m.	Mandatory Pre-Proposal Meeting
<b>3/17/2025; 2:00 p.m.</b>	<b>Deadline to Submit Questions</b>
3/21/2025; 2:00 p.m.	District Posting of Responses to Questions
<b>3/28/2025; 2:00 p.m.</b>	<b>Deadline for Proposal Submission</b>
3/31-4/3/2025	Proposal Evaluation Period
4/3/2025	Recommend Award Decision
<b>4/8/2025</b>	<b>Contract Award by the Board of Education</b>



# RFP Submittal on 3/28 before 2PM

Two ways to submit:

- [copierRFP@stocktonusd.net](mailto:copierRFP@stocktonusd.net) (100 MB or less)
- 2141 Robindale Avenue, Stockton, CA 95205, Title “CopierRFP #25.502”





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# QUESTIONS?

[copierRFP@stocktonusd.net](mailto:copierRFP@stocktonusd.net)

