

City of San Antonio

ADDENDUM III

SUBJECT: Annual Contract for - Request for Competitive Sealed Proposal, (RFCSP 6100007289, 16-019), Scheduled to Open: April 25, 2016; Date of Issue: March 08, 2016

FROM: Paul J. Calapa, Procurement Administrator

DATE: April 15, 2016

THIS NOTICE SHALL SERVE AS ADDENDUM NO. III - TO THE ABOVE REFERENCED REQUEST FOR COMPETITIVE SEALED PROPOSAL

A. THE ABOVE MENTIONED REQUEST FOR COMPETITIVE SEALED PROPOSAL IS HEREBY AMENDED AS FOLLOWS:

The Proposal Submission Deadline is hereby extended to FRIDAY, April 29, 2016 2:00p.m. Central Time (CT).

1. Section 0004 – Specifications / Scope of Services 4.2:

Printer #1:

Paper Weight at Full Speed has been changed to 20 lb. copy.

Minimum Paper Weight Requirements are clarified to be 17 lb. bond up to 300 gsm stock.

Binding has been updated within RFCSP –from: “Staple up to 50 sheets or 200” to “Staple up to 40 sheets or 160 page booklet”.

Added: Prepress Applications Required from RIP - Business Cards, Impositioning, Job Assembly, Variable Data Merge, Tab Design, Numbering, Editing, And Scanning Capability.

Printer #2:

Paper Weight at Full Speed has been changed to 20 lb. copy.

Minimum Paper Weight Requirements are clarified to be 17 lb. bond up to 300 gsm stock.

Added: Prepress Applications Required from RIP - Business Cards, Impositioning, Job Assembly, Variable Data Merge, Tab Design, Numbering, Editing, And Scanning Capability.

Printer #3:

Paper Weight at Full Speed has been changed to 20 lb. copy.

Minimum Paper Weight Requirements are clarified to be 17 lb. bond up to 300 gsm stock.

Production Capacity has been changed to 700,000 – 750,000 impressions per month.

Added: Prepress Applications Required from RIP - Business Cards, Impositioning, Job Assembly, Variable Data Merge, Tab Design, Numbering, Editing, And Scanning Capability.

Added: Quad Processor

2. Section 004 – Specifications / Scope of Services, Add the following to Section 4.5.9

The Black and White Printers must be able to print from the City's Mainframe. To be able to print from Mainframe, the printers need the capability of LCDS/DJDE format metacode (Line Condition Data Streams and Dynamic Job Descriptor Entry) and PDL (Page Description Language) which uses referenced and data stream embedded commands to control processing of print jobs submitted from Mainframe computers. Data streams included from Mainframe are LCDS/DJDE/metacode, Vtam application data, Postscript, PCL, ASCII, PDF, TIFF, DOC, RTF and transforms those into an array of output formats (PCL, Postscript, TIFF, PDF, XML, HTML, EMF, SAP, or ASCII).

The Paris Spooler basically directs the flow of data through the system and ensures that the correct set of formatting rules are used for each job by passing instructions to the Paris formatting engines. The Paris engine accepts instructions from the Spooler as to where to find the input, what rules to use for processing, what printer to format for and send the output to that printer. The printer needs to be defined to the network.

The basic formats that are required to satisfy the print requests from Mainframe/Mainframe through Paris spooler and SAP through Paris Spooler are below:

Portable Document Format (PDF)
Printer Command Language (PCL)
Microsoft Word Document (DOC)
Post Script (PS)
SAP Print – Able to print from SAP Applications
Line Condition Data Streams (LCDS - Mainframe)
Dynamic Job Descriptor Entry (DJDE – Mainframe)

All three printers must be able to create internal printer queues that can be used to control the flow or handling of documents in different ways by using a Queue Manager. For example, a print queue for Mainframe printing (LCDS), a queue to print jobs immediately, and/or a queue for jobs that need a large amount of special programming, including insertion of special pages, covers, stock paper, etc.

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, RESTRICTIONS ON COMMUNICATIONS:

Question 1: “Please confirm that COSA would like (1) Original, (8) copies, CD/Flash drive PLUS an electronic submission, or per Page 5, Proposal Format/Page 9, Part B, can bidders choose one or the other (hard copy OR electronic) format for submission?”

Response: Refer to section 0003-Instructions For Respondents, Part A, paragraphs Submission of Proposals, Submission of Hard Copy Proposals and Submission of Electronic Proposals. Bidders have the option to submit proposals via hard copy OR electronically.

Question 2: "Is this an All-or-None bid?"

Response: No.

Question 3: "Please provide the bid tab for the incumbent vendor from the last contract."

Response: Attached Bid Tab 09-036 as a separate document.

Question 4: "Did the incumbent vendor qualify for the SBEDA program during the last contract?"

Response: The new Small Business Economic Development Advocacy (SBEDA) Ordinance became effective on January 1, 2011 after the award of previous contract. There are substantial differences between the former SBEDA program and the current program.

Question 5: "Page 12/13, Paper Weight at a Full Speed: Can you confirm that the printer must print at full-rated speed (125+ ppm) at 300 gsm paper weight?"

Response: No – See revised specifications above.

Question 6: "If bidder's capacity is slightly less, should we indicate the weight that the unit can support at full-speed, as a deviation?"

Response: Yes

Question 7: "Can you indicate what job requires 300 gsm?"

Response: Postcards – Flyers are printed on 110# Cover Stock which equals 297.88 gsm

Question 8: "Could the job be run on 100 lb. cover stock?"

Response: The printers must be capable of printing on 110# Cover Stock.

Question 9: "Page 12, Binding: Can you confirm that 200-page booklet making is "in-line", or "off-line"?"

Response: The on-line saddle stitch requirement has been changed as follows: to up to 40 pages or 160 page booklet. See the revised specifications above.

Question 10: "Can you elaborate as to specific job (what do you do that's 200-page book)?"

Response: No specific jobs – this is a capacity request.

Question 11: "Page 13, Production Capacity: if COSA is requesting a printer with an estimated usage of 75k, then 750k maximum monthly duty cycle does not match. Can you please double-check this number (should be around 300-450k/m)?"

Response: Regardless of the estimated usage, the City is requesting a color production press with a duty cycle rating of 700K/M-750K/M. See revised specifications above.

Question 12: "What prepress application does COSA require from the RIP (business cards, impositioning, job assembly, variable data merge, tab design, numbering, editing etc)?"

Response: All of the above mentioned plus scanning capability. See revised specifications above.

Question 13: "Which unit(s) will require prepress applications?"

Response: All units will require prepress application capabilities. See revised specifications above.

Question 14: "Page 14, 4.3.3: Can you please confirm that awarded vendor will not be responsible for any remaining lease or payment obligations for the current equipment, and that COSA will have title of said equipment?"

Response: Current equipment has no remaining lease or payment obligation. COSA owns the equipment outright.

Question 15: "Page 14, 4.3.4: Will COSA be issuing site inspection timelines for visitation, or would you like bidders to contact Maria Castillo via email/phone to set up individual visits?"

Response: Please contact Guillermo Castoreno, Print Shop Manager, directly at (210) 207-8441 to coordinate a site visit.

Question 16: "Page 15, 4.4.1: Approximately how many staff will be directly using the equipment?"

Response: Two-three staff will be directly tasked with using new printer fleet.

Question: "Is there a full-time operator in the print-shop?"

Response: There are two full time print operators working in CoSA print shop.

Question 17: "Page 15, 4.5.2: what are the hours of operation of the print shop?"

Response: 7:45a.m. – 4:30p.m. CT

Question 18: "How often does COSA request after hours work to be performed per month?"

Response: In the last five years, COSA has not required any after hours work from the vendor.

Question 19: "Can you please describe the current plan to provide services outside regular days and hours of operation?"

Response: Refer to page 15 of 56, 4.5 Maintenance, Service and Support, paragraph 4.5.2.

Question 20: "Page 19, 4.9.3: Can you please confirm that COSA will not sign a lease document in lieu of the RFP and the vendor response?"

Response: COSA requires a response to this RFCSP.

Question 21: "Will COSA issue an annual Purchase Order(s) for this contract?"

Response: The City will issue a purchase order as needed.

Question 22: "Page 25, Termination-Notice: Under what circumstances would COSA terminate this contract in whole without cause?"

Response: There are no specific circumstances contemplated at this time.

Question 23: Will COSA provide vendor the opportunity to rectify situations of non-compliance to RFP parameters?"

Response: Refer to page 24 of 56, paragraph regarding Termination, Termination-Breach. The City may, but is not required to provide an opportunity to cure a material breach.

Question 24: "Has COSA ever terminated a contract of this type early for convenience or cause?"

Response: By checking files for the last 9 years, COSA has determined that there have been no terminations of a contract of this type. We have not checked files beyond that period, but do not believe there have been any such terminations.

Question 25: "Addendum II: Which of the 3 printers will be printing from the mainframe as described?"

Response: Both black and white units.

Question 26: "Addendum II: which of the 3 printers will be printing payroll with MCR toner?"

Response: None – Please see the revised specifications above.

Question 27: "Does COSA currently change the regular toner for MCR toner to do the payroll jobs, or is 1 printer dedicated to print MCR? If so, which one?"

Response: There are no MICR requirements for these printers. Please see the revised specifications above.

Question 28: "Do each of the 3 units have a main job workflow?"

Response: Currently all 3 units have a main job workflow.

Question 29: "If submitting online through portal, does submission require vendor to fill out pricing on line, or simply upload the completed and signed copy?"

Response: Respondent should upload the completed proposal, with the Price Schedule and all required forms.

Question 30: "Monthly Volume – What volume would the City of San Antonio be willing to commit to on a monthly basis to be included in the monthly base payment?"

Response: There is no commitment to a monthly volume. Please respond using the Price Schedule without modification.

Question 31: "Is LCDS capability required on all printers?"

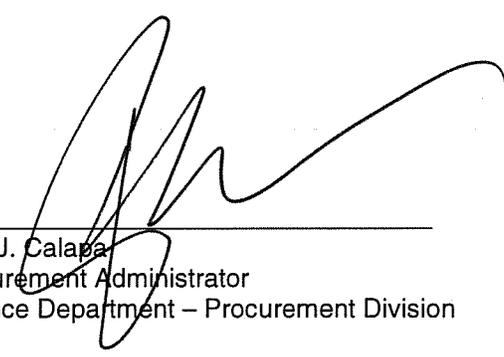
Response: No, only on the black and white printers.

Question 32: "Is LCDS capability an immediate requirement?"

Response: Yes.

Question 33: "Can you provide a list of interested parties that are responding to the RFP. The sign-up sheet was posted consisted of only CoSA members."

Response: The sign-up sheet is the only document we can provide at this time. The sheet does identify an interested party. There may be others whose names do not appear on the sheet.



Paul J. Calapa
Procurement Administrator
Finance Department – Procurement Division

PC/mc