



TOWN OF LOS GATOS

Multifunctional Printer Replacement, Management, and Maintenance

The Town received the following questions regarding the Request for Proposals (RFP) for Multifunctional Printer (MFP) Replacement, Management and Maintenance Services. The questions and answers are below:

Question 1:

Looking at your inventory list with volumes, you have some printers installed in 2013. Do you own them?

Answer: Yes.

Question 2:

How many leases do you have with your current vendor?

Answer: One.

Question 3:

Which of your assets are on those leases?

Answer: Listed on the updated inventory list which has lease dates included which can be found on the Town's webpage here: <https://www.losgatosca.gov/2432/Requests-for-Proposals>.

Question 4:

Have the leases come to term?

Answer: No.

Question 5:

If so, have you sent in your Letter of Intent?

- i. In case you do decide to go with another vendor.
- ii. I can send you an example of a LOI if needed.

Answer: No.

Question 6:

Do you have an Electronic Content Management system / Document Management System for the Town?

Answer: Yes.

Question 7:

If so, which system are you using?

Answer: Laserfiche, this system is not part of this RFP.