



DOVER SCHOOL DISTRICT SAU 11

McConnell Center | 61 Locust Street, Suite 409 | Dover, NH 03820-4132
Phone: 603-516-6800 | Fax: 603-516-6809

Empowering all Learners

TO: Members of the Dover School Board
Dr. William R. Harbron, Superintendent
FROM: Michael Limanni, Business Administrator
DATE: July 12, 2021
RE: Bid Review & Recommendation

DISTRICT WIDE: *Print Management Solution*

Bidder	Equipment Lease + Papercut		MFDs		Print Vol		Total Proposed	
	Annualized		885,000	43,500			Annualized	
			MFD Svc	MFD Svc	Annualized			
	48/mo	60/mo	Mono	Color	SVC \$\$		48/mo	60/mo
CONWAY - #1 Xerox	\$ 50,916	\$ 40,371	0.003	0.03	\$ 47,520		\$ 98,436	\$ 87,891
CONWAY - #2 Konica	\$ 55,284	\$ 44,001	0.003	0.03	\$ 47,520		\$ 102,804	\$ 91,521
Budget Doc Tech - Konica	\$ 64,447	\$ 55,444	0.0037	0.039	\$ 59,652		\$ 124,099	\$ 115,096
Toshiba	\$ 61,878	\$ 54,027	0.0035	0.0028	\$ 38,632		\$ 100,510	\$ 92,659

20% Print Reduction

Bidder	Equipment Lease + Papercut		MFDs		Print Vol		Total Proposed	
	Annualized		708,000	34,800			Annualized	
			MFD Svc	MFD Svc	Annualized			
	48/mo	60/mo	Mono	Color	SVC \$\$		48/mo	60/mo
CONWAY - #1 Xerox	\$ 50,916	\$ 40,371	0.003	0.03	\$ 38,016		\$ 88,932	\$ 78,387
CONWAY - #2 Konica	\$ 55,284	\$ 44,001	0.003	0.03	\$ 38,016		\$ 93,300	\$ 82,017
Budget Doc Tech - Konica	\$ 64,447	\$ 55,444	0.0037	0.039	\$ 47,722		\$ 112,169	\$ 103,166
Toshiba	\$ 61,878	\$ 54,027	0.0035	0.0028	\$ 30,905		\$ 92,784	\$ 84,933

Recommendations:

The Dover IT department put out this RFP to include approximately 51 new multi-function devices (MFDs) as well as service contracts for 23 existing printers that are not included in the price estimates above. Neither the printers nor the desktop MFDs have been contracted for under a service contract prior to this RFP. The print management bid responses above, even under conditions that show a 20% decrease in print volume, are nearly \$40,000 over the District's budget for these kinds of services. The business office recommends that the board conditionally award the contract to CONWAY Office Solutions based on their service and lease pricing, with the understanding that the project will need to be modified to meet budgetary restrictions. If a comprehensive solution cannot be reached, the District reserves the right to reject all offers, and go out to bid.