

**DEPARTMENTAL INPUT**  
**CONTRACT/PROJECT MEASURE ANALYSIS AND RECOMMENDATION**

☒ New    ☐ OTR    ☐ Sole Source    ☐ Bid Waiver    ☐ Emergency    Previous Contract/Project No.

☐ Contract  
☐ Re-Bid    ☐ Other- Legacy    LIVING WAGE APPLIES: ☐ YES    ☒ NO

Requisition No./Project No.: RQEL2000001    TERM OF CONTRACT 3 YEAR(S) WITH 0 2 YEAR OTRs

Requisition /Project Title: OKI Ballot Printers  
Description:

The purpose of this solicitation is to establish a contract for the acquisition of OKI B432dn-b Ballot Printers and associated consumables. The equipment is required by the Miami-Dade Elections department and will be used during the upcoming 2020 Election cycle and subsequent years as well.

Issuing Department: Elections    Contact Person: Santiago A. Pastoriza    Phone: 305-375-1084

Estimate Cost: \$997,060    Funding Source: General Fund/CIIP

**ANALYSIS**

<b><u>Commodity Codes:</u></b>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;">20549</span>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;">20547</span>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;"></span>
Contract/Project History of previous purchases three (3) years Check here <input type="checkbox"/> if this is a new contract/purchase with no previous history.					
	<b><u>EXISTING</u></b>	<b><u>2<sup>ND</sup> YEAR</u></b>	<b><u>3<sup>RD</sup> YEAR</u></b>		
<b>Contractor:</b>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>		
<b>Small Business Enterprise:</b>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>		
<b>Contract Value:</b>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>		
Comments:					
Continued on another page (s): <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					

**RECOMMENDATIONS**

	Set-aside	Sub-contractor goal	Bid preference	Selection factor
<b>SBE</b>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;"></span>	<span style="border: 1px solid black; display: inline-block; width: 60px; height: 1.2em; vertical-align: middle;"></span>
Basis of recommendation: <span style="border: 1px solid black; display: inline-block; width: 850px; height: 1.2em; vertical-align: middle;">See bid document</span>				
Signed: Santiago A. Pastoriza		Date sent to SBD: <span style="border: 1px solid black; display: inline-block; width: 100px; height: 1.2em; vertical-align: middle;">01/07/2020</span>		
		Date returned to ISD Procurement: <span style="border: 1px solid black; display: inline-block; width: 150px; height: 1.2em; vertical-align: middle;"></span>		

**INTERNAL SERVICES DEPARTMENT  
STRATEGIC PROCUREMENT DIVISION  
ALLOCATION REQUEST FORM**

Date: 12/13/2019  
*(Date prepared by ISD-SPD)*

To: Procurement Liaisons of client departments initiating a new project or with allocations in current contract or pool

From: Santiago Pastoriza; 305-375-1084; Santiago.Pastoriza@miamidade.gov  
*(Procurement Officer Name; Phone Number; Email Address)*

Contract/Pool or N/A

Req. No.: *(Contract/Pool or Req. Number)*

Title: Purchase of Oki B432dn-b Printers  
*(Title of Contract/Pool/New Project)*

Instructions: Complete Parts A, B, and C and return this document, with the appropriate attachments, by:

*(Due Date)*

**Part A:**

- Department: Elections
- Project Manager's Name: Michael Johnson Telephone: (305) 499-8581

**Part B: Select one of the following:**

- ☒ My department is initiating a new project/procurement. *(Please include scope, market research and complete 3a-3e below)*
- ☐ My department does not need a replacement for the subject contract or pool.
- ☐ My department needs a replacement for the subject contract or pool. As such, my department has completed all of the following:

1. Reviewed the attached copy of the solicitation for the expiring contract or pool, made the required changes to the qualification requirements, and specifications and/or scope of services, as related to the goods and/or services we require;
2. Revised any and all estimated quantities considering past usage and needs for the anticipated contract or pool term;
3. Provided all of the following information:
  - a. My department will use the resulting contract or pool to (use attachment if necessary to provide detailed justification):  
Miami Dade County Elections is seeking a vendor who can provide a complete solution including the purchase of Okidata printers, along with the consumables (Toner and Drum) that will be used during the upcoming 2020 Election Cycle and subsequent years through 2023. Please see attached SOW for a more detailed justification.
  - b. The Funding Source for the new, replacement contract or pool is: General Fund/CIIP
  - c. Will Federal funds be used to support the requested allocation?: No (Yes /No)
  - d. Will PTP funds be used to support the requested allocation?: No (Yes /No)
  - e. The allocation request is, \$ 997,060.00 for the\* 3 year term.  
*(Provide a number for the year term)*

\*Allocations may be proportionally adjusted should there be a change to the new project/contract/pool term

**Part C: Approval by the Department Director (or Deputy/Assistant Director):**

Department Director:

Print Name: Christina White

Signature: 

Date: 12/13/19

\*This form must be returned to the Procurement Officer listed above.

**Elections Department**

**Purchase of  
Oki B432dn-b Printers**

**Statement of Work  
December 2019**



**Miami – Dade County Elections**  
**Purchase of**  
**Oki B432dn-b Printers**

**Table of Contents**

Background .....3  
Product Specifications .....3  
Consumables .....4  
Warranty Requirements .....5

**Miami – Dade County Elections**  
**Purchase of**  
**Oki B432dn-b Printers**

**Background**

Miami Dade County Elections is seeking a vendor who can provide a complete solution including the purchase of the printers, the consumables (Toner and Drum) that will be used during an election. The OKI B432dn-b printer was selected because of the items listed below:

1. Experience with Oki printers in the past
2. Size of paper ballot needed to be printed (up to 8 ½ by 18 inches)
3. No need for color
4. Speed of printer including duplexing speed
5. Simplicity of changing consumables
6. Foot print of printer
7. Price
8. Recommendation from other SOE offices in Florida

**Product Specifications**

To be considered, any system bid must include the following minimum capabilities, functionalities and support.

**Printer – Oki, Model #B432dn-b**

- Up to 500 printers with an option to buy more in the future if needed
- Prints two-sided, black and White, duplexed, ballots up to 11" x 22"
- Use heavy paper stock of up to 300gsm
- Print speed 20 seconds per page or faster (duplexed)
- Time to first print 17.0 seconds or faster
- Resolution 1200 x 1200 dpi
- Supported OS – Windows 7 or higher
- Extended tray, paper holder, and Firmware (Part# 91696101-7)

**Miami – Dade County Elections**  
**Purchase of**  
**Oki B432dn-b Printers**

**Consumables**

- High Yield 12K toner type B5 Part# 45807110
- Drum Part# 44574301

**2020 Consumable needs based on estimated voter turnout.**

Item	PPP	Primary	General
17" Pages per Election	1	1	2
Estimated EV Turnout	360000	576000	600000
Estimated number of Pages	360,000	576,000	1,200,000
45807110 12K B432 Toner	<b>300</b>	<b>445</b>	<b>1000</b>
44574301 B432 Image Drum	<b>37</b>	<b>59</b>	<b>248</b>

**Consumable formula from Oki**

Formula works our as follow:

Standard yield (12K)/ 2 –this accounts for duplexing  
Standard coverage (5%)/ actual coverage  
Standard length (11")/ actual length

**Using 15% coverage with ink of Page**

$(12,000/2) * (5\%/15\%) * (11/17) = 1,294$  Pages of 17 inch paper per cartridge

OKI PART NUMBER	OKI MODEL NAME	*Page Yield (5% Coverage/Single side) 8.5 X 11	Coverage - Duplexed)		
			14"	17"	19"
91696101	B432DN-B	200,000 or 5 Years			
44574301	KIT: IMAGE DRUM TYPE B2 B411/431	30,000	11,786	9,706	7,857
44565810	FUSER ASSEMBLY 120v	200,000 (not designed to be changed)	78,571	64,706	52,381

**Miami – Dade County Elections**  
**Purchase of**  
**Oki B432dn-b Printers**

Consumables to Order	Quantity
45807110 12K B432 Toner	$(300 + 445 + 1000) = 1745$
44574301 B432 Image Drum	$(37 + 59 + 248) = 344$

**Warranty Requirements**

- Equipment shall be warranted for the period of 1 year for the date of purchase shall be warranted against any defects or failures that prevent it from performing its designed function.

PROJECTED ALLOCATION FOR OKI PRINTERS PURCHASE

CONTRACT YEAR	DESCRIPTION	QUANTITY	ESTIMATED COST	AMOUNT
YEAR 1	OKI B432DN-B PRINTER WITH TRAY AND FIRMWARE	500	\$612.00	\$306,000.00
1/2020- 12/2020	HIGH YIELD 12K TONER TYPE B5 PART #45807110	1745	\$128.00	\$223,360.00
	DRUM PART #44574301	344	\$155.00	\$53,320.00
				<b>\$582,680.00</b>
YEAR 2	OKI B432DN-B PRINTER WITH TRAY AND FIRMWARE	100	\$612.00	\$61,200.00
1/2021- 12/2021	HIGH YIELD 12K TONER TYPE B5 PART #45807110	300	\$128.00	\$38,400.00
	DRUM PART #44574301	37	\$155.00	\$5,735.00
				<b>\$105,335.00</b>
YEAR 3	OKI B432DN-B PRINTER WITH TRAY AND FIRMWARE	125	\$612.00	\$76,500.00
1/2022- 12/2022	HIGH YIELD 12K TONER TYPE B5 PART #45807110	1445	\$128.00	\$184,960.00
	DRUM PART #44574301	307	\$155.00	\$47,585.00
				<b>\$309,045.00</b>
				<b>\$997,060.00</b>