



Wilma Kelly
Purchasing Manager

City of Alexandria
Purchasing Department
P.O. Box 71
Alexandria, Louisiana
71309-0071



Office: (318) 441-6180
Fax: (318) 441-6185

Sealed bids will be received until **10:00 AM CST, Tuesday, December 14, 2021**, and publicly opened in the Council Chambers or Council Committee Room.

City of Alexandria Bid # **2347**

Page: 1 of

Date Specifications Prepared: October 18, 2021

Bid Bond Requirements: A bid bond or check for N/A% of the total amount of bid.

Performance Bond Requirements: In the event bid is accepted, a performance bond shall be required in the amount of N/A%.

Please file bid with the following:

Donna Jones, City Clerk

City of Alexandria - City Hall

915 Third Street

P.O. Box 71

Alexandria, LA 71309-0071

Phone: 318-449-5090

INTRODUCTION

DIGITAL FULL-COLOR PRINTING PRESS

It is the intent of the City of Alexandria to secure pricing on a Digital, Full-Color Printing Press, for use by the City of Alexandria Printing Department. This digital, full-color printing press shall be **Xerox® EX 280 Print Server v2.0**; or equal. Server and all accessories shall be new and un-used only.

Unit shall be equipped with the manufacturer's equipment and accessories which are included as "standard" in the advertised and published literature for this equipment. No such item of equipment shall be removed or omitted for the reason that it was not specified in this bid document.

All bid prices shall include any and all freight, transportation or delivery charges. Equipment that is to be shipped, shall be shipped F.O.B., freight pre-paid, to the City of Alexandria Printing Department, to the attention of Charmin Weis, 2021 Industrial Park Road, Building WH, Alexandria, LA 71303, phone 318-441-6189 or 441-6175.

Completed bid packet shall be returned as issued by the City of Alexandria with ALL PAGES intact and all specification response columns filled in. Incomplete columns or missing pages, to include addendum pages, may result in the bidder's (proposer's) entire bid being rejected.

Questions and/or clarifications of bid specifications are to be in written form only, either mailed, faxed, or e-mailed to the attention of Joann Swain, City of Alexandria - Purchasing Department, P.O. Box 71, Alexandria, LA 71309-0071; Fax #318-619-3412; e-mail joann.swain@cityofalex.com ; and must be received by **5:00 PM CST, Thursday, November 24, 2021.**

CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS

GENERAL CONDITIONS FOR BIDDERS - PLEASE READ CAREFULLY

1. Pursuant to LA R.S 38:2212.1. C.(1)(2), any manufacturer's preference in this proposal is descriptive, but non-restrictive, and is used only to indicate minimum requirement for type, grade and quality unless otherwise specified.
2. Pursuant to LA R.S. 38:2212 B.(1), the provisions and requirement of this bid shall not be considered as informalities and shall not be waived by the City of Alexandria. Therefore, conditions and specifications on this bid form shall be strictly enforced and any and all alterations, deviations, and non-compliance to said conditions and specifications, either on the bid form or by separate attachment, shall be grounds for immediate disqualification.
3. Preference shall be given to bidders quoting F.O.B. Destination (the City of Alexandria using department), FREIGHT PREPAID, unless otherwise requested.
4. Each bidder shall submit his proposal on the proposal form furnished by the City of Alexandria Purchasing Department. The complete bid package must be returned as issued by the City with all pages intact and all specification response columns filled in. Incomplete columns or missing pages, to include addendum pages, shall result in the vendor's entire bid package being rejected.
5. Literature, brochures, and other related paperwork attached to the bid should be identified with the name of the bidder and bid item number.
6. In case of a mathematical discrepancy between unit price and extensions, the unit price shall prevail.
7. Pursuant to LA R.S. 38:2212 F., the bid specifications may contemplate a fixed escalation or de-escalation in accordance with the United States Bureau of Labor Statistic's Consumer Price Index or the Producer Price Index. Bids based on specifications which are subject to a recognized escalation index shall be legal and valid for any item of a public work, at the discretion of the City.
8. Pursuant to LA R.S. 38:2212.1. F., any public procurement unit may participate in a cooperative purchasing agreement with the City of Alexandria to acquire quantities of the above listed items under a contract with the City of Alexandria for items awarded by public bid, pursuant to the cooperative purchasing provisions of Part VII of Chapter 17 of Subtitle III of Title 39 of the Louisiana Revised Statutes of 1950, R.S. 39:1701 et seq.
9. The City of Alexandria reserves the right to award by item or by total bid, unless otherwise specified in the bid specifications. (Price(s) should be itemized.)
10. All erasures or corrections on the bid form must be initialed and the City of Alexandria may rely on the apparent authority represented by the initials.
11. The City of Alexandria reserves the right to reject for cause any and all bids or parts of bids, or accept bids most beneficial to the City.

CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS

General Conditions for Bidders - Please Read Carefully (Continued)

12. Any bid submitted which contains additions, conditional or alternate bids, or irregularities which may make the proposal incomplete, indefinite, or ambiguous as to its meaning, thus requiring clarification after the specified date and time of bid opening shall be rejected.
13. Bids shall be opened publicly in the City Council Chambers or Council Committee Room.
14. Cash discounts may be accepted, but SHALL NOT be considered in making award.
15. Regarding a bid for purchase of materials, supplies or services, not to include construction of any public works, a written notice of acceptance mailed or otherwise furnished to the successful bidder shall result in a binding contract without further action by either party.
16. When any bid is accepted for the construction or doing of any public works, a written contract shall be executed by and between the City of Alexandria and the Contractor. No contract shall be binding upon the City until it has been executed by the City and delivered to the successful bidder. Should the bidder to whom the contract is awarded fail to execute the contract, the award shall then be made to the next lowest responsible bidder, or re-advertised for public bid, said decision to be in the sole judgment of the City of Alexandria. This action may result in the loss of bidding privileges for a period of one (1) year.
17. The City of Alexandria shall schedule for payment the invoices for articles or services purchased under this bid within thirty (30) days after due and proper delivery accompanied by invoice.
18. The City of Alexandria is exempt from all sales taxes. A sales tax exempt form shall be furnished by the City of Alexandria Purchasing Department, if requested.
19. Bidder(s) awarded item(s) by the City of Alexandria shall be responsible for supplying all products at the awarded price(s). Failure may result in the City's cancellation of the remaining items awarded.
20. Regarding Service Contracts and Procurement Contracts, the terms of the contract shall be binding upon any and all parties involved until goods and supplies are delivered, services have been rendered, and/or work has been completed and accepted by the Mayor on behalf of the City of Alexandria and all payments required to be made to the Contractor have been made. However, a contract may be terminated under any and all of the following conditions:
 - (a) By mutual agreement and consent of either party upon thirty (30) days written notice to the other party;
 - (b) By the Mayor, on behalf of the City of Alexandria, as a consequence of the failure of the Contractor to comply with the terms and conditions of the contract or the progress or quality of work to be performed in a satisfactory manner, proper allowance being made for circumstances beyond the control of the Contractor; or
 - (c) By satisfactory completion of all services and obligations described in the contract.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

General Conditions for Bidders - Please Read Carefully (Continued)

If the contract is terminated for any of the terms and conditions authorized in sub-paragraph (b) above, Contractor shall be formally notified in writing by the City of Alexandria Purchasing Department by means of certified mail informing him of cancellation of the contract, giving specific reasons for said cancellation. Contractor shall have the right to appeal to the City Council within ten (10) days from the date that said notification is placed in the U.S. Mail. Contractor's appeal shall be accomplished by means of a letter addressed to the City Council and delivered to the City Clerk, stating that an appeal to the decision of cancellation is desired. The City Council shall thereafter hold a hearing on the appeal, giving all parties the opportunity to present any and all evidence concerning the decision of cancellation. After hearing the appeal, the city Council may, by a majority vote, sustain, modify, or reverse the findings for said decision and shall provide, if requested by Contractor, a written determination of its findings.

21. Contractors submitting bids for Public Works construction projects in excess of \$1.00 must show his Contractor's License Number on the front of the bid envelope, except for certain projects for which a Contractor's License Number is not required by the State Contractor's Licensing Board. Failure to comply with this directive shall result in automatic bid rejection, furthermore, any Contractor who submits a bid for a type of construction for which he is not properly licensed shall be acting in violation of LA R.S. 37:2163, and shall be subject to all provisions for violation and penalties thereof. Contractors who are owned by, and are submitting a bid as a subsidiary of a parent company, whose name is listed in the State of Louisiana's Roster of Licensed Contractors, may do so by including a letter of proof of ownership from the parent company with the submitted bid package. The letter must be signed as per LA R.S. 38:2212 B.(5)(a)(b)(c) (see Item #22 below).

22. All bids submitted via USPS (registered or certified), overnight courier or hand delivered, shall be signed by hand and in ink by an authorized company representative per LA R.S. 38:2212 B.(5)(a)(b)(c), which states:

(c)(i) Evidence of agency, corporate, or partnership authority shall be required for submission of a bid to the division of administration or the State of Louisiana. The authority of the signature of the person submitting the bid shall be deemed sufficient and acceptable if any of the following conditions are met:

(aa) The signature on the bid is that of any corporate officer listed on the most current annual report on file with the Secretary of State, or the signature on the bid is that of any member of a partnership or partnership in commendam listed in the most current partnership records on file with the Secretary of State.

(bb) The signature on the bid is that of an authorized representative of the corporation, partnership, or other legal entity and the bid is accompanied by a corporate resolution, certification as to the corporate principle, or other documents indicating authority which are acceptable to the public entity.

(cc) The corporation, partnership, or other legal entity has filed in the appropriate records of the Secretary of State in which the public entity is located, an affidavit, resolution, or other acknowledged or authentic document indicating the names of all parties authorized to submit bids for public contracts. Such document on file with the Secretary of State shall remain in effect and shall be binding upon the principal until specifically rescinded and canceled from the records of the office.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

General Conditions for Bidders - Please Read Carefully (Continued)

23. In-State preferences shall not apply to procurements involving federal funds.
24. Pursuant to LA R.S. 38:2212 O.(2)(a)(b), any modifications of plans and specifications will be made through an addendum. No addendum shall be issued within seventy-two (72) hours of the bid opening, excluding weekends and legal holidays, without the extension of the bid opening date. An extension of at least seven (7) but no more than thirty (30) working days is required but, re-advertising is not required. The addendum shall be transmitted by any one of the following methods: (1) facsimile transmission; (2) e-mail; (3) by hand; or (4) posted on the City of Alexandria's website (www.cityofalexandrialala.com) and posted on Central Bidding's website (www.centralauctionhouse.com) if applicable.
25. All Federal Transit Administration (FTA) funded procurements, including operating assistance funding contracts, are to follow the Master Agreement, to include all applicable federal clauses.
- a. Any bidder that is found listed on the Federal Government's *System for Award Management* (SAM) website, at www.sam.gov/portal/sam, under the advanced search feature for *Excluded Parties List System* (EPLS), shall automatically be rejected for the award of this bid, by Category and/or in its entirety. This applies to any portion of the bid that is a procurement funded by FTA.
26. Under the City's *AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork Program)*, participation by minority and/or disadvantaged business enterprise firms is encouraged. Inquiries about the *AFEAT* Program should be directed to the Division of Finance. As a part of its RFP response, each Bidder ***shall*** submit documentation of its bona fide effort to secure subcontractors that meet the City's *AFEAT* goals. Each bidder ***shall*** also submit proof of engagement of any subcontractor selected because of its solicitations. The Bidder's bona fide efforts and engagement(s) are a consideration in bid review and rating.

CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS

Alexandria Fairness, Equality, Accessibility and Teamwork Program (AFEAT)

Dear Vendor:

Under the City's *AFEAT (Alexandria Fairness, Equality, Accessibility, and Teamwork Program)*, participation by minority and/or disadvantaged business enterprise firms is encouraged. The AFEAT Program should be inquired about through the Division of Finance. The goals for qualifying disadvantaged, minority and female owned business in the use of professional service agreements with prime contractors will help effectuate the goals of increasing: the competitive viability of small business, minority, and women business enterprise by providing contract, technical, educational, and management assistance; business ownership by small business persons, minority persons, and women (including professional service opportunities); and the procurement by the City of professional services, articles, equipment, supplies, and materials from business concerns owned by small business concerns, minority persons, and women.

Prime contractors offering subcontracting should take specific action to ensure that a bona fide effort is made to achieve maximum results towards meeting the established goals. Primes shall document efforts and shall implement steps at least as extensive as the following in a good faith effort to reach or exceed the established goals:

- A. Establish and maintain a current list of minority and female owned businesses in Alexandria, in Rapides Parish, and in the State of Louisiana.*
- B. Document and maintain a record of all solicitations of offers for subcontracts from minority or female construction contractor and suppliers in Alexandria, in Rapides Parish, and in the State of Louisiana.*
- C. Secure listing of minority and women owned businesses from the City of Alexandria Purchasing Department, the Central Louisiana Business Incubator, and the State of Louisiana Department of Minority Affairs.*
- D. Participate in associations which assist in promoting minority and women owned businesses such as the Central Louisiana Business League, the Central Louisiana Business Incubator, and the Entrepreneurial League System.*
- E. Designate a responsible official to monitor all activity made in the effort to achieve or exceed the established goals; record contacts made, subcontracts entered into with dollar amounts, and other relevant information.*

For more information on AFEAT and the City of Alexandria's Diversity in Action Initiative, and to explore a local and statewide directory of minority businesses, please visit www.diversityinaction.org . Should you have any questions or comments, please do not hesitate to contact our Finance Department at 318-449-5091 or our Purchasing Department at 318-441-6180.

As a part of its RFP response, each Bidder ***shall*** submit documentation of its bona fide effort to secure subcontractors that meet the City's AFEAT goals. Each bidder ***shall*** also submit proof of engagement of any subcontractor selected because of its solicitations. The Bidder's bona fide efforts and engagement(s) are a consideration in bid review and rating.

Sincerely,

City of Alexandria

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

BID SPECIFICATIONS

SCOPE: The following bid specifications are to be used as minimum and maximum standards for a DIGITAL, FULL-COLOR PRINT SERVER, for the City of Alexandria Printing Department. All proposed products shall either meet or exceed the following specifications.

Unless otherwise stated, the use of manufacturer's name and product numbers are for descriptive purposes and to establish general quality levels only, they are not intended to be restrictive.

Prospective bidders are required to state exactly what they intend to furnish, otherwise, it is fully understood that they shall furnish all items as stated. Bidder should indicate in the space provided below, under "*Bidder's Response*:", the necessary information to indicate he/she is conforming with the bid specifications for each item as written. If Bidder is in complete compliance with each bid specification item as written, please write "Comply" in the space provided; if not, please indicate in this space, the necessary information on the product you are proposing. Each specification response is necessary to ensure the proper evaluation and tabulation of this bid. If each "*Bidder's Response*" section is not filled in or completed, your bid may be rejected.

CITY OF ALEXANDRIA PRINTING DEPARTMENT BACKGROUND INFORMATION:

The City of Alexandria's Printing Department is staffed by two employees that are responsible for 100% of the City's printing needs for every City department as well as the Mayor's office and the City Council/City Clerk's office.

The Printing Department produces day-to-day items used by all City departments and the Administration such as letterhead and mailing envelopes and employee business cards. The Printing Department also produces large bond and spiral bond booklets and reports for annual budgets, financial reports, City Policies and Procedures and much more.

Other items produced by the Printing Department are far more time sensitive with deadlines that are imperative due to the nature of the document itself. These print jobs include but are not limited to the monthly Utility Bills and the 72- Hour Cutoff Notices. An average of 30,000 utility bills are mailed out monthly with an average of 3,000 – 72-Hour Cutoff Notices sent monthly as well. These are examples of print jobs that must go out; no excuses.

The Printing Department produces specialty items as well such as the City's monthly Calendar of Events, Community Services Quarterly Calendar, Zoo Newsletter, Zoo Boo, Holiday Light Safari, River Fete, Winter Fete, Downtown Rocks, and so much more.

For the Printing Department, service and dependability are utmost and necessary for the volume of print jobs produced daily by this department for all City of Alexandria departments.

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**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

Bidder's Response:

1.0 General:

- 1.1 No bid may be withdrawn for at least thirty (30) days after the scheduled closing time for the receipt of bids. Bid prices shall remain firm until product(s) have been accepted by the City of Alexandria Printing Department as delivered.
- 1.2 Products shall be new, un-used, and of current model year manufacture.
- 1.3 Where applicable, quotes for "optional" equipment shall be listed in the appropriate spaces provided on the bid specifications "Price Page". Option quotes shall not be a basis for bid award and shall not be included in the total bid price.
- 1.4 Each bidder is requested to furnish, attached to their bid, complete descriptive literature on product being bid. Any item(s) appearing in the manufacturer's regularly published specifications as "standard" equipment are assumed to be included in the bidder's proposal.
- 1.5 Each respective bidder shall be responsible for insuring that their product meets or exceeds specifications as described herein.
- 1.6 Bid award shall be based on quoted bid prices and the proposed system's performance and service. Final determination as to whether the submitted information meets or exceeds the standards necessary for the intended operation and performance of the system shall be determined by the City of Alexandria Printing Department personnel as well as the City of Alexandria Purchasing Department.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

2.0 Printing Press:

Bidder's Response:

2.1 Unit shall be a digital, full-color type printing press, Xerox® Versant® 280 Press; or equal.

2.2 Unit shall be equipped with a high-speed, dual-head integrated scanner with full copying and scanning capabilities and multiple scan destinations; or equal. Unit shall be equipped to scan, email, scan to PC, along with network scanning. Unit shall be equipped to store to USB, store to folder and Cloud storage; minimum 200 images a minute; or equal design.

2.3 Auto Duplexing should be up to 350 gsm (grams per square meter). LIST proposed unit's auto duplexing gsm.

2.4 Unit shall be equipped with any and all hardware and Software necessary to enable all stock to maintain at Top speed, regardless of the weight up to 400 gsm (grams per square meter).

2.5 Unit shall print a minimum 80 ppm (pages per minute), using 8.5 X11, ISO 216 standard. A4 paper, 52 to 350 gsm.

2.6 **LIST** the proposed unit's duty cycle.

2.7 **LIST** the proposed unit's average monthly print volume based on standard A4, 8 1/2 X11 paper.

2.8 **Image Quality** – Unit shall have the ability to produce vector and raster graphics, spatial and Tonal resolutions, and halftones; minimum.

2.8.1 **LIST** proposed unit's Raster Image Processor (RIP) resolution and bit processing.

2.8.2 **LIST** proposed unit's vector and gradient RIP and bit processing.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

2.0 Printing Press (Continued):

Bidder's Response:

2.8.3 Unit shall give operator the ability to instantly make adjustments for many print engine settings through the use of image quality controls, known as SIQA (simple Image Quality Adjustments) with the Xerox unit; or equal design.

2.8.4 Unit shall have the ability to use specialty CMYK+ toners such as Gold, Silver, Clear, or Embellished print.

2.9 Print Media – Unit shall have the ability to print on the following (minimum):

a. Uncoated and coated papers;

b. Laser and inkjet papers;

c. Paper and plastic tabs and dividers;

d. #10 Envelopes;

e. Labels – Block out, gloss coated, matte coated, synthetic w/ permanent adhesive, synthetic w/ low tack adhesive, synthetic w/marine grade adhesive.

f. Digital synthetic papers for parking passes, ID cards, door hangers, luggage tags, convention badges, never tear papers in assorted mils and sizes to include tabloid oversize.

g. Transparencies – letter and tabloid oversize.

h. Custom media and mixed-stock printing.

2.10 Paper Format/Sizes

2.10.1 Maximum print area should be 12.83” x 18.98”.

2.10.2 Maximum copy area should be 11.7” x 17”.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

2.0 Printing Press (Continued):

Bidder's Response:

2.10.3 Maximum sheet size should be 13" x 19.2".

2.10.4 Minimum sheet size should be 3.9" x 5.7".

2.10.5 Tray inserter should support 4" x 6".

2.11 Unit shall be equipped with following minimum feeding modules; or equal:

a. Basic Feeder Trays

Unit shall be equipped with a minimum of three (3) basic feeder trays that should hold a minimum of 550 sheets each. **LIST** the number of basic feeder trays included and **LIST** the capacity of each tray included.

b. Basic By-Pass Tray

Unit shall be equipped with a basic by-pass tray that holds a minimum of 250 sheets.

c. Advanced Oversized, High Capacity Feeder Trays

For added capacity handling large and/or heavyweight media. A minimum of two (2) high capacity feeder trays shall be included in the Total Bid Price. Two Trays, up to 2,000 sheets each (4000 total). **LIST** the number of Advanced Oversized, High Capacity Feeder Trays included in the Total Bid Price; and **LIST** the capacity for each Advanced Oversized High Capacity Feeder Tray.

2.12 Unit shall have the ability to handle varied weight papers and multi media via feeder trays, oversized high capacity feeder trays and/or by-pass feeder, minimum.

Unit shall be equipped with a "booklet maker" type finisher; or equal, with the following minimum features:

a. Creates stapled booklets up to 30 uncoated sheets (120 imposed pages at 90 gsm)/25 coated sheets (100 imposed pages at coated 90 gsm).

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

2.0 Printing Press (Continued):

Bidder's Response:

b. Creates booklets from standard sizes, 12" x 18" (SRA3), 11" x 17" (A3), 8.5" x 14" and 8.5" x 11" (A4).

c. Custom sizes range from 7.17" x 10.1" (182 mm X 257 mm) up to 13.0 X 19.21" (330.2 mm x 488mm)

d. Handles paper weight 60 – 350 gsm uncoated or 106 – 350 gsm coated for booklet making.

e. Features an output booklet stacking capacity of 2000 sheets or 3000 regular sheets. Regular sheets can stack up to 400 gsm.

f. Top tray holds 500 sheets and up to 400 gsm/ 145 lb cover **.

g. Xerox SquareFold® Trimer; or equal: This feature flattens booklet spines and creases the cover thereby reducing the booklet's thickness and gives the appearance of a perfect-bound book. The unit should square fold up to 30 sheets (100 imposed) and face trims lead edge of the booklet between 2-20 mm in 0.1 mm increments.

2.13 Unit shall be equipped with a "booklet maker" type finisher; or equal, with the following minimum features:

a. Staple feature – up to 100 sheets of coated/uncoated media.

b. Hole Punch

c. Top tray capacity, approximately 500 sheets.

d. 3,000 sheet stacker for offset/stapled/punched output. Total of three (3) output trays are requested and required.

e. 200 sheet capacity interposer input tray for insertions.

f. Bi-Fold feature included.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

2.0 Printing Press: (Continued)

Bidder's Response:

g. Saddle-stitch booklets up to 25 sheets (100 imposed/80 gsm), 10 sheets (40 imposed) 106-176 gsm coated, 5 sheets (20 imposed) 177-220 gsm coated.

h. Xerox SquareFold® Trimmer; or equal. This feature flattens booklet spines and creases the cover thereby reducing the booklet's thickness and gives the appearance of a perfect-bound book. Unit should square fold up to 25 sheets (100 imposed) and face trims lead edge of the booklet between 2-20 mm in 0.1mm increments.

2.14 **LIST** the electrical needs for this unit, to include electrical for print server and feeding/finishing devices. (If additional room is needed, please attach complete electrical requirements to your bid and identify with your company name and this bid item number).

2.15 A maintenance contract shall be made available for the digital full-color printing press and print server through either the manufacturer or the bidder. **LIST** the provider of the maintenance contract.

2.15.1 The maintenance contract shall be an all inclusive, fixed cost-per-copy rate, for a thirty-six (36) month term, billed on a monthly basis. Bidder should provide a copy of the maintenance contract.

3.0 Print Server:

3.1 Unit shall include an easy to use, powerful, scalable digital server. Electronics For Imaging (EFI) Fiery® EX 280 Server; or equal.

3.2 Bid price shall include the print server and the print server furniture and/or stand to hold the server, monitor keyboard and any other necessary hardware for the operator's convenience.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

3.0 Print Server: (Continued)

Bidder's Response:

3.3 Server shall include all necessary performance devices and software such as Fiery Quick Touch software. Fiery Installer Builder, controller device and software; or equal.

3.4 Server shall meet the following minimums, or equal.:

a. Hard Drive: 1 TB

b. RAM: 8 GB DDR Memory

c. DVD-RW

d. Seven (7), USB Ports

e. Microsoft Windows® 10 to IoT Enterprise 2019 LTSC

3.5 Server shall have the ability to produce a 1200 X 1200 dpi, 10-bit rendering resolution.

3.6 Server shall be equipped with automated calibration and destination profiling with the Automated Color Quality Suite (SCQS) and Inline Spectrophotometer technology; or equal.

3.7 Server shall be Pantone® approved and include Fiery Spot-On™; or equal, to find the best match of Pantone®, Pantone +V@ Series, RGB, CMYK and spot colors.

a. The Fiery Spot-On™; or equal, shall have the ability to overprint of spot and CMYK colors for accurate representation of the designer's intent.

3.8 Server shall also include Fiery Image Enhance Visual Editor, Fiery Color Profiler Suite, and the Fiery Graphic Arts Package – Premium Edition; minimum.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

3.0 Print Server: (Continued)

Bidder's Response:

3.9 For the purpose of productivity and workflow, server shall meet the following minimums:

- a. Spool – RIP – Print, simultaneously.
- b. Include Adobe® PDF Print Engine® 3.0; or equal.
- c. Include Fiery Command WorkStation®; or equal.
- d. Include Advanced Job Management with production features such as Schedule Print, Suspend on Mismatch, Job Reorder, Force Print, Process Next, Quick Doc Merge, Sequential Print and Rush Print.
- e. Set Page Device mapping.
- f. Pad printing.
- g. Fiery Hot Folders for PC and Mac® including Microsoft® Office Filters; automatic merge of JPG files to product photo booklets and contact sheets.
- h. Virtual Printers automates job preparation.
- i. Support of PDF XObjects on a per-job basis.

3.10 Server shall include the following document preparation software; minimum:

- a. Booklet Maker – allows flawless booklet imposition from the Fiery Driver.
- b. Fiery Impose – offers visual document imposition.
- c. Fiery Compose – offers visual document preparation.
- d. Fiery JobMaster™ - offers fully visual tab insertion and design, page numbering, scanning and late-stage editing features.
- e. Mixed Subset Finishing.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

3.0 Print Server: (Continued)

Bidder's Response:

3.11 Server shall include Variable Data Printing (VDP) and support the following formats, minimum:

- a. VI Compose, Xerox® VIPP®; Xerox Specialty Imaging/FreeFlow; or equal.
- b. PPML 3.0; or equal.
- c. Fiery FreeForm™; or equal.
- d. Creo® VPS compatibility (for compatibility only).
- e. PDF/VT and PDF/VT-2
- f. VDP Multi-Up Booklet; or equal.
- g. Fiery VDP Imposition
- h. Creo VPS

3.12 Server shall support the following minimum file formats:

- a. Adobe PostScript® Level 1, 2, 3
- b. PDF/X-1a, 3 and 4
- c. EPS
- d. Adobe Acrobat® XI: Native PDF 1, 3, 1.4, 1.5, 1.6 and 1.7
- e. Microsoft Office document formats: doc, docx, sls, slsx, ppt, pptx
- f. TIFF, TIFF/IT-P-1, DCS, JPEG, ExportPS, PDF2Go

3.13 The Fiery Driver 6.5 shall support macOS Mojave (10.14), mac OS Catalina (10.15), mac OS Big Sur (11)

3.14 The Network Environments/Protocols shall include the following minimums:

- a. TCP/IP, IPP
- b. LPR/LPD
- c. Port 9100
- d. IPP Support

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

3.0 Print Server: (Continued)

Bidder's Response:

- e. 1 GB Ethernet _____
- f. SMB print sharing (over TCP/IP) _____
- g. FTP Printing _____
- h. Print via email _____
- i. Apple® Bonjour® _____
- j. SNMP v3 _____
- k. JMF (JDF job messaging format) _____
- l. Point and Print (PnP) _____
- m. Direct Mobile Printing _____

3.15 Server security features shall include the following minimums:

- a. Secure Erase _____
- b. Security profiles _____
- c. User data encryption _____
- d. Port-based access controls _____
- e. 802.1x advanced authentication methods _____
- f. USB security _____
- g. Port blocking _____
- h. IP filtering _____
- i. IPsec network encryption _____
- j. Secure connections using HTTPs with support for TLS 1.3 _____
- k. Secure Printing _____
- l. Digitally signed software updates _____
- m. Windows 10 OS security features _____

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

3.0 Print Server: (Continued)

Bidder's Response:

3.16 Include server integration for the following;

- a. Fiery JDF v1.7 IDP-ICS certified.
- b. Fiery API
- c. Xerox Standard Accounting
- d. Single and Dual TCP/IP Connectivity for Integration with Xerox Extensible Interface Platform® (EIP) and other applications.
- e. Xerox® FreeFlow® Digital Workflow Collection
- f. EFI MIS and web-to print integration ready.
- g. Prepress workflow integration (Agfa® Apogee, Kodak® Prinergy, Heidelberg® Prinect, SCREEN EQUIOS).

4.0 Qualifications, Training & Service:

4.0 Qualifications: Bidder shall be engaged in the day-to-day digital copier sales business, providing complete training, service and support for all equipment and software brand names sold.

4.0.1 **Bidder shall include with his/her bid**, a listing of the companies that they have sold this same equipment/model to. List shall include Company Name, Contact Name, and Company Address. A minimum of three (3) companies should be given.

4.0.2 **Bidder shall include with his/her bid**, a detailed System Implementation Plan to include the following:

- a. Estimated time line for the delivery of all equipment to the Printing Department;
- b. Estimated time line for complete installation and testing of all equipment and software.

**CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS**

Bid Specifications

Bidder's Response:

4.0 Qualifications, Training & Service (Continued)

- c. Estimated time line for complete training of Printing Department personnel on all equipment and software.

- 4.1 Service: Bidder shall have factory trained service and support technicians and/or personnel available for all equipment and software to be installed.

- 4.1.1. **Bidder shall include with his/her bid**, a listing of the authorized, factory trained service and support technician(s) authorized to work on the equipment being bid. List shall include Technician's Name, Address, and Phone Number.

- 4.1.2. Factory trained service/support technician(s) and/or personnel shall work from a facility or parts depot within a 30 mile radius of the City of Alexandria Printing Department's location.

- 4.1.3. Factory trained service/support technician(s) shall be available via phone and shall respond to the Printing Department's phone call within one hour.

- 4.1.4. Service shall include routine repairs, preventative maintenance, emergency services, application assistance as well as parts and labor for equipment and software being bid.

- 4.1.5. Bidder shall keep an "on-site" inventory of frequently used, routine maintenance parts at the Printing Department's location to maximize up-time.

- 4.1.6. In the event a specialty part is not readily available and must be ordered, Bidder shall have that part sent overnight delivery at no cost to the City of Alexandria.

- 4.3 Training: Bidder shall provide on-site training for the Printing Department's two employees, to include the complete training for any and all equipment, hardware and software being bid.

CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS

Bid Specifications

Bidder's Response:

4.0 Qualifications, Training & Service (Continued)

- 4.3.1. Total training cost for the Printing Department's two employees shall be listed on the Price Page where indicated.

END OF BID SPECIFICATIONS

CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS

PRICE PAGE

Bid price for a DIGITAL FULL-COLOR PRINTING PRESS, to include Print Server, all equipment and necessary software as per these bid specifications; all items are to be new and unused; includes complete installation of all equipment and software; includes complete training of department personnel for equipment and software; delivered F.O.B., freight pre-paid:

Bid Item #1 – Digital, Full-Color Printing Press and Print Server with stand, monitor and all equipment and software necessary; complete unit.

Digital Full-Color Printing Press Manufacturer’s
Brand Name & Model Number: _____

TOTAL BID PRICE: \$ _____

Bid Item #2 – Training of Printing Department’s Personnel on all equipment and software.

BID PRICE: \$ _____

Bid Item #3 – Equipment Maintenance Contract – 36 Month Term (includes Digital, Full-Color Printing Press and Print Server)

BID PRICE: \$ _____

=====
Bidder includes with this bid submittal: (Please check one)

- | | | |
|--|---------|--------|
| 1. Brochure on equipment being bid (Specification Item #1.4) | ___ Yes | ___ No |
| 2. Copy of the Maintenance Contract (Specification Item #3.15.1.) | ___ Yes | ___ No |
| 3. Location listing of units sold (Specification Item #5.1.1.) | ___ Yes | ___ No |
| 4. System Implementation Plan/Time Line (Specification Item #5.1.2.) | ___ Yes | ___ No |
| 5. List of authorized service technicians (Specification Item #5.2.1.) | ___ Yes | ___ No |
- =====

CITY OF ALEXANDRIA BID SPECIFICATIONS FOR:
DIGITAL FULL-COLOR PRINTING PRESS

PRICE PAGE

Bidder Information:

Company Name: _____

Address: _____

City/State/Zip: _____

Telephone #: (_____) _____ Fax #: (_____) _____

Authorized Printed Name and Title: _____

Authorized Signature: _____

(Per LA R.S. 38:2212(A)(c)(i) - See General Conditions Item #22, Page 4 of these bid specifications.)