



**WASHTENAW COUNTY
FINANCE DEPARTMENT**

Purchasing Division

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Date: January 14, 2009
To: Bob Devault, Purchasing Manager
From: Anne Strieter, Senior Buyer
Re: RFP # 6430

Washtenaw County received responses from 11 companies. This represented 8 manufacturers.

The attached exhibits present an overview of the valid bid responses:

Exhibit A: Price & Selection Rank Points.

- All copiers in each segment were ranked from lowest to highest total price. Ranking points were assigned in each segment, with the lowest points for the highest priced copiers and the highest points for the lowest priced copiers. A multiplying factor of two is applied to these price rank points in Exhibit F to weight the importance of price in the evaluation.
- At the bottom of this sheet, vendors were ranked based on the total number of copier models bid. The vendors with the higher rank points in this category offer the County a greater selection of copier models for placement in a variety of situations.

Exhibit B: Maintenance & Supplies Cost.

- This sheet summarizes the five-year maintenance and supplies cost per copy by copier segments for each vendor. I have added a five-year average cost per copy for each segment, and a five year average cost per copy for all segments for all vendors.
- Ranking points from 1-11 were assigned, with the lowest points for the highest average five-year cost and the highest points for the lowest average five-year cost.
- A listing of vendors from low to high in this category is added at the bottom of the sheet.

Exhibit C: Addenda Evaluation.

- The bid asked for Addenda A –O to be included. Some addenda had to be a specific format. Vendors were ranked on the completeness of the bid submitted, with ranking points from 0-3 assigned per the key at the bottom of the exhibit.
- Addenda A asking for the maximum vendor response time for service, is critical to the County. This addenda was ranked, with ranking points from 0-5 assigned per the key at the bottom of the exhibit.

Exhibit D: Copier Features Evaluation.

- In Addenda O-R vendors were asked to identify 34 specific features for each of the copiers quoted. Ranking points were assigned to the most used feature for every copier bid. (See Exhibit E). The points for each copier were then totaled to obtain the Features Sub-Total points. The copiers are listed from high to low points in each copier segment.

Exhibit E: Copier Features Evaluation Key.

- This exhibit provides the Addenda Evaluation Key to the ranking points assigned in Exhibit E.

Exhibit F: Ranking Summary Sheet

This exhibit combines all of the following ranking points:

- Features Sub-Total Rank Points
- Price Rank Points (x 2)
- Selection Rank Points
- Maintenance and Supplies Cost Rank Points
- Completeness of Bid Rank Points
- Response Time Rank Points

These were totaled for the amount of points.

Exhibit G: Vendor Rankings Based on Anticipated Purchases.

- This exhibit projects the number of purchases of copiers in all segments over the next five years.
- The total points for the top copiers for each segment for each of these vendors, was multiplied by the number of anticipated purchases.
- The sub-totals for each segment were totaled to obtain the total points for each vendor. The vendors were then ranked 1-11.

In order to analyze Exhibit F and G, several factors need to be established as desirable for the County.

- Currently, the County has over 100 copiers from one vendor. In choosing a copier vendor for the County, it is advantageous from an efficiency standpoint to choose a single vendor to supply all four segments of copiers for the next three years, as has been done in the past.
- Currently, the County has a policy regarding the desirability of two-sided copying. Therefore, new copy machines should have the duplexing capability.
- With the current trend toward less staff who need to “work smarter”, copiers with more features that let technology do some of the repetitive

- work, such as sorting and stapling, may be considered desirable depending upon the volume of copying.
- A choice of copier models within each copier segment is desirable in order to ensure the best fit for each placement circumstance, both in terms of features offered and price.

Out of over 100 copiers evaluated on this bid from 11 companies, Ricoh has received the most points. Therefore, it is recommended that the contract be awarded to Ricoh Business Systems, as the vendor best able to fill Washtenaw County's copier purchase and service requirements.

Exhibit A

Department Copiers - Evaluation of Bid #6240
Price and Selection Rank Points

Pts.	Black / Color	Company	Segment 1 Copiers	Price
20	B	Lasercomp, Inc.	Xerox Phaser 3100MFP/X	\$ 302.00
19	B	Albin	Konica Minolta Page Pro 1390MF	\$ 368.00
18	B	Ricoh Bus.	MP 161	\$ 626.00
17	B	OCE	FX 3000	\$ 809.00
16	B	Ricoh Bus.	MP 161 F	\$ 887.00
15	B	Hasselbring Clark	Image Runner 1023N	\$ 1,054.00
14	B	Ricoh Bus.	MP 161 SPF	\$ 1,084.00
13	B	Hasselbring Clark	Image Runner 1023IF	\$ 1,274.00
12	B	OCE	CX 2100	\$ 1,278.00
11	B	Albin	Konica Minolta Bizhub 161/161F	\$ 1,335.00
10	B	Image Bus	Sharp AR-208D	\$ 1,829.00
9	B	Michigan Office Solutions	Xerox M201	\$ 1,838.00
8	B	Premier	Toshiba Estudio 167	\$ 2,017.00
7	B	Canon	Image Runner 2018	\$ 2,811.00
6	B	Hasselbring Clark	Image Runner 2018	\$ 3,699.00
5	B	Michigan Office Solutions	Xerox 5030PH	\$ 3,966.00
4	B	American Imaging	Lanier LD 125spf	\$ 4,067.00
3	B	Hasselbring Clark	Image Runner 2022	\$ 4,504.00
2	B	Univ. Office	Sharp AR-M257	\$ 4,555.00
1	B	American Imaging	Lanier LD 420cSPF	\$ 6,123.00

*w/o cabinet

Department Copiers - Evaluation of Bid #6240
Price and Selection Rank Points

Pts.	Black / Color	Company	Segment 2 Copiers	Price
39	B	Lasercomp, Inc.	Xerox Phaser 3300MFP/X	\$ 501.39
38	B	Ricoh Bus.	MP 1600	\$ 1,142.00
37	B	Ricoh Bus.	MP 2000	\$ 1,401.00
36	B	Ricoh Bus.	MP 1600 L	\$ 1,496.00
35	B	Ricoh Bus.	MP 1600 SPF	\$ 1,691.00
34	B	Ricoh Bus.	MP 2000 L	\$ 1,770.00
33	B	Ricoh Bus.	MP 2000 SFP	\$ 2,050.00
32	B	Albin	Konica Minolta Bizhub 181/ADF & Base	\$ 2,366.00
31	B	Albin	Konica Minolta Bizhub 181/RADF, Duplex & Base	\$ 2,864.00
30	B	Canon	Image Runner 2022	\$ 3,152.00
29	B	Ricoh Bus.	MP 2550 B	\$ 3,165.00
28	B	Premier	Toshiba Estudio 233	\$ 3,484.00
27	B	Canon	Image Runner 2025i	\$ 3,616.00
26	B	Ricoh Bus.	MP 2550 SP	\$ 3,736.00
25	B	Michigan Office Solutions	Xerox 5030PH	\$ 3,967.00
24	B	Premier	Toshiba Estudio 283	\$ 3,998.00
23	B	Canon	Image Runner 2030i	\$ 4,194.00
22	B	Ricoh Bus.	MP 2550 SPF	\$ 4,242.00
21	B	Albin	Konica Minolta Bizhub 200/RADF, Duplex, Finisher & Base	\$ 4,312.00
20	B	Albin	Konica Minolta Bizhub 250/RADF, Duplex, Finisher & Base	\$ 4,481.00
19	B	Univ. Office	Sharp AR-M257	\$ 4,555.00
18	B	Image Bus	Sharp AR-M257	\$ 4,601.00
17	B	Premier	Toshiba Estudio 2330C	\$ 5,068.00
16	B	Premier	Toshiba Estudio 2830C	\$ 5,075.00
15	B	OCE	IM 2330	\$ 5,134.00
14	B	American Imaging	Lanier LD 425 SPF	\$ 5,137.00
13	B	Ricoh Bus.	MP C2000 SFP	\$ 5,249.00
12	B	OCE	IM 2830	\$ 5,375.00
11	B	Hasselbring Clark	Image Runner 3225	\$ 6,010.00
10	B	Albin	Konica Minolta Bizhub C203/RADF, Duplex, Finisher & Base	\$ 6,229.00
9	B	American Imaging	Lanier LD 528cSPF	\$ 6,438.00
8	B	Canon	Image Runner C2550	\$ 6,451.00
7	B	Hasselbring Clark	Image Runner 3230	\$ 6,580.00
6	B	Albin	Konica Minolta Bizhub C253/RADF, Duplex, Finisher & Base	\$ 6,707.00
5	B	Canon	Image Runner C3080	\$ 6,864.00
4	B	Hasselbring Clark	Image Runner C2550	\$ 7,750.00
3	B	Hasselbring Clark	Image Runner C3080	\$ 7,895.00
2	B	OCE	CM 2522	\$ 7,925.00
1	B	Hasselbring Clark	Image Runner C3480	\$ 8,695.00

*w/o cabinet

Pts.	Black / Color	Company	Segment 2 Copiers	Price
12	C	Premier	Toshiba Estudio 2330C	\$ 5,068.00
11	C	Premier	Toshiba Estudio 2830C	\$ 5,075.00
10	C	Ricoh Bus.	MP C2000 SFP	\$ 5,249.00
9	C	Albin	Konica Minolta Bizhub C203/RADF, Duplex, Finisher & Base	\$ 6,229.00
8	C	American Imaging	Lanier LD 528cSPF	\$ 6,438.00
7	C	Canon	Image Runner C2550	\$ 6,451.00
6	C	Albin	Konica Minolta Bizhub C253/RADF, Duplex, Finisher & Base	\$ 6,707.00
5	C	Canon	Image Runner C3080	\$ 6,864.00
4	C	Hasselbring Clark	Image Runner C2550	\$ 7,750.00
3	C	Hasselbring Clark	Image Runner C3080	\$ 7,895.00
2	C	OCE	CM 2522	\$ 7,925.00
1	C	Hasselbring Clark	Image Runner C3480	\$ 8,695.00

*w/o cabinet

Department Copiers - Evaluation of Bid #6240
Price and Selection Rank Points

Pts.	Black / Color	Company	Segment 3 Copiers	Price
34	B	Lasercomp, Inc.	Xerox Phaser 3635MFP/X	\$ 1,656.62
33	B	Ricoh Bus.	MP 3350 B	\$ 3,573.00
32	B	Ricoh Bus.	MP 4000 B	\$ 3,969.00
31	B	Ricoh Bus.	MP 3350 SP	\$ 4,310.00
30	B	Premier	Toshiba Estudio 353	\$ 4,517.00
29	B	Ricoh Bus.	MP 4000 SP	\$ 4,665.00
28	B	Ricoh Bus.	MP 3350 SFP	\$ 4,731.00
27	B	OCE	IM 3512	\$ 4,874.00
26	B	Ricoh Bus.	MP C2800	\$ 4,939.00
25	B	Univ. Office	Sharp AR-M317	\$ 4,971.00
24	B	Ricoh Bus.	MP 4000 SPF	\$ 5,102.00
23	B	Albin	Konica Minolta Bizhub 350/RADF, Duplex, Finisher & Base	\$ 5,327.00
22	B	Canon	Image Runner 3235	\$ 5,367.00
21	B	Ricoh Bus.	MP C2800 SPF	\$ 5,376.00
20	B	Michigan Office Solutions	Xerox 5638 - 2 tray unit	\$ 5,390.00
19	B	American Imaging	Lanier LD 433 SPF	\$ 5,573.00
18	B	Ricoh Bus.	MP C3300	\$ 5,694.00
17	B	Ricoh Bus.	MP C4000	\$ 6,107.00
16	B	Ricoh Bus.	MP C3300 SPF	\$ 6,129.00
15	B	Albin	Konica Minolta Bizhub 421/RADF, Duplex, Finisher & Base	\$ 6,165.00
14	B	Image Bus	Sharp MX-M350NA	\$ 6,275.00
13	B	Premier	Toshiba Estudio 3530C	\$ 6,317.00
12	B	Canon	Image Runner 3245	\$ 6,358.00
11	B	Ricoh Bus.	MP C4000 SPF	\$ 6,538.00
10	B	Michigan Office Solutions	Xerox 5638 - 4 tray unit	\$ 6,570.00
9	B	American Imaging	Lanier LD 533 cSPF	\$ 6,708.00
8	B	Hasselbring Clark	Image Runner 3235	\$ 7,080.00
7	B	Canon	Image Runner C3480	\$ 7,555.00
6	B	Michigan Office Solutions	Xerox 7232	\$ 7,670.00
5	B	Albin	Konica Minolta Bizhub C353/RADF, Duplex, Finisher & Base	\$ 8,175.00
4	B	Hasselbring Clark	Image Runner 3245	\$ 8,480.00
3	B	OCE	CM 3522	\$ 8,763.00
2	B	Canon	Image Runner C4080	\$ 10,532.00
1	B	Hasselbring Clark	Image Runner C4080	\$ 13,250.00

*w/o cabinet

Pts.	Black / Color	Company	Segment 3 Copiers	Price
14	C	Ricoh Bus.	MP C2800	\$ 4,939.00
13	C	Ricoh Bus.	MP C2800 SPF	\$ 5,376.00
12	C	Ricoh Bus.	MP C3300	\$ 5,694.00
11	C	Ricoh Bus.	MP C4000	\$ 6,107.00
10	C	Ricoh Bus.	MP C3300 SPF	\$ 6,129.00
9	C	Premier	Toshiba Estudio 3530C	\$ 6,317.00
8	C	Ricoh Bus.	MP C4000 SPF	\$ 6,538.00
7	C	American Imaging	Lanier LD 533 cSPF	\$ 6,708.00
6	C	Canon	Image Runner C3480	\$ 7,555.00
5	C	Michigan Office Solutions	Xerox 7232	\$ 7,670.00
4	C	Albin	Konica Minolta Bizhub C353/RADF, Duplex, Finisher & Base	\$ 8,175.00
3	C	OCE	CM 3522	\$ 8,763.00
2	C	Canon	Image Runner C4080	\$ 10,532.00
1	C	Hasselbring Clark	Image Runner C4080	\$ 13,250.00

*w/o cabinet

Department Copiers - Evaluation of Bid #6240
Price and Selection Rank Points

Pts.	Black / Color	Company	Segment 4 Copiers	Price
49	B	Lasercomp, Inc.	Xerox Work Centre 4150 XFX	\$ 4,425.02
48	B	Ricoh Bus.	MP 5000 B	\$ 4,836.00
47	B	OCE	IM 4512	\$ 5,180.00
46	B	OCE	CM 4521	\$ 5,180.00
45	B	Ricoh Bus.	MP 5000 SP	\$ 5,356.00
44	B	Premier	Toshiba Estudio 453	\$ 5,404.00
43	B	Michigan Office Solutions	Xerox 5050	\$ 5,730.00
42	B	Ricoh Bus.	MP 5000SPF	\$ 5,793.00
41	B	Canon	Image Runner 3245	\$ 6,358.00
40	B	Albin	Konica Minolta Bizhub 501/RADF, Duplex, Finisher & Base	\$ 6,781.00
39	B	Premier	Toshiba Estudio 4520C	\$ 6,919.00
38	B	Univ. Office	Sharp AR-M450NA	\$ 7,046.00
37	B	Ricoh Bus.	MP 6000	\$ 7,159.00
36	B	Premier	Toshiba Estudio 523	\$ 7,205.00
35	B	Ricoh Bus.	MP C5000	\$ 7,293.00
34	B	American Imaging	Lanier LD 050 SPF	\$ 7,523.00
33	B	Ricoh Bus.	MP C5000 SPF	\$ 7,724.00
32	B	Premier	Toshiba Estudio 603	\$ 7,948.00
31	B	Canon	Image Runner 5050	\$ 7,953.00
30	B	Ricoh Bus.	MP 6000 SP	\$ 8,332.00
29	B	Ricoh Bus.	MP 7000	\$ 8,515.00
28	B	Premier	Toshiba Estudio 5520C	\$ 8,544.00
27	B	Michigan Office Solutions	Xerox WC7345P	\$ 8,714.00
26	B	Ricoh Bus.	MP 6000 SPF	\$ 8,759.00
25	B	Albin	Konica Minolta Bizhub C451/RADF, FS-519 Finisher	\$ 8,882.00
24	B	OCE	IM 5530	\$ 9,219.00
23	B	Ricoh Bus.	MP 8000	\$ 9,294.00
22	B	Canon	Image Runner 5055	\$ 9,312.00
21	B	American Imaging	Lanier LD 445 cSPF	\$ 9,540.00
20	B	Ricoh Bus.	MP 7000 SP	\$ 9,688.00
19	B	Premier	Toshiba Estudio 6520C	\$ 10,019.00
18	B	Ricoh Bus.	MP 7000 SPF	\$ 10,133.00
17	B	Image Bus	Sharp MX-M550N	\$ 10,428.00
16	B	Ricoh Bus.	MP 8000 SP	\$ 10,467.00
15	B	Albin	Konica Minolta Bizhub 600/RADF, FS-504 Finisher	\$ 10,624.00
14	B	Hasselbring Clark	Image Runner 5050	\$ 11,250.00
13	B	Albin	Konica Minolta Bizhub C550/RADF, FS-517 Finisher	\$ 11,332.00
12	B	Canon	Image Runner C4580	\$ 11,463.00
11	B	Canon	Image Runner 5065	\$ 11,471.00
10	B	Hasselbring Clark	Image Runner 5055	\$ 11,850.00
9	B	Ricoh Bus.	MP C6000	\$ 12,413.00
8	B	Canon	Image Runner C5185	\$ 12,496.00
7	B	Hasselbring Clark	Image Runner 5065	\$ 12,995.00
6	B	Albin	Konica Minolta Bizhub 750/RADF, FS-504 Finisher	\$ 13,099.00
5	B	Ricoh Bus.	MP C6000 SP	\$ 13,337.00
4	B	Ricoh Bus.	AFICIO PRO 906 EX	\$ 13,457.00
3	B	Albin	Konica Minolta Bizhub C650/RADF, FS-517 Finisher	\$ 14,162.00
2	B	Hasselbring Clark	Image Runner C4580	\$ 14,165.00
1	B	Hasselbring Clark	Image Runner C5185	\$ 15,705.00

*w/o cabinet

Pts.	Black / Color	Company	Segment 4 Copiers	Price
17	C	OCE	CM 4521	\$ 5,180.00
16	C	Premier	Toshiba Estudio 4520C	\$ 6,919.00
15	C	Ricoh Bus.	MP C5000	\$ 7,293.00
14	C	Ricoh Bus.	MP C5000 SPF	\$ 7,724.00
13	C	Premier	Toshiba Estudio 5520C	\$ 8,544.00
12	C	Michigan Office Solutions	Xerox WC7345P	\$ 8,714.00
11	C	Albin	Konica Minolta Bizhub C451/RADF, FS-519 Finisher	\$ 8,882.00
10	C	American Imaging	Lanier LD 445 cSPF	\$ 9,540.00
9	C	Premier	Toshiba Estudio 6520C	\$ 10,019.00
8	C	Albin	Konica Minolta Bizhub C550/RADF, FS-517 Finisher	\$ 11,332.00
7	C	Canon	Image Runner C4580	\$ 11,463.00
6	C	Ricoh Bus.	MP C6000	\$ 12,413.00
5	C	Canon	Image Runner C5185	\$ 12,496.00
4	C	Ricoh Bus.	MP C6000 SP	\$ 13,337.00
3	C	Albin	Konica Minolta Bizhub C650/RADF, FS-517 Finisher	\$ 14,162.00
2	C	Hasselbring Clark	Image Runner C4580	\$ 14,165.00
1	C	Hasselbring Clark	Image Runner C5185	\$ 15,705.00

*w/o cabinet

Exhibit A

Department Copiers - Evaluation of Bid #6240
Price and Selection Rank Points

Rank Points	Total
Michigan Office Solutions	8
Albin	17
Hasselbring Clark	17
Image Bus	4
Univ. Office	4
Amer Imag	6
Canon	16
Ricoh Bus.	41
OCE	10
Premier	13
LaserCorp	4
	140
Top points for each manufacturer	

This section of ranking is based on how many copiers each company put in their bid

Company	Manufacturer & Model No.	Year in use	Speed	Resolution	User-Load Trays	One-Paper Supply	By-pass	Auto-copies	Doc-feeder	Server	Staple/Fin/DCT	Rec. Max. No. Vol.	LAN Connect/Fax	Total Points
Segment 1 Copiers														
Lasercomp, Inc.	Xerox Phaser 3100MFPiX	3	3	1	0	1	0	2	0	0	1	0	1	18
American Imaging	Lanier LD 2525P	0	3	1	2	3	3	2	2	2	2	1	1	20
American Imaging	Lanier LD 4252SPF	0	3	1	2	3	3	2	2	2	2	1	1	23
Univ. Office	Sharp AR-M257	0	3	1	2	3	3	2	2	2	2	0	1	23
Michigan Office Solutions	Xerox 6030PH	1	3	1	3	3	3	2	2	2	3	0	0	26
Michigan Office Solutions	Xerox 6030PH	1	3	1	3	3	3	2	2	2	3	0	0	26
Image Bus	Sharp AR-M257	0	3	0	1	2	1	2	2	0	0	1	1	16
Premier	Toshiba Estudio 167	2	3	1	3	3	3	2	2	0	3	1	1	29
Canon	Image Runner 2018	2	3	1	3	2	3	2	2	2	3	1	1	28
Albin	Konica Minolta Page Pro 1800MFP	2	3	1	0	0	2	0	0	0	2	1	1	16
Albin	Konica Minolta Bizhub 1611E1F	2	3	1	0	0	2	0	0	0	2	1	1	16
Hasselberg Clark	Image Runner 1023N	2	3	1	2	3	3	2	0	0	3	1	0	23
Hasselberg Clark	Image Runner 1023P	2	3	1	2	3	3	2	0	0	3	1	1	24
Hasselberg Clark	Image Runner 2018	2	3	1	3	3	3	2	2	2	3	1	1	29
Hasselberg Clark	Image Runner 2022	2	3	1	3	3	3	2	2	2	3	1	1	29
OCE	CX 3000	0	3	1	3	3	3	2	2	2	2	1	1	25
OCE	CX 2100	3	3	1	2	2	3	2	1	1	2	1	1	25
Roch Bus.	MP 161	0	3	1	2	3	3	2	2	2	1	0	0	21
Roch Bus.	MP 161 F	0	3	1	2	3	3	2	2	2	1	0	0	21
Roch Bus.	MP 161 SPF	2	3	1	2	3	3	2	2	2	2	1	1	25
Segment 2 copiers:														
Lasercomp, Inc.	Xerox Phaser 3300MFPiX	3	3	1	1	2	0	2	0	0	2	1	1	18
American Imaging	Lanier LD 425 SPF	0	3	1	2	3	3	2	2	0	0	1	1	20
American Imaging	Lanier LD 525PSPF	0	3	1	2	3	3	2	2	2	0	1	1	22
Univ. Office	Sharp AR-M257	0	3	1	2	3	3	2	2	2	2	0	0	23
Michigan Office Solutions	Xerox 6030PH	1	3	1	3	3	3	2	2	2	3	0	0	26
Image Bus	Sharp AR-M257	0	3	1	2	3	3	2	2	2	0	1	1	23
Premier	Toshiba Estudio 233	3	3	1	3	3	3	2	2	2	2	1	1	34
Premier	Toshiba Estudio 283	3	3	1	3	3	3	2	2	2	2	1	1	29
Premier	Toshiba Estudio 230C	3	3	1	3	3	3	2	2	2	1	1	1	28
Premier	Toshiba Estudio 235C	3	3	1	3	3	3	2	2	2	1	1	1	28
Canon	Image Runner 2022	2	3	1	3	2	3	2	2	2	2	1	1	26
Canon	Image Runner 2025P	2	3	1	3	2	3	2	2	2	2	1	1	27
Canon	Image Runner 2030	2	3	1	3	2	3	2	2	2	2	1	1	26
Canon	Image Runner C2550	3	3	1	3	2	3	2	2	2	2	1	1	27
Canon	Image Runner C3060	3	3	1	3	2	3	2	2	2	2	1	1	29
Albin	Konica Minolta Bizhub 1811ADF & Base	2	3	1	0	3	2	0	0	0	1	1	1	18
Albin	Konica Minolta Bizhub 1811RADF Duplex & Base	2	3	1	0	3	2	0	0	0	1	1	1	18
Albin	Konica Minolta Bizhub 200RADF Duplex, Finisher & Base	2	3	1	0	3	2	0	0	0	1	1	1	24
Albin	Konica Minolta Bizhub 250RADF Duplex, Finisher & Base	2	3	1	0	3	2	0	0	0	1	1	1	24
Albin	Konica Minolta Bizhub C253RADF Duplex, Finisher & Base	2	3	1	0	3	2	0	0	0	1	1	1	24
Albin	Konica Minolta Bizhub C253RADF Duplex, Finisher & Base	2	3	1	0	3	2	0	0	0	1	1	1	24
Hasselberg Clark	Image Runner 3225	3	3	1	3	3	3	2	2	2	2	1	1	29
Hasselberg Clark	Image Runner 3230	3	3	1	3	3	3	2	2	2	2	1	1	30
Hasselberg Clark	Image Runner C2550	3	3	1	3	2	3	2	2	2	2	1	1	27
Hasselberg Clark	Image Runner C3060	3	3	1	3	2	3	2	2	2	2	1	1	29
OCE	IM 2330	2	3	1	2	3	3	2	2	2	3	1	1	27
OCE	IM 2330	2	3	1	2	3	3	2	2	2	2	1	1	27
OCE	CM 2522	3	3	1	2	3	3	2	2	2	2	1	1	28
Roch Bus.	MP 1600	2	3	1	2	3	3	2	2	2	1	1	1	20
Roch Bus.	MP 2000	2	3	1	2	3	3	2	2	2	1	1	1	23
Roch Bus.	MP 1600 L	2	3	1	2	3	3	2	2	2	1	1	1	20
Roch Bus.	MP 1600 SPF	2	3	1	2	3	3	2	2	2	1	1	1	20
Roch Bus.	MP 2000 L	2	3	1	2	3	3	2	2	2	1	1	1	24
Roch Bus.	MP 2000 SPF	2	3	1	2	3	3	2	2	2	1	1	1	25
Roch Bus.	MP C2500 SPF	3	3	1	3	3	3	2	2	2	2	1	1	26
Roch Bus.	MP 2500 B	3	3	1	3	3	3	2	2	2	1	0	0	26
Roch Bus.	MP 2500 SPF	3	3	1	3	3	3	2	2	2	1	1	1	27
Roch Bus.	MP 2500 SPF	3	3	1	3	3	3	2	2	2	1	1	1	27
Segment 3 Copiers:														
Lasercomp, Inc.	Xerox Phaser 3635MFPiX	3	3	1	1	2	0	2	2	2	0	1	1	22
American Imaging	Lanier LD 433 SPF	0	3	1	2	3	0	2	2	2	0	0	1	20
American Imaging	Lanier LD 533 CSPF	0	3	1	2	3	0	2	2	2	0	1	1	22
Univ. Office	Sharp AR-M317	0	3	1	2	3	3	2	2	2	0	1	1	23
Michigan Office Solutions	Xerox 4638	2	3	1	3	3	3	2	2	2	3	1	1	27
Michigan Office Solutions	Xerox 4638 - 2 tray unit	2	3	1	3	3	3	2	2	2	3	1	1	29
Michigan Office Solutions	Xerox 4638 - 4 tray unit	2	3	1	1	3	3	2	2	2	3	1	1	25
Image Bus	Sharp MX-M350NA	0	3	1	1	3	3	2	2	2	0	1	1	20
Image Bus	Toshiba Estudio 353	3	3	1	3	3	3	2	2	2	3	1	1	29
Premier	Toshiba Estudio 353C	3	3	1	3	3	3	2	2	2	3	1	1	29
Canon	Image Runner 3235	3	3	1	3	2	3	2	2	2	2	1	1	28
Canon	Image Runner 3245	3	3	1	3	2	3	2	2	2	2	1	1	29
Canon	Image Runner C4060	3	3	1	3	2	3	2	2	2	2	1	1	29
Albin	Konica Minolta Bizhub 350RADF Duplex, Finisher & Base	2	3	1	1	3	3	2	0	0	3	1	1	23
Albin	Konica Minolta Bizhub 421RADF Duplex, Finisher & Base	2	3	1	1	3	3	2	0	0	3	1	1	24
Albin	Konica Minolta Bizhub C353RADF Duplex, Finisher & Base	2	3	1	1	3	3	2	0	0	2	1	1	21
Hasselberg Clark	Image Runner 3235	3	3	1	3	3	3	2	2	2	3	1	1	29
Hasselberg Clark	Image Runner 3245	3	3	1	3	3	3	2	2	2	2	1	1	30
Hasselberg Clark	Image Runner C4060	2	3	1	3	3	3	2	2	2	3	1	1	29
OCE	IM 3612	3	3	1	1	3	3	2	2	2	2	1	1	26
OCE	CM 3522	3	3	1	1	3	3	2	2	2	2	1	1	26
Roch Bus.	MP 3300 B	3	3	1	3	3	3	2	2	2	1	0	0	24
Roch Bus.	MP 3300 SP	3	3	1	3	3	3	2	2	2	1	0	0	25
Roch Bus.	MP 3300 SPF	3	3	1	3	3	3	2	2	2	1	1	1	26
Roch Bus.	MP C3000	3	3	1	3	3	3	2	2	2	1	0	0	25
Roch Bus.	MP C3000 SPF	3	3	1	3	3	3	2	2	2	1	0	0	25
Roch Bus.	MP C3000 SP	3	3	1	3	3	3	2	2	2	1	0	0	26
Roch Bus.	MP 4000 B	3	3	1	3	3	3	2	2	2	1	0	0	26
Roch Bus.	MP 4000 SP	3	3	1	3	3	3	2	2	2	1	0	0	27
Roch Bus.	MP 4000 SPF	3	3	1	3	3	3	2	2	2	1	1	1	28
Roch Bus.	MP C4000	3	3	1	3	3	3	2	2	2	1	1	1	28
Roch Bus.	MP C4000 SPF	3	3	1	3	3	3	2	2	2	1	1	1	28
Segment 4 Copiers:														
Lasercomp, Inc.	Xerox Work Centre 4150 FX	3	3	1	0	3	3	2	2	2	0	1	1	23
American Imaging	Lanier LD 050 SPF	0	3	1	2	3	2	2	2	2	0	0	1	21
American Imaging	Lanier LD 445 CSPF	0	3	1	1	3	3	2	2	2	0	0	1	22
Univ. Office	Sharp AR-M450NA	0	3	1	1	3	3	2	2	2	0	1	1	20
Univ. Office	Xerox WC7345P	2	3	1	1	3	3	2	2	2	2	1	1	25
Michigan Office Solutions	Xerox 6050	1	3	1	3	3	3	2	2	2	3	0	0	24
Image Bus	Sharp MX-M500N	0	3	1	1	3	3	2	2	2	0	1	1	23
Image Bus	Toshiba Estudio 453	3	3	1	3	3	3	2	2	2	3	1	1	29
Premier	Toshiba Estudio 523	3	3	1	3	3	3							

EXHIBIT C

Departmental Copiers - Evaluation of Bid #6240

Addenda

VENDOR:	Michigan Office Solutions	Albin	Hasselbring Clark	Image Bus	Univ. Office	Amer Imag	Canon	Ricoh Bus.	OCE	Premier
Copier Brand:	Xerox	Konica	Canon	Sharp	Sharp	Lanier	Canon	Ricoh	OCE	Toshiba
ITEM:										
Addenda Included:										
Addenda A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda B	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda C	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda D	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda E	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda F	N	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda G	N	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda H	N	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda I	N	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda J	N	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda K	N	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda L	N	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda M	N	Y	Y	Y	Y	Y	Y	Y	Y	Y
Addenda N	N	Y	Y	Y	Y	Y	Y	Y	Y	N
Addenda O	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Completeness of Bid										
Rank Points:	1	3	3	3	3	3	3	3	3	2
Response Time										
Rank Points:	4	4	4	1	4	4	4	4	1	4

Rank Points Key:

Completeness of Bid

- All addenda included w/M-P in proper format = 3
- All addenda included w/o M-P in proper format = 2
- Addenda partially included = 1
- Addenda not included or requirements not met = 0

Response Time:

- 4 hrs. = 5
- 4 hrs avg = 4
- 3-6 hrs = 3
- 4-6 hrs = 2
- 6 hrs = 1
- n/a = 1

Exhibit E

Departmental Copiers - Evaluation of Bid #6240
Evaluation Key

Year Introduced:	User-adjustable Trays:	Bypass (# sheets):
2009,2008 =3	Yes = 1	80,100,150 = 3
2007,2006,2005 = 2	No, n/a = 0	20,40,50 = 2
2004,2003 = 1		1 = 1
n/a= 0		No, n/a = 0

Speed:	Optional Paper Supply:	Rec. Max Monthly Volume:
Segment 1	Segment 1	Segment 1
18,21,22 = 3	>1000 total = 3	>25,000 total = 3
12,13,14,15,16 = 2	500 total = 2	>10,000 total = 2
9,10 = 1	250 total = 1	>3,500 total = 1
n/a = 0	No, n/a = 0	Segment 2
Segment 2	Segment 2	>100,000 total = 3
25,27,28,30,33 = 3	>950 total = 3	>75,000 total = 2
20,22,23 = 2	500 total = 2	>20,000 total = 1
17,18 = 1	250 total = 1	Segment 3
n/a = 0	No, n/a = 0	>120,000 total - 3
Segment 3	Segment 3	>100,000 total = 2
40,43,45 = 3	>1500 total = 3	>80,000 total = 1
35,38 = 2	950, 1000 total = 2	Segment 4
32,33 = 1	>500 total = 1	>300,000 total = 3
Segment 4	No, n/a = 0	>200,000 total = 2
60,62,65 = 3	Segment 4	>100,000 total = 1
50,52,53,55,56,58 = 2	>2000 total = 3	
45,46 = 1	1500\1800 total = 2	
	1000 = 1	
	No, n/a = 0	

Reduction & Enlargement:	Auto.Duplex (#size sheets):	LAN Connected Printer:
>50%\200% = 3	>50 included = 3	Yes = 1
<50%\200% = 2	<50 included = 2	No, n/a = 0
No = 1	option = 1	LAN Connected Fax: Segment 1
n/a = 0	No,n/a = 0	Yes = 1 5,000 total = 3
	Document Feeder(s):	No, n/a = 0 0,000 total = 2
	included = 2	>3,500 total = 1
	optional = 1	Segment 2
	No, n/a = 0	>100,000 total = 3
Sorters:		>75,000 total = 2
	included = 2	>20,000 total = 1
	optional = 1	Segment 3
	No, n/a = 0	>120,000 total - 3
Stapling/Finisher/OCT:		>100,000 total = 2
	included = 2	>80,000 total = 1
	optional = 1	Segment 4
	No, n/a = 0	>300,000 total = 3
		>200,000 total = 2
		>100,000 total = 1

Yes = 1
No, n/a = 0

Yes = 1
No, n/a = 0

EXHIBIT F

Departmental Copiers - Evaluation of Bid #6240
Rankings Summary Sheet

MP 2550 SP	26	0	41	11	5	27	3	4	117	20	2340	
MP 2550 B	29	0	41	11	5	26	3	4	119	20	2380	
MP 1600 SPF	35	0	41	11	5	20	3	4	119	20	2380	
MP 1600 L	36	0	41	11	5	20	3	4	120	20	2400	
MP 2000 SPF	33	0	41	11	5	25	3	4	122	20	2440	
MP 2000 L	34	0	41	11	5	24	3	4	122	20	2440	
MP 1600	38	0	41	11	5	20	3	4	122	20	2440	
MP 2000	37	0	41	11	5	23	3	4	124	20	2480	

EXHIBIT G

**Department Copiers - Evaluation of Bid #6240
Vendor Final Ranking**

Vendor: Copier Brand	Michigan Office Xerox	Albin Konica	Hasselbrin Canon	Image Bus Sharp	Univ. Office Sharp	Amer Imag Lanier	Canon Canon	Ricoh Bus. Ricoh	OCE OCE	Premier Toshiba	LaserCorp Xerox
Segment 1 copiers:	2	2	2	2	2	2	2	2	2	2	2
Points	65	77	74	38	39	54	71	103	67	70	43
Sub-Total	130	154	148	76	78	108	142	206	134	140	86
Segment 2 copiers:	20	20	20	20	20	20	20	20	20	20	20
Points	81	92	76	53	56	64	92	124	67	100	64
Sub-Total	1,620	1,840	1,520	1,060	1,120	1,280	1,840	2,480	1,340	2,000	1,280
Segment 3 copiers:	9	9	9	9	9	9	9	9	9	9	9
Points	75	88	73	46	62	64	86	129	79	97	64
Sub-Total	675	792	657	414	558	576	774	1,161	711	873	576
Segment 4 copiers:	20	20	20	20	20	20	20	20	20	20	20
Points	97	102	76	52	72	80	106	140	111	119	80
Sub-Total	1,940	2,040	1,520	1,040	1,440	1,600	2,120	2,800	2,220	2,380	1,600
Total Points	4,365	4,826	3,845	2,590	3,196	3,564	4,876	6,647	4,405	5,393	3,542
Vendor Ranking	6	8	7	11	10	4	3	1	5	2	9