



**CICERO SCHOOL DISTRICT 99**  
**5110 WEST 24TH STREET**  
**CICERO, ILLINOIS 60804**  
**(708) 863-4856**

September 30, 2021

Dear Respondents:

Attached is **Addendum 1** for the **RFP for Digital Multi-Functional Devices**. Please acknowledge this addendum on the proposal form.

Sincerely,

*Rita Tarullo*

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Assistant Superintendent of Business Affairs, CFO/CSBO



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**Addendum 1**

1. The agenda in July was awarded to Xerox Midwest and was rejected in August regular board meeting. Please explain why School District 99 has chosen to go back out to bid?

- During the duration of the RFP administrative roles changed over. The new department lead had a different need for the district which is recognized in the RFP packet. This RFP packet is in line with the district's current vision.

2. Under "Right to Reject" is there any vendor who is disqualified from bidding this time around?

- No vendor has been disqualified as of this time

3. Under "Specific Proposal Information & Instructions Background Information" states *"The district also has a small print shop, which has a high speed black and white copier. The district will need to lease a high speed color multifunction device for the print shop."* However, Attachment #3 line item 1 does not ask for a color model but asks for a comparable model to *"black/white minimum of 120 pages per minute - ...."*

- The 120 ppm machine is black and white. We're planning for another 35ppm color machine in the same print shop.

4. Are you looking for a black/white model for the print shop OR a color model for the print shop? Are you looking for a black/white model AND / OR color (i.e. 2 machines vs 1 machine)?

- The print shop has two separate machines - The 120 ppm machine is black and white. The other machine is a 35ppm color machine in the same print shop.

6. Under "Equipment Requirements," please confirm how many devices are currently under a lease contract and will be required to be returned to a leasing company vs. how many devices are owned (since contracts have expired) and will need to be picked up and removed at our cost?

- The district does not own any of the devices

7. Who will be printing - Staff and students or just staff?

- Staff only



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8. Under networking, questions 2-5, what type of rules-based printing would you like to deploy?

- 2-4 state clearly the functionality that we're looking for
- As it relates to rules-based printing, we want to be able to have control over printing limits, those who can print in b/w versus color, who can print and where, cost-effective routing, and other standard rules-based printing options

9. Is it the district's intent to procure all 132 machines? Or, will the district be choosing a smaller quantity based on the various prices given for each model and configuration? In other words, should we consider the list of machines an "a la carte" menu that will be used to pick and choose which devices the district actually needs/wants?

- The District is interested in all 132 units (with the potential for more - as needed as outlined in the RFP packet).

10. Would the district find it more beneficial to stay with current Brand of devices, than going with another brand?

- We're open to all, as described in the bid package.

11. Regarding print shop is district looking for 1 BW High Speed System and 1 Color Unit...or a single unit that does both functions?

- The print shop has two separate machines - The 120 ppm machine is black and white. The other machine is a 35ppm color machine in the same print shop.

12. Can we be provided volume for the print shop on its own?

The screenshot shows print counts/types pre-pandemic for the entire fiscal year.

Total Pages	Total Pages Mono	Printer Pages	Copy Pages	Scans Total	Printer Pages Mono	Copy Pages Mono	Total Pages Duplex	Scans Total Color	Scans Total Mono	Other Pages	Other Pages Mono
2000414	2000414	157620	1842742	555	157620	1842742	838063	91	464	52	52