

**Lee County Board Of County Commissioners  
Agenda Item Summary**

**Blue Sheet No. 20060208**

**1. ACTION REQUESTED/PURPOSE:** Approve award of Formal Quotation No. Q-060062 Annual Purchase of Printing Supplies for the Library, to the low quoters meeting specifications as follows: Upstate Computers Corp. for Section A – OEM Product and Marathon Ribbon for Section B – Remanufactured Product, at the prices as listed on the attached Lee County Tabulation Sheet. The initial term of this quote is one year; also request authority to renew this quote for four additional one-year periods, at the same terms and conditions, if in the best interest of Lee County; and to exercise the price escalator clause as per the specifications on an as-needed basis. In the event that the low quoter is unable to establish the effectiveness of their product, request the Purchasing Director be given authority to act on behalf of the Board in the event of vendor non-compliance so that the Purchasing Director can proceed to the next low quoter(s). Funding will be available from the individual department or division's budget whom will be responsible for monitoring their individual expenditures. The Library estimates expending approximately \$100,000 annually for printing supplies. Permission is also requested to negotiate prices for new cartridges with the awarded vendors on an as-needed basis over the term of the quote.

**2. WHAT ACTION ACCOMPLISHES:** Provides the Library with a reliable source of printing supplies for staff and patron printers located at branches throughout Lee County.

**3. MANAGEMENT RECOMMENDATION:** Approve as stated.

<b>4. Departmental Category:</b> <u>06</u> <b>CGH</b>		<b>5. Meeting Date:</b> <b>03-14-2006</b>
<b>6. Agenda:</b> <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Administrative <input type="checkbox"/> Appeals <input type="checkbox"/> Public <input type="checkbox"/> Walk-On	<b>7. Requirement/Purpose: (specify)</b>	
	<input type="checkbox"/> Statute	
	<input type="checkbox"/> Ordinance	
	<input checked="" type="checkbox"/> Admin. Code	<b>AC-4-1</b>
	<input type="checkbox"/> Other	
		<b>8. Request Initiated:</b> Commissioner _____ Department _____ Division <u>Library</u> By: <u>Pete Winton, Acting Director</u>

**9. Background:** On December 20, 2005, the Division of Purchasing received sealed quotations for the annual purchase of printing supplies for the Library. On that date, fifteen responses were received. The quotations have been thoroughly reviewed, and a recommendation is being made to award to Upstate Computers Corp. for Section A – OEM Product and Marathon Ribbon for Section B – Remanufactured Product as the low quoters meeting all specification requirements.

Funding is available: KG5710114800.505120

Please See Attachments:

- (1) Tabulation Sheet
- (2) Specifications
- (3) Upstate Computers' Quotation
- (4) Marathon Ribbon's Quotation
- (5) Department's Recommendation

**10. Review for Scheduling:**

Department Director	Purchasing or Contracts	Human Resources	Other	County Attorney	Budget Services				County Manager/P.W. Director
					Analyst	Risk	Grants	Met.	
<u>2-21-06</u>	<u>2-21-06</u>			<u>2/22/06</u>	<u>2/23/06</u>	<u>2/23/06</u>	<u>2/23/06</u>	<u>2/23/06</u>	<u>PW 2/23/06</u>

**11. Commission Action:**

- Approved
- Deferred
- Denied
- Other

RECEIVED BY COUNTY ADMIN: <u>TP</u>
<u>2-23-06</u>
<u>11:34</u>
COUNTY ADMIN FORWARDED TO: <u>PK</u>
<u>2/23/06</u>
<u>3pm</u>

Rec. by CoAtty
Date: <u>2/23/06</u>
Time: <u>9:40am</u>
Forwarded To: _____

LEE COUNTY, FLORIDA TABULATION SHEET  
 FOR  
 ANNUAL PURCHASE OF PRINTING SUPPLIES

**TOTALS ONLY**  
**VENDORS**

	A TONER WAREHOUSE YES	BETTER BUSINESS FORMS YES	TONER PLUS YES	MARATHON RIBBON YES	UPSTATE COMPUTERS YES	AMERICAN TONER PRODUCTS YES
GRAND TOTAL - SECTION A:	\$75,992.31	\$95,875.00	\$83,654.15	\$0.00	\$74,960.79	\$77,759.70
GRAND TOTAL - SECTION B:	\$59,000.00	\$0.00	\$46,568.47	\$38,305.80	\$0.00	\$0.00
GRAND TOTAL - SECTIONS A & B:	\$134,992.31	\$95,875.00	\$130,222.62	\$38,305.80	\$74,960.79	\$77,759.70

**OPTION A - USED CARTRIDGE CREDIT**

AMOUNT CREDITED PER USED CARTRIDGE	2	3	4-6 DAYS	5	7-12 DAYS
Delivered within calendar days	NO	NO	NO	NO	NO
Local Vendor Preference	NO	NO	NO	NO	NO
Modifications	NO	NO	YES*	NO	NO
Quote Signed	YES	YES	YES	YES	YES
Meets Specifications	NO	YES	YES	YES	YES
Occupational License Number	N/A	872383	N/A	N/A	N/A
Copies Provided	YES	YES	YES	YES	YES
Submittals	NO	N/A	YES	N/A	N/A
Deliver with own vehicle	NO	NO	NO	NO	NO

**NO BIDS**

\*RIBBONS ARE SOLD BY 6/BOX-NOT BY EACH ONLY

POSTING TIME/DATE

FROM: / /

UNTIL: / /

BY:

**ATTACHMENT #1**

FOR ANNUAL PURCHASE OF PRINTING SUPPLIES

JETSCAPE LASER SERVICE	NORTHERN SPECIALTY SUPPLIES	SOUTHERN COMPUTER WAREHOUSE	ALPHA OMEGA BUSINESS SYSTEMS	OUT OF TONER.COM	ACCURATE FORMS & SUPPLIES
YES	YES	YES	YES	YES	YES
\$97,061.76	\$88,398.64	\$75,432.23	\$81,179.51	\$0.00	\$77,172.73
\$55,390.29	\$41,692.24	\$0.00	\$35,862.82	\$47,577.00	\$0.00
<b>GRAND TOTAL - SECTIONS A &amp; B:</b>					
\$152,452.05	\$130,090.88	\$75,432.23	\$117,042.33	\$47,577.00	\$77,172.73

**OPTION A - USED CARTRIDGE CREDIT**

AMOUNT CREDITED PER USED CARTRIDGE	EVEN EXCHANGE	AMOUNT	VARIES	AMOUNT	\$0.00	\$0.00
Delivered within calendar days	2	NOT STATED	3-7 DAYS	30 DAYS	1	2-7 DAYS
Local Vendor Preference	YES	NOT STATED	NO	YES	NOT STATED	NO
Modifications	YES**	YES***	NO	NO****	NO	NO
Quote Signed	YES	YES	YES	YES	YES	YES
Meets Specifications	NO	NO	NO	NO	NO****	YES
Occupational License Number	980807	N/A	N/A	NOT STATED	N/A	N/A
Copies Provided	YES	YES	YES	YES	YES	YES
Submittals	NO	YES	N/A	NO	N/A	N/A
Deliver with own vehicle	YES	NO	NO	YES	NO	NO

**NO BIDS**

\*\*VENDOR TOOK THE FOLLOWING MODIFICATIONS IN SECTION B: ITEM #13-"NOT AVAILABLE"; ITEMS #29,#32,#33,#34, #48,#50,& #51 VENDOR STATES NEW ONLY; #58 VENDOR SAYS NOT AVAILABLE BUT OTHER VENDORS QUOTED; ITEM #59,#60, & #61 NEW GENERIC ONLY; #62 AVAILABLE NEW ONLY

\*\*\*VENDOR REQUIRES A MINIMUM AMOUNT FOR DELIVERY - THIS DOES NOT MEET SPECIFICATIONS

\*\*\*\*VENDOR DID NOT STATE ANY MODIFICATIONS: HOWEVER, IT IS STATED THE FOLLOWING ITEMS IN SECTION B ARE "NOT AVAILABLE IN REMANUFACTURED"; #29,#30,#31,#32,#33,#34,#35,#36,#48,#51,#61,AND #62

\*\*\*\*\*VENDOR DID NOT QUOTE ON ALL ITEMS IN THE SECTION AS REQUIRED BY THE SPECIFICATIONS

POSTING TIME/DATE

FROM: /

UNTIL: /

BY:

**FORMAL QUOTATION #Q-060062** **LEE COUNTY, FLORIDA TABULATION SHEET**  
**OPENING DATE: December 20, 2005** **FOR**  
**BUYER: Bob Franceschini** **ANNUAL PURCHASE OF PRINTING SUPPLIES**

VENDORS	GLOBAL		FKM		THE	
	ASSOCIATES	COMPUTERS	COPIER	PRODUCTS	TREE	HOUSE
ADDENDUM ACKNOWLEDGED	YES	YES	YES	YES	NO*****	NO*****
GRAND TOTAL - SECTION A:	\$79,064.13	\$79,119.26	\$79,119.26	\$82,504.80		
GRAND TOTAL - SECTION B:	\$0.00	\$0.00	\$0.00	\$0.00		
GRAND TOTAL - SECTIONS A & B:	\$79,064.13	\$79,119.26	\$79,119.26	\$82,504.80		

**OPTION A - USED CARTRIDGE CREDIT**  
 AMOUNT CREDITED PER USED CARTRIDGE \$0.00 TO BE DETERMINED

Delivered within calendar days 2 10-3-5 DAYS  
 Local Vendor Preference NO NO NO  
 Modifications NO NO NO  
 Quote Signed YES YES YES  
 Meets Specifications YES YES NO\*\*\*\*\*  
 Occupational License Number N/A N/A N/A  
 Copies Provided YES YES YES  
 Submittals N/A N/A N/A  
 Deliver with own vehicle YES NO NO

**NO BIDS**

\*\*\*\*\*VENDOR DID NOT ACKNOWLEDGE ADDENDUM #1

POSTING TIME/DATE  
 FROM: / /  
 UNTIL: / /  
 BY:



**LEE COUNTY**  
SOUTHWEST FLORIDA

PROJECT NO.: Q-060062

OPEN DATE: DECEMBER 20, 2005

AND TIME: 2:30 P.M.

PRE-BID DATE: DECEMBER 7, 2005

AND TIME: 10:00 A.M.

LOCATION: LEE COUNTY PURCHASING  
1825 HENDRY ST., 3<sup>RD</sup> FL  
FORT MYERS, FL 33901

# REQUEST FOR QUOTATIONS

## TITLE:

## THE ANNUAL PURCHASE OF PRINTING SUPPLIES

REQUESTER: LEE COUNTY BOARD OF COUNTY COMMISSIONERS  
DIVISION OF PURCHASING

**MAILING ADDRESS**

P.O. BOX 398  
FORT MYERS, FL 33902-0398

**PHYSICAL ADDRESS**

1825 Hendry St 3<sup>rd</sup> Floor  
FORT MYERS, FL 33901

BUYER: BOB FRANCESCHINI, C.P.M., CPPB  
PURCHASING AGENT  
PHONE NO.: (239) 344-5450

Bob Janes  
*District One*

Douglas R. St. Cerny  
*District Two*

Ray Judah  
*District Three*

Tammy Hall  
*District Four*

John E. Albion  
*District Five*

Donald D. Stilwell  
*County Manager*

David M. Owen  
*County Attorney*

Diana M. Parker  
*County Hearing Examiner*

**December 7, 2005**

**Quotation No.: Q-060062**

**LEE COUNTY ADDENDUM NUMBER ONE  
TO THE SPECIFICATIONS FOR  
THE ANNUAL PURCHASE OF PRINTING SUPPLIES**

**QUOTERS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE  
PROPOSAL QUOTE FORM (PAGE 13 OF THE QUOTE PACKAGE).**

The original specifications and other contract documents are amended as noted below:

**Page 15/Section A/Item 19:**

The part number will change from C51625A to 51625A

**Page 22/Section B/Item 19:**

The part number will change from C51625A to 51625A

**Pages 15 & 16/Section A/Items 21, 23, 24, 26, & 27:**

Items 21, 23, 24, 26, & 27 are deleted from this quote.

**Pages 22 & 23/Section B/Items 21, 23, 24, 26, & 27:**

Items 21, 23, 24, 26, & 27 are deleted from this quote.

**Pages 15 & 16/Section A/Items 20, 22,& 25:**

Items 20, 22, & 25 are deleted from this quote.

**Pages 22 & 23/Section B/Items 20, 22,& 25:**

Items 20, 22, & 25 are deleted from this quote.

**Page 18/Section A/Items 47& 50:**

Item 47 is deleted from this quote.

The estimated annual usage for Item 50 is revised to 20.

**Page 25/Section B/Items 47& 50:**

Items 47 and 50 are deleted from this quote.

**Page 19/Section A/Items 53& 55:**

Item 53 is deleted from this quote.

The estimated annual usage for Item 55 is revised to 87.

**Pages 25 & 26/Section B/Items 53& 55:**

Item 53 is deleted from this quote.

The estimated annual usage for Item 55 is revised to 87.

**Page 19/Section A/Item 59:**

The part number will change from S020108 to S189108

**Page 26/Section B/Item 59:**

The part number will change from S020108 to S189108

**Page 19/Section A/Item 60:**

The part number will change from S020089 to S191089

**Page 26/Section B/Item 60:**

The part number will change from S020089 to S191089


Addendum #1 – Formal Quote No. Q-060062  
Page 3 of 3

**\*\*\*VENDORS – PLEASE NOTE:**

**The totals for Sections A & B – and the Grand Total - will reflect the above listed changes.**

If there are any questions regarding this addendum, please contact Bob Franceschini at 239-344-5450.

DIVISION OF PURCHASING



Robert D. Franceschini, C.P.M., CPPB  
Purchasing Agent

/rdf

cc: Karin Grant  
Dave Santucci  
Lisa Pierce/Minutes



**GENERAL CONDITIONS**

Sealed Quotations will be received by the DIVISION OF PURCHASING, until 2:30pm on the date specified on the cover sheet of this "Request for Quotations", and opened immediately thereafter by the Purchasing Director or designee.

Any question regarding this solicitation should be directed to the Buyer listed on the cover page of this solicitation, or by calling the Division of Purchasing at (239) 344-5450.

1. **SUBMISSION OF QUOTE:**

a. Quotations shall be sealed in an envelope, and the outside of the envelope should be marked with the following information:

1. Marked with the words "Sealed Quote"
2. Name of the firm submitting the quotation
3. Title of the quotation
4. Quotation number

b. The Quotation shall be submitted in triplicate as follows:

1. The original consisting of the Lee County quotes forms completed and signed.
2. A copy of the original quote forms for the Purchasing Director.
3. A second copy of the original quote forms for use by the requesting department.

c. The following should be submitted along with the quotation in a separate envelope. This envelope should be marked as described above, but instead of marking the envelope as "Sealed Quote", please indicate the contents; i.e., literature, drawings, submittals, etc. This information should be submitted in duplicate.

1. Any information (either required or in addition to that asked for by the specifications) necessary to analyze your quotation; i.e., required submittals, literature, technical data, financial statements.
2. Warranties and guarantees against defective materials and workmanship.

d. **ALTERNATE QUOTE:** If the vendor elects to submit more than one quote, then the quotes should be submitted in separate envelopes and marked as indicated above. The second, or alternate quote should be marked as "Alternate".

- e. **QUOTES RECEIVED LATE:** It is the quoter's responsibility to ensure that his quote is received by the Division of Purchasing prior to the opening date and time specified. Any quote received after the opening date and time will be promptly returned to the quoter unopened. Lee County will not be responsible for quotes received late because of delays by a third party delivery service; i.e., U.S. Mail, UPS, Federal Express, etc.
- f. **QUOTE CALCULATION ERRORS:** In the event there is a discrepancy between the total quoted amount or the extended amounts and the unit prices quoted, the unit prices will prevail and the corrected sum will be considered the quoted price.
- g. **PAST PERFORMANCE:** All vendors will be evaluated on their past performance and prior dealings with Lee County (i.e., failure to meet specifications, poor workmanship, late delivery, etc.).
- h. **WITHDRAWAL OF QUOTE:** No quote may be withdrawn for a period of 90 days after the scheduled time for receiving quotes. A quote may be withdrawn prior to the quote-opening date and time. Such a request to withdraw should be made in writing to the Purchasing Director, who will approve or disapprove of the request.
- i. **COUNTY RESERVES THE RIGHT:** The County reserves the right to waive minor informalities in any quote; to reject any or all quotes with or without cause; and/or to accept the quote that in its judgment will be in the best interest of the County of Lee.
- j. **EXECUTION OF QUOTE:** All quotes shall contain the signature of an authorized representative of the quoter in the space provided on the quote proposal form. All quotes shall be typed or printed in ink. The bidder may not use erasable ink. All corrections made to the quote shall be initialed.

2. **ACCEPTANCE**

The materials and/or services delivered under the quote **shall** remain the property of the seller until a physical inspection and actual usage of these materials and/or services is accepted by the County and is to be in compliance with the terms herein, fully in accord with the specifications and of the highest quality. In the event the materials and/or services supplied to the County are found to be defective or do not conform to specifications, the County reserves the right to cancel the order upon written notice to the seller and return such product to the seller at the seller's expense.

3. **SUBSTITUTIONS**

Whenever in these specifications a brand name or make is mentioned, it is the intention of the County only to establish a grade or quality of materials and not to rule out other brands or makes of equality. However, if a product other than that specified is quote, it is the vendor's responsibility to name such product with his quote and to prove to the County that said product is equal to the product specified. Lee County **shall** be the sole judge as to whether a product being offered by the quoter is actually equivalent to the one being specified by the detailed specifications. (Note: This paragraph does not apply when it is determined that the technical requirements of this solicitation require only a specific product as stated in the detailed specifications.)

4. **RULES, REGULATIONS, LAWS, ORDINANCES & LICENSES**

The awarded vendor shall observe and obey all laws, ordinances, rules, and regulations, of the federal, state, and local government, which may be applicable to the supply of this product or service.

- a. Occupational License – Vendor shall submit within 10 calendar days after request.
- b. Specialty License(s) – Vendor shall possess at the time of the opening of the quote all necessary permits and/or license required for the sale of this product and/or service and upon the request of the County provide copies of licenses and/or permits within 10 calendar days after request.

5. **RECYCLED PRODUCTS**

It is the Lee County Board of County Commissioners' stated policy objective to "Ensure all departments are aware of the availability of recycled products..." (Administrative Code #AC-10-4). In an effort to provide the utmost opportunity for the use of recycled products by Lee County, vendors should list on their letterhead, all necessary information regarding any applicable recycled products they have available. Recycled products should meet all other specifications listed and have a minimum of 50%-recycled content. Whenever fiscally feasible, available recycled products will be purchased.

6. **WARRANTY/GUARANTY** (unless otherwise specified)

All materials and/or services furnished under this quote shall be warranted by the vendor to be free from defects and fit for the intended use.

7. **PRE-BID CONFERENCE**

A pre-bid conference will be held at the location, date, and time specified on the cover of this solicitation. Pre-bid conferences are generally non-mandatory, but it is highly recommended that everyone planning to submit a quote attend.

In the event a pre-bid conference is classified as mandatory, it will be so specified on the cover of this solicitation and it will be the responsibility of the quoter to ensure that they are represented at the pre-bid. Only those quoters who attend the pre-bid conference will be allowed to quote on this project.

8. **BIDDERS LIST MAINTENANCE**

A bidder should respond to "Request for Quotations" in order to be kept on the Bidder's List. Failure to respond to three different "request for quotations" may result in the vendor being removed from the Bidder's List. A bidder may do one of the following, in order to respond properly to the request:

- a. Submission of a quotation prior to the quote receipt deadline.
- b. Submission of a "no bid" notice prior to the quote receipt deadline.

9. **LEE COUNTY PAYMENT PROCEDURES**

All vendors are requested to mail one original invoice and one invoice copy to:

Lee County Finance Department  
Post Office Box 2238  
Fort Myers, FL 33902-2238

All invoices will be paid as directed by the Lee County payment procedure unless otherwise differently stated in the detailed specification portion of this quote.

Lee county will not be liable for request of payment deriving from aid, assistance, or help by any individual, vendor, quoter, or bidder for the preparation of these specifications.

Lee County is generally a tax-exempt entity subject to the provisions of the 1987 legislation regarding sales tax on services. Lee County will pay those taxes for which it is obligated, or it will provide a Certificate of Exemption furnished by the Department of Revenue. All contractors or quoters should include in their quote all sales or use taxes, which they will pay when making purchases of material or subcontractor's services.

10. **LEE COUNTY BID PROTEST PROCEDURE**

Any contractor/vendor/firm that has submitted a formal bid/quote/proposal to Lee County, and who is adversely affected by an intended decision with respect to the award of the formal bid/quote/proposal, shall file with the County's Purchasing Director or Public Works Director a written "Notice of Intent to File a Protest" not later than seventy-two (72) hours (excluding Saturdays, Sundays and Legal Holidays) after receipt of a "Notice of Intended Decision" from the County with respect to the proposed award of the formal bid/quote/proposal.

The "Notice of Intent to File a Protest" is one of two documents necessary to perfect Protest. The second document is the "Formal Written Protest", both documents are described below.

The "Notice of Intent to File a Protest" document shall state all grounds claimed for the Protest, and clearly indicate it as the "Notice of Intent to File a Protest". Failure to clearly indicate the Intent to file the Protest shall constitute a waiver of all rights to seek any further remedies provided for under this Protest Procedure.

The "Notice of Intent to File a Protest" shall be received ("stamped in") by the Purchasing Director or Public Works Director not later than Four o'clock (4:00) PM on the third working day following the day of receipt of the County's Notice of Intended Decision.

The affected party shall then file its Formal Written Protest within ten (10) calendar days after the time for the filing of the Notice of Intent to File a Protest has expired. Except as provided for in the paragraph below, upon filing of the Formal Written Protest, the contractor/vendor/firm shall post a bond, payable to the Lee County Board of County Commissioners in an amount equal to five percent (5%) of the total bid/quote/proposal, or Ten Thousand Dollars (\$10,000.00), whichever is less. Said bond shall be designated and held for payment of any costs that may be levied against the protesting contractor/vendor/firm by the Board of County Commissioners, as the result of a frivolous Protest.

A clean, Irrevocable Letter of Credit or other form of approved security, payable to the County, may be accepted. Failure to submit a bond, letter of credit, or other approved security simultaneously with the Formal Written Protest shall invalidate the protest, at which time the County may continue its procurement process as if the original "Notice of Intent to File a Protest" had never been filed.

Any contractor/vendor/firm submitting the County's standard bond form (CSD: 514), along with the bid/quote/proposal, shall not be required to submit an additional bond with the filing of the Formal Written Protest.

The Formal Written Protest shall contain the following:

- County bid/quote/proposal identification number and title.
- Name and address of the affected party, and the title or position of the person submitting the Protest.
- A statement of disputed issues of material fact. If there are no disputed material facts, the Formal Protest must so indicate.
- A concise statement of the facts alleged, and of the rules, regulations, statues, or constitutional provisions, which entitle the affected party to relief.
- All information, documents, other materials, calculations, and any statutory or case law authority in support of the grounds for the Protest.
- A statement indicating the relief sought by the affected (protesting) party.
- Any other relevant information that the affected party deems to be material to Protest.

Upon receipt of a timely filed "Notice of Intent to File a Protest", the Purchasing Director or Public Works Director (as appropriate) may abate the award of the formal bid/quote/proposal as appropriate, until the Protest is heard pursuant to the informal hearing process as further outlined below, except and unless the County Manager shall find and set forth in writing, particular facts and circumstances that would require an immediate award of the formal bid/quote/proposal for the purpose of avoiding a danger to the public health, safety, or welfare. Upon such written finding by the County Manager, the County Manager may authorize an expedited Protest hearing procedure. The expedited Protest hearing shall be held within ninety-six (96) hours of the action giving rise to the contractor/vendor/firm's Protest, or as soon as may be practicable for all parties. The "Notice of Intent to File a Protest" shall serve as the grounds for the affected party's presentation and the requirements for the submittal of a formal, written Protest under these procedures, to include the requirement for a bond, shall not apply.

The Dispute Committee shall conduct an informal hearing with the protesting contractor/vendor/firm to attempt to resolve the Protest, within seven working days (excluding Saturdays, Sundays and legal holidays) from receipt of the Formal Written Protest. The Chairman of the Dispute Committee shall ensure that all affected parties may make presentations and rebuttals, subject to reasonable time limitations, as appropriate. The purpose of the informal hearing by the Dispute Committee, the protestor and other affected parties is to provide and opportunity: (1) to review the basis of the Protest; (2) to evaluate the facts and merits of the Protest; and (3) to make a determination whether to accept or reject the Protest.

Once a determination is made by the Dispute Committee with respect to the merits of the Protest, the Dispute Committee shall forward to the Board of County Commissioners its recommendations, which shall include relevant background information related to the procurement.

Upon receiving the recommendation from the Dispute Committee, the Board of County Commissioners shall conduct a hearing on the matter at a regularly scheduled meeting. Following presentations by the affected parties, the Board shall render its decision on the merits of the Protest.

If the Board's decision upholds the recommendation by the Dispute Committee regarding the award, and further finds that the Protest was either frivolous and/or lacked merit, the Board, at its discretion, may assess costs, charges, or damages associated with any delay of the award, or any costs incurred with regard to the protest. These costs, charges or damages may be deducted from the security (bond or letter of credit) provided by the contractor/vendor/firm. Any costs, charges or damages assessed by the Board in excess of the security shall be paid by the protesting contractor/vendor/firm within thirty (30) calendar days of the Board's final determination concerning the award.

All formal bid/quote/proposal solicitations shall set forth the following statement:

**“FAILURE TO FOLLOW THE BID PROTEST PROCEDURE REQUIREMENTS WITHIN THE TIMEFRAMES AS PRESCRIBED HEREIN AND ESTABLISHED BY LEE COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA, SHALL CONSTITUTE A WAIVER OF YOUR PROTEST AND ANY RESULTING CLAIMS.”**

11. **PUBLIC ENTITY CRIME**

Any person or affiliate as defined by statute who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid or a contract to provide any goods or services to the County; may not submit a bid on a contract with the County for the construction or repair of a public building or a public work; may not submit bids or leases of real property to the County; may not be awarded or perform works as a contractor, supplier, subcontractor, or consultant under a contract with the County, and may not transact business with the County in excess of \$25,000.00 for a period of 36 months from the date of being placed on the convicted vendor list.

12. **QUALIFICATION OF QUOTERS** (unless otherwise noted)

Quotes will be considered only from firms normally engaged in the sale and distribution or provision of the services as specified herein. Quoters shall have adequate organization, facilities, equipment, and personnel to ensure prompt and efficient service to Lee County. The County reserves the right before recommending any award to inspect the facilities and organization; or to take any other action necessary to determine ability to perform is satisfactory, and reserves the right to reject quotes where evidence submitted or investigation and evaluation indicates an inability of the quoter to perform.

13. **MATERIAL SAFETY DATA SHEETS**

In accordance with Chapter 443 of the Florida Statutes, it is the vendor's responsibility to provide Lee County with Materials Safety Data Sheets on quoted materials, as may apply to this procurement.

14. **MISCELLANEOUS**

If a conflict exists between the General Conditions and the detailed specifications, then the detailed specifications shall prevail.

15. **WAIVER OF CLAIMS**

Once this contract expires, or final payment has been requested and made, the awarded contractor shall have no more than 30 days to present or file any claims against the County concerning this contract. After that period, the County will consider the Contractor to have waived any right to claims against the County concerning this agreement.

16. **AUTHORITY TO PIGGYBACK**

It is hereby made a precondition of any quote and a part of these specifications that the submission of any quote in response to this request constitutes a quote made under the same conditions, for the same price, and for the same effective period as this quote, to any other governmental entity.

17. **COUNTY RESERVES THE RIGHT**

a) **State Contract**

If applicable, the County reserves the right to purchase any of the items in this quote from State Contract Vendors if the prices are deemed lower on State Contract than the prices we receive in this quotation.



b) **Any Single Large Project**

The County, in its sole discretion, reserves the right to separately quote any project that is outside the scope of this quote, whether through size, complexity, or dollar value.

c) **Disadvantaged Business Enterprises**

The County, in its sole discretion, reserves the right to purchase any of the items in this quote from Disadvantage Business Enterprise vendor if the prices are determined to be in the best interest of the County, to assist the County in the fulfillment of any of the County's grant commitments to federal or state agencies.

The County further reserves the right to purchase any of the items in this quote from DBE's to fulfill the County's state policy toward DBE's as outlined in County Ordinance 88-45 and 90-04, as amended.

d) **Anti-Discrimination**

The vendor for itself, its successors in interest, and assignees, as part of the consideration there of covenant and agree that:

In the furnishing of services to the County hereunder, no person on the grounds of race, religion, color, age, sex, national origin, handicap or marital status shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination.

The vendor will not discriminate against any employee or applicant for employment because of race, religion, color, age, sex, national origin, handicap or marital status. The vendor will make affirmative efforts to insure that applicants are employed and that employees are treated during employment without regard to their race, religion, color, age, sex, national origin, handicap or marital status. Such action shall include, but not be limited to, acts of employment, upgrading, demotion or transfer; recruitment advertising; layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship.

Vendor agrees to post in a conspicuous place, available to employees and applicants for employment, notices setting forth the provisions of this anti-discrimination clause.

Vendor will provide all information and reports required by relevant regulations and/or applicable directives. In addition, the vendor shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the County to be pertinent to

ascertain compliance. The vendor shall maintain and make available relevant data showing the extent to which members of minority groups are beneficiaries under these contracts.

Where any information required of the vendor is in the exclusive possession of another who fails or refuses to furnish this information, the vendor shall so certify to the County its effort made toward obtaining said information. The vendor shall remain obligated under this paragraph until the expiration of three (3) years after the termination of this contract.

In the event of breach of any of the above anti-discrimination covenants, the County shall have the right to impose sanctions as it may determine to be appropriate, including withholding payment to the vendor or canceling, terminating, or suspending this contract, in whole or in part.

Additionally, the vendor may be declared ineligible for further County contracts by rule, regulation or order of the Board of County Commissioners of Lee County, or as otherwise provided by law.

The vendor will send to each union, or representative of workers with which the vendor has a collective bargaining agreement or other contract of understanding, a notice informing the labor union of worker's representative of the vendor's commitments under this assurance, and shall post copies of the notice in conspicuous places available to the employees and the applicants for employment.

The vendor will include the provisions of this section in every subcontract under this contract to insure its provisions will be binding upon each subcontractor. The vendor will take such actions with respect to any subcontractor, as the contracting agency may direct, as a means of enforcing such provisions, including sanctions for non-compliance.

18. **AUDITABLE RECORDS**

The awarded vendor shall maintain auditable records concerning the procurement adequate to account for all receipts and expenditures, and to document compliance with the specifications. These records shall be kept in accordance with generally accepted accounting methods, and Lee County reserves the right to determine the record-keeping method required in the event of non-conformity. These records shall be maintained for two years after completion of the project and shall be readily available to County personnel with reasonable notice, and to other persons in accordance with the Florida Public Disclosure Statutes.

19. **DRUG FREE WORKPLACE**

Whenever two or more quotes/proposals, which are equal with respect to price, quality and service, are received for the procurement of commodities or contractual services, a quote/proposal received from a business that certifies that it has implemented a drug-free workplace program shall be given preference in the award process. In order to have a drug-free workplace program, a business shall comply with the requirements of Florida Statutes 287.087.

20. **REQUIRED SUBMITTALS**

Any submittals requested should be returned with the quote response. This information may be accepted after opening, but no later than 10 calendar days after request.

21. **TERMINATION**

Any agreement as a result of this quote may be terminated by either party giving thirty (30) calendar days advance written notice. The County reserves the right to accept or not accept a termination notice submitted by the vendor, and no such termination notice submitted by the vendor shall become effective unless and until the vendor is notified in writing by the County of its acceptance.

The Purchasing Director may immediately terminate any agreement as a result of this quote for emergency purposes, as defined by the Lee County Purchasing and Payment Procedure Manual.

Any vendor who has voluntarily withdrawn from a formal quote/proposal without the County's mutual consent during the contract period shall be barred from further County procurement for a period of 180 days. The vendor may apply to the Board of Lee County Commissioners for waiver of this debarment. Such application for waiver of debarment must be coordinated with and processed by Purchasing.

22. **CONFIDENTIALITY**

Vendors should be aware that all submittals (including financial statements) provided with a quote/proposal are subject to public disclosure and will **not** be afforded confidentiality.

23. **ANTI-LOBBYING CLAUSE**

All firms are hereby placed on formal notice that neither the County Commissioners nor candidates for County Commission, nor any employees from the Lee County Government, Lee County staff members, nor any members of the Qualification/Evaluation Review Committee are to be lobbied, either individually or collectively, concerning this project. Firms and their agents who intend to submit qualifications, or have submitted qualifications, for this project are hereby placed on *formal notice* that they are *not* to contact County personnel for such purposes as holding meetings of introduction, meals, or meetings relating to the selection process outside of those specifically scheduled by the County for negotiations. Any such lobbying activities may cause immediate disqualification for this project.

24. **INSURANCE (AS APPLICABLE)**

Insurance shall be provided, per the attached insurance guide. Upon request, an insurance certificate complying with the attached guide may be required prior to award.

**LEE COUNTY, FLORIDA  
PROPOSAL QUOTE FORM  
FOR THE ANNUAL PURCHASE OF PRINTING SUPPLIES**

DATE SUBMITTED: \_\_\_\_\_

VENDOR NAME: \_\_\_\_\_

TO: The Board of County Commissioners  
Lee County  
Fort Myers, Florida

Having carefully examined the "General Conditions", and the "Detailed Specifications", all of which are contained herein, the Undersigned proposes to furnish the following which meet these specifications:

The undersigned acknowledges  
receipt of Addenda numbers:

\_\_\_\_\_

**GRAND TOTAL – SECTION A: \$ \_\_\_\_\_**

**GRAND TOTAL – SECTION B: \$ \_\_\_\_\_**

**GRAND TOTAL – SECTIONS A & B:**

**\$ \_\_\_\_\_**

**SECTION A – OEM PRODUCT**

**ITEM DESCRIPTION**

1. HEWLETT-PACKARD PART NUMBER: 51626A  
ESTIMATED ANNUAL USAGE: 100

COST/EACH \$ \_\_\_\_\_ X 100 = EST. ANNUAL COST \$ \_\_\_\_\_

2. HEWLETT-PACKARD PART NUMBER: 51645A  
ESTIMATED ANNUAL USAGE: 130  
  
COST/EACH \$ \_\_\_\_\_ X 130 = EST. ANNUAL COST \$ \_\_\_\_\_
  
3. HEWLETT-PACKARD PART NUMBER: C6578DN  
ESTIMATED ANNUAL USAGE: 155  
  
COST/EACH \$ \_\_\_\_\_ X 155 = EST. ANNUAL COST \$ \_\_\_\_\_
  
4. HEWLETT-PACKARD PART NUMBER: C4096A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_
  
5. HEWLETT-PACKARD PART NUMBER: 92298X  
ESTIMATED ANNUAL USAGE: 15  
  
COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_
  
6. HEWLETT-PACKARD PART NUMBER: C4127X  
ESTIMATED ANNUAL USAGE: 3  
  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
  
7. HEWLETT-PACKARD PART NUMBER: C4191A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_
  
8. HEWLETT-PACKARD PART NUMBER: C4192A  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
  
9. HEWLETT-PACKARD PART NUMBER: C4193A  
ESTIMATED ANNUAL USAGE: 7  
  
COST/EACH \$ \_\_\_\_\_ X 7 = EST. ANNUAL COST \$ \_\_\_\_\_
  
10. HEWLETT-PACKARD PART NUMBER: C4194A  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
  
11. HEWLETT-PACKARD PART NUMBER: C4195A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_

- 12. HEWLETT-PACKARD PART NUMBER: C4196A  
ESTIMATED ANNUAL USAGE: 8  
  
COST/EACH \$ \_\_\_\_\_ X 8 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 13. HEWLETT-PACKARD PART NUMBER: C4197A  
ESTIMATED ANNUAL USAGE: 2  
  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 14. HEWLETT-PACKARD PART NUMBER: C4129X  
ESTIMATED ANNUAL USAGE: 4  
  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 15. HEWLETT-PACKARD PART NUMBER: C3903A  
ESTIMATED ANNUAL USAGE: 2  
  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 16. HEWLETT-PACKARD PART NUMBER: 51629A  
ESTIMATED ANNUAL USAGE: 182  
  
COST/EACH \$ \_\_\_\_\_ X 182 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 17. HEWLETT-PACKARD PART NUMBER: 51649A  
ESTIMATED ANNUAL USAGE: 52  
  
COST/EACH \$ \_\_\_\_\_ X 52 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 18. HEWLETT-PACKARD PART NUMBER: C4182X  
ESTIMATED ANNUAL USAGE: 2  
  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 19. HEWLETT-PACKARD PART NUMBER: C51625A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 20. HEWLETT-PACKARD PART NUMBER: C3103A  
ESTIMATED ANNUAL USAGE: 5  
  
COST/EACH \$ \_\_\_\_\_ X 5 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 21. HEWLETT-PACKARD PART NUMBER: C3964A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_

- 22. HEWLETT-PACKARD PART NUMBER: C3120A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 23. HEWLETT-PACKARD PART NUMBER: C3966A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 24. HEWLETT-PACKARD PART NUMBER: C3965A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 25. HEWLETT-PACKARD PART NUMBER: C3968A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 26. HEWLETT-PACKARD PART NUMBER: C3969A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 27. HEWLETT-PACKARD PART NUMBER: C3967A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 28. HEWLETT-PACKARD PART NUMBER: C4844A  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 29. HEWLETT-PACKARD PART NUMBER: C1816A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 30. HEWLETT-PACKARD PART NUMBER: C4836A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 31. HEWLETT-PACKARD PART NUMBER: C4837A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_



- 32. HEWLETT-PACKARD PART NUMBER: C4810A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 33. HEWLETT-PACKARD PART NUMBER: C4811A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 34. HEWLETT-PACKARD PART NUMBER: C4812A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 35. HEWLETT-PACKARD PART NUMBER: C4813A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 36. HEWLETT-PACKARD PART NUMBER: C4838A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 37. HEWLETT-PACKARD PART NUMBER: C6578AN  
ESTIMATED ANNUAL USAGE: 3  
  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 38. HEWLETT-PACKARD PART NUMBER: C6615DN  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 39. HEWLETT-PACKARD PART NUMBER: C6656AN  
ESTIMATED ANNUAL USAGE: 56  
  
COST/EACH \$ \_\_\_\_\_ X 56 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 40. HEWLETT-PACKARD PART NUMBER: C6657AN  
ESTIMATED ANNUAL USAGE: 27  
  
COST/EACH \$ \_\_\_\_\_ X 27 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 41. HEWLETT-PACKARD PART NUMBER: C6658AN  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_

- 42. HEWLETT-PACKARD PART NUMBER: C8061X  
ESTIMATED ANNUAL USAGE: 6  
  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 43. HEWLETT-PACKARD PART NUMBER: C9720A  
ESTIMATED ANNUAL USAGE: 96  
  
COST/EACH \$ \_\_\_\_\_ X 96 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 44. HEWLETT-PACKARD PART NUMBER: C9721A  
ESTIMATED ANNUAL USAGE: 22  
  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 45. HEWLETT-PACKARD PART NUMBER: C9722A  
ESTIMATED ANNUAL USAGE: 20  
  
COST/EACH \$ \_\_\_\_\_ X 20 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 46. HEWLETT-PACKARD PART NUMBER: C9723A  
ESTIMATED ANNUAL USAGE: 22  
  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 47. HEWLETT-PACKARD PART NUMBER: C9724A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 48. HEWLETT-PACKARD PART NUMBER: C9725A  
ESTIMATED ANNUAL USAGE: 12  
  
COST/EACH \$ \_\_\_\_\_ X 12 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 49. HEWLETT-PACKARD PART NUMBER: Q1338A  
ESTIMATED ANNUAL USAGE: 3  
  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 50. HEWLETT-PACKARD PART NUMBER: Q3675A  
ESTIMATED ANNUAL USAGE: 6  
  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 51. HEWLETT-PACKARD PART NUMBER: Q3676A  
ESTIMATED ANNUAL USAGE: 6  
  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_

52. HEWLETT-PACKARD PART NUMBER: Q5942X  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
53. CANON PART NUMBER: H11-6401-220  
ESTIMATED ANNUAL USAGE: 72  
COST/EACH \$ \_\_\_\_\_ X 72 = EST. ANNUAL COST \$ \_\_\_\_\_
54. CANON PART NUMBER: FX3  
ESTIMATED ANNUAL USAGE: 15  
COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_
55. CANON PART NUMBER: FX4  
ESTIMATED ANNUAL USAGE: 15  
COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_
56. CANON PART NUMBER: FX7  
ESTIMATED ANNUAL USAGE: 8  
COST/EACH \$ \_\_\_\_\_ X 8 = EST. ANNUAL COST \$ \_\_\_\_\_
57. PANASONIC PART NUMBER: KX-FA65  
ESTIMATED ANNUAL USAGE: 7  
COST/EACH \$ \_\_\_\_\_ X 7 = EST. ANNUAL COST \$ \_\_\_\_\_
58. EPSON PART NUMBER: 7753  
ESTIMATED ANNUAL USAGE: 22  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_
59. EPSON PART NUMBER: S020108  
ESTIMATED ANNUAL USAGE: 134  
COST/EACH \$ \_\_\_\_\_ X 134 = EST. ANNUAL COST \$ \_\_\_\_\_
60. EPSON PART NUMBER: S020089  
ESTIMATED ANNUAL USAGE: 80  
COST/EACH \$ \_\_\_\_\_ X 80 = EST. ANNUAL COST \$ \_\_\_\_\_
61. EPSON PART NUMBER: S015337  
ESTIMATED ANNUAL USAGE: 100  
COST/EACH \$ \_\_\_\_\_ X 100 = EST. ANNUAL COST \$ \_\_\_\_\_

62. LEXMARK PART NUMBER: 13L0034  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_

63. BROTHER PART NUMBER: PC201  
ESTIMATED ANNUAL USAGE: 4

COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_

64. CANON PART NUMBER: NPG-11 (BLACK)  
ESTIMATED ANNUAL USAGE: 4

COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_

**GRAND TOTAL – SECTION A: \$ \_\_\_\_\_**

(GRAND TOTAL FOR SECTION A IS OBTAINED BY ADDING THE EST.  
ANNUAL COSTS FOR ITEMS 1 THRU 64)

**SECTION B – REMANUFACTURED PRODUCT**

**ITEM DESCRIPTION**

1. HEWLETT-PACKARD PART NUMBER: 51626A  
ESTIMATED ANNUAL USAGE: 100

COST/EACH \$ \_\_\_\_\_ X 100 = EST. ANNUAL COST \$ \_\_\_\_\_

2. HEWLETT-PACKARD PART NUMBER: 51645A  
ESTIMATED ANNUAL USAGE: 130

COST/EACH \$ \_\_\_\_\_ X 130 = EST. ANNUAL COST \$ \_\_\_\_\_

3. HEWLETT-PACKARD PART NUMBER: C6578DN  
ESTIMATED ANNUAL USAGE: 155

COST/EACH \$ \_\_\_\_\_ X 155 = EST. ANNUAL COST \$ \_\_\_\_\_

4. HEWLETT-PACKARD PART NUMBER: C4096A  
ESTIMATED ANNUAL USAGE: 14

COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_

5. HEWLETT-PACKARD PART NUMBER: 92298X  
ESTIMATED ANNUAL USAGE: 15

COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_

- 6. HEWLETT-PACKARD PART NUMBER: C4127X  
ESTIMATED ANNUAL USAGE: 3  
  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 7. HEWLETT-PACKARD PART NUMBER: C4191A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 8. HEWLETT-PACKARD PART NUMBER: C4192A  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 9. HEWLETT-PACKARD PART NUMBER: C4193A  
ESTIMATED ANNUAL USAGE: 7  
  
COST/EACH \$ \_\_\_\_\_ X 7 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 10. HEWLETT-PACKARD PART NUMBER: C4194A  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 11. HEWLETT-PACKARD PART NUMBER: C4195A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 12. CANON PART NUMBER: NPG-11 (BLACK)  
ESTIMATED ANNUAL USAGE: 4  
  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 13. HEWLETT-PACKARD PART NUMBER: C4197A  
ESTIMATED ANNUAL USAGE: 2  
  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 14. HEWLETT-PACKARD PART NUMBER: C4129X  
ESTIMATED ANNUAL USAGE: 4  
  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_

- 15. HEWLETT-PACKARD PART NUMBER: C3903A  
ESTIMATED ANNUAL USAGE: 2  
  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 16. HEWLETT-PACKARD PART NUMBER: 51629A  
ESTIMATED ANNUAL USAGE: 182  
  
COST/EACH \$ \_\_\_\_\_ X 182 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 17. HEWLETT-PACKARD PART NUMBER: 51649A  
ESTIMATED ANNUAL USAGE: 52  
  
COST/EACH \$ \_\_\_\_\_ X 52 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 18. HEWLETT-PACKARD PART NUMBER: C4182X  
ESTIMATED ANNUAL USAGE: 2  
  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 19. HEWLETT-PACKARD PART NUMBER: C51625A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 20. HEWLETT-PACKARD PART NUMBER: C3103A  
ESTIMATED ANNUAL USAGE: 5  
  
COST/EACH \$ \_\_\_\_\_ X 5 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 21. HEWLETT-PACKARD PART NUMBER: C3964A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 22. HEWLETT-PACKARD PART NUMBER: C3120A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 23. HEWLETT-PACKARD PART NUMBER: C3966A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 24. HEWLETT-PACKARD PART NUMBER: C3965A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_

- 25. HEWLETT-PACKARD PART NUMBER: C3968A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 26. HEWLETT-PACKARD PART NUMBER: C3969A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 27. HEWLETT-PACKARD PART NUMBER: C3967A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 28. HEWLETT-PACKARD PART NUMBER: C4844A  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 29. HEWLETT-PACKARD PART NUMBER: C1816A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 30. HEWLETT-PACKARD PART NUMBER: C4836A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 31. HEWLETT-PACKARD PART NUMBER: C4837A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 32. HEWLETT-PACKARD PART NUMBER: C4810A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 33. HEWLETT-PACKARD PART NUMBER: C4811A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 34. HEWLETT-PACKARD PART NUMBER: C4812A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_

- 35. HEWLETT-PACKARD PART NUMBER: C4813A  
ESTIMATED ANNUAL USAGE: 1  
  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 36. HEWLETT-PACKARD PART NUMBER: C4838A  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 37. HEWLETT-PACKARD PART NUMBER: C6578AN  
ESTIMATED ANNUAL USAGE: 3  
  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 38. HEWLETT-PACKARD PART NUMBER: C6615DN  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 39. HEWLETT-PACKARD PART NUMBER: C6656AN  
ESTIMATED ANNUAL USAGE: 56  
  
COST/EACH \$ \_\_\_\_\_ X 56 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 40. HEWLETT-PACKARD PART NUMBER: C6657AN  
ESTIMATED ANNUAL USAGE: 27  
  
COST/EACH \$ \_\_\_\_\_ X 27 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 41. HEWLETT-PACKARD PART NUMBER: C6658AN  
ESTIMATED ANNUAL USAGE: 30  
  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 42. HEWLETT-PACKARD PART NUMBER: C8061X  
ESTIMATED ANNUAL USAGE: 6  
  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 43. HEWLETT-PACKARD PART NUMBER: C9720A  
ESTIMATED ANNUAL USAGE: 96  
  
COST/EACH \$ \_\_\_\_\_ X 96 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 44. HEWLETT-PACKARD PART NUMBER: C9721A  
ESTIMATED ANNUAL USAGE: 22  
  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_



- 45. HEWLETT-PACKARD PART NUMBER: C9722A  
ESTIMATED ANNUAL USAGE: 20  
  
COST/EACH \$ \_\_\_\_\_ X 20 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 46. HEWLETT-PACKARD PART NUMBER: C9723A  
ESTIMATED ANNUAL USAGE: 22  
  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 47. HEWLETT-PACKARD PART NUMBER: C9724A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 48. HEWLETT-PACKARD PART NUMBER: C9725A  
ESTIMATED ANNUAL USAGE: 12  
  
COST/EACH \$ \_\_\_\_\_ X 12 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 49. HEWLETT-PACKARD PART NUMBER: Q1338A  
ESTIMATED ANNUAL USAGE: 3  
  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 50. HEWLETT-PACKARD PART NUMBER: Q3675A  
ESTIMATED ANNUAL USAGE: 6  
  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 51. HEWLETT-PACKARD PART NUMBER: Q3676A  
ESTIMATED ANNUAL USAGE: 6  
  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 52. HEWLETT-PACKARD PART NUMBER: Q5942X  
ESTIMATED ANNUAL USAGE: 6  
  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 53. CANON PART NUMBER: H11-6401-220  
ESTIMATED ANNUAL USAGE: 72  
  
COST/EACH \$ \_\_\_\_\_ X 72 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 54. CANON PART NUMBER: FX3  
ESTIMATED ANNUAL USAGE: 15  
  
COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_

- 55. CANON PART NUMBER: FX4  
ESTIMATED ANNUAL USAGE: 15  
  
COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 56. CANON PART NUMBER: FX7  
ESTIMATED ANNUAL USAGE: 8  
  
COST/EACH \$ \_\_\_\_\_ X 8 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 57. PANASONIC PART NUMBER: KX-FA65  
ESTIMATED ANNUAL USAGE: 7  
  
COST/EACH \$ \_\_\_\_\_ X 7 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 58. EPSON PART NUMBER: 7753  
ESTIMATED ANNUAL USAGE: 22  
  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 59. EPSON PART NUMBER: S020108  
ESTIMATED ANNUAL USAGE: 134  
  
COST/EACH \$ \_\_\_\_\_ X 134 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 60. EPSON PART NUMBER: S020089  
ESTIMATED ANNUAL USAGE: 80  
  
COST/EACH \$ \_\_\_\_\_ X 80 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 61. EPSON PART NUMBER: S015337  
ESTIMATED ANNUAL USAGE: 100  
  
COST/EACH \$ \_\_\_\_\_ X 100 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 62. LEXMARK PART NUMBER: 13L0034  
ESTIMATED ANNUAL USAGE: 2  
  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 63. BROTHER PART NUMBER: PC201  
ESTIMATED ANNUAL USAGE: 4  
  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_

**GRAND TOTAL – SECTION B: \$ \_\_\_\_\_**

(GRAND TOTAL FOR SECTION B IS OBTAINED BY ADDING THE EST. ANNUAL COSTS FOR ITEMS 1 THRU 63)

**GRAND TOTAL – SECTIONS A & B:**

\$ \_\_\_\_\_

(GRAND TOTAL IS OBTAINED BY ADDING THE GRAND TOTALS FROM SECTIONS A & B.)

WILL YOU DELIVER WITH YOUR OWN VEHICLE AS OPPOSED TO COMMON CARRIER?

YES \_\_\_\_\_

NO \_\_\_\_\_

**OPTION A – USED CARTRIDGE CREDIT**

AMOUNT CREDITED PER USED CARTRIDGE: \$ \_\_\_\_\_

TO BE DELIVERED WITHIN \_\_\_\_\_ CALENDAR DAYS AFTER RECEIPT OF AWARD AND PURCHASE ORDER.

Is your firm interested in being considered for the Local Vendor Preference?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, then read the paragraph entitled “Local Vendor Preference” included in these specifications. Also complete the Local Vendor Preference Questionnaire and return with your quotation.

Quoters should carefully read all the terms and conditions of the specifications. Any representation of deviation or modification to the quote may be grounds to reject the quote.

Are there any modifications to the quote or specifications:

Yes \_\_\_\_\_ No \_\_\_\_\_

Failure to clearly identify any modifications in the space below or on a separate page may be grounds for the quoter being declared nonresponsive or to have the award of the quote rescinded by the County.

MODIFICATIONS:

Quoter shall submit his/her quote on the County's Proposal Quote Form, including the firm name and authorized signature. Any blank spaces on the Proposal Quote Form, qualifying notes or exceptions, counter offers, lack of required submittals, or signatures, on County's Form may result in the Quoter/Quote being declared non-responsive by the County.

ANTI-COLLUSION STATEMENT

**THE BELOW SIGNED QUOTER HAS NOT DIVULGED TO, DISCUSSED OR COMPARED HIS QUOTE WITH OTHER QUOTERS AND HAS NOT COLLUDED WITH ANY OTHER QUOTER OR PARTIES TO A QUOTE WHATSOEVER. NOTE: NO PREMIUMS, REBATES OR GRATUITIES TO ANY EMPLOYEE OR AGENT ARE PERMITTED EITHER WITH, PRIOR TO, OR AFTER ANY DELIVERY OF MATERIALS. ANY SUCH VIOLATION WILL RESULT IN THE CANCELLATION AND/OR RETURN OF MATERIAL (AS APPLICABLE) AND THE REMOVAL FROM THE MASTER BIDDERS LIST.**

FIRM NAME \_\_\_\_\_

BY (Printed): \_\_\_\_\_

BY (Signature): \_\_\_\_\_

TITLE: \_\_\_\_\_

FEDERAL ID # OR S.S.# \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_

FAX NO.: \_\_\_\_\_

CELLULAR PHONE/PAGER NO.: \_\_\_\_\_

LEE COUNTY OCCUPATIONAL LICENSE NUMBER: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

REVISED: 7/28/00

**LEE COUNTY, FLORIDA  
DETAILED SPECIFICATIONS FOR  
THE ANNUAL PURCHASE OF PRINTING SUPPLIES**

SCOPE

The intent of this specification is to provide for the purchase of various printing supplies for the Lee County Library System on an annual basis.

REQUIRED PRODUCTS

The items required under this quote and their estimated annual usage are listed on the Proposal Quote Form. These are estimates only; no guarantees are expressed or implied.

This quote is divided into the following sections:

Section A – OEM Product - All items quoted under this section shall be new, unused, genuine Hewlett-Packard, Canon, Brother, Panasonic, Epson, Lexmark, etc. product as specified – no substitutes, equals, or remanufactured products are acceptable.

Section B – Remanufactured Product – Vendors may quote remanufactured cartridges under this section.

VENDOR REQUIREMENTS – REMANUFACTURED PRODUCT

The following requirements will apply to all vendors who quote product under Section B – Remanufactured Product:

**\*Vendor shall have been in the business of selling remanufactured toner cartridges for five (5) consecutive years. PLEASE PROVIDE PROOF OF THIS WITH YOUR QUOTE PACKAGE.**

**\*Vendor shall offer an unconditional guarantee on all of the remanufactured cartridges supplied to Lee County under this quote. All toner cartridges shall come with a minimum of a 180 day warranty; and ink jet cartridges shall come with a minimum of a 90 day warranty (both warranties in effect from date of purchase). Defective cartridges shall be returned at the vendor's expense and repaired or replaced. Credit for unused toner shall be issued upon exchange (cartridge to be weighed to determine the amount of remaining ink – cartridges will be weighed by Lee County before they are returned; the weights as measured by the County and the vendor must agree). PLEASE INCLUDE DETAILS ON YOUR GUARANTEE – AND HOW IT MEETS THE ABOVE LISTED REQUIREMENTS – WITH YOUR QUOTE PACKAGE.**

**\*Remanufactured toner cartridges supplied under this quote shall use only pre-measured laboratory toner from a major supplier – i.e., Static Control. PLEASE INCLUDE THE BRAND(S) OF TONER USED IN THE CARTRIDGES TO BE SUPPLIED UNDER THIS QUOTE.**

**\*All cartridges supplied under this quote shall be Pre- and Post-tested. Sample sheets from this testing should be included along with each shipped cartridge. PLEASE INCLUDE DETAILS OF HOW YOU WILL COMPLY WITH THIS REQUIREMENT WITH YOUR QUOTE.**

**\*Vendor shall have a policy by which any machine which is damaged by a remanufactured cartridge failure is repaired at the vendor's expense (all shipping charges included). PLEASE INCLUDE DETAILS OF THIS POLICY WITH YOUR QUOTE PACKAGE.**

**\*As applicable, chips shall be replaced in the remanufactured cartridges. PLEASE INCLUDE DETAILS OF HOW YOU WILL COMPLY WITH THIS REQUIREMENT WITH YOUR QUOTE.**

#### TERM OF QUOTE

This quote shall be in effect for one (1) year, or until new quotes are taken and awarded. This quote, or any portion thereof, has the option of being renewed for four (4) additional one (1) year periods, upon mutual agreement of both parties, under the same terms and conditions.

#### DELIVERY REQUIREMENTS

All quoted prices shall include inside delivery.

Items are to be delivered F.O.B., Lee County, Florida, to the following location: Lee County Library Administration, 2345 Union Street, Fort Myers, FL 33901 – Attn.: Karin Grant or Dave Santucci.

There shall be NO MINIMUM amount required for delivery. However, it should be noted that the Lee County Library Division will make monthly orders for needed product (in an effort to keep shipping costs to a minimum).

#### DEFECTIVE CARTRIDGES

Any cartridges found to be defective – either OEM or remanufactured – shall be returned at the vendor's expense.

BASIS OF AWARD

The basis of award for this quote will be the low quoter meeting specifications either by section or overall, whichever is in the best interest of Lee County. The award will be based on the extended cost of the estimated annual usage of the items. **Vendors must quote on all items in a section in order to be considered for award; however, vendors are not required to quote on both sections.**

Lee County reserves the right, at the Purchasing Director's discretion, not to award certain items listed.

Lee County reserves the right to reject unbalanced quotes (a quote where a normally low cost item is priced well out of the normal range).

DESIGNATED CONTACT

The awarded vendor shall appoint a person or persons to act as a primary contact with the Lee County Library Division. This person or back-up shall be readily available during normal work hours by phone or in person, and shall be knowledgeable of the terms and procedures involved in this quote.

BACKORDERS

Backorders will generally be allowed, subject to Lee County's approval. Backorders must be held to a minimum.

DISCONTINUED ITEMS

Lee County must approve substitutes for any discontinued items. If an acceptable substitute cannot be supplied, Lee County shall have the right to purchase that item elsewhere.

NEW CARTRIDGES

If, over the term of the quote, Lee County purchases equipment which require cartridges not covered by this quotation; the County reserves the right to either negotiate a price for these items with the awarded vendor(s) or to purchase those items elsewhere.



OTHER COUNTY QUOTES

This quote is ostensibly for use by the Lee County Library System only; however, other County departments and divisions may elect to purchase from it. Vendors should be aware that other County-wide quotes for either OEM or remanufactured products may be done during the term of this quote. The County reserves the right to duplicate product included on this quote in other solicitations for County-wide use. Further, the Library System reserves the right to purchase similar/same product from other County quotes at its sole discretion.

PRICE ESCALATION

Offers are submitted with the understanding that no price increases will be authorized for 365 calendar days after the effective date of the contract. If, following this initial 365 calendar day period, the awarded vendor(s) experiences a major price increase from suppliers for items in this quotation, the vendor may submit a written request to increase pricing. All information necessary to review and analyze the request must be submitted to Lee County Purchasing. Lee County shall have the right to grant the price increase, or re-quote, at the County's sole discretion. Should prices decrease, the same procedure shall apply.

OPTION A – RETURN PROGRAM FOR USED CARTRIDGES

In the space provided on Attachment B, please detail any return program for used cartridges you may offer (if any) on a free-of-charge basis.

In the space provide on the Proposal Quote Form, please state the amount of money (if any) you would credit Lee County per used cartridge returned under this program.

Please note that Option A will not be factored in to determine the overall low quoter meeting specifications; and may or may not be awarded at Lee County's sole discretion.

LOCAL BIDDER'S PREFERENCE

Note: In order for your firm to be considered for the local vendor preference, you must complete and return the attached "Local Vendor Preference Questionnaire" with your quotation.

The Lee County Local Bidder's Preference Ordinance No. 00-10 is being included as part of the award process for this project. As such, Lee County at its sole discretion, may choose to award a preference to any qualified "Local Contractor/Vendor" in an amount not to exceed 3 % of the total amount quoted by that firm.

“Local Contractor / Vendor” shall mean: a) any person, firm, partnership, company or corporation whose principal place of business in the sole opinion of the County, is located within the boundaries of Lee County, Florida; or b) any person, firm, partnership, company or corporation that has provided goods or services to Lee County on a regular basis for the preceding consecutive five (5) years, and that has the personnel, equipment and materials located within the boundaries of Lee County sufficient to constitute a present ability to perform the service or provide the goods.

The County reserves the exclusive right to compare, contrast and otherwise evaluate the qualifications, character, responsibility and fitness of all persons, firms, partnerships, companies or corporations submitting formal bids or formal quotes in any procurement for goods or services when making an award in the best interests of the County.

**ATTACHMENT A**  
**LOCAL VENDOR PREFERENCE QUESTIONNAIRE**  
**(LEE COUNTY ORDINANCE NO. 00-10)**

Instructions: Please complete either Part A or B whichever is applicable to your firm

**PART A: VENDOR'S PRINCIPAL PLACE OF BUSINESS IS LOCATED WITHIN LEE COUNTY (Only complete Part A if your principal place of business is located within the boundaries of Lee County)**

**1. What is the physical location of your principal place of business that is located within the boundaries of Lee County, Florida?**

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**2. What is the size of this facility (i.e. sales area size, warehouse, storage yard, etc.)**

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**PART B: VENDOR'S PRINCIPAL PLACE OF BUSINESS IS NOT LOCATED WITHIN LEE COUNTY OR DOES NOT HAVE A PHYSICAL LOCATION WITHIN LEE COUNTY (Please complete this section.)**

1. How many employees are available to service this contract? \_\_\_\_\_  
\_\_\_\_\_

2. Describe the types and amount of equipment you have available to service this contract.

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LOCAL VENDOR PREFERENCE QUESTIONNAIRE CONTINUED

3. Describe the types and amount of material stock that you have available to service this contract.

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4. Have you provided goods or services to Lee County on a regular basis for the preceding, consecutive five years?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please provide your contractual history with Lee County for the past five, consecutive years. Attach additional pages if necessary.

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ATTACHMENT B – RETURN PROGRAM FOR USED CARTRIDGES

Please detail any return program for used cartridges you may offer (if any) on a free-of-charge basis.

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**INSURANCE REQUIREMENTS**

**NOTE:** Your certificate of insurance must meet the following requirements:

**Requirement #1:**

**The Lee County Board of County Commissioners shall be added as an additional insured on the comprehensive general liability policy.**

**Requirement #2:**

Certificate holder shall be listed as follows:

Lee County Board of County Commissioners  
C/O Lee County Purchasing  
P.O. Box 398  
Fort Myers, FL 33902-0398

**Requirement #3:**

Each policy shall provide a 30-day notification clause in the event of cancellation, non-renewal or adverse change.

1. **Minimum Insurance Requirements: *Risk Management in no way represents that the insurance required is sufficient or adequate to protect the vendor's interest or liabilities, but are merely minimums.***

- a. **Workers' Compensation** - Statutory benefits as defined by FS 440 encompassing all operations contemplated by this contract or agreement to apply to all owners, officers, and employees regardless of the number of employees. Individual employees may be exempted per State Law. Employers' liability will have minimum limits of:

\$500,000 per accident  
\$500,000 disease limit  
\$500,000 disease limit per employee

- b. Commercial General Liability - Coverage shall apply to premises and/or operations, products and/or completed operations, independent contractors, contractual liability, and broad form property damage exposures with minimum limits of:

\$500,000 bodily injury per person (BI)  
\$1,000,000 bodily injury per occurrence (BI)  
\$500,000 property damage (PD) or  
\$1,000,000 combined single limit (CSL) of BI and PD

- c. Business Auto Liability - The following Automobile Liability will be required and coverage shall apply to all owned, hired and non-owned vehicles use with minimum limits of:

\$500,000 bodily injury per person (BI)  
\$1,000,000 bodily injury per occurrence (BI)  
\$100,000 property damage (PD) or  
\$1,000,000 combined single limit (CSL) of BI and PD

***\*The required limit of liability shown in Standard Contract: 1.a; 1.b; 1.c; may be provided in the form of "Excess Insurance" or "Commercial Umbrella Policies." In which case, a "Following Form Endorsement" will be required on the "Excess Insurance Policy" or "Commercial Umbrella Policy."***

2. Verification of Coverage:

- a. Ten (10) days prior to the commencement of any work under this contract a certificate of insurance will be provided to the Risk Manager for review and approval. The certificate shall provide for the following:

1. ***"Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials" will be named as an "Additional Insured" on the General Liability policy.***
2. Lee County will be given thirty (30) days notice prior to cancellation or modification of any stipulated insurance. Such notification will be in writing by registered mail, return receipt requested and addressed to the Risk Manager (P.O. BOX 398 Ft. Myers, FL 33902).

3. Special Requirements:

- a. An appropriate "Indemnification" clause shall be made a provision of the contract.
- b. It is the responsibility of the general contractor to insure that all subcontractors comply with all insurance requirements.

To the fullest extent permitted by applicable law, Contractor shall protect, defend, indemnify, save and hold the County, the Board of County Commissioners, its agents, officials, and employees harmless from and against any and all claims, demands, fines, loss or destruction of property, liabilities, damages, for claims based on the negligence, misconduct, or omissions of the Contractor resulting from the Contractor's work as further described in this contract, which may arise in favor of any person or persons resulting from the Contractor's performance or non-performance of its obligations under this contract except any damages arising out of personal injury or property claims from third parties caused solely by the negligence, omission(s) or willful misconduct of the County, its officials, commissions, employees or agents, subject to the limitations as set out in Florida general law, Section 768.28, Florida Statutes, as amended. Further, Contractor hereby agrees to indemnify the County for all reasonable expenses and attorney's fees incurred by or imposed upon the County in connection therewith for any loss, damage, injury or other casualty. Contractor additionally agrees that the County may employ an attorney of the County's own selection to appear and defend any such action, on behalf of the County, at the expense of the Contractor. The Contractor further agrees to pay all reasonable expenses and attorney's fees incurred by the County in establishing the right to indemnity.



LEE COUNTY PURCHASING - BIDDERS CHECK LIST

**IMPORTANT:** Please read carefully and return with your bid proposal.

Please check off each of the following items as the necessary action is completed:

- 1. The Quote has been signed.
- 2. The Quote prices offered have been reviewed.
- 3. The price extensions and totals have been checked.
- 4. The original (must be manually signed) and 2 copies of the quote have been submitted.
- 5. Three (3) identical sets of descriptive literature, brochures and/or data (if required) have been submitted under separate cover.
- 6. All modifications have been acknowledged in the space provided.
- 7. All addendums issued, if any, have been acknowledged in the space provided.
- 8. Erasures or other changes made to the quote document have been initialed by the person signing the quote.
- 9. Bid Bond and/or certified Check, (if required) have been submitted with the quote in amounts indicated.
- 10. Any Delivery information required is included.

11. The mailing envelope has been addressed to:

**MAILING ADDRESS**

Lee County Purchasing  
P.O. Box 398 or  
Ft. Myers, FL 33902-0398

**PHYSICAL ADDRESS**

Lee County Purchasing  
1825 Hendry St 3<sup>rd</sup> Floor  
Ft. Myers, FL 33901

- 12. The mailing envelope **MUST** be sealed and marked with:  
Quote Number  
Opening Date and/or Receiving Date
- 13. The quote will be mailed or delivered in time to be received no later than the specified opening date and time. (Otherwise quote cannot be considered or accepted.)
- 14. If submitting a "NO BID" please write quote number here \_\_\_\_\_  
and check one of the following:  
 Do not offer this product     Insufficient time to respond.  
 Unable to meet specifications (why)  
 Unable to meet bond or insurance requirement.  
Other: \_\_\_\_\_

Company Name and Address:

\_\_\_\_\_  
\_\_\_\_\_

# ATTACHMENT #3

FORMAL QUOTE NO.: Q-060062

## LEE COUNTY, FLORIDA PROPOSAL QUOTE FORM FOR THE ANNUAL PURCHASE OF PRINTING SUPPLIES

DATE SUBMITTED: Dec. 19, 2005

VENDOR NAME: Upstate Computers Corp.

TO: The Board of County Commissioners  
Lee County  
Fort Myers, Florida

Having carefully examined the "General Conditions", and the "Detailed Specifications", all of which are contained herein, the Undersigned proposes to furnish the following which meet these specifications:

The undersigned acknowledges receipt of Addenda numbers:

\_\_\_\_\_

GRAND TOTAL - SECTION A: \$ ~~75,038.91~~ # 74,960.79

GRAND TOTAL - SECTION B: \$ \_\_\_\_\_

- RDF  
12-23-05

GRAND TOTAL - SECTIONS A & B:

\$ \_\_\_\_\_

### SECTION A - OEM PRODUCT

#### ITEM DESCRIPTION

- HEWLETT-PACKARD PART NUMBER: 51626A  
ESTIMATED ANNUAL USAGE: 100

COST/EACH \$ 22.86 X 100 = EST. ANNUAL COST \$ 2286.78

→ # 2286.00  
- RDF  
12-23-05

2. HEWLETT-PACKARD PART NUMBER: 51645A  
ESTIMATED ANNUAL USAGE: 130

COST/EACH \$ 22.65 X 130 = EST. ANNUAL COST \$ 2944.06

~~#2944.06~~  
-RDF  
12-23-05  
#2944.50

3. HEWLETT-PACKARD PART NUMBER: C6578DN  
ESTIMATED ANNUAL USAGE: 155

COST/EACH \$ 25.63 X 155 = EST. ANNUAL COST \$ 3973.18

~~#3973.18~~  
-RDF  
12-23-05  
#3972.65

4. HEWLETT-PACKARD PART NUMBER: C4096A  
ESTIMATED ANNUAL USAGE: 14

COST/EACH \$ 76.37 X 14 = EST. ANNUAL COST \$ 1074.27

~~#1074.27~~  
-RDF  
12-23-05  
#1069.18

5. HEWLETT-PACKARD PART NUMBER: 92298X  
ESTIMATED ANNUAL USAGE: 15

COST/EACH \$ 86.11 X 15 = EST. ANNUAL COST \$ 1291.72

~~#1291.72~~  
-RDF  
12-23-05  
#1291.65

6. HEWLETT-PACKARD PART NUMBER: C4127X  
ESTIMATED ANNUAL USAGE: 3

COST/EACH \$ 97.51 X 3 = EST. ANNUAL COST \$ 292.59

~~#292.59~~  
-RDF  
12-23-05  
#292.53

7. HEWLETT-PACKARD PART NUMBER: C4191A  
ESTIMATED ANNUAL USAGE: 14

COST/EACH \$ 65.68 X 14 = EST. ANNUAL COST \$ 919.52

8. HEWLETT-PACKARD PART NUMBER: C4192A  
ESTIMATED ANNUAL USAGE: 10

COST/EACH \$ 95.29 X 10 = EST. ANNUAL COST \$ 952.93

~~#952.93~~  
-RDF  
12-23-05  
#952.90

9. HEWLETT-PACKARD PART NUMBER: C4193A  
ESTIMATED ANNUAL USAGE: 7

COST/EACH \$ 95.29 X 7 = EST. ANNUAL COST \$ 667.05

~~#667.05~~  
-RDF  
12-23-05  
#667.03

10. HEWLETT-PACKARD PART NUMBER: C4194A  
ESTIMATED ANNUAL USAGE: 10

COST/EACH \$ 95.29 X 10 = EST. ANNUAL COST \$ 952.93

~~#952.93~~  
-RDF  
12-23-05  
#952.90

11. HEWLETT-PACKARD PART NUMBER: C4195A  
ESTIMATED ANNUAL USAGE: 14

COST/EACH \$ 64.11 X 14 = EST. ANNUAL COST \$ 897.54

12. HEWLETT-PACKARD PART NUMBER: C4196A  
ESTIMATED ANNUAL USAGE: 8

COST/EACH \$ 168.92 X 8 = EST. ANNUAL COST \$ 1351.36

#1351.36  
-RDF  
12-23-05

13. HEWLETT-PACKARD PART NUMBER: C4197A  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ 197.84 X 2 = EST. ANNUAL COST \$ 395.68

#395.68  
-RDF  
12-23-05

14. HEWLETT-PACKARD PART NUMBER: C4129X  
ESTIMATED ANNUAL USAGE: 4

COST/EACH \$ 125.27 X 4 = EST. ANNUAL COST \$ 501.08

15. HEWLETT-PACKARD PART NUMBER: C3903A  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ 68.77 X 2 = EST. ANNUAL COST \$ 137.54

#137.54  
-RDF  
12-23-05

16. HEWLETT-PACKARD PART NUMBER: 51629A  
ESTIMATED ANNUAL USAGE: 182

COST/EACH \$ 22.85 X 182 = EST. ANNUAL COST \$ 4158.70

#4158.70  
-RDF  
12-23-05

17. HEWLETT-PACKARD PART NUMBER: 51649A  
ESTIMATED ANNUAL USAGE: 52

COST/EACH \$ 23.50 X 52 = EST. ANNUAL COST \$ 1222.00

#1222.00  
-RDF  
12-23-05

18. HEWLETT-PACKARD PART NUMBER: C4182X  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ 144.18 X 2 = EST. ANNUAL COST \$ 288.36

19. HEWLETT-PACKARD PART NUMBER: ~~51625A~~  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ 24.05 X 30 = EST. ANNUAL COST \$ 721.50

~~20. HEWLETT-PACKARD PART NUMBER: C3103A~~  
~~ESTIMATED ANNUAL USAGE: 5~~

~~COST/EACH \$ \_\_\_\_\_ X 5 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~21. HEWLETT-PACKARD PART NUMBER: C3964A~~  
~~ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~22. HEWLETT-PACKARD PART NUMBER: C3120A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~23. HEWLETT-PACKARD PART NUMBER: C3966A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~24. HEWLETT-PACKARD PART NUMBER: C3965A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~25. HEWLETT-PACKARD PART NUMBER: C3968A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~26. HEWLETT-PACKARD PART NUMBER: C3969A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~27. HEWLETT-PACKARD PART NUMBER: C3967A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

28. HEWLETT-PACKARD PART NUMBER: C4844A  
ESTIMATED ANNUAL USAGE: 10

COST/EACH \$ 25.00 X 10 = EST. ANNUAL COST \$ 250.05

*#250.00  
-RDF  
12-23-05*

29. HEWLETT-PACKARD PART NUMBER: C1816A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ 25.79 X 30 = EST. ANNUAL COST \$ 773.83

*#773.70  
-RDF  
12-23-05*

30. HEWLETT-PACKARD PART NUMBER: C4836A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ 25.00 X 30 = EST. ANNUAL COST \$ 750.14

*#750.00  
-RDF  
12-23-05*

31. HEWLETT-PACKARD PART NUMBER: C4837A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ 25.00 X 30 = EST. ANNUAL COST \$ 750.14

*#750.00  
-RDF  
12-23-05*

32. HEWLETT-PACKARD PART NUMBER: C4810A  
ESTIMATED ANNUAL USAGE: 1

COST/EACH \$ 26.32 X 1 = EST. ANNUAL COST \$ 26.32

33. HEWLETT-PACKARD PART NUMBER: C4811A  
ESTIMATED ANNUAL USAGE: 1

COST/EACH \$ 26.32 X 1 = EST. ANNUAL COST \$ 26.32

34. HEWLETT-PACKARD PART NUMBER: C4812A  
ESTIMATED ANNUAL USAGE: 1

COST/EACH \$ 26.32 X 1 = EST. ANNUAL COST \$ 26.32

35. HEWLETT-PACKARD PART NUMBER: C4813A  
ESTIMATED ANNUAL USAGE: 1

COST/EACH \$ 26.32 X 1 = EST. ANNUAL COST \$ 26.32

36. HEWLETT-PACKARD PART NUMBER: C4838A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ 25.00 X 30 = EST. ANNUAL COST \$ 750.00

~~\$750.00~~  
-RDF  
12-23-05

37. HEWLETT-PACKARD PART NUMBER: C6578AN  
ESTIMATED ANNUAL USAGE: 3

COST/EACH \$ 46.59 X 3 = EST. ANNUAL COST \$ 139.77

38. HEWLETT-PACKARD PART NUMBER: C6615DN  
ESTIMATED ANNUAL USAGE: 10

COST/EACH \$ 21.57 X 10 = EST. ANNUAL COST \$ 215.66

~~\$215.70~~  
-RDF  
12-23-05

39. HEWLETT-PACKARD PART NUMBER: C6656AN  
ESTIMATED ANNUAL USAGE: 56

COST/EACH \$ 15.22 X 56 = EST. ANNUAL COST \$ 852.32

~~\$852.26~~  
-RDF  
12-23-05

40. HEWLETT-PACKARD PART NUMBER: C6657AN  
ESTIMATED ANNUAL USAGE: 27

COST/EACH \$ 25.64 X 27 = EST. ANNUAL COST \$ 692.28

~~\$692.37~~  
-RDF  
12-23-05

41. HEWLETT-PACKARD PART NUMBER: C6658AN  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ 19.20 X 30 = EST. ANNUAL COST \$ 576.00

~~\$575.90~~  
-RDF  
12-23-05

42. HEWLETT-PACKARD PART NUMBER: C8061X  
ESTIMATED ANNUAL USAGE: 6

COST/EACH \$ 97.71 X 6 = EST. ANNUAL COST \$ 586.26

43. HEWLETT-PACKARD PART NUMBER: C9720A  
ESTIMATED ANNUAL USAGE: 96

COST/EACH \$ 119.82 X 96 = EST. ANNUAL COST \$ 11,502.32

# 11,502.72  
- RZF  
12-23-05

44. HEWLETT-PACKARD PART NUMBER: C9721A  
ESTIMATED ANNUAL USAGE: 22

COST/EACH \$ 162.06 X 22 = EST. ANNUAL COST \$ 3,565.32

# 3565.32  
- RZF  
12-23-05

45. HEWLETT-PACKARD PART NUMBER: C9722A  
ESTIMATED ANNUAL USAGE: 20

COST/EACH \$ 162.06 X 20 = EST. ANNUAL COST \$ 3,241.27

# 3241.20  
- RZF  
12-23-05

46. HEWLETT-PACKARD PART NUMBER: C9723A  
ESTIMATED ANNUAL USAGE: 22

COST/EACH \$ 162.06 X 22 = EST. ANNUAL COST \$ 3,565.32

# 3565.32  
- RZF  
12-23-05

~~47. HEWLETT-PACKARD PART NUMBER: C9724A  
ESTIMATED ANNUAL USAGE: 14~~

~~COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_~~

48. HEWLETT-PACKARD PART NUMBER: C9725A  
ESTIMATED ANNUAL USAGE: 12

COST/EACH \$ 252.95 X 12 = EST. ANNUAL COST \$ 3,035.47

3,035.40  
- RZF  
12-23-05

49. HEWLETT-PACKARD PART NUMBER: Q1338A  
ESTIMATED ANNUAL USAGE: 3

COST/EACH \$ 117.85 X 3 = EST. ANNUAL COST \$ 353.55

50. HEWLETT-PACKARD PART NUMBER: Q3675A  
ESTIMATED ANNUAL USAGE: ~~6~~ 20

COST/EACH \$ 195.22 X 6 = EST. ANNUAL COST \$ 1,171.32

SK  
# 3,904.34  
- RZF  
12-23-05

51. HEWLETT-PACKARD PART NUMBER: Q3676A  
ESTIMATED ANNUAL USAGE: 6

COST/EACH \$ 243.61 X 6 = EST. ANNUAL COST \$ 1,461.66

# 1,461.66  
- RZF  
12-23-05

52. HEWLETT-PACKARD PART NUMBER: Q5942X  
ESTIMATED ANNUAL USAGE: 6

COST/EACH \$ 174.49 X 6 = EST. ANNUAL COST \$ 1046.95

*1046.95  
- RDF  
12-23-05*

~~53. CANON PART NUMBER: H11-6401-220  
ESTIMATED ANNUAL USAGE: 72~~

~~COST/EACH \$ \_\_\_\_\_ X 72 = EST. ANNUAL COST \$ \_\_\_\_\_~~

54. CANON PART NUMBER: FX3  
ESTIMATED ANNUAL USAGE: 15

COST/EACH \$ 50.88 X 15 = EST. ANNUAL COST \$ 763.15

*\$763.20  
- RDF  
12-23-05*

55. CANON PART NUMBER: FX4  
ESTIMATED ANNUAL USAGE: ~~15~~ 87

COST/EACH \$ 57.69 X 15 = EST. ANNUAL COST \$ 5,019.37

*\$5019.03  
- RDF  
12-23-05*

56. CANON PART NUMBER: FX7  
ESTIMATED ANNUAL USAGE: 8

COST/EACH \$ 76.14 X 8 = EST. ANNUAL COST \$ 609.12

57. PANASONIC PART NUMBER: KX-FA65  
ESTIMATED ANNUAL USAGE: 7

COST/EACH \$ 20.00 X 7 = EST. ANNUAL COST \$ 140.00

58. EPSON PART NUMBER: 7753  
ESTIMATED ANNUAL USAGE: 22

COST/EACH \$ 3.66 X 22 = EST. ANNUAL COST \$ 80.52

*\$80.52  
- RDF  
12-23-05*

59. EPSON PART NUMBER: ~~S020108~~ S189108  
ESTIMATED ANNUAL USAGE: 134

COST/EACH \$ 18.60 X 134 = EST. ANNUAL COST \$ 2,491.91

*\$2492.40  
- RDF  
12-23-05*

60. EPSON PART NUMBER: ~~S020089~~ S191089  
ESTIMATED ANNUAL USAGE: 80

COST/EACH \$ 19.10 X 80 = EST. ANNUAL COST \$ 1527.81

*\$1528.00  
- RDF  
12-23-05*

61. EPSON PART NUMBER: S015337  
ESTIMATED ANNUAL USAGE: 100

COST/EACH \$ 9.63 X 100 = EST. ANNUAL COST \$ 963.40

*\$963.00  
- RDF  
12-23-05*



- 62. LEXMARK PART NUMBER: 13L0034  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ 35.16 X 2 = EST. ANNUAL COST \$ 70.32

- 63. BROTHER PART NUMBER: PC201  
ESTIMATED ANNUAL USAGE: 4

COST/EACH \$ 17.89 X 4 = EST. ANNUAL COST \$ 71.56

*71.56  
- RDF  
12-23-05*

- 64. CANON PART NUMBER: NPG-11 (BLACK)  
ESTIMATED ANNUAL USAGE: 4

COST/EACH \$ 20.80 X 4 = EST. ANNUAL COST \$ 83.20

*83.20  
- RDF  
12-23-05*

GRAND TOTAL - SECTION A: \$ 75,038.91

*74,960.79  
- RDF  
12-23-05*

(GRAND TOTAL FOR SECTION A IS OBTAINED BY ADDING THE EST. ANNUAL COSTS FOR ITEMS 1 THRU 64)

**SECTION B - REMANUFACTURED PRODUCT**

**ITEM DESCRIPTION**

- 1. HEWLETT-PACKARD PART NUMBER: 51626A  
ESTIMATED ANNUAL USAGE: 100

COST/EACH \$ \_\_\_\_\_ X 100 = EST. ANNUAL COST \$ \_\_\_\_\_

- 2. HEWLETT-PACKARD PART NUMBER: 51645A  
ESTIMATED ANNUAL USAGE: 130

COST/EACH \$ \_\_\_\_\_ X 130 = EST. ANNUAL COST \$ \_\_\_\_\_

- 3. HEWLETT-PACKARD PART NUMBER: C6578DN  
ESTIMATED ANNUAL USAGE: 155

COST/EACH \$ \_\_\_\_\_ X 155 = EST. ANNUAL COST \$ \_\_\_\_\_

- 4. HEWLETT-PACKARD PART NUMBER: C4096A  
ESTIMATED ANNUAL USAGE: 14

COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_

- 5. HEWLETT-PACKARD PART NUMBER: 92298X  
ESTIMATED ANNUAL USAGE: 15

COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_

6. HEWLETT-PACKARD PART NUMBER: C4127X  
ESTIMATED ANNUAL USAGE: 3  
  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
7. HEWLETT-PACKARD PART NUMBER: C4191A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_
8. HEWLETT-PACKARD PART NUMBER: C4192A  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
9. HEWLETT-PACKARD PART NUMBER: C4193A  
ESTIMATED ANNUAL USAGE: 7  
  
COST/EACH \$ \_\_\_\_\_ X 7 = EST. ANNUAL COST \$ \_\_\_\_\_
10. HEWLETT-PACKARD PART NUMBER: C4194A  
ESTIMATED ANNUAL USAGE: 10  
  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
11. HEWLETT-PACKARD PART NUMBER: C4195A  
ESTIMATED ANNUAL USAGE: 14  
  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_
12. CANON PART NUMBER: NPG-11 (BLACK)  
ESTIMATED ANNUAL USAGE: 4  
  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_
13. HEWLETT-PACKARD PART NUMBER: C4197A  
ESTIMATED ANNUAL USAGE: 2  
  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
14. HEWLETT-PACKARD PART NUMBER: C4129X  
ESTIMATED ANNUAL USAGE: 4  
  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_

15. HEWLETT-PACKARD PART NUMBER: C3903A  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_

16. HEWLETT-PACKARD PART NUMBER: 51629A  
ESTIMATED ANNUAL USAGE: 182

COST/EACH \$ \_\_\_\_\_ X 182 = EST. ANNUAL COST \$ \_\_\_\_\_

17. HEWLETT-PACKARD PART NUMBER: 51649A  
ESTIMATED ANNUAL USAGE: 52

COST/EACH \$ \_\_\_\_\_ X 52 = EST. ANNUAL COST \$ \_\_\_\_\_

18. HEWLETT-PACKARD PART NUMBER: C4182X  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_

19. HEWLETT-PACKARD PART NUMBER: ~~5~~51625A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_

- ~~20. HEWLETT-PACKARD PART NUMBER: C3103A  
ESTIMATED ANNUAL USAGE: 5~~

~~COST/EACH \$ \_\_\_\_\_ X 5 = EST. ANNUAL COST \$ \_\_\_\_\_~~

- ~~21. HEWLETT-PACKARD PART NUMBER: C3964A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

- ~~22. HEWLETT-PACKARD PART NUMBER: C3120A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

- ~~23. HEWLETT-PACKARD PART NUMBER: C3966A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

- ~~24. HEWLETT-PACKARD PART NUMBER: C3965A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~25. HEWLETT-PACKARD PART NUMBER: C3968A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~26. HEWLETT-PACKARD PART NUMBER: C3969A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

~~27. HEWLETT-PACKARD PART NUMBER: C3967A  
ESTIMATED ANNUAL USAGE: 1~~

~~COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_~~

28. HEWLETT-PACKARD PART NUMBER: C4844A  
ESTIMATED ANNUAL USAGE: 10

COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_

29. HEWLETT-PACKARD PART NUMBER: C1816A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_

30. HEWLETT-PACKARD PART NUMBER: C4836A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_

31. HEWLETT-PACKARD PART NUMBER: C4837A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_

32. HEWLETT-PACKARD PART NUMBER: C4810A  
ESTIMATED ANNUAL USAGE: 1

COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_

33. HEWLETT-PACKARD PART NUMBER: C4811A  
ESTIMATED ANNUAL USAGE: 1

COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_

34. HEWLETT-PACKARD PART NUMBER: C4812A  
ESTIMATED ANNUAL USAGE: 1

COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_

- 35. HEWLETT-PACKARD PART NUMBER: C4813A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
- 36. HEWLETT-PACKARD PART NUMBER: C4838A  
ESTIMATED ANNUAL USAGE: 30  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
- 37. HEWLETT-PACKARD PART NUMBER: C6578AN  
ESTIMATED ANNUAL USAGE: 3  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
- 38. HEWLETT-PACKARD PART NUMBER: C6615DN  
ESTIMATED ANNUAL USAGE: 10  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ \_\_\_\_\_
- 39. HEWLETT-PACKARD PART NUMBER: C6656AN  
ESTIMATED ANNUAL USAGE: 56  
COST/EACH \$ \_\_\_\_\_ X 56 = EST. ANNUAL COST \$ \_\_\_\_\_
- 40. HEWLETT-PACKARD PART NUMBER: C6657AN  
ESTIMATED ANNUAL USAGE: 27  
COST/EACH \$ \_\_\_\_\_ X 27 = EST. ANNUAL COST \$ \_\_\_\_\_
- 41. HEWLETT-PACKARD PART NUMBER: C6658AN  
ESTIMATED ANNUAL USAGE: 30  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ \_\_\_\_\_
- 42. HEWLETT-PACKARD PART NUMBER: C8061X  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
- 43. HEWLETT-PACKARD PART NUMBER: C9720A  
ESTIMATED ANNUAL USAGE: 96  
COST/EACH \$ \_\_\_\_\_ X 96 = EST. ANNUAL COST \$ \_\_\_\_\_
- 44. HEWLETT-PACKARD PART NUMBER: C9721A  
ESTIMATED ANNUAL USAGE: 22  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_

45. HEWLETT-PACKARD PART NUMBER: C9722A  
ESTIMATED ANNUAL USAGE: 20  
COST/EACH \$ \_\_\_\_\_ X 20 = EST. ANNUAL COST \$ \_\_\_\_\_
46. HEWLETT-PACKARD PART NUMBER: C9723A  
ESTIMATED ANNUAL USAGE: 22  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_
- ~~47. HEWLETT-PACKARD PART NUMBER: C9724A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ \_\_\_\_\_~~
48. HEWLETT-PACKARD PART NUMBER: C9725A  
ESTIMATED ANNUAL USAGE: 12  
COST/EACH \$ \_\_\_\_\_ X 12 = EST. ANNUAL COST \$ \_\_\_\_\_
49. HEWLETT-PACKARD PART NUMBER: Q1338A  
ESTIMATED ANNUAL USAGE: 3  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ \_\_\_\_\_
- ~~50. HEWLETT-PACKARD PART NUMBER: Q3675A  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_~~
51. HEWLETT-PACKARD PART NUMBER: Q3676A  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
52. HEWLETT-PACKARD PART NUMBER: Q5942X  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ \_\_\_\_\_
- ~~53. CANON PART NUMBER: H11-6401-220  
ESTIMATED ANNUAL USAGE: 72  
COST/EACH \$ \_\_\_\_\_ X 72 = EST. ANNUAL COST \$ \_\_\_\_\_~~
54. CANON PART NUMBER: FX3  
ESTIMATED ANNUAL USAGE: 15  
COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_

- 55. CANON PART NUMBER: FX4  
ESTIMATED ANNUAL USAGE: ~~45~~ 87  
COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 56. CANON PART NUMBER: FX7  
ESTIMATED ANNUAL USAGE: 8  
COST/EACH \$ \_\_\_\_\_ X 8 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 57. PANASONIC PART NUMBER: KX-FA65  
ESTIMATED ANNUAL USAGE: 7  
COST/EACH \$ \_\_\_\_\_ X 7 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 58. EPSON PART NUMBER: 7753  
ESTIMATED ANNUAL USAGE: 22  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 59. EPSON PART NUMBER: ~~S020108~~ 5189108  
ESTIMATED ANNUAL USAGE: 134  
COST/EACH \$ \_\_\_\_\_ X 134 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 60. EPSON PART NUMBER: ~~S020089~~ 5191089  
ESTIMATED ANNUAL USAGE: 80  
COST/EACH \$ \_\_\_\_\_ X 80 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 61. EPSON PART NUMBER: ~~S015337~~ 5015537  
ESTIMATED ANNUAL USAGE: 100  
COST/EACH \$ \_\_\_\_\_ X 100 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 62. LEXMARK PART NUMBER: 13L0034  
ESTIMATED ANNUAL USAGE: 2  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ \_\_\_\_\_
  
- 63. BROTHER PART NUMBER: PC201  
ESTIMATED ANNUAL USAGE: 4  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ \_\_\_\_\_

**GRAND TOTAL - SECTION B: \$ \_\_\_\_\_**

(GRAND TOTAL FOR SECTION B IS OBTAINED BY ADDING THE EST. ANNUAL COSTS FOR ITEMS 1 THRU 63)

**GRAND TOTAL – SECTIONS A & B:**

\$ \_\_\_\_\_

(GRAND TOTAL IS OBTAINED BY ADDING THE GRAND TOTALS FROM SECTIONS A & B.)

WILL YOU DELIVER WITH YOUR OWN VEHICLE AS OPPOSED TO COMMON CARRIER?

YES \_\_\_\_\_ NO ✓

**OPTION A – USED CARTRIDGE CREDIT**

AMOUNT CREDITED PER USED CARTRIDGE: \$ \_\_\_\_\_

TO BE DELIVERED WITHIN 05 CALENDAR DAYS AFTER RECEIPT OF AWARD AND PURCHASE ORDER.

Is your firm interested in being considered for the Local Vendor Preference?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, then read the paragraph entitled “Local Vendor Preference” included in these specifications. Also complete the Local Vendor Preference Questionnaire and return with your quotation.

Quoters should carefully read all the terms and conditions of the specifications. Any representation of deviation or modification to the quote may be grounds to reject the quote.

Are there any modifications to the quote or specifications:

Yes \_\_\_\_\_ No ✓

Failure to clearly identify any modifications in the space below or on a separate page may be grounds for the quoter being declared nonresponsive or to have the award of the quote rescinded by the County.



MODIFICATIONS:

Quoter shall submit his/her quote on the County's Proposal Quote Form, including the firm name and authorized signature. Any blank spaces on the Proposal Quote Form, qualifying notes or exceptions, counter offers, lack of required submittals, or signatures, on County's Form may result in the Quoter/Quote being declared non-responsive by the County.

ANTI-COLLUSION STATEMENT

**THE BELOW SIGNED QUOTER HAS NOT DIVULGED TO, DISCUSSED OR COMPARED HIS QUOTE WITH OTHER QUOTERS AND HAS NOT COLLUDED WITH ANY OTHER QUOTER OR PARTIES TO A QUOTE WHATSOEVER. NOTE: NO PREMIUMS, REBATES OR GRATUITIES TO ANY EMPLOYEE OR AGENT ARE PERMITTED EITHER WITH, PRIOR TO, OR AFTER ANY DELIVERY OF MATERIALS. ANY SUCH VIOLATION WILL RESULT IN THE CANCELLATION AND/OR RETURN OF MATERIAL (AS APPLICABLE) AND THE REMOVAL FROM THE MASTER BIDDERS LIST.**

FIRM NAME Upstate Computers Corp

BY (Printed): Sam Krausz

BY (Signature): Sam Krausz

TITLE: President

FEDERAL ID # OR S.S.# 13-410-7861

ADDRESS: 2 Buchanan Ct. #112

Monroe, NY 10950

PHONE NO.: 845-782-4306

FAX NO.: 845-782-2695

CELLULAR PHONE/PAGER NO.: \_\_\_\_\_

LEE COUNTY OCCUPATIONAL LICENSE NUMBER: N/A

E-MAIL ADDRESS: shlamek@thejnet.com

REVISED: 7/28/00

LEE COUNTY PURCHASING - BIDDERS CHECK LIST

**IMPORTANT:** Please read carefully and return with your bid proposal.  
Please check off each of the following items as the necessary action is completed:

- 1. The Quote has been signed.
- 2. The Quote prices offered have been reviewed.
- 3. The price extensions and totals have been checked.
- 4. The original (must be manually signed) and 2 copies of the quote have been submitted.
- 5. Three (3) identical sets of descriptive literature, brochures and/or data (if required) have been submitted under separate cover.
- 6. All modifications have been acknowledged in the space provided.
- 7. All addendums issued, if any, have been acknowledged in the space provided.
- 8. Erasures or other changes made to the quote document have been initialed by the person signing the quote.
- 9. Bid Bond and/or certified Check, (if required) have been submitted with the quote in amounts indicated.
- 10. Any Delivery information required is included.
- 11. The mailing envelope has been addressed to:
 

<b>MAILING ADDRESS</b>	or	<b>PHYSICAL ADDRESS</b>
Lee County Purchasing		Lee County Purchasing
P.O. Box 398		1825 Hendry St 3 <sup>rd</sup> Floor
Ft. Myers, FL 33902-0398		Ft. Myers, FL 33901
- 12. The mailing envelope **MUST** be sealed and marked with:  
Quote Number  
Opening Date and/or Receiving Date
- 13. The quote will be mailed or delivered in time to be received no later than the specified opening date and time. (Otherwise quote cannot be considered or accepted.)
- 14. If submitting a "NO BID" please write quote number here \_\_\_\_\_ and check one of the following:
  - Do not offer this product \_\_\_\_\_ Insufficient time to respond.
  - Unable to meet specifications (why) \_\_\_\_\_
  - Unable to meet bond or insurance requirement.
  - Other: \_\_\_\_\_

Company Name and Address:  
\_\_\_\_\_  
\_\_\_\_\_



LEE COUNTY  
SOUTHWEST FLORIDA

BOARD OF COUNTY COMMISSIONERS

Pc	
To	
Co	
Ph	
Fax	

Ben Jones  
District One

Dorcas R. St. Comy  
District Two

Ray Judah  
District Three

Tammy Hart  
District Four

Jane E. Athor  
District Five

Dorcas D. Stittell  
County Manager

David M. Owen  
County Attorney

Diana M. Parker  
County Hearing Examiner

December 7, 2005

Quotation No.: Q-060062

**LEE COUNTY ADDENDUM NUMBER ONE  
TO THE SPECIFICATIONS FOR  
THE ANNUAL PURCHASE OF PRINTING SUPPLIES**

**QUOTERS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE  
PROPOSAL QUOTE FORM (PAGE 13 OF THE QUOTE PACKAGE).**

The original specifications and other contract documents are amended as noted below:

**Page 15/Section A/Item 19:**

The part number will change from C51625A to 51625A

**Page 22/Section B/Item 19:**

The part number will change from C51625A to 51625A

**Pages 15 & 16/Section A/Items 21, 23, 24, 26, & 27:**

Items 21, 23, 24, 26, & 27 are deleted from this quote.

**Pages 22 & 23/Section B/Items 21, 23, 24, 26, & 27:**

Items 21, 23, 24, 26, & 27 are deleted from this quote.

**Pages 15 & 16/Section A/Items 20, 22, & 25:**

Items 20, 22, & 25 are deleted from this quote.

**Pages 22 & 23/Section B/Items 20, 22, & 25:**

Items 20, 22, & 25 are deleted from this quote.

Addendum #1 – Formal Quote No. Q-060062  
Page 2 of 3

**Page 18/Section A/Items 47& 50:**

Item 47 is deleted from this quote.

The estimated annual usage for Item 50 is revised to 20.

**Page 25/Section B/Items 47& 50:**

Items 47 and 50 are deleted from this quote.

**Page 19/Section A/Items 53& 55:**

Item 53 is deleted from this quote.

The estimated annual usage for Item 55 is revised to 87.

**Pages 25 & 26/Section B/Items 53& 55:**

Item 53 is deleted from this quote.

The estimated annual usage for Item 55 is revised to 87.

**Page 19/Section A/Item 59:**

The part number will change from S020108 to S189108

**Page 26/Section B/Item 59:**

The part number will change from S020108 to S189108

**Page 19/Section A/Item 60:**

The part number will change from S020089 to S191089

**Page 26/Section B/Item 60:**

The part number will change from S020089 to S191089

Addendum #1 - Formal Quote No. Q-060062  
Page 3 of 3

**\*\*\*VENDORS - PLEASE NOTE:**

**The totals for Sections A & B - and the Grand Total - will reflect the above listed changes.**

If there are any questions regarding this addendum, please contact Bob Franceschini at 239-344-5450.

DIVISION OF PURCHASING



Robert D. Franceschini, C.P.M., CPPB  
Purchasing Agent

/rdf

cc: Karin Grant  
Dave Santucci  
Lisa Pierce/Minutes

# ATTACHMENT #c1

FORMAL QUOTE NO.: Q-060062

**LEE COUNTY, FLORIDA  
PROPOSAL QUOTE FORM  
FOR THE ANNUAL PURCHASE OF PRINTING SUPPLIES**

DATE SUBMITTED: 12-19-05

VENDOR NAME: Marathon Ribbon

TO: The Board of County Commissioners  
Lee County  
Fort Myers, Florida

Having carefully examined the "General Conditions", and the "Detailed Specifications", all of which are contained herein, the Undersigned proposes to furnish the following which meet these specifications:

The undersigned acknowledges receipt of Addenda numbers:

\_\_\_\_\_

GRAND TOTAL - SECTION A: \$ ~~0~~

GRAND TOTAL - SECTION B: \$ \_\_\_\_\_

GRAND TOTAL - SECTIONS A & B:

\$ \_\_\_\_\_

**SECTION A - OEM PRODUCT**

**ITEM DESCRIPTION**

1. HEWLETT-PACKARD PART NUMBER: 51626A  
ESTIMATED ANNUAL USAGE: 100

COST/EACH \$ no bid X 100 = EST. ANNUAL COST \$ \_\_\_\_\_

- 2. HEWLETT-PACKARD PART NUMBER: 51645A  
ESTIMATED ANNUAL USAGE: 130  
COST/EACH \$ \_\_\_\_\_ X 130 = EST. ANNUAL COST \$ no bid
  
- 3. HEWLETT-PACKARD PART NUMBER: C6578DN  
ESTIMATED ANNUAL USAGE: 155  
COST/EACH \$ \_\_\_\_\_ X 155 = EST. ANNUAL COST \$ no bid
  
- 4. HEWLETT-PACKARD PART NUMBER: C4096A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ no bid
  
- 5. HEWLETT-PACKARD PART NUMBER: 92298X  
ESTIMATED ANNUAL USAGE: 15  
COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ no bid
  
- 6. HEWLETT-PACKARD PART NUMBER: C4127X  
ESTIMATED ANNUAL USAGE: 3  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ no bid
  
- 7. HEWLETT-PACKARD PART NUMBER: C4191A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ no bid
  
- 8. HEWLETT-PACKARD PART NUMBER: C4192A  
ESTIMATED ANNUAL USAGE: 10  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ no bid
  
- 9. HEWLETT-PACKARD PART NUMBER: C4193A  
ESTIMATED ANNUAL USAGE: 7  
COST/EACH \$ \_\_\_\_\_ X 7 = EST. ANNUAL COST \$ no bid
  
- 10. HEWLETT-PACKARD PART NUMBER: C4194A  
ESTIMATED ANNUAL USAGE: 10  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ no bid
  
- 11. HEWLETT-PACKARD PART NUMBER: C4195A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ no bid



12. HEWLETT-PACKARD PART NUMBER: C4196A  
ESTIMATED ANNUAL USAGE: 8

COST/EACH \$ \_\_\_\_\_ X 8 = EST. ANNUAL COST \$ no bid

13. HEWLETT-PACKARD PART NUMBER: C4197A  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ no bid

14. HEWLETT-PACKARD PART NUMBER: C4129X  
ESTIMATED ANNUAL USAGE: 4

COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ no bid

15. HEWLETT-PACKARD PART NUMBER: C3903A  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ no bid

16. HEWLETT-PACKARD PART NUMBER: 51629A  
ESTIMATED ANNUAL USAGE: 182

COST/EACH \$ \_\_\_\_\_ X 182 = EST. ANNUAL COST \$ no bid

17. HEWLETT-PACKARD PART NUMBER: 51649A  
ESTIMATED ANNUAL USAGE: 52

COST/EACH \$ \_\_\_\_\_ X 52 = EST. ANNUAL COST \$ no bid

18. HEWLETT-PACKARD PART NUMBER: C4182X  
ESTIMATED ANNUAL USAGE: 2

COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ no bid

19. HEWLETT-PACKARD PART NUMBER: C51625A  
ESTIMATED ANNUAL USAGE: 30

COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ no bid

- ~~20.~~ HEWLETT-PACKARD PART NUMBER: C3103A  
ESTIMATED ANNUAL USAGE: 5

COST/EACH \$ \_\_\_\_\_ X 5 = EST. ANNUAL COST \$ removed

- ~~21.~~ HEWLETT-PACKARD PART NUMBER: C3964A  
ESTIMATED ANNUAL USAGE: 1

COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ removed

~~22.~~ HEWLETT-PACKARD PART NUMBER: C3120A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ removed

~~23.~~ HEWLETT-PACKARD PART NUMBER: C3966A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ "

~~24.~~ HEWLETT-PACKARD PART NUMBER: C3965A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ "

~~25.~~ HEWLETT-PACKARD PART NUMBER: C3968A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ "

~~26.~~ HEWLETT-PACKARD PART NUMBER: C3969A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ "

~~27.~~ HEWLETT-PACKARD PART NUMBER: C3967A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ no bid

28. HEWLETT-PACKARD PART NUMBER: C4844A  
ESTIMATED ANNUAL USAGE: 10  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ no bid

29. HEWLETT-PACKARD PART NUMBER: C1816A  
ESTIMATED ANNUAL USAGE: 30  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ no bid

30. HEWLETT-PACKARD PART NUMBER: C4836A  
ESTIMATED ANNUAL USAGE: 30  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ no bid

31. HEWLETT-PACKARD PART NUMBER: C4837A  
ESTIMATED ANNUAL USAGE: 30  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ no bid

- 32. HEWLETT-PACKARD PART NUMBER: C4810A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ no bid
  
- 33. HEWLETT-PACKARD PART NUMBER: C4811A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ no bid
  
- 34. HEWLETT-PACKARD PART NUMBER: C4812A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ no bid
  
- 35. HEWLETT-PACKARD PART NUMBER: C4813A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ no bid
  
- 36. HEWLETT-PACKARD PART NUMBER: C4838A  
ESTIMATED ANNUAL USAGE: 30  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ no bid
  
- 37. HEWLETT-PACKARD PART NUMBER: C6578AN  
ESTIMATED ANNUAL USAGE: 3  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ no bid
  
- 38. HEWLETT-PACKARD PART NUMBER: C6615DN  
ESTIMATED ANNUAL USAGE: 10  
COST/EACH \$ \_\_\_\_\_ X 10 = EST. ANNUAL COST \$ no bid
  
- 39. HEWLETT-PACKARD PART NUMBER: C6656AN  
ESTIMATED ANNUAL USAGE: 56  
COST/EACH \$ \_\_\_\_\_ X 56 = EST. ANNUAL COST \$ no bid
  
- 40. HEWLETT-PACKARD PART NUMBER: C6657AN  
ESTIMATED ANNUAL USAGE: 27  
COST/EACH \$ \_\_\_\_\_ X 27 = EST. ANNUAL COST \$ no bid
  
- 41. HEWLETT-PACKARD PART NUMBER: C6658AN  
ESTIMATED ANNUAL USAGE: 30  
COST/EACH \$ \_\_\_\_\_ X 30 = EST. ANNUAL COST \$ no bid

- 42. HEWLETT-PACKARD PART NUMBER: C8061X  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ no bid
  
- 43. HEWLETT-PACKARD PART NUMBER: C9720A  
ESTIMATED ANNUAL USAGE: 96  
COST/EACH \$ \_\_\_\_\_ X 96 = EST. ANNUAL COST \$ no bid
  
- 44. HEWLETT-PACKARD PART NUMBER: C9721A  
ESTIMATED ANNUAL USAGE: 22  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ no bid
  
- 45. HEWLETT-PACKARD PART NUMBER: C9722A  
ESTIMATED ANNUAL USAGE: 20  
COST/EACH \$ \_\_\_\_\_ X 20 = EST. ANNUAL COST \$ no bid
  
- 46. HEWLETT-PACKARD PART NUMBER: C9723A  
ESTIMATED ANNUAL USAGE: 22  
COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ no bid
  
- ~~47.~~ HEWLETT-PACKARD PART NUMBER: C9724A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ \_\_\_\_\_ X 14 = EST. ANNUAL COST \$ removed
  
- 48. HEWLETT-PACKARD PART NUMBER: C9725A  
ESTIMATED ANNUAL USAGE: 12  
COST/EACH \$ \_\_\_\_\_ X 12 = EST. ANNUAL COST \$ no bid
  
- 49. HEWLETT-PACKARD PART NUMBER: Q1338A  
ESTIMATED ANNUAL USAGE: 3  
COST/EACH \$ \_\_\_\_\_ X 3 = EST. ANNUAL COST \$ no bid
  
- 50. HEWLETT-PACKARD PART NUMBER: Q3675A  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ no bid
  
- 51. HEWLETT-PACKARD PART NUMBER: Q3676A  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ no bid

52. HEWLETT-PACKARD PART NUMBER: Q5942X  
 ESTIMATED ANNUAL USAGE: 6  
 COST/EACH \$ \_\_\_\_\_ X 6 = EST. ANNUAL COST \$ no bid
53. CANON PART NUMBER: H11-6401-220  
 ESTIMATED ANNUAL USAGE: 72  
 COST/EACH \$ \_\_\_\_\_ X 72 = EST. ANNUAL COST \$ removed
54. CANON PART NUMBER: FX3  
 ESTIMATED ANNUAL USAGE: 15  
 COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ no bid
55. CANON PART NUMBER: FX4  
 ESTIMATED ANNUAL USAGE: ~~15~~ 87  
 COST/EACH \$ \_\_\_\_\_ X 15 = EST. ANNUAL COST \$ no bid
56. CANON PART NUMBER: FX7  
 ESTIMATED ANNUAL USAGE: 8  
 COST/EACH \$ \_\_\_\_\_ X 8 = EST. ANNUAL COST \$ no bid
57. PANASONIC PART NUMBER: KX-FA65  
 ESTIMATED ANNUAL USAGE: 7  
 COST/EACH \$ \_\_\_\_\_ X 7 = EST. ANNUAL COST \$ no bid
58. EPSON PART NUMBER: 7753  
 ESTIMATED ANNUAL USAGE: 22  
 COST/EACH \$ \_\_\_\_\_ X 22 = EST. ANNUAL COST \$ no bid
59. EPSON PART NUMBER: S020108  
 ESTIMATED ANNUAL USAGE: 134  
 COST/EACH \$ \_\_\_\_\_ X 134 = EST. ANNUAL COST \$ no bid
60. EPSON PART NUMBER: S020089 / S191089  
 ESTIMATED ANNUAL USAGE: 80  
 COST/EACH \$ \_\_\_\_\_ X 80 = EST. ANNUAL COST \$ no bid
61. EPSON PART NUMBER: S015337  
 ESTIMATED ANNUAL USAGE: 100  
 COST/EACH \$ \_\_\_\_\_ X 100 = EST. ANNUAL COST \$ no bid

- 62. LEXMARK PART NUMBER: 13L0034  
ESTIMATED ANNUAL USAGE: 2  
COST/EACH \$ \_\_\_\_\_ X 2 = EST. ANNUAL COST \$ no bid
  
  - 63. BROTHER PART NUMBER: PC201  
ESTIMATED ANNUAL USAGE: 4  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ no bid
  
  - 64. CANON PART NUMBER: NPG-11 (BLACK)  
ESTIMATED ANNUAL USAGE: 4  
COST/EACH \$ \_\_\_\_\_ X 4 = EST. ANNUAL COST \$ no bid
- GRAND TOTAL - SECTION A: \$ 0 - no bid**

(GRAND TOTAL FOR SECTION A IS OBTAINED BY ADDING THE EST. ANNUAL COSTS FOR ITEMS 1 THRU 64)

**SECTION B - REMANUFACTURED PRODUCT**

**ITEM DESCRIPTION**

- 1. HEWLETT-PACKARD PART NUMBER: 51626A  
ESTIMATED ANNUAL USAGE: 100  
COST/EACH \$ 10.50 X 100 = EST. ANNUAL COST \$ 1050.00
  
- 2. HEWLETT-PACKARD PART NUMBER: 51645A  
ESTIMATED ANNUAL USAGE: 130  
COST/EACH \$ 5.95 X 130 = EST. ANNUAL COST \$ 773.50
  
- 3. HEWLETT-PACKARD PART NUMBER: C6578DN  
ESTIMATED ANNUAL USAGE: 155  
COST/EACH \$ 7.95 X 155 = EST. ANNUAL COST \$ 1,232.25
  
- 4. HEWLETT-PACKARD PART NUMBER: C4096A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ 37.85 X 14 = EST. ANNUAL COST \$ 529.90
  
- 5. HEWLETT-PACKARD PART NUMBER: 92298X  
ESTIMATED ANNUAL USAGE: 15  
COST/EACH \$ 29.99 X 15 = EST. ANNUAL COST \$ 449.85

6. HEWLETT-PACKARD PART NUMBER: C4127X  
ESTIMATED ANNUAL USAGE: 3  
COST/EACH \$ 42.65 X 3 = EST. ANNUAL COST \$ 127.95
7. HEWLETT-PACKARD PART NUMBER: C4191A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ 24.93 X 14 = EST. ANNUAL COST \$ 349.02
8. HEWLETT-PACKARD PART NUMBER: C4192A  
ESTIMATED ANNUAL USAGE: 10  
COST/EACH \$ 36.76 X 10 = EST. ANNUAL COST \$ 367.60
9. HEWLETT-PACKARD PART NUMBER: C4193A  
ESTIMATED ANNUAL USAGE: 7  
COST/EACH \$ 36.76 X 7 = EST. ANNUAL COST \$ 257.32
10. HEWLETT-PACKARD PART NUMBER: C4194A  
ESTIMATED ANNUAL USAGE: 10  
COST/EACH \$ 36.76 X 10 = EST. ANNUAL COST \$ 367.60
11. HEWLETT-PACKARD PART NUMBER: C4195A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ 47.12 X 14 = EST. ANNUAL COST \$ 659.68
12. CANON PART NUMBER: NPG-11 (BLACK)  
ESTIMATED ANNUAL USAGE: 4  
COST/EACH \$ 28.95 X 4 = EST. ANNUAL COST \$ 115.80
13. HEWLETT-PACKARD PART NUMBER: C4197A  
ESTIMATED ANNUAL USAGE: 2  
COST/EACH \$ 37.99 X 2 = EST. ANNUAL COST \$ 75.98
14. HEWLETT-PACKARD PART NUMBER: C4129X  
ESTIMATED ANNUAL USAGE: 4  
COST/EACH \$ 42.65 X 4 = EST. ANNUAL COST \$ 170.60

- 15. HEWLETT-PACKARD PART NUMBER: C3903A  
ESTIMATED ANNUAL USAGE: 2  
COST/EACH \$ 20.59 X 2 = EST. ANNUAL COST \$ 41.18
- 16. HEWLETT-PACKARD PART NUMBER: 51629A  
ESTIMATED ANNUAL USAGE: 182  
COST/EACH \$ 10.50 X 182 = EST. ANNUAL COST \$ 1,911.00
- 17. HEWLETT-PACKARD PART NUMBER: 51649A  
ESTIMATED ANNUAL USAGE: 52  
COST/EACH \$ 12.50 X 52 = EST. ANNUAL COST \$ 650.00
- 18. HEWLETT-PACKARD PART NUMBER: C4182X  
ESTIMATED ANNUAL USAGE: 2  
COST/EACH \$ 47.06 X 2 = EST. ANNUAL COST \$ 94.12
- 19. HEWLETT-PACKARD PART NUMBER: C51625A  
ESTIMATED ANNUAL USAGE: 30  
COST/EACH \$ 11.50 X 30 = EST. ANNUAL COST \$ 345.00
- ~~20.~~ HEWLETT-PACKARD PART NUMBER: C3103A  
ESTIMATED ANNUAL USAGE: 5  
COST/EACH \$        X 5 = EST. ANNUAL COST \$ removed
- ~~21.~~ HEWLETT-PACKARD PART NUMBER: C3964A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$        X 1 = EST. ANNUAL COST \$        11
- ~~22.~~ HEWLETT-PACKARD PART NUMBER: C3120A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$        X 1 = EST. ANNUAL COST \$        11
- ~~23.~~ HEWLETT-PACKARD PART NUMBER: C3966A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$        X 1 = EST. ANNUAL COST \$        11
- ~~24.~~ HEWLETT-PACKARD PART NUMBER: C3965A  
ESTIMATED ANNUAL USAGE: 1  
COST/EACH \$        X 1 = EST. ANNUAL COST \$        11



- 25. HEWLETT-PACKARD PART NUMBER: C3968A  
 ESTIMATED ANNUAL USAGE: 1  
 COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ removed
- 26. HEWLETT-PACKARD PART NUMBER: C3969A  
 ESTIMATED ANNUAL USAGE: 1  
 COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
- 27. HEWLETT-PACKARD PART NUMBER: C3967A  
 ESTIMATED ANNUAL USAGE: 1  
 COST/EACH \$ \_\_\_\_\_ X 1 = EST. ANNUAL COST \$ \_\_\_\_\_
- 28. HEWLETT-PACKARD PART NUMBER: C4844A  
 ESTIMATED ANNUAL USAGE: 10  
 COST/EACH \$ 10.95 X 10 = EST. ANNUAL COST \$ 109.50
- 29. HEWLETT-PACKARD PART NUMBER: C1816A  
 ESTIMATED ANNUAL USAGE: 30  
 COST/EACH \$ 31.95 X 30 = EST. ANNUAL COST \$ 958.50
- 30. HEWLETT-PACKARD PART NUMBER: C4836A  
 ESTIMATED ANNUAL USAGE: 30  
 COST/EACH \$ 10.95 X 30 = EST. ANNUAL COST \$ 328.50
- 31. HEWLETT-PACKARD PART NUMBER: C4837A  
 ESTIMATED ANNUAL USAGE: 30  
 COST/EACH \$ 10.95 X 30 = EST. ANNUAL COST \$ 328.50
- 32. HEWLETT-PACKARD PART NUMBER: C4810A  
 ESTIMATED ANNUAL USAGE: 1  
 COST/EACH \$ 32.95 X 1 = EST. ANNUAL COST \$ 32.95
- 33. HEWLETT-PACKARD PART NUMBER: C4811A  
 ESTIMATED ANNUAL USAGE: 1  
 COST/EACH \$ 32.95 X 1 = EST. ANNUAL COST \$ 32.95
- 34. HEWLETT-PACKARD PART NUMBER: C4812A  
 ESTIMATED ANNUAL USAGE: 1  
 COST/EACH \$ 32.95 X 1 = EST. ANNUAL COST \$ 32.95

35. HEWLETT-PACKARD PART NUMBER: C4813A  
 ESTIMATED ANNUAL USAGE: 1  
 COST/EACH \$ 32.95 X 1 = EST. ANNUAL COST \$ 32.95
36. HEWLETT-PACKARD PART NUMBER: C4838A  
 ESTIMATED ANNUAL USAGE: 30  
 COST/EACH \$ 10.95 X 30 = EST. ANNUAL COST \$ 328.50
37. HEWLETT-PACKARD PART NUMBER: C6578AN  
 ESTIMATED ANNUAL USAGE: 3  
 COST/EACH \$ 7.95 X 3 = EST. ANNUAL COST \$ 23.85
38. HEWLETT-PACKARD PART NUMBER: C6615DN  
 ESTIMATED ANNUAL USAGE: 10  
 COST/EACH \$ 6.95 X 10 = EST. ANNUAL COST \$ 69.50
39. HEWLETT-PACKARD PART NUMBER: C6656AN  
 ESTIMATED ANNUAL USAGE: 56  
 COST/EACH \$ 11.50 X 56 = EST. ANNUAL COST \$ 644.00
40. HEWLETT-PACKARD PART NUMBER: C6657AN  
 ESTIMATED ANNUAL USAGE: 27  
 COST/EACH \$ 12.95 X 27 = EST. ANNUAL COST \$ 349.65
41. HEWLETT-PACKARD PART NUMBER: C6658AN  
 ESTIMATED ANNUAL USAGE: 30  
 COST/EACH \$ 14.95 X 30 = EST. ANNUAL COST \$ 508.50
42. HEWLETT-PACKARD PART NUMBER: C8061X  
 ESTIMATED ANNUAL USAGE: 6  
 COST/EACH \$ 49.99 X 6 = EST. ANNUAL COST \$ 299.94
43. HEWLETT-PACKARD PART NUMBER: C9720A  
 ESTIMATED ANNUAL USAGE: 96  
 COST/EACH \$ 89.93 X 96 = EST. ANNUAL COST \$ 8,633.28
44. HEWLETT-PACKARD PART NUMBER: C9721A  
 ESTIMATED ANNUAL USAGE: 22  
 COST/EACH \$ 92.65 X 22 = EST. ANNUAL COST \$ 2,038.30

- 45. HEWLETT-PACKARD PART NUMBER: C9722A  
ESTIMATED ANNUAL USAGE: 20  
COST/EACH \$ 92.65 X 20 = EST. ANNUAL COST \$ 1,853.00
  
- 46. HEWLETT-PACKARD PART NUMBER: C9723A  
ESTIMATED ANNUAL USAGE: 22  
COST/EACH \$ 92.65 X 22 = EST. ANNUAL COST \$ 2,038.30
  
- ~~47~~ HEWLETT-PACKARD PART NUMBER: C9724A  
ESTIMATED ANNUAL USAGE: 14  
COST/EACH \$ — X 14 = EST. ANNUAL COST \$ removed
  
- 48. HEWLETT-PACKARD PART NUMBER: C9725A  
ESTIMATED ANNUAL USAGE: 12  
COST/EACH \$ 299.95 X 12 = EST. ANNUAL COST \$ 3,599.40
  
- 49. HEWLETT-PACKARD PART NUMBER: Q1338A  
ESTIMATED ANNUAL USAGE: 3  
COST/EACH \$ 94.12 X 3 = EST. ANNUAL COST \$ 282.36
  
- ~~50~~ HEWLETT-PACKARD PART NUMBER: Q3675A  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ — X 6 = EST. ANNUAL COST \$ removed
  
- 51. HEWLETT-PACKARD PART NUMBER: Q3676A  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ 297.00 X 6 = EST. ANNUAL COST \$ 1,782.00
  
- 52. HEWLETT-PACKARD PART NUMBER: Q5942X  
ESTIMATED ANNUAL USAGE: 6  
COST/EACH \$ 109.00 X 6 = EST. ANNUAL COST \$ 654.00
  
- ~~53~~ CANON PART NUMBER: H11-6401-220  
ESTIMATED ANNUAL USAGE: 72  
COST/EACH \$ — X 72 = EST. ANNUAL COST \$ removed
  
- 54. CANON PART NUMBER: FX3  
ESTIMATED ANNUAL USAGE: 15  
COST/EACH \$ 28.95 X 15 = EST. ANNUAL COST \$ 434.25

55. CANON PART NUMBER: FX4  
ESTIMATED ANNUAL USAGE: 15  
COST/EACH \$ 23.95 X 15 = EST. ANNUAL COST \$ 359.25

87 - RDF  
12-23-05

#2083.65  
- RDF  
12-23-05

56. CANON PART NUMBER: FX7  
ESTIMATED ANNUAL USAGE: 8  
COST/EACH \$ 37.95 X 8 = EST. ANNUAL COST \$ 265.65

#303.60  
- RDF  
12-23-05

57. PANASONIC PART NUMBER: KX-FA65  
ESTIMATED ANNUAL USAGE: 7  
COST/EACH \$ 6.71 X 7 = EST. ANNUAL COST \$ 46.97

58. EPSON PART NUMBER: 7753  
ESTIMATED ANNUAL USAGE: 22  
COST/EACH \$ 1.74 X 22 = EST. ANNUAL COST \$ 38.28

59. EPSON PART NUMBER: S020108  
ESTIMATED ANNUAL USAGE: 134  
COST/EACH \$ 2.00 X 134 = EST. ANNUAL COST \$ 268.00

60. EPSON PART NUMBER: S020089  
ESTIMATED ANNUAL USAGE: 80  
COST/EACH \$ 3.95 X 80 = EST. ANNUAL COST \$ 316.00

61. EPSON PART NUMBER: S015337  
ESTIMATED ANNUAL USAGE: 100  
COST/EACH \$ 2.45 X 100 = EST. ANNUAL COST \$ 245.00

62. LEXMARK PART NUMBER: 13L0034  
ESTIMATED ANNUAL USAGE: 2  
COST/EACH \$ 4.50 X 2 = EST. ANNUAL COST \$ 9.00

63. BROTHER PART NUMBER: PC201  
ESTIMATED ANNUAL USAGE: 4  
COST/EACH \$ 7.83 X 4 = EST. ANNUAL COST \$ 31.32

GRAND TOTAL - SECTION B: \$ 36,543.45

#38,305.8  
- RDF  
12-23-05

(GRAND TOTAL FOR SECTION B IS OBTAINED BY ADDING THE EST. ANNUAL COSTS FOR ITEMS 1 THRU 63)

GRAND TOTAL - SECTIONS A & B:

\$ ~~36,543.45~~ <sup>LES</sup> 38,305.80  
- 25F  
12-23-05

(GRAND TOTAL IS OBTAINED BY ADDING THE GRAND TOTALS FROM SECTIONS A & B.)

WILL YOU DELIVER WITH YOUR OWN VEHICLE AS OPPOSED TO COMMON CARRIER?

YES \_\_\_\_\_ NO X

**OPTION A - USED CARTRIDGE CREDIT**

AMOUNT CREDITED PER USED CARTRIDGE: \$ 0

TO BE DELIVERED WITHIN 4-6 CALENDAR DAYS AFTER RECEIPT OF AWARD AND PURCHASE ORDER.

Is your firm interested in being considered for the Local Vendor Preference?

Yes \_\_\_\_\_ No X

If yes, then read the paragraph entitled "Local Vendor Preference" included in these specifications. Also complete the Local Vendor Preference Questionnaire and return with your quotation.

Quoters should carefully read all the terms and conditions of the specifications. Any representation of deviation or modification to the quote may be grounds to reject the quote.

Are there any modifications to the quote or specifications:

Yes X No \_\_\_\_\_

Failure to clearly identify any modifications in the space below or on a separate page may be grounds for the quoter being declared nonresponsive or to have the award of the quote rescinded by the County.

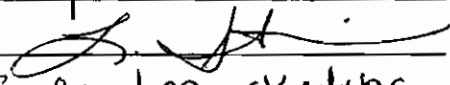
MODIFICATIONS:

We sell all ribbons by 6/box., not  
by the each only.

Quoter shall submit his/her quote on the County's Proposal Quote Form, including the firm name and authorized signature. Any blank spaces on the Proposal Quote Form, qualifying notes or exceptions, counter offers, lack of required submittals, or signatures, on County's Form may result in the Quoter/Quote being declared non-responsive by the County.

ANTI-COLLUSION STATEMENT

**THE BELOW SIGNED QUOTER HAS NOT DIVULGED TO, DISCUSSED OR COMPARED HIS QUOTE WITH OTHER QUOTERS AND HAS NOT COLLUDED WITH ANY OTHER QUOTER OR PARTIES TO A QUOTE WHATSOEVER. NOTE: NO PREMIUMS, REBATES OR GRATUITIES TO ANY EMPLOYEE OR AGENT ARE PERMITTED EITHER WITH, PRIOR TO, OR AFTER ANY DELIVERY OF MATERIALS. ANY SUCH VIOLATION WILL RESULT IN THE CANCELLATION AND/OR RETURN OF MATERIAL (AS APPLICABLE) AND THE REMOVAL FROM THE MASTER BIDDERS LIST.**

FIRM NAME Marathon Ribbon  
BY (Printed): Lynn Stein  
BY (Signature):   
TITLE: Sales/Marketing  
FEDERAL ID # OR S.S.# 592773674  
ADDRESS: 10321 - 72nd St. N.  
Largo, FL. 33775  
PHONE NO.: 727-545-4499  
FAX NO.: 1-800-552-2242 X206  
CELLULAR PHONE/PAGER NO.: 27727-545-4575

Dinella S  
LEE COUNTY OCCUPATIONAL LICENSE NUMBER: 06-00140024  
E-MAIL ADDRESS: lstein@marathon4imaging.com  
REVISED: 7/28/00

**LEE COUNTY**  
**SOUTHWEST FLORIDA**

**BOARD OF COUNTY COMMISSIONERS**

Writer's Direct Dial Number: \_\_\_\_\_

Bob Janes  
District One

Douglas R. St. Cery  
District Two

Ray Judah  
District Three

Tammy Hall  
District Four

John E. Albion  
District Five

Donald D. Stillwell  
County Manager

David M. Owen  
County Attorney

Diana M. Parker  
County Hearing  
Examiner

**December 7, 2005**

**Quotation No.: Q-060062**

**LEE COUNTY ADDENDUM NUMBER ONE  
TO THE SPECIFICATIONS FOR  
THE ANNUAL PURCHASE OF PRINTING SUPPLIES**

**QUOTERS MUST ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE  
PROPOSAL QUOTE FORM (PAGE 13 OF THE QUOTE PACKAGE).**

**The original specifications and other contract documents are amended as noted below:**

**Page 15/Section A/Item 19:**

The part number will change from C51625A to 51625A

**Page 22/Section B/Item 19:**

The part number will change from C51625A to 51625A

**Pages 15 & 16/Section A/Items 21, 23, 24, 26, & 27:**

Items 21, 23, 24, 26, & 27 are deleted from this quote.

**Pages 22 & 23/Section B/Items 21, 23, 24, 26, & 27:**

Items 21, 23, 24, 26, & 27 are deleted from this quote.

**Pages 15 & 16/Section A/Items 20, 22, & 25:**

Items 20, 22, & 25 are deleted from this quote.

**Pages 22 & 23/Section B/Items 20, 22, & 25:**

Items 20, 22, & 25 are deleted from this quote.



**Page 18/Section A/Items 47& 50:**

Item 47 is deleted from this quote.

The estimated annual usage for Item 50 is revised to 20.

**Page 25/Section B/Items 47& 50:**

Items 47 and 50 are deleted from this quote.

**Page 19/Section A/Items 53& 55:**

Item 53 is deleted from this quote.

The estimated annual usage for Item 55 is revised to 87.

**Pages 25 & 26/Section B/Items 53& 55:**

Item 53 is deleted from this quote.

The estimated annual usage for Item 55 is revised to 87.

**Page 19/Section A/Item 59:**

The part number will change from S020108 to S189108

**Page 26/Section B/Item 59:**

The part number will change from S020108 to S189108

**Page 19/Section A/Item 60:**

The part number will change from S020089 to S191089

**Page 26/Section B/Item 60:**

The part number will change from S020089 to S191089

Addendum #1 – Formal Quote No. Q-060062  
Page 3 of 3

**\*\*\*VENDORS – PLEASE NOTE:**

**The totals for Sections A & B – and the Grand Total - will reflect the above listed changes.**

If there are any questions regarding this addendum, please contact Bob Franceschini at 239-344-5450.

DIVISION OF PURCHASING



Robert D. Franceschini, C.P.M., CPPB  
Purchasing Agent

/rdf

cc: Karin Grant  
Dave Santucci  
Lisa Pierce/Minutes

# Product Specifications and Warranty

*Replacement Toner Cartridge*  
*Type: Lexmark T420/IBM1222 # 2691-95*

## **RECOVERY BLADE:**

Inspection	100% Visual inspection prior to assembly 100% Q.A. inspection
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## **DOCTOR BAR:**

Inspection	100% Visual inspection prior to assembly Contact edge inspected for defects and straightness
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## **PRODUCT POST TESTING:**

Level	100% print tested 10 text prints, 10 - white, 10 grayscale & 10 solid black (graphics) prints
Evaluation	Prints inspected for defect
Quantitative Testing	Measure density range, yield, transfer efficiency, txt line width, background, grayscale resolution, back page coverage, seal pull force.
Qualitative Testing	Evaluate performance of the roller, wiper blade, recovery blade, OPC and doctor bar

## **PACKING:**

Materials:	Cartridge Labels	Affixed with permanent adhesive
	Bags Antistatic	3 mil bags
	Foam Insert	275 lb. test sealed air
	Box Labels	Affixed with permanent adhesive

## **INSTALLATION INSTRUCTIONS:**

When requested:

## **QUALITY GUARANTEE:**

Performance	100% performance guaranteed throughout cartridge lifecycle
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**MARATHON**

WE HELP YOU MAKE A GREAT IMPRESSION

**1-800-552-2242 Fax (727)545-4575**

**REPLACEMENT TONER CARTRIDGE  
PRODUCT SPECIFICATION SHEET**

**CARTRIDGE:** Must be completely disassembled. All parts to be inspected, cleaned and/or replaced as outlined below. No excessive scratches, scuff marks, adhesive residue or labels or labels from other remanufactures or OEM.

**TONER:**           Color            Black  
                  Type:            Graphics  
                  Quantity (grams) 350

**OPC DRUM:**   (Organic Photo Conductor)  
                  Make            HANP  
                  Usage           1 Cycle

**PERFORMANCE:**

Yield 10,000 @ 5% Page Coverage  
Transfer Efficiency 95%  
Density Range 1.33-1.44  
Page per Minute 22

**TRANSPORT SEAL:**

Type Sure           Lexmarks do not have seals and are not required because  
of tech              technology used by Lexmark vs. HP

**DEVELOPER ROLLER:**

Cleaning           Mag Roller cleaner applied to remove any surface contain-  
minants.            Replaced if needed.

**WIPER BLADE:**

Inspection:        Replaced every cycle.

**CHIP:**

Replaced Every Cycle..



**MARATHON**

WE HELP YOU MAKE A GREAT IMPRESSION

**1-800-552-2242 Fax (727)545-4575**

**Franceschini, Robert D.**

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**From:** Lynn Stein [lstein@marathon4imaging.com]  
**Sent:** Friday, January 13, 2006 11:23 AM  
**To:** Franceschini, Robert D.  
**Subject:** Lee County letter  
**Attachments:** Lee County letter.doc

Bob,

Please find the attached letter that should answer all of the questions asked of Marathon Ribbon on this years bid for printer supplies #Q-060062. I believe this contains all the explanation to prove our commitment to our product and the ability to stand behind our service in the years to come.

Please contact me if you have any reservation to the continuation of this years awarded contract.

Respectfully yours,

Lynn Stein

1/18/2006



**MARATHON**

Lee County Purchasing  
P.O. Box 398  
Fort Myers, FL. 33902-0398

January 13, 2006

Dear Bob,

Just to let you know a little about Marathon, we have been in business since 1984. Although our original business was manufacturing and recycling impact printer ribbons, and this is still a large part of our business, we make and sell many other products as well. Among the other products we carry are remanufactured and compatible laser toner cartridges, compatible thermal fax ribbons, compatible thermal transfer ribbons, remanufactured and compatible inkjet cartridges. We are very good at what we do, knowledgeable in the industry and committed to high quality standards.

I am writing to address some of the issues in the bid that you have questions on. Regarding product and warranty issues, we do offer a full 180 day warranty on all of our products against defects in manufacturing and workmanship. Products found to be defective may be returned for repair, replacement or credit.

As far as the toner we use, it is from a proprietary vendor of very high quality. The toner is purchased in bulk barrels and measured into the toner hoppers using precision measuring equipment. Each of our cartridge types has been tested and approved to achieve OEM yields and high density. Of course, we use different toner blends for different cartridges. The plant produces tens of thousands of cartridges every month. Every single cartridge is tested prior to shipment. We warranty every one of them.

We will provide sample prints from the outbound test in the box with the cartridge. Upon request, we will arrange for and pay for shipment back to us for defective cartridges. We do replace smart chips on those cartridges where applicable.

Regarding our policies toward printer damage, Marathon warrants that all its remanufactured toner cartridges, under normal use, will not cause damage, abnormal wear, or deterioration to any printer for which the cartridge was intended. Any claim that the use of any Marathon toner cartridge resulted in printer damage must be verified with satisfactory evidence that the cartridge was directly responsible for any such damage or failure. Any such claim must include a written statement on the service company's letterhead and be signed by an authorized representative of the service company. Upon satisfactory verification by Marathon, we will provide reimbursement for the directly related service cost. This warranty will become null and void if the warranted cartridge is disassembled in any way, or if the cartridge is handled, stored, or used in any manner considered abnormal.

I would be glad to answer any additional questions you have or expand upon any of these answers. We are thrilled to have been chosen to supply your needs this year. I look forward to working with you.

Fondest Regards,

Lynn Stein  
Sales/Marketing – Marathon Ribbon Corp.

(727)545-4499 • (800)552-2242 • Fax (727)545-4575  
P.O. BOX 3370 • LARGO, FL 33775-0370  
10321 72ND STREET N. • LARGO, FL 33777

**Franceschini, Robert D.**

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**From:** Lynn Stein [lstein@marathon4imaging.com]  
**Sent:** Wednesday, January 11, 2006 12:03 PM  
**To:** Franceschini, Robert D.  
**Subject:** Bid#Q-060062-

Bob,

Good Morning! I wanted to pass some of the information I have to you on the bid regarding the compatibles versus O.E.M. product listed on the bid. Since we only completed Part B of the proposal, and the bid had to be **complete** or be considered non-eligible...we did offer **original** product when compatible product was not available. I will list the numbers that were O.E.M.'s: item# 29, 32, 33, 34, 35, 48, 51. All the other items that you inquired upon were **compatibles**: #30, 31, 36, 61 and 62. The prices are always higher on O.E.M's, but we quoted all the same product and quantities and stand behind all of the product 100%! I hope this is not a problem, as we had no other choice but to quote on the products listed where there was no compatible available. I am working on answering the rest of the criteria on the bid, please let me know your feedback on this issue?

Regards,

Lynn Stein  
Sales/Marketing  
1 800 552 2242 X206  
[lstein@marathon4imaging.com](mailto:lstein@marathon4imaging.com)  
[www.marathon4imaging.com](http://www.marathon4imaging.com)

1/11/2006



Lee  
County  
Library  
System

**MEMORANDUM**

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**Date:** January 31, 2006  
**To:** Janet Sheehan, Purchasing Director  
**Cc:** Robert Franceschini, Purchasing Manager  
**From:** Pete Winton, Acting Director, LCLS  
**Subject:** Q-060062, Printing Supplies

*[Handwritten signature: PW] [Handwritten initials: OK]*

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The bids received for the subject quote have been reviewed. I concur in the recommendation made by your department to award Option A to Upstate Computers and Option B to Marathon Ribbon.

The account string to be charged is KG5710114800.505120.

Should you have any questions, please contact the Fiscal Manager, Karin Grant at 461.2913.

06 FEB - 1 AM 10:18