



**TOWN OF OLD SAYBROOK, CONNECTICUT  
REQUEST FOR PROPOSAL**

**Copy – Print Maintenance and Supply Services  
Addendum 6  
May 20, 2019**

**1. For Responders Who Proposed Replacement of Existing Equipment**

Please provide the following additional information prior to 4:30 PM EST, May 22, 2019 via email to [Larry.Hayden@OldSaybrookCT.gov](mailto:Larry.Hayden@OldSaybrookCT.gov):

- a. Identify the Monthly Lease Cost (48 and 60 FMV) of new equipment without including payments towards coverage for remaining lease obligations or equipment buy out. This may be provided as either amounts per new device or a single amount for the collection of new devices.
- b. Identify the basis of calculation and monthly payment amounts towards coverage for remaining lease obligations or equipment buy out. This may be provided as either amounts per new device or a single amount for the collection of new devices.
- c. Provide details on disposition of existing equipment, location of storage and any additional fees associated with pickup, storage or final return packaging/shipping.

**2. Scheduling of Vendor Interviews**

Interviews with vendors selected during Phase 1 of the RFP review are targeted for May 28 and 30, 2019. Notice of request to interview will be posted by Noon EST May 24, 2019.