

# Request for Proposals

**RFP# ESD 112-5-18**

Issued by:



**2500 NE 65<sup>th</sup> Ave  
Vancouver, WA 98661**

Request for Proposals for:

## **Digital Press/Production Equipment**

Issue Date: **January 12, 2018**

**PROPOSALS ARE DUE BY 2:00 PM ON  
January 26, 2018**



**BRIEF SCOPE OF WORK**

Provide digital press/production equipment and software.

**PROJECT TIMETABLE**

RFP Release	Friday, January 12, 2018
Deadline for Questions	January 19, 2018
<b>Proposals Due</b>	<b>January 26, 2018</b>
Proposal Evaluation Period	January 29 – February 13
Date of Award	February 14, 2018
Protest Period	February 15 - 21
Contract Start Date	March 20, 2018

**SUBMITTAL OF BID**

Submit one (1) original and three (3) complete copies. Proposal(s) shall be sealed and clearly marked on the package cover as shown below:

Educational Service District 112  
Attention: Jeff Strunk, Purchasing Manager  
2500 NE 65<sup>th</sup> Avenue  
Vancouver, WA 98661-6812

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**CONFIDENTIAL: DO NOT OPEN  
SEALED BID ENCLOSED**

**RFP # ESD 112-5-18 Digital Press/Production Equipment**

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**Refer all questions in writing to:**

Jeff Strunk, Purchasing Manager  
Educational Service District 112  
[Jeffrey.Strunk@esd112.org](mailto:Jeffrey.Strunk@esd112.org)

**ESD 112 RFP SITE:**

All questions and answers will be posted at <http://web3.esd112.org/itb-rfp-rfq-contracts/rfp-and-rfq>.

Please email us if you plan on participating in this RFP process so we can add you to the plan holders list. We will then be able to include you on any future emails regarding questions and answers or addenda.



## GENERAL TERMS AND CONDITIONS

### ADMINISTRATIVE REQUIREMENTS –

Contractors shall comply with all management and administrative requirements established by Washington Administrative Code (WAC), the Revised Code of the State of Washington (RCW), and any subsequent amendments or modifications, as applicable to providers licensed in the State of Washington. ALL proposals submitted become the property of ESD 112. It is understood and agreed that the prospective Proposer claims no proprietary rights to the ideas and written materials contained in or attached to the proposal submitted. ESD 112 has the right to reject or accept proprietary information.

AUTHORSHIP – Applicants must identify any assistance provided by agencies or individuals outside the proposers own organization in preparing the proposal. No contingent fees for such assistance will be allowed to be paid under any contract resulting from RFP.

CANCELLATION OF AWARD – ESD 112 reserves the right to immediately cancel an award if the contractual agreement has not been entered into by both parties or if new state regulations, policies, or other business needs make it necessary to change the program purpose or content, discontinue such programs, or impose funding reductions. In those cases where negotiation of contract activities are necessary, ESD 112 reserves the right to limit the period of negotiation to sixty (60) days after which time funds may be unencumbered.

CONFIDENTIALLY – Proposer shall comply with all applicable state and federal laws governing the confidentiality of information.

CONFLICT OF INTEREST – All proposals submitted must contain a statement disclosing or denying any interest, financial or otherwise, that any employee or official of ESD 112 or the appropriate Advisory Board may have in the proposing agency or proposed project.

CONSORTIUM OF AGENCIES – Any consortium of companies or agencies submitting

a proposal must certify that each company or agency of the consortium can meet the requirements set forth in the RFP.

COST OF PROPOSAL & AWARD – The contract award(s) will not be final until ESD 112 and the prospective contractor(s) have executed a contractual agreement. The contractual agreement consists of the following parts: (a) the basic provisions and general terms and conditions, (b) the special terms and conditions, (c) the project description and goals (Statement of Work), and (d) the budget and payment terms. ESD 112 is not responsible for any costs incurred prior to the effective date of the contract. ESD 112 reserves the right to make an award without further negotiation of the proposal submitted. Therefore, the proposal shall be submitted in final form from a budgetary, technical and programmatic standpoint.

DISPUTES – ESD 112 encourages the use of informal resolution to address complaints or disputes arising over any actions in implementing the provisions of the RFP. Written complaints should be addressed to ESD 112, Purchasing Manager, 2500 NE 65<sup>th</sup> Avenue, Vancouver WA 98661.

DIVERSITY IN EMPLOYMENT AND CONTRACTING REQUIREMENTS – It is the policy of ESD 112 to require equal opportunity in employment and services subject to eligibility standards that may be required for a specific program. ESD 112 is an equal opportunity employer and is committed to providing equal opportunity in employment and in access to the provision of all ESD 112 services. This commitment applies regardless of race, color, religion, creed, sex, marital status, national origin, disability, age, veteran status, on-the-job injury, or sexual orientation. Employment decisions are made without consideration of these or any other factors that are prohibited by law.

In compliance with Department of Labor Regulations implementing Section 504 of the Rehabilitation Act of 1973, as amended, no qualified handicapped individual shall be discriminated against in admission or access to



any program or activity. The prospective contractor must agree to provide equal opportunity in the administration of the contract, and its subcontracts or other agreements.

**INDEPENDENT PRICE DETERMINATION** –

The prospective contractor guarantees that, in connection with this proposal, the prices and/or cost data have been arrived at independently, without consultation, communication, or agreement for the purpose of restricting competition. This does not preclude or impede the formation of a consortium of companies and/or agencies for purposes of engaging in jointly sponsored proposals.

**LIMITATION** – This RFP does not commit ESD 112 to award a contract, to pay any costs incurred in the preparation of a response to this RFP, or to procure or contract for services or supplies.

**LATE PROPOSALS** – A proposal received after the date and time indicated will not be accepted. No exceptions will be made.

**ORAL PRESENTATIONS** – An oral presentation may be required of those prospective contractors whose proposals are under consideration. Prospective contractors may be informed that an oral presentation is desired and will be notified of the date, time and location the oral presentation is to be conducted.

**OTHER AUDIT/MONITORING**

**REQUIREMENTS** – In addition, auditing or monitoring for the following purposes will be conducted at the discretion of ESD 112: fund accountability, contract compliance, and program performance.

**PRICE WARRANT** – The proposal shall warrant that the costs quoted for services in response to the RFP are not in excess of those which would be charged any other individual or entity for the same services performed by the prospective contractor.

**PROTESTS** – must be submitted in writing to the ESD 112 Purchasing Manager, within five days of award.

**PUBLIC SAFETY** – may require background checks if stipulated below. May also require limiting access to public work sites, public facilities, and public offices, sometimes without advance notice. The successful Proposer's employees and agents shall carry sufficient identification to verify employer and display it upon request to security personnel. ESD 112 managers have discretion to require the successful Proposer's employees and agents to be escorted to and from any public office, facility or work site if national or local security appears to require it.

**REJECTION/ACCEPTANCE OF**

**PROPOSALS** – ESD 112 reserves the right to accept or reject any or all proposals received as a result of this RFP, to negotiate with any or all prospective contractors on modifications to proposals, to waive informalities, to postpone award, or to cancel in part or in its entirety this RFP if it is in the best interest of ESD 112 to do so.

**SUBCONTRACTING** – No activities or services included as a part of this proposal may be subcontracted to another organization, firm, or individual without the approval of ESD 112. Such intent to subcontract shall be clearly identified in the proposal. It is understood that the contractor is held responsible for the satisfactory accomplishment of the service or activities included in a subcontract.

**VERBAL PROPOSALS** – Verbal proposals will not be considered in making the award of any contract as a result of this RFP.

## EQUIPMENT SCOPE

### I. **MONOCHROME DIGITAL PRESS #1** - Production Level Printer: High Speed/Black

Minimum specifications must include:

- a. Duty Cycle of 3,000,000 impressions per month
- b. 135 print /impressions per minute 8.5" x 11"
- c. Total of up to 8 paper sources supporting all paper sizes through the fuser.  
Plus option for 3 paper sources, post fuser
- d. At least 6 paper sources must be vacuum feed with side-air assist
- e. Tray level Image Rotate, Skew, Shift, and Zoom adjustments
- f. Ability to load paper while machine is running
- g. Supports paper size from 5.89" x 5.26" to 12.76" x 18.23"
- h. Supports paper weight from 50 – 350 GSM (14# bond through 120# cover)
- i. Finisher stapler that includes 2 position stapling of 100 sheets (20 lb. bond) and holds 3,000 sheets (20 lb. bond) total
- j. High capacity stacker: 5,000 sheets (20 lb. bond) from 8.5" x 11" to 12" x 18" plus auxiliary cart
- k. Can act as a printer with the ability to receive documents from PS3 and PCL5e or PCL6
- l. Must have document feeder option capable of scanning 120 sheets per minute (240 originals per minute for duplexed scanning)
- m. Automated, inline, closed-loop image-to-sheet registration
- n. Multi-die Punch requirements
  - a. 2-up punching
  - b. 3-hole and 44-hole dies
  - c. Die life counter
  - d. Punch stocks from 20 lb. bond to 110 lb. cover, including tabbed stock
  - e. Paper sizes to include: half-letter, letter, legal, tabloid, tabloid oversized
- o. Service calls must contact us with ½ hr. and tech arrival within 2 hours  
Must include a Fiery and supplies
- p. Needs to be able to run large quantities of NCR 20# paper exceeding 50,000 per month

II. **MONOCHROME DIGITAL PRESS #2** - Production Level Printer: High Speed/Black

Minimum specifications must include:

- a. Duty Cycle of 3,000,000 impressions per month
- b. 135 print /impressions per minute 8.5" x 11"
- c. Total of up to 5 paper sources supporting all paper sizes through the fuser  
Plus option for 3 paper sources, post fuser
- d. At least 5 paper sources must be vacuum feed with side-air assist
- e. Tray level Image Rotate, Skew, Shift, and Zoom adjustments
- f. Ability to load paper while machine is running
- g. Supports paper size from 5.89" x 5.26" to 12.76" x 18.23"
- h. Supports paper weight from 50 – 350 GSM (14# bond through 120# cover)
- i. Finisher stapler that includes 2 position stapling of 100 sheets (20 lb. bond) and holds 3,000 sheets (20 lb. bond) total
- j. Can act as a printer with the ability to receive documents from PS3 and PCL5e or PCL6
- k. Must have document feeder option capable of scanning 120 sheets per minute (240 originals per minute for duplexed scanning)
- l. Automated, inline, closed-loop image-to-sheet registration
- m. Required: Saddle finisher booklets up to 50 sheets (200 pages)
- n. Optional: Square-Fold booklet finisher with options for:
  - a. Face trim
  - b. 3-knife (full bleed) trim
  - c. 50 sheet capacity
  - d. Cover feeder
  - e. Belt stacker
  - f. Waste conveyor
- o. Service calls must contact us with ½ hr. and tech arrival within 2 hours  
Must include a Fiery and supplies
- p. Needs to be able to run large quantities of NCR 20# paper exceeding 50,000 per month

- III. **COLOR DIGITAL PRESS** - Production Level Printer: High Speed/Color (Minimum specs must include):
- a. Duty Cycle of 1,500,000 impressions per month
  - b. Print resolution of 1200 X 1200 dpi at 8-bits per pixel
  - c. 85 print/impressions per minute 8.5" x 11" (constant speed regardless of media type)
  - d. Automatic duplexing at 85 print/impressions per minute on 8.5" x 11"
  - e. Minimum of 3 paper trays, vacuum feed / air assist, with 4,500 sheet total capacity
  - f. Optional 29.5" paper source with 1,000 sheet capacity
  - g. Document feeder: 300 sheets, 240 originals per minute
  - h. Dehumidification (feed) and rehumidification (post fuser) capability
  - i. Ability to load paper while machine is running
  - j. Post-Insertter with punch and fold
    - a. 2- and 3-hole punch
    - b. 500 sheet (x2) post insertion trays
    - c. Fold: half, letter in/out, Z-fold, gate fold, double parallel
  - k. Finisher/stacker that holds 3,000 sheets; has a 100 sheet stapling capacity; with one corner and two position stapling
  - l. Paper size 3.94" x 5.47" up to 13" x 29.5"
  - m. Paper size 3.94" x 5.47" up to 13" x 19" (I need this quoted both ways to see the difference in costs between L & M)
  - n. Paper weight 14 lb. bond up to 130 lb. cover (52 gsm to 400 gsm), auto-duplex all weights, at rated speed
  - o. Required: Saddle finisher booklets up to 50 sheets (200 pages)
  - p. Optional: Square-Fold booklet finisher with options for:
    - a. Face trim
    - b. 3-knife (full bleed) trim
    - c. 50 sheet capacity
    - d. Cover feeder
    - e. Belt stacker
    - f. Waste conveyor
  - q. Front to back registration +/- 0.5mm
  - r. All software/firmware updates within original product throughout the term of the contract
  - s. Print controller that includes a license allowing utilization of the most advanced graphic arts package and/or color management software
  - t. Ability to be automatically color calibrated to the G7 standard.
  - u. Inline, closed-loop linearization and color calibration that self-adjusts during production and image-to-sheet / side-to-side registration
  - v. PANTONE License with spot color matching
  - w. ICC profile support for matching color profiles across multiple devices
  - x. Minimum Ram of 4,000mg & Dual Core 2.7 GHz (equivalent or better)
  - y. Postscript Controller
  - z. Service calls must contact us with ½ hr. and tech arrival within 2 hours  
Must include a Fiery and supplies
-

**IV. FRONT END SOFTWARE - Job Submission/Job Management/Make Ready Software Suites**

Minimum specifications must include:

- a. Integrated image make-ready capabilities including cut-and-paste, de-skewing, and de-speckling features: Must include the ability to select a portion of a scanned page then cut and move that portion to another location within the document
- b. Page gathering: Ability to gather pages from multiple files and insert into one production file
- c. PDF workflow: Ability to import and export as PDF files
- d. Be able to create customized tabs quickly and easily with formatting and style features that include double line text on tabs & bleed off tab support
- e. Three (3) concurrent user licenses on all software licensed products
- f. Color job splitting. The ability to split jobs based on color vs. monochrome pages and to merge back together to complete job
- g. WYSIWYG page programming
- h. Be able to control all three (3) new copiers
- i. View/edit job ticketing and prepress functions with the ability to build in prepress and finishing functions prior to submitting job to print
- j. Ability to edit color: editing of color in CMYK, RGB, and spot color using Pantone licensed spot color matching
- k. Include any full level upgrade for each front end software product within contract lease period (5 years.) For example, from Software Product X 1.0 to Software Product X 2.0
- l. Variable data processing
- m. Automation for repeatable programming and print tasks
- n. Needs to be able to do numbering



## **TERM**

The initial Contract period will be five (5) years from March 20, 2018 through March 19, 2023. This Contract may be extended for additional periods if mutually agreed and equipment remains in good condition.

## **CLEAN UP**

The Contractor shall at all times keep the premises free from accumulation of waste material or rubbish caused by his/her employees or Project in progress. At the end of each workday, and upon completion of the Project, the Contractor shall remove all rubbish in and about the building and or project site and all tools, scaffolding, and surplus materials and shall leave the work area "broom clean". In case of failure to do so, the ESD 112 may remove the rubbish and charge the cost to the Contractor.

## **PROPOSAL FORMAT**

Please format your proposal as shown below. Cover sheet should include the RFP number, Title of RFP, name of organization, contact name, address, phone number and email address.

### **SECTION 1: OVERVIEW**

1. Describe your experience providing staff for projects.
2. Explain your process for ensuring that staff are hired, trained and available.

### **SECTION 2: SERVICE REQUIREMENTS**

1. Describe your process for recruiting and hiring qualified staff.
2. Describe how you will provide mandatory pre-service training to new staff.
3. Explain how you will ensure that all staff receive thorough background checks according educational requirements.
4. Describe your process for monitoring and evaluating staff.
5. Explain your process for verifying staff qualifications and monitoring and tracking ongoing professional development requirements for each employee.

### **SECTION 3: ONGOING EVALUATION AND PERFORMANCE MEASUREMENTS**

1. Describe your process for collecting data on staff turnover and how you will use this data to keep staff turnover low.
2. Describe your system for ongoing communication with ESD 112 including correspondence, reports and updates.
3. Explain your process for including ESD 112 in communication about hiring, terminations and staff improvement plans.

### **SECTION 4: FINANCIAL AND COMPLIANCE**

1. Provide a detailed billable hourly service rate information by position.
2. Describe the billing process and payment requirements (We require net 30).
3. Provide summary of Insurance that meets the ESD 112 insurance requirements.

4. Describe your assurance that you will provide staff personnel policies that address confidentiality, sexual harassment, bullying, social media, and boundary invasions.

**EVALUATION CRITERIA**

The contract will be awarded by ESD 112 to the Proposer whose proposal provides the best overall value to ESD 112, cost and other factors considered. ESD 112 reserves the right to accept any proposal which it deems most favorable to the interests of ESD 112. It also reserves the right to waive any informalities and irregularities and reject any and/or all proposals or any portion of any proposal submitted which in its opinion is not in the best interests of ESD 112.

**EVALUATION POINTS MATRIX**

Proposals will be evaluated utilizing the points matrix system shown below. Each category is assigned a maximum point potential. Each Proposal will be reviewed by the selection committee and will be scored a value between zero and the maximum points shown for each category, based on the information submitted for that category and additional pertinent information submitted in the Proposal. Maximum total score for all categories is 100 points.

**EVALUATION CRITERIA**

Each proposal received in response to this RFP will be objectively evaluated and rated according to the 100-point system below. Proposals that do not meet all evaluation criteria will not be considered.

<i>EVALUATION MATRIX</i>	
<b>SCORING CATEGORY</b>	<b>MAXIMUM POINTS</b>
Costs – Equipment and Maintenance	40
Installation, Implementation, and Testing	20
Project Management, Staffing and Practices	20
Overall History, Experience, and Knowledge	10
References	10
<b>MAXIMUM TOTAL SCORE</b>	<b>100</b>

**PROPOSAL LIMITS**

Proposals must be clear, succinct, and not exceed 20 pages in length. Proposals exceeding 20 pages may be rejected. Proposals must:

- Be on white, 8 ½ by 11 paper,
- Be a minimum of an 11 pt. font,
- Be single spaced, with a minimum of 1-inch margins
- Have numbered pages

All submittals will be evaluated on the completeness and quality of the content. Only those proposers providing complete information as required will be considered for evaluation.

## PROPOSAL SUBMISSION

Sealed proposals must be received no later than the date, time and location specified on the cover of this document.

The outside of the envelope/package shall clearly identify:

1. RFP Number and;
2. TITLE and;
3. Name and address of the proposer.

All received proposals will be time stamped. Responses received after submittal time will not be considered and will be returned, unopened, to the Proposer.

Proposals received with insufficient copies (as noted on the cover of this document) cannot be properly disseminated to the Review Committee and other reviewers for necessary action, and therefore, may not be accepted.

### Submittal Forms:

- A. Completed Non-Collusion Affidavit.
- B. Corporate Profile of Primary and Sub-Contractors/Technical Qualifications.
- C. References.
- D. Staffing Description.
- E. Description of Ongoing Employee Training and Certification Program.
- F. Equipment Cost Proposal Form.
- G. Proposer's Offer and Acceptance Form

## INSURANCE REQUIREMENTS

At a minimum, the proposer shall carry:

1. Commercial General Liability with limits of not less than \$1,000,000 per occurrence with a \$3,000,000 General Aggregate. The proposer's policy shall include an Additional Insured Endorsement, which names ESD 112 and their respective directors, officers and employees as an additional insured. The proposer's coverage shall be primary and non-contributory.
2. Auto Liability and physical damage for any autos owned, hired, or non-owned with a minimum limit of \$1,000,000.
3. The proposer will maintain their own Property Insurance Policy to cover their personal property.
4. The proposer will provide proof of Worker's Compensation Coverage with a minimum limit of \$1,000,000.

## DEFINITIONS

### ADDENDA

Modifications or interpretations of the Request for Proposals and the requirements contained therein that is prepared in response to properly submitted questions and comments. Addenda shall be available for review on the ESD 112 web site. Proposers are required to carefully and completely review all Addenda because the Addenda may contain terms and conditions that once issued become elements of the Request for Proposals.

### APPENDIX

The section of the Request for Proposals that is located at the end and includes additional pertinent forms and information.

### AWARD

The acceptance of a bid and creation of a Contract with a Proposer.

### AMENDMENT

For the purposes of a Contract, shall mean an agreement between the parties to change the Contract after it is fully signed by both parties. Such agreement shall be memorialized in a written document describing the agreed upon change including any terms and conditions required to support such change. An Order Document shall not constitute an Amendment to a Contract.

### CONTRACT

The agreement that exists when ESD 112 accepts the bid and awards the Contract for a competitive solicitation.

### DISPUTE

An unresolved disagreement between the Awarded Proposer and the Purchasing Manager that arises after the award has been made.

### EFFECTIVE DATE OF AWARD

The date that performance of the Contract shall start.

### ESD 112

The abbreviation for Educational Service District 112, located at 2500 NE 65th Avenue, Vancouver, WA 98661.

### INTERLOCAL AGREEMENT

An agreement between two or more eligible purchasers that is entered into in accordance with state laws that apply to the purchasers.

## **ELIGIBLE PURCHASERS**

Agencies including K-12 public and private schools, colleges, universities, regional service agencies and state departments of education.

## **LETTER OF INTENT TO AWARD**

The official announcement to the Proposer that ESD 112 intends to award them a Contract.

## **LETTER OF REJECTION**

The official announcement to the Proposer that their bid was not acceptable due to not qualifying as an eligible proposer, not providing evidence of being a responsive proposer, and/or not providing evidence of being a responsible proposer, as per the definitions in the Evaluation section of the Request for Proposals.

## **PREVAILING WAGE**

The hourly wage, usual benefits and overtime, allegedly paid to the majority of workers, laborers, and mechanics within a particular area. Prevailing wages are established by regulatory agencies for each trade and occupation employed in the performance of public work as well as by State Departments of Labor or their equivalents. Used in government contracting.

## **RESPONSIBLE**

Having the following attributes, as described in RCW 43.19.1911 (9):

- The ability, capacity, and skill of the Proposer to perform the Contract or provide the service required;
- The character, integrity, reputation, judgment, experience, and efficiency of the Proposer;
- Whether the Proposer can perform the Contract within the time specified;
- The quality of performance of previous contracts or services;
- The previous and existing compliance by the Proposer with laws relating to the Contract or services;
- Such other information as may be secured having a bearing on the decision to award the Contract.

## **RESPONSIVE**

Conforming in all material respects to the terms and conditions, the scope of work, technical specifications, and other requirements of a bid. Bids shall be responsive to receive award consideration.

## **REVIEW TEAM**

A panel of three leaders at ESD 112 with the authority to endorse or retract decisions made at the program level.

**REVISED CODE OF WASHINGTON (RCW)**

Compilation of statutory laws enacted by the state legislature. Organized topically into volumes, containing chapters and sections.

**SCOPE OF WORK**

Specific requirements, provisions or conditions that are peculiar to the Contract under consideration and are supplemental to the Terms and Conditions.

**END OF DEFINITIONS**

## Submittal Forms

Please provide your Proposer Response Documents in the following order;

1. **COVER LETTER**
2. **SUBMITTALS**
  - A. Non-Collusion Affidavit
  - B. Corporate Profile – Primary and Sub-Contractors/Technical Qualifications
  - C. Completed Reference Form
  - D. Staffing Descriptions with individual certifications listed
  - E. Description of ongoing employee training and certification program
  - F. Completed Equipment cost proposal form
  - G. Proposer’s Offer and Acceptance Form
3. **OTHER SUPPORTING DOCUMENTATION**
  - A. Proof of Insurance
  - B. Additional necessary documents

**NON-COLLUSION AFFIDAVIT - A**

**RFP TITLE:** \_\_\_\_\_

**RFP DUE DATE:** \_\_\_\_\_

I, the undersigned, having carefully examined the General Instructions, Terms, Conditions, Special Instructions, and This is to certify that the undersigned Proposer has neither directly nor indirectly, entered into any agreement, participated in any collusion or other-wise taken any action in restraint of free competitive bidding in connection with this bid submitted this date to Educational Service District 112.

It is agreed by the undersigned Proposer that the signed delivery of this bid represents the Proposer's acceptance of the terms and conditions of this Invitation to Bid including all specifications and special provisions.

**NOTE:** Signature of the authorized representative **SHALL** be of an individual who may legally enter his/her organization into a formal contract with the State of Washington and Educational Service District 112.

COMPANY NAME \_\_\_\_\_ (Check one)  Corporation  Partnership  Individual

NAME OF AUTHORIZED REPRESENTATIVE (Please type or print) \_\_\_\_\_

SIGNATURE \_\_\_\_\_ TITLE \_\_\_\_\_

COMPANY ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_ FAX NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ FEDERAL E.I. NUMBER \_\_\_\_\_

Has your firm, any affiliate or reseller, any predecessor company or entity, owner, director, officer, partner or proprietor been the subject of a Federal, State or Local government suspension or debarment within the last five years? Yes \_\_\_ No \_\_\_  
If yes, please explain \_\_\_\_\_  
\_\_\_\_\_

**TO BE COMPLETED BY NOTARY PUBLIC:**

State of _____	Subscribed and sworn to before me this _____
County of _____	day of _____ 20____
Notary seal	I, the undersigned notary public, do affirm the above individual has presented valid identification to me.
	_____ SIGNATURE OF NOTARY PUBLIC
	_____ DATE MY COMMISSION EXPIRES





**CORPORATE PROFILE – B**

**Primary and Sub-Contractors/Technical Qualifications**

Company Name: \_\_\_\_\_

Company Contact: \_\_\_\_\_

Contact Telephone Number(s): \_\_\_\_\_

Company Overview: \_\_\_\_\_

Date Company Established: \_\_\_\_\_

Is the company privately or publicly held? \_\_\_\_\_

Parent, Alliances, Consultants, and Partnered Relationships:  
*Include a description of any outside resources available/used for performance of project(s).*

\_\_\_\_\_  
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## CORPORATE PROFILE – B

### Primary and Sub-Contractors/Technical Qualifications

Additional Qualifications: \_\_\_\_\_

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What was your total revenue for 2016? \_\_\_\_\_

What were your total 2016 R&D Investments (in US Dollars)? \_\_\_\_\_

Is your Company a member of any standards bodies? \_\_\_\_\_

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Has your company attained ISO 9000 registration? \_\_\_\_\_

## REFERENCES – C

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date Work Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_

Project Manager assigned to this project: \_\_\_\_\_

Brief Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date Work Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_

Project Manager assigned to this project: \_\_\_\_\_

Brief Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date Work Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_

Project Manager assigned to this project: \_\_\_\_\_

Brief Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

## REFERENCES – C

(Additional)

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date Work Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_

Project Manager assigned to this project: \_\_\_\_\_

Brief Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date Work Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_

Project Manager assigned to this project: \_\_\_\_\_

Brief Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Organization: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Date Work Completed: \_\_\_\_\_ Value of Contract: \_\_\_\_\_

Project Manager assigned to this project: \_\_\_\_\_

Brief Project Description: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_





**EQUIPMENT & MAINTENANCE COSTS – F**

	<b>EQUIPMENT</b>	<b>COST</b>
<b>I.</b>	<b>MONOCHROME DIGITAL PRESS #1</b>	
	click charge	
<b>II.</b>	<b>MONOCHROME DIGITAL PRESS #2</b>	
	click charge	
<b>III.</b>	<b>COLOR DIGITAL PRESS</b>	
	click charge	
<b>IV.</b>	<b>FRONT END SOFTWARE</b>	

Prices should include equipment, maintenance and supplies per the equipment and maintenance specifications provided on pages 5-8 of the Request for Proposals.

## PROPOSER'S OFFER AND ACCEPTANCE FORM – G

The undersigned hereby agrees to the requirements, terms and conditions of **RFP ESD 112-5-18 for Digital Press/Production Equipment**. The undersigned acknowledges their authority to submit this proposal on behalf of the firm listed below and bind it to comply with these requirements, terms and conditions if a Contract is awarded. Furthermore, the undersigned certifies conformance to applicable federal and state laws concerning public contracts, and that this proposal is made without connection with any person, firm or corporation making a proposal for the same goods or services, and is in all respects fair and without collusion or fraud.

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Legal Name of Firm or Corporation

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Signature of Proposer's Authorized Representative  
Representative

Printed Name of Company

---

Title of Proposer Representative

Date Signed

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Legal Address of Proposer's Company (including address, city, state and zip code)

---

Company Phone (including area code)

Company Fax (including area code)

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Federal Tax Identifier of Proposer's Company

E-Mail Address

### To the Proposer:

Effective this \_\_\_\_ day of \_\_\_\_\_, 2018, ESD 112 is accepting the proposal and awarding a contract to the Proposer named above for **Digital Press/Production Equipment** identified in the attached Final Letter of Award. Proposer is contractually obligated to provide the services that are subject to this Contract Award to ESD 112 in accordance with the requirements, and terms and conditions, in Contract ESD 112-5-18.

Educational Service District 112  
2500 NE 65<sup>th</sup> Avenue  
Vancouver, WA 98661

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By Tim Merlino, Superintendent (or Designee)