



**HIGHLANDS COUNTY
BOARD OF COUNTY COMMISSIONERS
(HCBCC)
PURCHASING DEPARTMENT**

DATE: 9/26/2016

BID NO. RFP 16-016 ADDENDUM No. 2

Project.: Managed Print Services

Owner: Highlands County BCC
Attn: Purchasing Department
4320 George Blvd; Sebring, FL 33875-5803

The purpose of this addendum is to release additional information and answer questions submitted. This document contains 5 pages.

1. Tab B, Item 14 requires a sample contract. Such documents are typically quite lengthy. Can the sample contract be provided as a separate file, so as to not impact the 75 page limit on Tab B?
To accommodate this request, Proposers may submit a sample contract under a new tab, Tab-D. If utilizing Tab-D we ask that you note "See Tab-D" under Tab-B 14. The pages under Tab-D do not count toward the 75-page allowance. The score sheet will remain unchanged, scores for the sample contract will appear under Tab-B 14.

2. In Addendum 1, in response to a request for contracts pertaining to the current fleet, the County provided Xerox lease agreements with the University of South Florida and The School Board of Marion County.
 - (a) How do these lease agreements with other local entities pertain to the County's current fleet?
See below
 - (b) Did the County "piggyback" on one or both of these lease agreements, and sign a County-specific lease schedule?
Yes
 - (c) If yes, would the County please provide that documentation?
See pages 3 - 5.

3. In Section VII, Scope of Work; Subsection B, Scope of Work; Subsection 7, End-User Support; Subsection c (page 22 of the RFP); it states:
Unlimited network support shall be provided by Contractor during normal business hours, 8:00 A.M. to 5:00 P.M. EST, Monday through Friday with the exception of statutory holidays.
Question: Please clarify the "unlimited network support" requirement.

The intention of this statement is to ensure there will be no limit to the quantity of support calls Highlands employees can make to the selected vendor. The cost of this service should be either nonexistent or included in the device management cost. There should be no "per call" charges. The topic of said support calls will be limited to the devices included under the scope of work.

**LEASE AGREEMENT BETWEEN HIGHLANDS COUNTY AND
XEROX CORPORATION**

This Lease Agreement is entered into by and between Highlands County, a political subdivision of the State of Florida ("County") and Xerox Corporation ("Xerox").

1. This Lease Agreement consists of:
 - a. This document.
 - b. The Lease Agreement between The University of South Florida and Xerox Corporation bearing Xerox contract numbers 0725027-00 and 0725037-00.
 - c. The following parts of Invitation to Negotiate #9-13-G for *Copiers, Printers, and Multi-Functional Printers* issued by The University of South Florida:
 - (1) General Conditions – 4 (other than (f)), 5, 7, 10, 13, 14, 15, 17, 18, 19, 20, 21, 22, 23, 26, and 27.
 - (2) Lot 1 (Printers and MFPs) and Lot 2 (Copiers) – Specifications.
 - (3) Section III – Special Conditions – 22, 23, 24, 25, 26 (other than the provisions pertaining to P-cards and vendor ombudsman), 27, 28, 29, 30, 31 (other than the Note), 32 (only the second paragraph), 33, 34, 35, 36, 37, 38, 39, 40, 41, 42, 46, 47, 49, 52, 53, and 54.
 - d. The Xerox response to Invitation to Negotiate #9-13-G for *Copiers, Printers, and Multi-Functional Printers* issued by The University of South Florida.
2. Should there be a conflict between the terms included in those various documents, the order precedence shall be this Lease Agreement, followed by Xerox Contract Number 0725027-00 and 0725037-00, followed by the above-referenced parts of the University's Invitation to Negotiate #9-13-G, followed by Xerox response to that Invitation to Negotiate.
3. For all purposes of this Lease Agreement:
 - a. The County shall be substituted for the University of South Florida, the University of South Florida Board of Trustees, the State Board of Education, and the State Board of Governors wherever the University of South Florida, the University of South Florida Board of Trustees, the State Board of Education, and the State Board of Governors is or are referenced in the documents incorporated by reference in this Lease Agreement.
 - b. Purchasing shall be substituted for Purchasing and Property Services wherever Purchasing and Property Services is referenced in the documents incorporated by reference in this Lease Agreement.
 - c. The Board of County Commissioners of Highlands County, Florida, shall be substituted for the Legislature wherever the Legislature is referenced in the documents incorporated by reference in this Lease Agreement.

d. Part VII of Chapter 218, Florida Statutes, shall be substituted for Section 55.03, Florida Statutes, wherever Section 55.03, Florida Statutes is referenced in the documents incorporated by reference in this Lease Agreement.


e. Section 287.017, Florida Statutes, shall be substituted for University Regulation 4.02030(1), wherever University Regulation 4.02030(1) is referenced in the documents incorporated by reference in this Lease Agreement.

4. The term of this Lease Agreement commences upon execution by both parties and ends on January 31, 2015, unless earlier terminated pursuant to the provisions of this Lease Agreement.

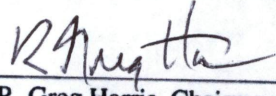
5. This Lease Agreement covers all equipment purchased or leased by the County and the service agreements provided to the County pursuant to Invitation to Negotiate #9-13-G issued by The University of South Florida.

6. The County's address for notices given pursuant to this Lease Agreement is Highlands County General Services/Purchasing Department, 4344 George Blvd., Sebring, FL 33875. Xerox's address for notices given pursuant to this Lease Agreement is Xerox Corporation, 4200 W. Cypress St. #100, Tampa, FL 33607.

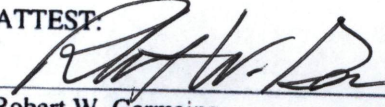
Xerox Corporation

By: 
Print Name: Gregory A. Wood
Print Title: Account Gen. Mgr. FL

**Highlands County, a political
subdivision of the State of Florida
By: Its Board of County Commissioners**

By: 
R. Greg Harris, Chairman

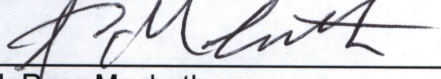


ATTEST: 
Robert W. Germaine

FOR ADMINISTRATION PURPOSES ONLY

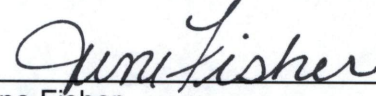
Not a Part of the Lease Agreement

APPROVED AS TO FORM AND LEGAL SUFFICIENCY



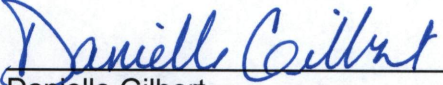
J. Ross Macbeth
Board Attorney

APPROVED AS TO ADMINISTRATIVE POLICY



June Fisher
County Administrator

APPROVED AS TO TECHNICAL PROVISIONS AND PURCHASING POLICIES




Danielle Gilbert
General Services/Purchasing Manger

AVAILABILITY OF FUNDS



Timothy R. Mechling
Administrative Services Senior Manager

APPROVED AS TO RISK MANAGEMENT



Sherri L. Bennett
Risk Management Coordinator