

BENTON COUNTY MISSOURI

REQUEST FOR PROPOSALS (RFP)

LARGE FORMAT MULTIFUNCTION PLOTTER/SCANNER/COPIER

PROPOSALS MAY BE MAILED TO:

BENTON COUNTY ASSESSOR'S OFFICE
ATTN: RODGER L. REEDY
P.O. BOX 40
WARSAW, MO 65355

DUE DATE: March 15th, 2013

TIME: 4:30 PM

1. General

Benton County Missouri is inviting proposals from qualified firms to provide one (1) large format multifunction plotter/scanner/copier for county use.

2. Proposal Submittal

Submit four (4) signed copies of proposal in a sealed envelope marked "RFP—LARGE FORMAT MFP" to the following address:

**BENTON COUNTY ASSESSOR'S OFFICE
ATTN: RODGER L. REEDY
P.O. BOX 40
WARSAW, MO 65355**

Sealed envelope must include the Respondent's name and address. Proposal must be submitted prior to 4:30 PM, local time on or before FRIDAY, MARCH 15th 2013. Proposals will not be accepted after the date and time designated above. It is the sole responsibility of the Respondent to see that their proposal is delivered and received in proper time. Any proposal received after designated date and time shall not be considered. Proposals will not be opened publically.

Benton County reserves the right to reject any and all proposals, in part or in whole, and to select the most responsive and responsible firm(s) as deemed in the best interest of the County. All submitted proposals will become County property.

3. Proposal Format

Proposals shall be as thorough and detailed as possible so that Benton County may properly evaluate Respondent's capabilities to provide the required goods/services. County may request Respondent to supplement initial proposals.

Proposal shall include the following:

1. a cover letter of introduction;
2. a list of previous clients for whom Respondent has provided similar services within the past five (5) years;
3. Qualifications/Experience of staff members who will be providing services requested in this proposal;
4. The name, title, address, and phone number of the individual with the authority to discuss all contents of the proposal;
5. Complete quote of **ALL** specifications listed;
6. A specific list of any deviations to the specifications, as well as explanations of deviations or proposed alternatives;
7. Complete quote of **ALL** requested additional services. Further, the proposal must separate out the cost of the equipment from the cost of training and installation services.

The proposal may also include any additional information that the Respondent believes will add to the persuasiveness of the proposal.

County shall not be responsible for Respondent's costs or expenses in responding to this RFP.

4. Questions Concerning this RFP

Any requests for clarification or additional information deemed necessary by any Respondent to present a proposal shall be submitted by email to rfp@bentoncomo.com. **Calls will not be accepted by the County in regards to this RFP.**

County is not responsible for any oral instructions or interpretations given by or to anyone whomsoever.

5. Specifications

Equipment Specifications

Integrated, single footprint, all-in-one system for scanning, copying, and printing wide format documents in color.

Integrated printer/scanner/controller/stacker that takes up the space of a single footprint device with operational footprint no greater than 83" x 44" (78" x 37" physical footprint).

1. Printer

- a. Thermal inkjet for printing B&W, Grayscale, and Color documents 11" to 36" wide by 147" long with 600dpi resolution.
- b. Throughput of black & white prints at 41 seconds per E-size and color prints at 63 seconds per E-size.
- c. Two rolls active media, each with a roll length capacity of at least 300 feet.
- d. System should automatically select best roll and rotation for document size.
- e. System should allow operator to change one roll while printing from the other roll.
- f. Top delivery tray capable of neatly stacking and collating at least 50 D-size color prints.
- g. CMYK with multiple print heads per color.
- h. Must be able to print HPGL, HPGL/2, TIFF, JPEG, DWF, and PS3/PDF files from network drivers, print submission tools, and local USB flash drive.
- i. Must have 3 quality modes (check, release, presentation).
- j. In middle quality mode, printer must automatically select the best print strategy for each part of the plot.
- k. Must offer a range of color management settings, even the ability to emulate other inkjet devices.
- l. Printer ink tanks must be replaceable while equipment is in operation.
- m. Color scroll and click user panel which allows printing from USB drive and displays ink levels, media loaded, print head status, and job printing status.
- n. Web-based utility for changing preferences, managing queue, and print submission.

- o. Client-based print submission software for individual and set printing which displays preview of how each document will be printed on the media loaded, and tools to change orientation, margins, and size of the print.
 - p. Interactive preview to represent the way it will print document, showing the effects of selected settings on the output.
 - q. Templates for quick and easy job creation.
 - r. USB port accessible to user for printing files from thumb drive.
 - s. Must be able to print sets of multiple documents directly from USB drive.
 - t. EnergyStar® compliant with use of standard 115V power outlet.
2. Controller
- a. Must be Windows XPe with XP security levels and allow for the quick processing of large and complex files. Must handle file spooling on the controller itself, rather than on local workstations.
 - b. Connection to network via Ethernet 100 MB/sec., 1GB/sec. and TCP/IP protocol.
 - i. Support for IPv6
 - c. Must have at least 1 GB physical memory and Hard Disk capacity of 160 GB or greater.
 - d. Controller must allow from Web-based utility:
 - i. Prioritizing of jobs,
 - ii. Re-printing of recently printed files.
 - e. Controller must allow for concurrent receiving/processing/printing/copying/scanning.
 - f. Ability to enable electronic file shredding compliant with the DOD 522-22M standard to permanently removes all traces of deleted jobs on the controller.
3. Scanner
- a. Auto width detection.
 - b. Scan/copy up to 36" wide and 52' long.
 - c. Color, Grayscale, or B/W documents.
 - d. Scale to standard format and custom scale 10% to 1000%.
 - e. Scan-to-file in TIFF, PDF/A, JPEG, Multipage TIFF, Multipage PDF/A formats.
 - f. Scan-to-file at 100, 200, 300, 400, or 600 dpi.
 - g. Speed up to 38 linear ft/min (B&W scanning) and 13 linear ft/min (color).
 - h. Must allow scanning to controller, network locations, or local USB thumb drive.
 - i. Color Scroll-and-Click user panel for direct copying and scanning without having to interact with a computer/controller.
 - j. Templates - to be accessed from the display panel. These should be customizable by the user.
 - k. True set copy functionality.
 - l. Ability to stream feed original documents.
4. Drivers and Application Software
- a. Windows drivers must be Microsoft certified, supporting:
 - i. Windows XP (32 and 64 bit),
 - ii. Windows Vista (32 and 64 bit),
 - iii. Windows 7 (32 and 64 bit).

- b. PDF driver must be Adobe certified, supporting:
 - i. Windows XP (32 and 64 bit),
 - ii. Windows Vista (32 and 64 bit),
 - iii. Windows 7 (32 and 64 bit),
 - iv. MacOS X (up to 10.6).
- c. System must include additional Web and Client Submission Software for collated sets of drawings to be printed directly to the print engine, supporting:
 - i. Windows XP (32 and 64 bit),
 - ii. Windows Vista (32 and 64 bit),
 - iii. Windows 7 (32 and 64 bit).

Authorized Dealer Specifications

1. Provide evidence that the company is an authorized dealer and service provider,
2. Must have been under current company name for at least 5 years,
3. Must include assembly, delivery, installation, and 2 hours training on equipment,
4. Must be able to provide service agreement options,
5. Must have a minimum of two Certified Trained technicians on the proposed model,
6. Must be located within 150 miles of placed equipment (Warsaw, MO),
7. Optional (desired by Benton County): During RFP review, have a client accessible for onsite display of proposed model (or similar) in use. Please state in RFP if this will be possible.

Additional Services (Priced Separately)

1. Include pricing options for above mentioned service agreements,
2. Any available extended warranty,
3. Installation costs,
4. Training costs.