

Request for Proposals Multifunction Devices CN 2014-01

Questions and Answers (Q&A)

1) How many total users for the card swipe?

600 -700 users

2) There are 4 locations but are they all under one network or separate networks?

Two of the locations (Plantation & West Palm Beach) are on the same WAN/MPLS network. The other two locations are on separate networks and do not have ID badge controls. Due to networking limitations, we do not anticipate the same ID badge functionality at the separate network locations.

3) When you state that the number of current units does not necessarily need to be replicated, what do you mean? If you are looking for optimization changes, it is not possible without exact locations and users at each location, etc. The way this is stated, I can make recommendations to upgrade each machine as is but I cannot recommend optimization without an understanding of locations, departmental users, applications being run.

Please provide the pricing and specifications based on the number of units listed in the RFP. ChildNet is in the process of relocating our Plantation headquarters therefore providing information for optimizations is not a priority at this time.

4) What is the required length of contract you are seeking

At a minimum pricing should be provided for 36 and 48 month lease terms.

With regard to the current lease with Ricoh as well as the Buyout Requirement on Page 2, we have the following concerns:

- **Item III. 3. Delivery – Vendor consents to conform to the return conditions as instructed in the existing copy contractor lease. We can certainly conform but we have to be clear that any end of term requirements prior to the return of the equipment have to be met by Childnet, i.e., the letters of intent. Have you already met this requirement? And what was the response you received?**
ChildNet will satisfy end of term notification requirements. The selected bidder will be responsible for the return/shipment of the equipment.
- **Item IV – Buyout Requirements**
 - **In order to provide proper pricing, Childnet should provide all bidders with a list of currently in place leases, the equipment, end dates, payment amounts, lease numbers, copy of leases and/or invoices for each.**
This information was provided in a note in Section II, Item V of the RFP. The information provided relates to one lease agreement for two units in fleet. There are no other lease agreements to be considered for this RFP.
 - **In order to have a level playing field, bidders will have to know which leasing company(ies) hold the current leases. Some leasing companies will not allow the early payoff and/or**

return of their equipment, thus the only payoff quotes available prior to end of the lease terms would be buyouts to keep. This would give the incumbent an unfair advantage. The lease agreement is with IKON/Ricoh Financial Services.

- **Is Childnet willing to allow bidders to provide them with the funds to continue the payments on the existing leases until the leases are up, thus giving all bidders similar payoff positions and/or figures to include in their bids? This would necessitate the storing of the equipment by Childnet at either an on or offsite facility in order that they technically remain in Childnets possession. This would be done to avoid a default situation by the leasing company should the incumbent lose the bid. This would also be the least expensive method for closing out these leases for Childnet should the particular leasing company(ies) not be willing to provide quotes to return the equipment at any point in the lease.**

For the purposes of providing similar payoff positions, ChildNet would entertain structuring an agreement as specified above. However, at the end of the lease term, the selected bidder would be responsible for the return/shipment of the equipment.

- **Service Agreements – All bidders will need to see copies of all current maintenance contracts on the equipment in order to determine what the possible cancellation fees/buyouts would be. Depending on the terms of those agreements, all bidders may need to be provided with several months of current service invoices in order to calculate those costs.**

There are no maintenance contracts that require cancellation or buyout. There is only one lease agreement in place and that information was provided in the RFP.