

THE CITY OF WALTHAM
MASSACHUSETTS

PURCHASING DEPARTMENT

School Dept. 29 Photocopiers, 36 Month Lease, 2020

ADDENDUM NO. 1

June 3rd, 2020

CHANGES, CORRECTIONS AND CLARIFICATIONS

The attention of bidders submitting proposals for the above subject project is called to the following addendum to the specifications. The items set forth herein, whether of omission, addition, substitution or clarification are all to be included in and form a part of the proposal submitted.

ITEM 1: DELETE AND REPLACE

DELETE pg. 30, "Copy Count, Based on 33 months" and **REPLACE** with Attachment 1

ITEM 2: ADD

ADD in General Conditions # 23:

COVID-19 BID OPENING (TEMPORARY).

Based on Governor Baker's declared state of emergency, in-person bid or proposal openings are not required at the present time to satisfy Chapter 30B. If a bid is not opened at a public meeting, Chapter 30B requires that the opening be in the presence of a witness or witnesses. Under the current emergency, the opening does not need to be witnessed in person. The opening can be livestreamed for the witnesses and recorded for public record purposes. For the present time and until the emergency is lifted by Governor Baker, the City of Waltham will not hold in-person bid openings or proposals. However, the city will continue to record and prepare a spreadsheet showing all of the prices received and distribute the same to all interested parties. Copies of the same bid results will also be posted in the City web site at www.city.waltham.ma.us/bids

End of Addendum 1

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Waltham School District, Photocopiers Bid 2020-2023

Copy Count, Based on 33 months

#	ID	Start	Current Meter	Monthly Average	School	Meter Date
1	K10234	0	2,069,274	62,705	McDevitt	3/5/20 Service Call
2	K10235	0	2,996,904	90,815	McDevitt	3/13/20 Service
3	K10236	0	2,263,150	68,580	McDevitt	4/11/20 KFS
4	K10237	0	1,969,611	59,685	High School	2/10/20 KFS
5	K10238	0	97,499	2,955	High School	4/11/20 KFS
6	K10239	0	2,562,997	77,667	High School	4/11/20 KFS
7	K10240	0	343,044	10,395	High School	2/20/20 Service
8	K10241	0	1,285,483	38,954	High School	2/27/20 Service
9	K10242	0	1,568,868	47,541	High School	4/11/20 KFS
10	K10243	0	1,165,086	35,306	High School	2/10/20 KFS
11	K10245	0	155,854	4,723	High School	4/11/20 KFS
12	K10246	0	1,936,758	58,690	Kennedy Middle	4/11/20 KFS
13	K10247	0	1,451,082	43,972	Kennedy Middle	1/27/20 Service
14	K10248	0	1,488,279	45,099	Kennedy Middle	4/11/20 KFS
15	K10249	0	251,924	7,634	High School	4/11/20 KFS
16	K10250	0	210,107	6,367	High School	2/9/20 KFS
17	K10251	0	1,899,414	57,558	Whitemore Elem.	4/11/20 KFS
18	K10252	0	1,357,246	41,129	Stanley Elem.	3/27/20 KFS
19	K10253	0	1,056,609	32,018	Plympton Elem.	4/11/20 KFS
20	K10254	0	1,189,227	36,037	Plympton Elem.	1/3/20 Service Call
21	K10255	0	1,795,347	54,404	Northeast Elem.	4/11/20 KFS
22	K10256	0	1,190,651	36,080	Northeast Elem.	4/11/20 KFS
23	K10257	0	2,034,481	61,651	Northeast Elem.	2/9/20 KFS
24	K10258	0	1,677,333	50,828	Fitzgerald Elem.	3/9/20 KFS
25	K10259	0	1,101,539	33,380	Fitzgerald Elem.	2/10/20 KFS
26	K10260	0	1,679,442	50,892	Fitzgerald Elem.	3/3/20 Service Call
27	K10261	0	1,442,328	43,707	McArthur Elem	2/8/20 KFS
28	K10262	0	1,378,341	41,768	McArthur Elem	4/11/20 KFS
29	K10263	0	1,523,208	46,158	McArthur Elem	2/8/20 KFS
			41,141,087	1,246,700	Total Monthly	
				44,881,186	36 Month Total	

Corrected

These are ESTIMATED Number of Copies. The actual count is higher as we do not have meter reads for some machines since January 2020. A 50 million to 52 million copies maybe more of an accurate count for the 3 year period. In addition there has been minimal use from March 2020 until now

NOTE: at the end of the lease period the vendor is required to remove all hard drives from each of the machines and present them to the School Dept for destruction. Photocopiers shall not be removed/replaced unless the hard drive is first removed and destroyed