1. Thank you for speaking with me this morning to address the speeds of the larger copiers and the software for all 8 units on your current bid. The bid calls for 90PPM and we had previously spoken about accepting units that were 5PPM slower as long as they met all the other required specs. Canon makes a 85PPM unit that meets all the required specs and CSA would like for an amendment to be added to accept this unit. In our conversation you said that would be acceptable. Also you mentioned that the software that would allow Lee County School’s to have security, guest printing and secure printing were for these 8 units only and as you upgraded your additional fleet, the new replacement units would be added. Thank you for working with CSA so that we are able to bid the right size unit for Lee County School’s requirements and needs. If you have any questions, please contact me at the following contact information below.

Answer

We will accept bids on copiers which are 5 ppm faster or slower than the 90 ppm requested in the bid specifications.

Yes, the software is only for these 8 machines

2. Ok. I would like to ask question concerning page 24 item C it states minimum of 90 reports required. What specifically are
these reports so we would know how to identify and list each on the bid. We assume we need to list all 90 and what they will provide. Most important is if we fall short of that number I assume bid will be rejected. There are a few others we are unclear about but wanted to start here just to be sure on this.

Answer

Below are the reports, also it was stated in a previous question regarding if these reports required for the new copiers are all of the system copiers. That response was that it was only for the eight copiers being bid, however, if a vendor could make these reports available to all copiers in the system that would be taken into consideration.

1) Device Configuration
2) Device Configuration by Group
3) Device List
4) Devices Adds/Moves/Deletes
5) Devices by Group
6) Devices by Install Date
7) Devices by Manufacturer
8) Devices by Type
9) Toner Projection by Device
10) Toner Replacement by Device
11) Toner Replacement by Date
12) Lifetime Counters
13) Lifetime Counter by Group
14) Lifetime Counters by Month
15) User Counters by Device
16) Device Toner Coverage
17) Device Usage by Finishing
18) Device Usage by Job Size
19) Device Usage by N-Up (Printing multiple pages on single sheet)
20) Device Usage by Paper Size
21) Device Usage by Paper Type
22) Device Usage by PDL
23) Device Usage by Toner Coverage
24) Usage by Date by Device
25) Usage by Date by Group
26) Usage by Device
27) Usage by Device by Date
28) Usage by Devices by User
29) Usage by Group by Date
30) Device Error Log
31) Device Error Summary
32) Device Errors by Device by Date
33) Device Errors by Group by Date
34) Device Status by Date by Device
35) Device Status by Date by Group
36) Device Status by Device by Date
37) Device Status By Group by Date
38) Power State Transitions
39) Power Usage by Date by Device
40) Power Usage by Date by Group
41) Power Usage by Device
42) Power Usage by Device by Date
43) Power Usage by Group by Date
44) Document Usage Summary by Cost Center
45) Document Usage by Cost Center by Date
46) Document Usage Summary by Cost by User
47) Document Usage Summary by Department by Date
48) Document Usage Summary by Department by Device
49) Document Usage Summary by Department by Document Type
50) Document Usage Summary by Department by User
51) Document Usage Summary by Device
52) Document Usage Summary by Device by Date
53) Document Usage Summary by Device by Hour
54) Document Usage Summary by Hour
55) Document Usage Summary by Server by Hour
56) Document Usage Summary by User
57) Document Usage Summary by User by Date
58) Document Usage Summary by User by Device
59) Document Usage Summary by User by Type
60) Document Usage Summary by Workflow
61) Total Document Usage by Cost Center
62) Total Document Usage by Date
63) Total Document Usage by Department
64) Total Document Usage by Device
65) Total Document Usage by User
66) Document Usage Details by Cost Center
67) Document Usage Details by Department
68) Document Usage Details by Device
69) Document Usage Details by User
70) Document Usage Details by Workflow
71) Color Usage by Cost Center
72) Color Usage by Department
73) Color Usage by User
74) Color Usage by Cost Center
75) Cost Savings by Date
76) Cost Savings by Cost Center
77) Cost Savings by User
78) Quota Usage by User
79) 1 Side Usage by Cost Center
80) 1 Side Usage by Department
81) 1 Side Usage by User
82) Workflow Connector Usage
83) Workflow Usage
84) Workflow Usage by Cost Center
85) Workflow Usage by Cost Center
86) Workflow Usage by Device
3. To add on to what I earlier sent to you I guess we will need to also get clarified as to how often these reports will need to be presented and how this is to be done. I assume somebody on your end will be responsible for making sure this happens at appointed times. Just thought I would pass this along while you are trying to find out about the other.

Answer

Looking for on demand type reporting, so I should be able to log in and pull it up from my computer at any time. Automated notifications would be a bonus.

4. Attached is the questions you asked with answers included, however I would like to say that Page 24, item C inclusion requirement is to provide a Device Security & Management Solution at this time. However, the solution must have the ability to expand in the future to deliver more complicated and comprehensive features such as print management, print authentication, workflow, and advanced scanning, to name a few, without the need to have multiple solutions to accomplish each functionality.

Also, the reports list was delivered as requested, and only represents what the solution should be capable of delivering as standard, and based on the functionalities of the software that are activated and being used at any one time. Please go back to Page 24, Item C and re-read the “Minimum
Requirements” as separate from the “Additional Optional” requirements. Here, “Additional Optional” means the solution is capable of performing those features and functions but are not a requirement for the purposes of this RFP; though, if capable, those additional features should be listed as options for future expansion should LCBOE choose to add any one or more at a later date and time.

Answer

1. How many locations (different addresses) will use the solution placed via this RFP?

   **11 Locations. All schools, programs, and main offices where digital imaging equipment will be located**

2. How many users will the solution placed via the RFP be required to support?

   These are the potential numbers in the schools- KPS-122, LCES-75, LCHS-131, LCMSE-74, LCMSW(TLC incl)-100, LCPS-87, 9thGrade-62, Maintenance-10, Transportation-6, TOES-75

3. What type of users will need to be supported - employees, staff, students, consultants, interns, or other?

   Employees, staff, guest users, interns, other authorized users.

4. With respect to Directory Services within your organization please answer the following:
A. What Directory Services are in place: Microsoft Active Directory, Novell NDS, or other? If other, please provide details.

Microsoft Active Directory

B. Do all users authenticate to Directory Services for computer and network access?

Yes

C. Are there any users who need to copy, print, fax, or scan functionality that are not defined in your Directory Services?

Other than possible guest users, no.

5. What method of user authentication is desired – ID Cards (Proximity, magstripe, or barcode), PIN Code, or Active Directory Username / Password?

PIN Code or User/Pass

6. Are the organizations servers physical or virtual? If virtual, what platform: VMware, Microsoft Hyper-V, other (Vendor and Version)?

Virtual- Hyper V, Microsoft Server 2012- 2016

7. What network bandwidth between locations?

10GB

8. What client systems are used in the environment – Windows 7/8/8.1/10, Mac 9.x/10.x, other? If other, please provide details.

Some Windows 8.1 but most are Windows 10 Pro
9. If Mac systems are used in the environment, do these users authenticate to Active Directory? 
   **No Macs are authenticating in our network**

10. With respect to your Print Server infrastructure:

    A. How many print servers are within the environment related to this project?
       **None**

    B. Are the print servers dedicated print servers or do they have other server functions (Domain server, email server, etc.)?
       **N/A**

       **N/A**

    D. Does the organization have the ability to push printer drivers and software to all client computers systems (Windows and/or Mac's) whether using Group Policies, login scripts, or other method? If so, please provide details.
       **Yes, via GPO assuming we can get a msi package**

11. If “Secure Printing” is required, what type of functionality are you seeking: 
    **Secure printing is NOT required at this time. HOWEVER, the solution must have the ability to perform that function if it were to be necessary/wanted at a later date and time.**

    A. Secure Printing using device level secure printing – where users print a document to a specific MFD and have the print job held at that MFD until the user enters the PIN Code associated to the print job and prints the
document at the MFD it was submitted to at the location they are at

B. Secure Printing using “Print Anywhere” functionality - where users print a document job into the system and are able to authenticate and release it at any MFD at any location

12. Is there any requirement to print from mainframes or other host systems (UNIX, Linux, Sun OS, SAP, etc.) within the environment? If so, please provide details.
   No

13. Does the organization have WiFi within the environment? If so, is the WiFi available for use for staff, students, consultants, guests, general public? Please provide details of how the WiFi is required to be used for this project.
   Yes, we have wifi. I don’t see where it will be used for this project.

14. Is printing from mobile devices required? If so, please provide the following:
   Mobile printing is NOT required at this time. It is listed as Additional Other. However, the solution must have the ability to perform that function if it were to be necessary/wanted at a later date and time.
   A. Is Mobile Printing via email submission acceptable?
   B. Are the mobile devices company owned devices or personal devices of staff and guests?
   C. If company owned devices are to function with the solution, are these devices managed by an Enterprise Mobile Management application / system? If so, please provide details.

15. What type of scanning is required for the environment:
A. Scan to email
   Yes
B. Scan to pre-defined network folders
   Yes
C. Scan to Active Directory Home Folders
   Yes
D. Scanning to an internal system (SharePoint, FileNet, an Accounting system, etc.) or cloud based system (Dropbox.com, Box.com, etc…) (Please provide details)
   No

16. What email system is used by the organization:
    Microsoft Exchange, Lotus Notes, Novell Groupwise, other?
    Is the email system internal to the organization or hosted?
    Google’s Gmail- not hosted inside

17. Is there a requirement for faxing for this RFP? If so, please provide a description of requirements:
    Not from the solution level.

18. Is the organization’s IT internal or outsourced?
    Internal

19. Page 24 notes a requirement for “Scan Reporting”. Please provide a more details of this requirement.
    Pages scanned, who scanned, date and time scanned. Basic reporting.

20. Page 24 notes a requirement for “District document process automation through document management workflows”. Please provide a more details of this requirement.
The ability, if functionality is active for use, to scan, route, process documents based on pre-determined workflows.

21. Page 24 notes a requirement for “Mobile scanning to include scanning to EDM, CRM, or other type of repository/records management”. Please provide answers to the following for this:

Mobile Scanning will not be required at this time. This feature was listed as Additional Other options. However, if in the future it is utilized it would be to allow scanning from mobile devices such as smartphones, tablets, etc.

A. What type of mobile device is intended to used for scanning? Is this mean to use a Mobile Phone (iOS or Android) for scanning?

B. Should scanning to be able to be done via desktop scanners or MFDs for this purpose?

C. Please advise what specific EDM, CRM, and other type of repositories documents need to be scanned to.

22. Page 24 notes a requirement for “Mobile administration with Floor Planning Capacity”. Please provide a more details of this requirement.

Ability to manage/add to device floor plans via mobile device such as smartphone or tablet.

23. Page 24 notes a requirement for “Charge back management for the school/departmental usage cost management”. Please provide answers to the following for this:
This is not a requirement for the purposes of this RFP. This feature was listed in Additional Other Options. Solution should be able to perform this function later if LCBOE were to choose to expand the solution to perform this function.

A. Is this meant to billback copy and print usage by staff, student, department, or cost center?

B. Will billback done via reports used by accounting people or via integration to a backend system?

C. If there any requirement to integrate to a backend system for billing purposes, please provide details of the system which needs to be integrated to – such as: System type, possible methods of integration (hot-folder import, SQL integration, API, other), description of data required for billing (Pages copies/printed/scanned/faxed, simplex/duplex, finishing options used, cost of job, etc.).