HARRISBURG AREA COMMUNITY COLLEGE
HARRISBURG, PA

REQUEST FOR INFORMAITON

RFI 15-03

For

STUDENT PRINT MANAGEMENT

DATE OF ISSUANCE: Date: May 5, 2015 (Tuesday)

DEADLINE FOR QUESTIONS: Date: May 8, 2015 1:00 PM (Friday)

DIRECT QUESTIONS TO: Penn Bid Program   www.pennbid.net

QUESTIONS ANSWERED: Date: May 12, 2015 1:00 pm (Tuesday)

DEADLINE TO SUBMIT INFORMATION: Date: May14, 2015 1:00 pm (Thursday)

SUBMIT INFORMATION ON LINE: PennBid Program   www.pennbid.net

POSSIBLE INTERVIEWS FOLLOWING: Week of May 18, 2015

OBJECTIVES

HACC, Central Pennsylvania's Community College, is seeking information from companies that provide print management and accounting services for students. The intention is to gain an understanding of current print management solutions and estimated expenses to replace our existing system.

The goal is to find a solution that:

- Must be scalable, and able to support up to 100 printers, 100 release stations.
- Limits each print job to no more than 20 imprints (10 pages double sided)
- Provides a mechanism for users to name print jobs.
- Requires users to identify themselves as the person authorized to release the print job in the queue (AD/CAS/Shibboleth integration)
- Supports print jobs being released from multiple release stations (follow-me printing)
- Deletes un-retrieved print jobs after 6 hours

The following are features that are desired:

- Support personal/mobile device printing
- Support paid color printing
- Include paying with debit/credit cards (PCI compliant)
- Interface or input data extracted from our Student SIS System, Banner

Each of these locations requires, (unless itemized specifically), one printer, one release station and approximately 50 workstations that need to be connected:

- Gettysburg Campus Library -3 printers and release stations (supporting approximately 100 workstations, plus 30 laptops)
- Harrisburg Campus Library – 4 printers and release stations (approximately 100 workstations and laptops)
- Harrisburg Campus Learning Center
- Harrisburg Campus Blocker Hall 117 Lab
- Harrisburg Campus Select Medical Building 111 Lab
- Lancaster Campus Library - 3 printers and release stations (75 workstations and 70 laptops)
- Lancaster Campus Learning Center
- Lebanon Campus Library - 1 printer and release station (16 workstations and 35 laptops)
- Lebanon Campus Learning Center
- York Campus Library - 2 printers and release stations (approximately 20 workstations and 60 laptops)
- York Campus Learning Center
- Mid-Town 2 Building 112 Lab

HACC is requesting recommendations as it relates to all:
- Hardware
- Software\Licensing
- Estimated cost for deploying the solution
- Estimated timeline for deploying the solution including lead time
- Estimated cost for a typical maintenance/support plan for 1-3 years including hardware, software, licensing, toner, and any other applicable costs.

ADDITIONAL NOTES
HACC requests that the vendor provide references, preferably within a 200 mile radius of the Harrisburg Campus (1 HACC Drive, Harrisburg, PA 17110)
Following interviews and/or demos, it is the intention of HACC to create an RFP.

RFI 15-03 Student Print Management

Harrisburg Area Community College is moving away from paper based information management in favor of electronic procurement via the PennBid Program. All documents are available to you online at no cost, plus you can submit and update your proposals right from your office. In order to use the Program, you must register with PennBid (www.PennBid.net), a one-time **no cost** process. PennBid is a secure, sealed bid program and no other vendors or bidders have access to your information.

Acknowledgement: Please acknowledge receipt and interest in this Request for Information (RFI) by completing the information requested below and emailing it to *procurement@hacc.edu or to PennBid*.

Acknowledgement due date is: May 13, 2015
Also, please include this page with your information

Provider Name: _____   Contact Name: _____

Address (include City, State, Zip): _____

_____

Phone: _____   Fax: _____   Cell Phone: _____

Email: _____   Website: _____

Check One: We will _____   will not _____ be responding to this RFI.

If not responding, please explain briefly: _____

_____

_____

END OF INFORMATION FORM