



County of Fairfax, Virginia

ADDENDUM

DATE: June 30, 2022

ADDENDUM NO. 3

TO: ALL PROSPECTIVE OFFERORS
REFERENCE: RFP 2000003442
TITLE: Multi-Function Devices, Electronic Record
DUE DATE/TIME: **August 12, 2022 @ 2:00 p.m. eastern time** (Revised)

The referenced request for proposal is amended as follows:

1. Revise Addendum 2 reference of the onsite tour date from **Thursday, July 7, 2022**, at 11:00 a.m. eastern time to **Friday, July 8, 2022**, at 11:00 a.m. eastern time.

Allow one more date and time slot offerors may select for the onsite tour of the Production Print area – the date and time are the following:

- **Friday, July 8, 2022, at 11:00 a.m. eastern time**

Contact Yong Kim by via e-mail at yong.kim@fairfaxcounty.gov by **July 6, 2022**, to register. Offeror may only bring up to a maximum of three person. Make sure the e-mail subject is titled, "RFP 2000003442, Multi-Function Devices for Onsite Tour" along with the name of the firm, three persons attending the onsite tour.

Note: All questions from the tour should be submitted to the Contract Specialist Yong Kim.

2. Refer to Attachment B as minor corrections have been made in red to the responses to the questions received via e-mail in Addendum no 2. Attachment A.

All other terms and conditions remain unchanged.

Yong Kim, CPPB
Contract Specialist II

THIS ADDENDUM IS ACKNOWLEDGED AND IS CONSIDERED A PART OF THE SUBJECT REQUEST FOR PROPOSAL:

Name of Firm

(Signature)

(Date)

A SIGNED COPY OF THIS ADDENDUM SHOULD BE INCLUDED IN THE TECHNICAL PROPOSAL.

Note: SIGNATURE ON THIS ADDENDUM DOES NOT SUBSTITUTE FOR YOUR SIGNATURE ON THE ORIGINAL PROPOSAL DOCUMENT. THE ORIGINAL PROPOSAL DOCUMENT MUST BE SIGNED.

Department of Procurement & Material Management
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Attachment B

- Q18. MFD hardware section 6.1.2., how many “Frequently Used field replacement units” are stored at the County Facilities today?
- A18. **“Frequently Used field replacement units” mentioned in Sections 6.1.4 F., 6.2.5 F., and 6.3.5 Maintenance and Supplies. Multiple “Frequently Used field replacement units” or FRU’s per model are stored in a secure location within the Government Center what some may call a “Parts Locker” along with several sets of consumables and supplies for each model.**
- Q20. MFD Software section 6.1.3, can you provide more detailed information on the exact type of mobile devices used by the county and in what capacity?
- A20. **Mobile devices are mentioned in Sections 5.2, 6.1.1, 6.1.4 E. I., and 6.3.5 Support Staff. In each case mobile devices are smart phones and tablets. The County primarily uses iOS mobile devices to conduct County business including email, text, phone calls, video/web conferencing, data capture, printing, faxing, etc.**
- Q29. Section 6.1.2, Segment 3 and Segment 4 within the industry are looked at as workgroup solutions with segment 5 leaning more to lite production, requiring all the advanced finishing options such as post process insertors. With this information, would the County agree that the requirement for the post process insertor could be waived for Segment 4?
- A29. **Please use the County defined segments when responding as outlined in Attachment C-Pricing Schedule.**
- Q33. Section 6.1.4, E, how many MFD’s are within the Courthouse/Massey Complex that is to service by the dedicated technician? Is this dedicated technician also responsible for servicing MFD’s outside of the complex?
- A33. **Currently there are 83 MFD’s that fall within the Courthouse/Massey Complex to be serviced by a primary dedicated technician with a named secondary and tertiary as backup to the primary. These technicians will also service MFD’s outside the Courthouse/Massey Complex as needed.**
- Q39. Are there any files that are not allowed to go offsite for scanning?
- A39. **Yes. Determined by business owner and contents of data.**