

**City of Manitowoc
Copier Maintenance RFP/RFQ for 2021 -2023
Analysis of Proposals**

	Complete Office	Wisconsin Document Imaging	Gordon Flesch Company
BLACK & WHITE			
Cost Per Copy	\$0.0059	\$0.0079	\$0.0090
Estimated Monthly Copies	68,900	68,900	68,900
Estimated Monthly Invoice	\$407	\$544	\$620
COLOR			
Cost Per Copy	\$0.0410	\$0.0620	\$0.0620
Estimated Monthly Copies	11,650	11,650	11,650
Estimated Monthly Invoice	\$478	\$722	\$722
Est. TOTAL Monthly Invoice	\$884	\$1,267	\$1,342
Est ANNUAL EXPENSE	\$10,609.92	\$15,199.32	\$16,108.80
SCORING - PRICING			
Score Weighting	33%	33%	33%
Score - Points (1-3)	3.00	2.00	1.00
Service Score TOTAL	1.00	0.67	0.33
SCORING - SERVICE			
Score Weighting	33%	33%	33%
Score - Points (1-10)	9.00	10.00	8.00
Service Score TOTAL	3.00	3.33	2.66
SCORING - PROPOSAL			
Score Weighting	33%	33%	33%
Score - Points (1-10)	5.00	5.00	6.00
Service Score TOTAL	1.67	1.67	2.00
TOTAL SCORE	5.66	5.66	5.00

NOTES:

Same pricing for 3 years
Proposal very vague
Not sure what's included
Not sure what's excluded
Toner could be expensive
2 Techs in the area 2.3
Would have liked to see
their thoughts about
longevity of the fleet and a
reference to how new the fleet
is and honesty about the
couple older models.
Maintenance schedule is
clunky and hard to read
for a lay person
no comment on how the
machines fit the depts needs
where ea machine was at
for maintenance?

Same pricing for 3 years
Lots of references
no maint schedule provided
did exclude staples
had actual response time 1.6
no comment on how the
machines fit the depts needs
where ea machine was at
for maintenance?

Pricing escalates every year
sales pitch for other
services in RFP
service times a bit high
competitor comments
no comment on how the
machines fit the depts needs
did exclude staples
bound presentation
where ea machine was at
for maintenance?