



SEDGWICK COUNTY, KANSAS

DIVISION OF FINANCE

Purchasing Department

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ADDENDUM #1

REQUEST FOR PROPOSAL 03-12673 SCANNERS AND RELATED EQUIPMENT

October 3, 2003

Dear Vendors;

Attached please find questions that have been addressed concerning this proposal. Questions are in bold and the answers are in italics.

Please acknowledge receipt of this addendum on your Proposal Response Form.

As previously stated should you elect to participate, three (3) copies of the **entire document** must be completed and returned in a sealed container/envelope to the Sedgwick County Purchasing Department on or before 1:45 p.m. CDT, Tuesday, October 14, 2003. Late or incomplete responses will not be accepted and will not receive consideration for final award.

Kandace K. Johnson, CPPB
Senior Purchasing Agent

1) Do you have expected volumes for each department? If so, can you list these? Since you are requesting multiple scanners per department, do you have a page per minute range that you are expecting? This will help narrow the scanner selection down.

Register of Deeds (aka RoD): 3000 pages per day; 50ppm/90ipm @ 200dpi (may be less at higher resolution)

Sheriff: 2000 pages per day; 40ppm/70ipm @ 200dpi (may be less at higher resolution)

2) The RFP lists the purchase of 3 scanners for the Register of Deeds and 4 imprinters. Are you planning on installing an imprinter in an existing scanner or why is the number different?

The Register of Deeds will be purchasing two (2) scanners of the first configuration specifications (Automatic Document Feeder Scanner) that requires the pre & post imprinting, there should be an imprinter for each function, therefore needing 4 imprinters. The Register of Deeds will be purchasing one (1) scanner of the second configuration specifications (Automatic Document Feeder w/ Flatbed) that will not require imprinters.

3) Are you considering pre and post imprinters on the same scanner?

Yes, it is mandatory.

4) Both departments look like they want software. Does the software only refer to VRS or do you need some type of scanning software, like Kofax Ascent Capture?

Both departments only require VRS and have other scanning software in place.

5) It looks like you would prefer we deliver the scanners and get them all setup for you. Is this true or do you have someone on staff that will be performing the installation?

Equipment must be delivered/shipped. The County has staff that will perform the installation. Any modifications that need to be made to actual equipment must be made prior to delivery to the County.

6) With two distinct scanner descriptions, could you please specify what configuration each department will require?

Register of Deeds: (2) of ADF; (1) ADF w/ Flatbed

Sheriff: (2) of ADF OR (2) ADF w/ Flatbed (NO imprinting needed; 8 ½ x 11 max paper size)