

RFP #2025-407 Copy Machine Lease Q&A log

Outlined below is a compilation of all questions submitted to purchasing@oneidacountyny.gov by the required deadline of 2/07/25. Questions of a similar topic have been grouped together.

Question 1: You have indicated a range of 100-150 devices where the county currently leases 105 MFP'S. Further, in levels 1,2,3,4, there are specific quantities indicated, ie. Level 1-16, level 2-30, level 3-30, and level 4-29; within each of these levels, how many require color and/or black & white output respectively? Can you provide accurate monthly print/copy volumes for each current unit the RFP is intended to replace? If possible, could they be separated by level or department? What is the total print per month capacity for level one copiers?

Answer: We are unable to provide monthly volumes. They are all black and white, and to the extent the RFP indicated color machines were needed, respondents should disregard the request for color machines and base their responses solely on black and white machines. We have provided the current number of machines at each level in the RFP Addendum; Level 1 is 1500 to 3000, level 2 is 5000 to 7000, Level 3 is 7,000 to 10,000, Level 4 is 10,000 to 20,000. If you are able to provide a cost of page per month, that would be considered in lieu of tiered pricing.

Question 2: Do you have a cloud-based fax solution?

Answer: not currently

Question 3: What are the addresses for the various offices of Oneida County we can expect to deliver to?

Answer:

Oneida County Building	Address	City
County Office Building	800 Park Ave	Utica
Paul Building	209 Elizabeth Street	
Union Station	321 Main Street	
Health Clinic	406 Elizabeth Street	
Water Pollution Control	51 Leland Ave	
Adirondack Bank Building	185 Genesee Street	
Law Library	235 Elizabeth Street	
Airport	592 Hanger Road	Rome
DPW	5999 Judd Road	Oriskany
Sheriff's Office	6065 Judd Road	
Emergency Services	120 Base Road	
County Offices	120 Arline Street	

Question 4: Do you require an implementation/delivery schedule in the response?

Answer: yes

Question 5: Will the County reconsider the bar to third party Leasing?

Answer: No

Question 6: May offerors provide their template contracts/Agreement?

Answer: No

Question 7: Will there be an opportunity to negotiate the contract upon award?

Answer: Yes

Question 8: Can you provide a list of which units in each level/department are strictly black and white and which are color devices?

Answer: There are no color devices requested in this RFP, and to the extent the RFP implied or stated otherwise, it was an error.

Question 9: Can you confirm that Level One devices do not need fax capability?

Answer: Confirmed.