

**OHIO TURNPIKE AND INFRASTRUCTURE COMMISSION**

**ADDENDUM NO. 1**

**BID INVITATION NO. 4234  
FURNISHING THIRTY-EIGHT (38) MULTI-FUNCTION DESKTOP PRINTERS AND  
PROVIDING ON-SITE MAINTENANCE FOR A MINIMUM OF FIVE (5) YEARS**

**OPENING DATE:  
2:00 P.M. (E.D.T.), SEPTEMBER 18, 2014**

**ATTENTION OF BIDDERS IS DIRECTED TO:**

**ANSWERS TO QUESTIONS RECEIVED THROUGH 12:00 P.M., SEPTEMBER 12, 2014**

Issued by the Ohio Turnpike and Infrastructure Commission September 12, 2014.  
Authorized by Robin Carlin, Interim Executive Director, and Tommie Jo Marsilio, Director,  
Contracts Administration and Compliance.

  
\_\_\_\_\_  
Robin Carlin                      9/12/14  
Date

  
\_\_\_\_\_  
Tommie Jo Marsilio                      9/12/14  
Date

**ANSWERS TO QUESTIONS RECEIVED THROUGH 12:00 P.M., SEPTEMBER 12, 2014:**

Q1: In your bid specs, what do you mean by "Clone and Poster Copy"?

**A1: "Clone Copy" mode allows multiple copies of an image to be printed on a single page. "Poster Copy" mode enlarges and prints segments of an image on multiple pages that can be assembled to create a poster-size document.**

Q2: What brand of printer are these replacing?

**A2: Ricoh Model 1515**

Q3: Do you have a particular brand that you would like?

**A3: The Commission does not have a preference in the make/model of Multi-Function Desktop Printer proposed provided all minimum requirements as defined in the Commission's Specifications are satisfied.**

Q4: How precise do the specs need to be to the Hardware Requirements you provided us? For example could the PPM be 43 instead of 45, with all of the other requirements being reached? Or Duty Cycle be 75,000 instead of 80,000 with all of the other requirements being reached?

**A4: Bidders may provide a detailed description of any and all items that deviate from the Commission's Specifications for Multi-Function Desktop Printers. The Commission will review and consider those items that are not performance-affecting when evaluating Proposals.**

Q5: On the bid specifications, they call for a paper drawer of 550 sheets and a multi-purpose tray of 150 sheets. Would a 500 sheet drawer and 100 sheet multi-purpose tray be acceptable? There are very few manufactures who use the 550 sheet tray and 150 sheet multi purposes tray on this class of equipment (known as A4). The 500 drawer and 100 sheet multi-purpose is the industry standard in this class.

**A5: See answer to Question No. 4.**

Q6: Clarification of when installing the printers:

- a) Does this mean we take out of box, configure printer and then hook up and plug in?
- b) Or does it mean we take out of box, configure printer, hookup plug in and then have too connect the printers to the network and configure the workstation so that they can print to the printer.???. Or does your network administrator do that part?

**A6: *The Selected Contractor shall be responsible for delivery, setup and configuration of the Multi-Function Desktop Printers furnished. This includes configuration of IP addresses and performing all connections to the Commission's data network. A Commission Technology representative will be assigned to accompany the Selected Contractor and perform tasks that require administrative rights to the data network (i.e. installation of print drivers).***

Q#7 We have several questions pertaining to the upcoming IFB#4234 for 38 Multi-Function Desktop Printers. 1. Reference page 6a: Can you please explain under the signature block what is meant by the Post Office Address. This is a little confusing as we are unsure if you want the business address or the actual originating Post Office Address of the bidders place of business.

**A#7 The bidder's mailing address should be inserted on this line.**

Q#8 Reference the MBE/IFB Participation Attachment page 12b: We are looking for clarification on the intent of this form. We are an MBE organization so are we to place each MBE employe on this particular form?  
Also, what is meant by the "PROJECTED COMMENCEMENT AND COMPLETION DATE FOR WORK" column? We are unsure what is being asked for this column.  
Lastly, what is expected in the "AGREED PRICE" on this same form.

**A#8 Page 12 should list any minority or female subcontractors. Employees should be listed on page 13. "Projected commencement" and "completion date" on page 12b refers to the estimated dates a minority or female subcontractor will be working on the project.**

Q#9 I am submitting as the Prime on this contract with a subcontractor as a teaming member. For the documentation to identify the bidder, should I list my company as only as the Prime? I am unsure because we are submitting as a team but we are

not a formed partnership by law. Can you please clarify how this would affect completion of page 6a bid form.

**A#9 The "bidder" should be the lawful name of the person or business placing the bid. Subcontractors are permitted, but must be pre-approved. (See page 3d).**

**Receipt of Addendum No. 1, Invitation No. 4234 is hereby acknowledged:**

(Firm Name) \_\_\_\_\_

(Signature) \_\_\_\_\_

(Printed Name) \_\_\_\_\_

(Date) \_\_\_\_\_

**BIDDERS MUST RETURN THE ABOVE ACKNOWLEDGEMENT  
OF RECEIPT OF ADDENDUM NO. 1 WITH THEIR BID.**