

ADDENDUM NO. III

DATE: October 13, 2020

TO: All Potential Proposers

FROM: James McKeehan, Assistant Purchasing Agent, City of Knoxville

SUBJECT: Addendum No. III to RFP – Multifunction Printers

PROPOSALS TO BE OPENED: October 27, 2020 at 11:00 AM (Eastern Time)

This addendum is being published to provide clarification regarding the above referenced RFP. This addendum becomes a part of the contract documents and modifies the original specifications as follows:

Items for Clarification:

1). If the City terminates the contract, does the equipment remain in place for the rest of its term or is the expectation that the units are picked up when this entire contract is cancelled?

In the event that the contract is cancelled it would be the responsibility of the contractor to remove the equipment at that time.

2). How long has Konica been the servicing dealer?

The current contract with an authorized Konica Minolta dealer began on November 15th 2015

3). Will all of the units be replaced at once/what are the expiration dates for the current equipment in place?

All of the units now in service are to be removed by the current contractor and replaced by the winning bidder at the beginning of the new contract.

4). How many times has the City of Knoxville cancelled in the last 20 years on a rental?

To our knowledge the City has never cancelled a contract for Printers

5). When was the last time City of Knoxville cancelled an agreement?

5.7 – Account Management - MFPs PLACED PRIOR TO THIS AGREEMENT: All MFPs placed in City offices prior to this agreement shall remain under their original term agreement or may revert to the new term agreement whichever is in the best interest of the City. There shall be no penalties assessed to any departments if they decide to switch rental plans.

All MFPs in use under the current contract end at the beginning of this new contract. Any MFPs that are added in the middle of the contract term are prorated to end at the end of the contract.

6.) Who will be responsible to service those prior placed MFP's?

See Item # 3.

7). Is this a true rental agreement or a lease agreement?

This would be considered a lease agreement for a 5 year period

END OF ADDENDUM III