

Staples Inc., Staples Technology Solutions

Bid Contact	Rick Nieves rick.nieves@staples.com Ph 407-475-4844	Address	1901 Summit Tower Blvd Suite 100 Orlando, FL 32810
Qualifications	PP-DRUGFREE PP-EQUAL PP-LBTR PP-LOCAL PP-SCRUTINIZED PP-SWORN PP-VENDORINFO PP-VOSB PP-W9		
Bid Notes	Please also see attached insurance redlines. This was the only place we noticed where we could upload an attachment under line item TS-19-02-01-15.		

Item #	Line Item	Notes	Unit Price	Qty/Unit	Attach.	Docs
TS-19-02--01-01	Chromebook	Supplier Product Code: 81MH0006US Supplier Notes: See Attachment	First Offer - \$228.00	459 / each	\$104,652.00	Y Y
TS-19-02--01-02	Chromebook Mgmt License	Supplier Product Code: CROSSWDISGRT Supplier Notes: Exact item	First Offer - \$24.00	459 / each	\$11,016.00	Y
TS-19-02--01-03	Chromebook Cart	Supplier Product Code: TVC32PAC-CK Supplier Notes: https://www.bretford.com/product/cube-cart	First Offer - \$764.10	15 / each	\$11,461.50	Y
TS-19-02--01-04	Desktops	Supplier Product Code: Supplier Notes: Staples sells the desktop, license and warranty separate. Unit price is combined. Here I will separate the pricing with item numbers. HAO120001B00000 - \$307.90 - BPP0L0000000000 - \$99.99 1 BMY3L0000000000 - \$54.51 - Total \$462.40	First Offer - \$462.40	90 / each	\$41,616.00	Y
TS-19-02--01-05	Desktops	Supplier Product Code: Supplier Notes: Staples sells the desktop, license and warranty separate. Unit price is combined. Here I will separate the	First Offer - \$652.77	10 / each	\$6,527.70	Y

pricing with item numbers.
 AHB250011B00000 - \$492.09 -
 BPP0L0000000000 - \$106.17 -
 BMY3L0000000000 - \$54.51 - Total
 652.77

TS-19-02--01-06	Document Cameras	Supplier Product Code: DC170 Supplier Notes: See Attachment	First Offer - \$379.12	8 / each	\$3,032.96	Y	Y
TS-19-02--01-07	Interactive Systems	Supplier Product Code: ELM1367 Supplier Notes: https://www.elmoussa.com/product/mx-p/	First Offer - \$382.71	4 / each	\$1,530.84		Y
TS-19-02--01-08	Microsoft Surface Pro	Supplier Product Code: LQJ-00001 Supplier Notes: Exact Item	First Offer - \$1,678.32	4 / each	\$6,713.28		Y
TS-19-02--01-09	Microsoft Surface Pro Keyboard	Supplier Product Code: FFQ-00041 Supplier Notes: Exact Item	First Offer - \$117.81	4 / each	\$471.24		Y
TS-19-02--01-10	Microsoft Surface Pro Mouse	Supplier Product Code: KGZ-00011 Supplier Notes: Exact Item	First Offer - \$25.80	4 / each	\$103.20		Y
TS-19-02--01-11	Microsoft Surface Pro Styus	Supplier Product Code: EYV-00025 Supplier Notes: Exact Item	First Offer - \$73.74	4 / each	\$294.96		Y
TS-19-02--01-12	Printer	Supplier Product Code: W1A53A#BGJ Supplier Notes: M402dn is end of life. Staples offers toners and warranty for this product. See attachment	First Offer - \$185.56	36 / each	\$6,680.16	Y	Y
TS-19-02--01-13	Projectors	Supplier Product Code: NP-ME331W Supplier Notes: Exact Item	First Offer - \$506.31	31 / each	\$15,695.61		Y
TS-19-02--01-14	Projector Ceiling Mount	Supplier Product Code: NP01UCM Supplier Notes: Exact Item	First Offer - \$78.73	31 / each	\$2,440.63		Y
TS-19-02--01-15	SMART Boards 77	Supplier Product Code: FX-79E2 Supplier Notes: See Attachment for line item. Please also see attached insurance redlines. This was the only place we noticed where we could upload an	First Offer - \$858.45	5 / each	\$4,292.25	Y	Y

attachment.

Supplier Total **\$216,528.33**

Staples Inc., Staples Technology Solutions

Item: **Chromebook**

Attachments

Lenovo_14e_Chromebook_single_model_201907230924.pdf

Lenovo 14e Chromebook 81MH0006US

City of Pembroke Pines

TS-19-02

Product
Lenovo 14e Chromebook

Region
NA

Country
USA

Machine Type
81MH

Processor
AMD A4-9120C (2C / 2T, 1.6 / 2.4GHz, 1MB)

Graphics
Integrated AMD Radeon R4 Graphics

Memory
4GB Soldered DDR4-1666

Display
14" FHD (1920x1080) TN 220nits Anti-glare

Multi-touch
None

Storage
32GB eMMC 5.1

Optical
None

Ethernet
None

WLAN + Bluetooth
Qualcomm QCA6174A 11ac, 2x2 + BT4.1

Color
Mineral Grey

Camera
720p

Keyboard
Non-backlit

Fingerprint Reader
None

Battery
Integrated 57Wh

Power Adapter
45W USB-C

Operating System
Chrome OS

Warranty
1-year, Mail-in

Announce Date
2019-03-06

Notes:

Battery life is an estimated maximum. Actual battery life may vary based on many factors, including screen brightness, active applications, features, power management settings, battery age and conditioning, and other customer preferences.

California Electronic Waste Recycling Fee

In California, per state law, Lenovo charges an electronic waste recycling fee on this covered device at the time of sale of the product. For more information, go to:

<https://www.calrecycle.ca.gov/Electronics/Consumer>



WWW.LENOVO.COM

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<https://psref.lenovo.com>

Visit psref website for the latest version of Product Specifications Reference.

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Lenovo 14e Chromebook Platform Specifications

Product Specifications Reference (PSREF)

Processor	AMD A-Series APUs						Media reader Ports	Micro SD card reader Two Type-C USB 3.0, two USB 3.0, headphone / microphone combo jack <i>* Depending on many factors, actual data transfer speed may be lower than theoretical speed.</i>
	Processor Number	# of Cores	# of Threads	Base Frequency	Max Frequency	Memory Type	L2 Cache	Processor Graphics
Graphics	A4-9120C	2	2	1.6 GHz	2.4 GHz	DDR4-1666	1MB	Radeon™ R4
	A6-9220C	2	2	1.8 GHz	2.7 GHz			Radeon R5
	Chipset	AMD Radeon R4 Graphics in processor						
	Memory	AMD SoC (System on Chip) platform 4GB or 8GB / 1666MHz DDR4 / soldered to systemboard, no sockets						
Display	Some: 14.0" (355mm) FHD (1920x1080), IPS, anti-glare, LED backlight, 250 nits, 16:9 aspect ratio							
	Some: 14.0" (355mm) FHD (1920x1080), anti-glare, LED backlight, 220 nits, 16:9 aspect ratio							
Multi-touch (opt)	Support 10 fingers (IPS model only)							
Storage	eMMC 5.1 (embedded Multi Media Card) flash memory on board							
Optical	None							
Ethernet	None							
	Qualcomm® QCA6174A, Wi-Fi 2x2 802.11ac + BT4.1, M.2 card							
WWAN	None							
Bluetooth™	Bluetooth 4.1 wireless, integrated in Wi-Fi + Bluetooth combo adapter							
Dimensions	WxDxH: 12.91" x 8.86" x 0.70"; 328mm x 225mm x 17.7mm							
Weight	1.48 kg (3.27 lb)							
Case color	Mineral Grey							
Case material	Display Cover: Aluminum							
	Display bezel sheet: Mylar/rubber ring							
	Keyboard bezel & Palm rest: PC/ABS plastic							
	Bottom: PC/ABS plastic							

Note: The specifications above may not be available in all regions.

Lenovo
July 2019



Staples Inc., Staples Technology Solutions

Item: **Document Cameras**

Attachments

DC170,V01-DataSheet_EnglishLEI-2019-0426.pdf

DC170 2x Portable Document Camera

Lumens™
Brilliance by Design

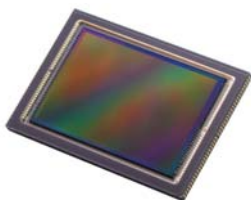
The Lumens™ DC170 document camera is equipped with a specialised 2x Sensor zoom and a professional image sensor that delivers vivid colours at high-definition Full HD 1080p output resolutions with 30 frames per second, it transmits a streaming image smoothly in real time without delays. The internal memory stores up to 240 images and is supported SD card memory device. One-touch video recording allows you to record presentations stand-alone without the need for a PC. Our no joints, highly flexible gooseneck enables a 360° viewing angle and object viewing from just 3 cm to observe an objects finer detail. The adjustable side lamp design prevents reflections. Press one button to get the perfect image quality every time. The Lumens™ DC170 makes presentations and teaching more interactive and attractive.

Key Features

- Full HD 1080p Output Resolution
- High Speed 30fps Dynamic Image
- VGA Output/HDMI Output
- Professional 2x Sensor zoom
- Digital Zoom 12x
- Superior sensor delivery a crystal image quality
- Built-in Microphone
- One-Touch synchronous audio/ video recording
- Built-in SD card slot, support SDHC, SDXC, expandable to 64GB
- No Joint, Highly Flexible Gooseneck
- Plug and Play
- Unique Image Optimization-Auto Tune
- Innovative Built-in power supply
- Compatible with All Major Brands of Whiteboard



More Details



Excellent Image Quality

Equipped with a professional image sensor with low noise and vivid colour reproduction. It supports extremely high definition Full HD 1080p, SXGA, and varies signal formats for crystal-clear image.



Video / Audio Recording and Extra Storage

With a built-in microphone and just one-button to record video and audio synchronously on board directly without a PC. The SD card storage is convenient to record training, meetings, seminars, lectures.

Built-in Power



External Power



Built-in Power

With a much more stable power supply and less things to detach you can be sure of a constant image and data flow.

HDMI



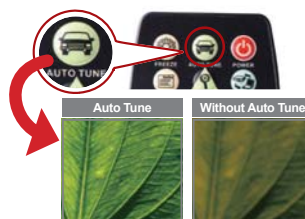
HDMI Interface

Utilize a standard HDMI interface for the highest quality digital video transmission, and simplify system integration.



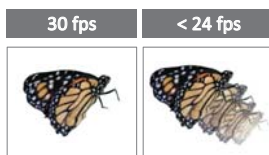
Anti-Reflection

With the Lumens™ side lamp gooseneck design, the direction of the light source can be adjusted according to the environment to prevent reflections.



Auto Tune

With the convenient single button to adjust the clarity, brightness, and colour according to the actual environment automatically.



Extremely Smooth Dynamic Image

With 30 fps capture every tiny movement during playback without delays. Even flapping insect wings can be clearly observed in great detail.



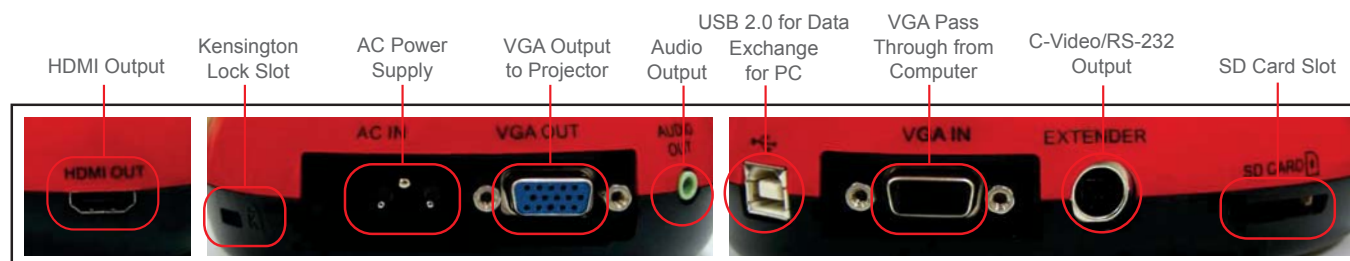
Joint-free Gooseneck

Highly flexible and joint-free gooseneck design ensures smooth quality without vibration, easy to use, and 360° viewing angle.

Specifications

Zoom	2x Sensor zoom	Power Supplied	Internal Power Supply, 100-240VAC
Digital Zoom	12x	USB Image Transmission	USB 2.0 (480 Mbps) high speed transmission
Mechanical Zoom	10x	Video/Audio Recording	One Touch, record image and sound synchronously
Output resolution	XGA, SXGA(1280x960), WXGA, 1080p	Built-in Microphone	Yes
High Color Reproduction	ΔE^*ab 9.05 (mean)	Image Capture	Single or continuous capturing
SNR	51 dB	Auto Tune	Yes, one button for optimisation image
Sharpness	MTF 1023 lines	Image Rotation	0°, 180°, Flip, Mirror
Frame Rate	30 fps	Anti-Theft	Kensington anti-theft lock device
Shooting Area Max.	515 x 388 mm (20.2" x 15.2")	Free Lumens™ Software	Support PC Windows 10, 8, 7, XP, Vista, Mac OS X, Chrome OS; WIA and TWAIN interface
Close-up	3cm		
Lamp	1. LED side lamp supported by gooseneck 2. Built-in LED on camera head		
Built-in Memory	240 pictures		

User Interface



Lumens[™]
Brilliance by Design

Lumens Integration, Inc.
4116 Clipper Court
Fremont, CA. 94538
Phone: 888.542.3235
Fax: 510.252.1389
www.MyLumens.com

Lumens Europe
Stationstraat 5
1730 Asse, Belgium
Phone: +32 (0) 2 452 76 00
Fax: +32 (0) 2 452 76 00

Staples Inc., Staples Technology Solutions

Item: **Printer**

Attachments

HP M404dn Printer.pdf



HP Sales Central

HP LaserJet Pro M404dn (W1A53A)

Active as of 6/1/2019



Overview

Winning in business means working smarter. The HP LaserJet Pro M404 printer is designed to let you focus your time where it's most effective—helping to grow your business and staying ahead of the competition.

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future.

<http://www.hp.com/go/learnaboutsupplies>

List Price

\$382.06

Additional resources

[Warranty Checker \(HP Inc\)](#)

[Partner Pricing Information](#)

Built to keep you—and your business—moving forward

Help decrease the amount of paper used in the office by printing on both sides of the page.¹²

Grab pages and go—without waiting. This device wakes up and prints fast.¹

Simply designed to uncomplicate your day

Set up this printer fast and easily manage device settings to help increase overall printing efficiency.

Make the most of your office space with a printer that conveniently fits into your workstyle.

Best -in-class security-detect and stop attacks⁶

A suite of embedded security features help protect your printer from being an entry point for attacks.⁶

Help secure confidential information with optional PIN/Pull printing to retrieve print jobs.⁷

Optional HP JetAdvantage Security Manager lets you set configuration

Sustainability is smart business

Avoid frustrating reprints, wasted supplies, and service calls using Original HP toner cartridges.

Help save paper right out of the box. The duplex print setting is set at default paper savings mode.⁸

Saves up to 18% energy over prior products.⁹

Specifications

Functions

Print

Print speed black (ISO, letter)

Up to 40 ppm⁷

Print speed duplex (letter)

Up to 33 ipm

First page out black (letter, ready)

As fast as 6.1 sec

Duty cycle (monthly, letter)Up to 80,000 pages¹⁰

(Duty cycle is defined as the maximum number of pages per month of imaged output. This value provides a comparison of product robustness in relation to other HP LaserJet or HP Color LaserJet devices, and enables appropriate deployment of printers and MFPs to satisfy the demands of connected individuals or groups.)

Recommended monthly page volume750 to 4000¹¹**Number of users**

3-10 Users

Print technology

Laser

Print quality black (best)

Fine Lines (1200 x 1200 dpi)

Processor speed

1200 MHz

Print languages

HP PCL 6, HP PCL 5c, HP postscript level 3 emulation, PDF, URF, PWG Raster

Display

2-line backlit LCD graphic display

Print colors

No

Number of print cartridges

1 (black)

Mac compatible

Yes

Printer Management

HP Printer Assistant; HP Utility (Mac); HP Device Toolbox; HP Web JetAdmin Software; HP JetAdvantage Security Manager; HP SNMP Proxy Agent; HP WS Pro Proxy Agent; Printer Administrator Resource Kit for HP Universal Print Driver (Driver Configuration Utility - Driver Deployment Utility - Managed Printing Administrator)

Security management

Secure Boot, Secure Firmware Integrity, Runtime Code Integrity, password protected EWS, secure browsing via SSL/TLS 1.0, TLS 1.1, TLS 1.2; IPP over TLS; Network: enable/disable network ports and features, unused protocol and service disablement, SNMPv1, SNMPv2, and SNMPv3, community password change; HP ePrint: HTTPS with certificate validation, HTTP Basic Access Authentication, SASL authentication; Firewall and ACL; control panel lock, certificates configuration, UPD PIN printing, Syslog, signed firmware, administrator settings, 802.1x authentication (EAP-TLS, and PEAP); Encrypted data storage; Secure data erase; Automatic firmware updates; Secure Encrypted Print via optional job storage, Compatible with optional HP JetAdvantage Security Manager

Fonts and typefaces

84 scalable TrueType fonts

Mobile printing capability

Apple AirPrint™; Google Cloud Print™; HP ePrint; HP Smart App; Mobile Apps; Mopria™ Certified; ROAM capable for easy printing⁵

Wireless capability

No

Connectivity, standard

1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet 10/100/1000BASE-T network

Minimum System Requirements

2 GB available hard disk space, Internet connection, USB port, Internet browser. For additional OS hardware requirements see microsoft.com

Minimum System Requirements for Macintosh

2 GB available hard drive space, Internet connection or USB port, OS hardware requirements see apple.com

Compatible Operating Systems

Windows Client OS (32/64 bit), Win10, Win8.1, Win 8 Basic, Win8 Pro, Win8 Enterprise, Win8 Enterprise N, Win7 Starter Edition SP1, UPD Win7 Ultimate, Mobile OS, iOS, Android, Mac, Apple® macOS Sierra v10.12, Apple® macOS High Sierra v10.13, Apple® macOS Mojave v10.14, Discrete PCL6 Printer Driver, For more information on the supported operating systems go to <http://support.hp.com>, Enter your product name and search, Click on User Guides and enter your product name and search for User Guide, Search for your (Product Name) User Guide, Search for the Supported Operating Systems section, UPD PCL6 / PS Printer Drivers, Supported Operating systems, For more information on the supported operating systems see <http://www.hp.com/go/upd>

Compatible Network Operating Systems

Windows Server 2008 R2 64-bit, Windows Server 2008 R2 64-bit (SP1), Windows Server 2012 64-bit, Windows Server 2012 R2 64-bit, Windows Server 2016 64-bit, Failover Cluster 2008 R2, Failover Cluster 2012 R2, Terminal server 2008 R2, Remote Desktop server 2012 R2, Citrix Server 6.5, Citrix XenApp & XenDesktop 7.6, Novell iPrint server, Citrix Ready Kit Certification - Upto Citrix Server 7.18 for more information see <http://citrixready.citrix.com>, Linux- For more information see <http://developers.hp.com/hp-linux-imaging-and-printing>, Unix- For more information see <http://hp.com/go/unixmodelscrips>, UPD PCL6 / PS Printer Drivers, Supported for Compatible Network Operating systems please see <http://hp.com/go/upd>

Memory

256MB DRAM; 256MB Flash

Maximum Memory

256MB DRAM; 256MB Flash

Internal Storage

None

Paper handling input, standard

100-sheet multipurpose Tray 1, 250-sheet input Tray 2

Paper handling input, optional

Optional third 550-sheet tray

Input capacity

Up to 350 sheets (Tray 1: up to 100 sheets; Tray 2: up to 250 sheets)

Maximum input capacity (sheets)

Up to 900 sheets

Paper handling output, standard

150-sheet output bin

Output capacity

Up to 150 sheets

Maximum output capacity (sheets)

Up to 150 sheets

Finished output handling

Sheetfed

Duplex printing

Automatic (default)

Paper trays, standard

2

Paper trays, maximum

3

Envelope Feeder

No

Media sizes supported

Tray 1, Tray 2: Letter, legal, executive, Oficio (8.5 x 13 in), 4 x 6 in, 5 x 8 in, envelopes (No 10, Monarch); Optional Tray 3: Letter, legal, executive, Oficio (8.5 x 13 in), 4 x 6 in, 5 x 8 in; Automatic duplexer: Letter, legal, executive, Oficio (8.5 x 13 in)

Media sizes, custom

Tray 1: 3 x 5 to 8.5 x 14 in; Tray 2, optional Tray 3: 3.94 x 5.83 to 8.5 x 14 in

Media types

Paper (plain, EcoFFICIENT, light, heavy, bond, colored, letterhead, preprinted, prepunched, recycled, rough);

envelopes; labels

Media weight, supported

Tray 1: 16 to 46.6 lb; Tray 2 and Optional 550-sheet Tray 3: 16 to 32 lb

Power

110-volt input voltage: 110 to 127 VAC (+/- 10%), 50/60 Hz (+/- 2 Hz); 220-volt input voltage: 220 to 240 VAC (+/- 10%), 50/60 Hz (+/- 2 Hz) (Not dual voltage, product varies by part number with # Option code identifier)

Power supply type

Internal (built-in) Power Supply

Power consumption

495 watts (active printing), 5.5 watts (ready), 0.5 watts (sleep), 0.5 watts (Auto Off/Wake on LAN, enabled at shipment), 0.05 watts (Auto-off/Manual-on), 0.05 (Manual Off) ²

Typical electricity consumption (TEC) number

BA: 1.10 kWh/week; ES: 1.228 kWh/week

Energy efficiency

EPEAT® Silver; CECP; ENERGY STAR® qualified; Blue Angel RAL-UZ 205

ENERGY STAR® certified

Yes

Operating temperature range

59 to 90.5°F

Recommended operating humidity range

30 to 70% RH

Minimum dimensions (W x D x H)

15 x 14.06 x 8.5 in

(Without trays and covers not extended)

Maximum dimensions (W x D x H)

15 x 25 x 9.5 in

(Without trays and covers not extended)

Weight

18.87 lb

UPC number

(201) 192018902909; (696) 192018902879; (697) 192018902886; (AB0) 192545283168; (ABT) 192018895133; (ABY) 192018895140; (AC8) 192018902893; (ACQ) 192018895157; (B19) 192018902855; (BAZ) 192018902862; (BBU) 192545283144; (BGJ) 192018902916; (BGM) 192545283151

Package dimensions (W x D x H)

17.44 x 10.78 x 18.26 in

Package weight

23.1 lb

Quantity per pallet

45 (NA), 36 (EMEA, AP)

Pallet dimensions

47.24 x 39.37 x 97.44 in (NA), 47.24 x 39.37 x 79.17 in (EMEA, AP)

Pallet weight

1089.4 lb (NA), 881.5 lb (EMEA, AP)

Country of origin

Made in Philippines; Made in Japan (W1A53A#201); Made in Brazil (W1A53A#696, #697, #AC8)

What's in the box

HP LaserJet Pro M404dn
Preinstalled HP Black LaserJet Toner Cartridge (59A for EMEA, 58A for AMS, 76A for AP, yield ~3,000 pages)
Getting Started Guide
Support Flyer
Warranty Guide
Regulatory Flyer

Power cord
USB cable (AP Only)

Cable included

Yes, 1 USB cable (AP only); No, please purchase USB cable separately (EMEA, Americas)

Replacement cartridges

AMS: For distribution and use in North America and Latin America only: HP 58A Black LaserJet Toner Cartridge (~3,000 pages), CF258A; HP 58X Black LaserJet Toner Cartridge (~10,000 pages), CF258X; EMEA: For distribution and use in Europe, Middle East, Russia, CIS, and Africa only: HP 59A Black LaserJet Toner Cartridge (~3,000 pages), CF259A; HP 59X Black LaserJet Toner Cartridge (~10,000 pages), CF259X; APJ: For distribution and use only in Asia Pacific - excluding China (PRC) and India: HP 76A Black LaserJet Toner Cartridge (~3,000 pages), CF276A; HP 76X Black LaserJet Toner Cartridge (~10,000 pages), CF276X

Software included

No software solutions are included in the Box

Download software at <http://123.hp.com/laserjet> or <http://hp.com>

Warranty

One-year Bench/Depot Repair warranty. Warranty and support options vary by product, country and local legal requirements. Contact your Contractual Vendor or go to hp.com/support to learn about HP award winning service and support options in your region. (wty code 4E; wty ID A033)

Overview

- 1 Measured using ISO/IEC 24734 and excludes first set of test documents. For more information, see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.
- 6 Based on HP review of 2019 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit <http://www.hp.com/go/PrintersThatProtect>. For more information: <http://www.hp.com/go/printersecurityclaims>
- 7 Pin printing enabled via USB installed in rear of device.
- 9 Based on HP Internal testing using normalized TEC Value, 2019.
- 12 2 sided printing not supported on the M404n

Specifications

- 2 Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Power consumption values typically based on measurement of 115V device.
- 7 Measured using ISO/IEC 24734, excludes first set of test documents. For more information see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.
- 10 Duty cycle is defined as the maximum number of pages per month of imaged output. This value provides a comparison of product robustness in relation to other HP LaserJet or HP Color LaserJet devices, and enables appropriate deployment of printers and MFPs to satisfy the demands of connected individuals or groups.
- 11 HP recommends that the number of pages per month of imaged output be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period

Assets

Brochure (1)

HP LaserJet with JetIntelligence technology. Brochure

A brochure introducing the new HP LaserJets with Original HP Toner cartridges with JetIntelligence, including performance and design features, information about JetIntelligence toner cartridges, and HP JetAdvantage Private Print.

Compatibility matrix (3)

HP Line-up Map A4 Printers: LaserJet and PageWide. (NA, A2-size)

HP Line-up map providing available LaserJet and PageWide A4 printers, including single function and multifunction mono and color devices. Technical specifications are included for each series.

HP Secure MPS preferred device matrix (A4)

This compatibility matrix identifies which embedded security features are available for supported HP Secure MPS Enterprise LaserJet and PageWide printing devices.

HP Secure MPS preferred device matrix (LTR)

This compatibility matrix identifies which embedded security features are available for supported HP Secure MPS Enterprise LaserJet and PageWide printing devices.

Competitive information (3)

Why HP printers and MFPs vs. Brother? Competitive comparison (A4)

Partner and Channel

Learn the top differentiators between HP printers/MFPs and Brother devices. HP products offer low energy use, high uptime, and exceptional print quality, which can mean a lower overall cost of ownership.

Why HP printers and MFPs vs. Brother? Competitive comparison (LTR)

Partner and Channel

Learn the top differentiators between HP printers/MFPs and Brother devices. HP products offer low energy use, high uptime, and exceptional print quality, which can mean a lower overall cost of ownership.

Why HP printers and MFPs vs. Brother? Competitive comparison presentation

Partner and Channel

Learn the top differentiators between HP printers/MFPs and Brother devices. HP products offer low energy use, high uptime, and exceptional print quality, which can mean a lower overall cost of ownership.

Data sheet (1)

HP LaserJet Pro M404 Series printer

4 pages for the Datasheet :HP LaserJet Pro M404 Series ; HP LaserJet Pro M404n, HP LaserJet Pro M404dn and HP LaserJet Pro M4042dw

Multimedia - Web Page (1)

HP LaserJet Pro M404dn “Amazon A+ Assets

HP LaserJet Pro M404dn “Amazon A+ Assets

Ordering and Configuration Guide (1)

HP LaserJet Pro M404 Series Printer

Partner and Channel

Product setup information for the following Printers; HP LaserJet Pro M404n, HP LaserJet Pro M404dn and HP LaserJet Pro M4042dw

Partner presentation (3)

Buyers Lab (BLI) 2018 Award slide (WW)**Partner and Channel**

A slide providing the BLI 2018 Award for Most Reliable Business Printer & MFP Brand. The slide includes content about the award and corresponding footnotes.

HP 58A/X Original LaserJet Toner Cartridges with JetIntelligence Sell-in slides (AMS)**Partner and Channel**

A presentation to help sales understand Original LaserJet supplies for HP LaserJet Pro M400 series. Includes information on new EcoSmart black toner.

HP LaserJet Pro M404 series. Product presentation (NA)**Partner and Channel**

A presentation for the HP LaserJet Pro M404 series detailing key features, series at a glance, product walk-around, and optional paper-handling accessory.

Poster/banner (1)**JetIntelligence: Introducing new HP EcoSmart toner. Poster**

A customer-facing poster to introduce new EcoSmart black toner.

Product family guide (3)**HP LaserJet Pro M404 series, HP LaserJet Pro MFP M428 series. Product guide**

Learn everything you need to know about the HP LaserJet Pro M404 series and HP LaserJet Pro MFP M428 series, including key features and benefits, a product walk around, ordering information, and technical specifications.

HP printers, MFPs, and all-in-ones. Business devices selection guide

Selection guide providing business customers the information they need to choose the right HP LaserJet, OfficeJet, or PageWide printer or MFP for their work teams, workgroups, and departments. Includes qualifying questions and tables comparing device features.

HP Printing Partner Playbook - July

The Printing Partner Playbook is for HP Channel Partners and resellers and prepared specifically for channel partners and resellers. The playbook includes current information about LaserJet, Ink Printers, Scanjet, PageWide and multifunction printers. Find information about New Product Introductions, programs, product line-ups, sales tool guides, training, HP original supplies, and news.

Product/solution award (1)**Buyers Lab (BLI) - HP Most Reliable Business Printer Brand - Summer '18 - AMS**

Buyer's Lab Most Reliable Business Printer Brand Award given to HP OfficeJet, OfficeJet Pro, LaserJet, and PageWide products - 2018 through 2021. HP award use rights cover 2018 to 2021.

Sales guide (1)**HP Commercial Print Transactional Hardware Sales Kit (NA)****Partner and Channel**

The right tools, in one place. This toolkit includes the most useful product materials to help you sell commercial print transactional hardware in North America.

Service cost sheet (1)**HP LaserJet Pro M304, M305, M404, M405 - (EN)****Partner and Channel**

Confidential product performance information for HP LaserJet Pro M304, M305, M404, M405, intended for resellers and managed print service providers

Success story (2)**HP MPS aids in efficient healthcare at Houston Healthcare while reducing costs**

Houston Healthcare, a non-profit healthcare system in Georgia, streamlined costs without impacting quality of care and improved efficiencies with HP Managed Print Services. Implementing HP MPS has reduced print costs at Houston Healthcare by 48%.

HP MPS provides visibility into printing for Kelly-Moore Paints

Kelly-Moore Paints has 150 company-owned retail stores in seven states. The company has reduced internal printing costs by 60% with HP Managed Print Services. They know how much is being printed and that each location receives quality printer service.

Technical brief (2)**Product naming for HP printers, MFPs, and scanners (LTR)**

Technical Brief describing the meaning of the alphanumeric codes used in the product naming of HP LaserJet, HP PageWide, and HP ScanJet products and supplies.

Product naming for HP printers, MFPs, and scanners (LTR)

Technical Brief describing the meaning of the alphanumeric codes used in the product naming of HP LaserJet, HP PageWide, and HP ScanJet products and supplies.

Images - Product (6)

**Center facing**

54 x 41 (jpg)	54 x 41 (png)
100 x 70 (jpg)	96 x 72 (jpg)
96 x 72 (png)	99 x 74 (png)
153 x 115 (png)	180 x 135 (png)
240 x 180 (jpg)	240 x 180 (png)
247 x 185 (png)	170 x 190 (jpg)
257 x 193 (png)	320 x 240 (jpg)
320 x 240 (png)	474 x 356 (png)
513 x 385 (png)	400 x 400 (jpg)
400 x 400 (png)	573 x 430 (png)
800 x 600 (png)	1659 x 1246 (png)
2511 x 1604 (png)	1500 x 1703 (jpg)
2536 x 1766 (jpg)	

**Left facing**

54 x 41 (jpg)	54 x 41 (png)
100 x 70 (jpg)	96 x 72 (jpg)
96 x 72 (png)	99 x 74 (png)
153 x 115 (png)	180 x 135 (png)
240 x 180 (jpg)	240 x 180 (png)
247 x 185 (png)	170 x 190 (jpg)
257 x 193 (png)	320 x 240 (jpg)
320 x 240 (png)	474 x 356 (png)
513 x 385 (png)	400 x 400 (jpg)
400 x 400 (png)	573 x 430 (png)
800 x 600 (png)	1659 x 1246 (png)
1500 x 1597 (jpg)	3166 x 2243 (png)
3247 x 2396 (jpg)	

**Right facing**

54 x 41 (jpg)	54 x 41 (png)
100 x 70 (jpg)	96 x 72 (jpg)
96 x 72 (png)	99 x 74 (png)
153 x 115 (png)	180 x 135 (png)
240 x 180 (jpg)	240 x 180 (png)
247 x 185 (png)	170 x 190 (jpg)
257 x 193 (png)	320 x 240 (jpg)
320 x 240 (png)	474 x 356 (png)
513 x 385 (png)	400 x 400 (jpg)
400 x 400 (png)	573 x 430 (png)
800 x 600 (png)	1500 x 1123 (jpg)
1659 x 1246 (png)	4459 x 3008 (png)
4618 x 3227 (jpg)	

**Close up of ink cartridges**

54 x 41 (jpg)	54 x 41 (png)
100 x 70 (jpg)	96 x 72 (jpg)
96 x 72 (png)	99 x 74 (png)
153 x 115 (png)	180 x 135 (png)
240 x 180 (jpg)	240 x 180 (png)
247 x 185 (png)	170 x 190 (jpg)
257 x 193 (png)	320 x 240 (jpg)
320 x 240 (png)	474 x 356 (png)
513 x 385 (png)	400 x 400 (jpg)
400 x 400 (png)	573 x 430 (png)
800 x 600 (png)	1659 x 1246 (png)
1500 x 1255 (jpg)	4492 x 3334 (png)
4490 x 3491 (jpg)	

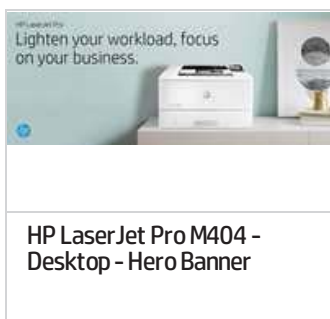
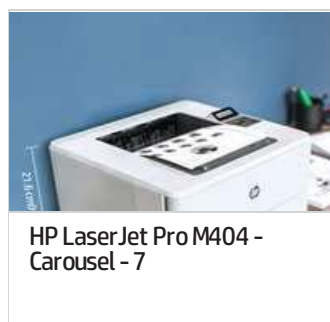
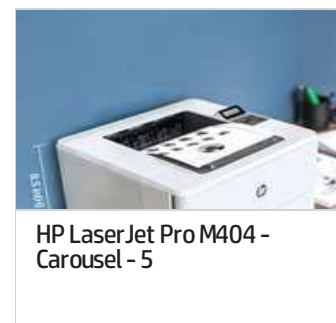
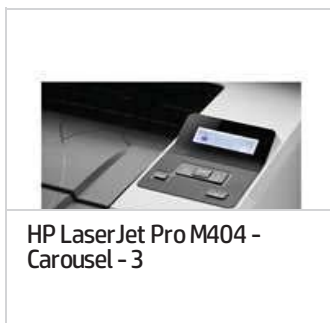
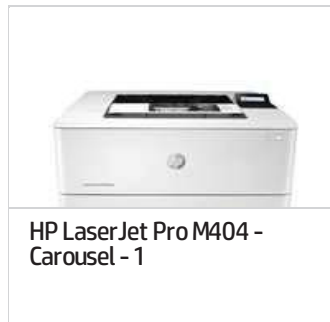
**Rear facing**

54 x 41 (jpg)	54 x 41 (png)
100 x 70 (jpg)	96 x 72 (jpg)
96 x 72 (png)	99 x 74 (png)
153 x 115 (png)	180 x 135 (png)
240 x 180 (jpg)	240 x 180 (png)
247 x 185 (png)	170 x 190 (jpg)
257 x 193 (png)	320 x 240 (jpg)
320 x 240 (png)	474 x 356 (png)
513 x 385 (png)	400 x 400 (jpg)
400 x 400 (png)	573 x 430 (png)
800 x 600 (png)	1500 x 1074 (jpg)
1659 x 1246 (png)	4828 x 2806 (png)
4827 x 3001 (jpg)	

**Top view closed**

54 x 41 (jpg)	54 x 41 (png)
100 x 70 (jpg)	96 x 72 (jpg)
96 x 72 (png)	99 x 74 (png)
153 x 115 (png)	180 x 135 (png)
240 x 180 (jpg)	240 x 180 (png)
247 x 185 (png)	170 x 190 (jpg)
257 x 193 (png)	320 x 240 (jpg)
320 x 240 (png)	474 x 356 (png)
513 x 385 (png)	400 x 400 (jpg)
400 x 400 (png)	573 x 430 (png)
800 x 600 (png)	1659 x 1246 (png)
1500 x 1708 (jpg)	2638 x 2512 (jpg)
2638 x 2512 (png)	

Images - Annotated (35)





**HP LaserJet Pro M404 -
Desktop Hot Button Dynamic
- 2**



**HP LaserJet Pro M404 -
Desktop Hot Button Dynamic
- 3**



**HP LaserJet Pro M404 -
Desktop Hot Button Dynamic
- 4**



**HP LaserJet Pro M404 - Hot
Button Static - 1**



**HP LaserJet Pro M404 - Hot
Button Static - 2**



**HP LaserJet Pro M404 -
Mobile - Hero Banner**



Simple design to
uncomplicate your day

**HP LaserJet Pro M404 -
Mobile - Hot Button Dynamic
- 1**



Set-up and start
printing within minutes

**HP LaserJet Pro M404 -
Mobile - Hot Button Dynamic
- 2**



Prints the first page
in 6 seconds

**HP LaserJet Pro M404 -
Mobile - Hot Button Dynamic
- 3**



Fits in your office
space conveniently

**HP LaserJet Pro M404 -
Mobile - Hot Button Dynamic
- 4**



**HP LaserJet Pro M404 -
Mobile - KSP Module**



**HP LaserJet Pro M404dn,
annotated, at a glance, with
output**



**HP LaserJet Pro M404dn,
annotated, at a glance, with
output**



**HP LaserJet Pro M404dn,
annotated, at a glance, with
output**



**HP LaserJet Pro M404dn,
annotated, rear walkaround,
no output**



Videos (3)

HP JetAdvantage security solutions

HP LaserJet Pro 400 series - Family Video - 60 sec (WW)

HP LaserJet Pro M404dw - Unboxing Video (WW)

Accessories

Paper Handling

Input Trays

Active	HP LaserJet Pro 550-sheet Feeder Tray	D9P29A
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Services

HP Care Pack Services

HP Recommends

Active	HP 3 year Next Business Day Exchange Service for LaserJet Pro M404 M405 M304 M305	UB9U1E
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Imaging and Printing Commercial Care Pack Services

Active	HP 1 year Post Warranty Next Business Day Exchange Service for LaserJet Pro M404 M405 M304 M305	UB9U5PE
Active	HP 1y Renewal Subscription Supply Svc for LaserJet (up to 1000 pages per month)	U9PW2PE
Active	HP 1y Renewal Subscription Supply Svc for LaserJet (up to 2000 pages per month)	U9PW5PE
Active	HP 1y Subscription Supplies Svc for LaserJet (up to 1000 pages per month)	U9PV3E
Active	HP 1y Subscription Supplies Svc for LaserJet (up to 2000 pages per month)	U9PV6E
Active	HP 3 year Next Business Day Exchange Service for LaserJet Pro M404 M405 M304 M305	UB9U1E
Active	HP Installation Service with network configuration for Personal Scanner and Printer (1 unit)	U9JT1E

Imaging and Printing Hardware Support Onsite Svc

Active	HP 1 year Post Warranty 4 hour 9x5 Service for LaserJet Pro M404 M405 M304 M306	UC0Q7PE
Active	HP 1 year Post Warranty Next Business Day Service for LaserJet Pro M404 M405 M304 M305	UB9U3PE
Active	HP 1 year Print At Your Service Next Business Day Renewal Service for LaserJet Pro M404	UC0T9PE
Active	HP 1 year Print At Your Service Next Business Day Service for LaserJet Pro M404	UC0T8E
Active	HP 3 year 4 hour 9x5 Service for LaserJet Pro M404 M405 M304 M305	UC0Q4E
Active	HP 3 year Next Business Day Service for LaserJet Pro M404 M405 M304 M305	UB9T8E
Active	HP 4 year 4 hour 9x5 Service for LaserJet Pro M404 M405 M304 M306	UC0Q5E
Active	HP 4 year Next Business Day Service for LaserJet Pro M404 M405 M304 M305	UB9T9E
Active	HP 5 year 4 hour 9x5 Service for LaserJet Pro M404 M405 M304 M307	UC0Q6E
Active	HP 5 year Next Business Day Service for LaserJet Pro M404 M405 M304 M305	UB9U0E

Solutions

JetAdvantage Printing Solutions

JetAdvantage Mobile Printing

Active	HP Roam for Business	HPROAM
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JetAdvantage Print Management

Active	HP JetAdvantage Insights	HPJETADINSIGHTS
Active	HP Universal Print Driver	HPUNIVPRNTDRV

Supplies

HP Laser Toner Cartridges and Kits

HP Black and White Laser Toner Printer Cartridges

Active	HP 58A Black Original LaserJet Toner Cartridge	CF258A
Active	HP 58X High Yield Black Original LaserJet Toner Cartridge	CF258X

Detailed Specifications

Accessories

HP LaserJet 550-sheet Feeder Tray D9P29A; HP v222w 16GB Mini USB Drive P0R81AA

Acoustic power emissions (active, printing)

6.7 B(A)

Acoustic power emissions (ready)

2.6 B(A)

Acoustic power footnote number

[6]

Acoustic pressure emissions bystander (active, printing)

54 dB(A)

Acoustic pressure emissions bystander (ready)

15 dB(A)

Automatic paper sensor

No

Blue Angel compliant

Yes, Blue Angel DE-UZ 205—only ensured when using Original HP supplies

Bottom margin (A4)

5 mm

Cable included

Yes, 1 USB cable (AP only); No, please purchase USB cable separately (EMEA, Americas)

Code name

Mogami dn

Compatible Network Operating Systems

Windows Server 2008 R2 64-bit, Windows Server 2008 R2 64-bit (SP1), Windows Server 2012 64-bit, Windows Server 2012 R2 64-bit, Windows Server 2016 64-bit, Failover Cluster 2008 R2, Failover Cluster 2012 R2, Terminal server 2008 R2, Remote Desktop server 2012 R2, Citrix Server 6.5, Citrix XenApp & XenDesktop 7.6, Novell iPrint server, Citrix Ready Kit Certification - Upto Citrix Server 7.18 for more information see <http://citrixready.citrix.com>, Linux- For more information see <http://developers.hp.com/hp-linux-imaging-and-printing>, Unix- For more information see <http://hp.com/go/unixmodelscrips>, UPD PCL6 / PS Printer Drivers, Supported for Compatible Network Operating systems please see <http://hp.com/go/upd>

Compatible Operating Systems

Windows Client OS (32/64 bit), Win10, Win8.1, Win 8 Basic, Win8 Pro, Win8 Enterprise, Win8 Enterprise N, Win7 Starter Edition SP1, UPD Win7 Ultimate, Mobile OS, iOS, Android, Mac, Apple® macOS Sierra v10.12, Apple® macOS High Sierra v10.13, Apple® macOS Mojave v10.14, Discrete PCL6 Printer Driver, For more information on the supported operating systems go to <http://support.hp.com>, Enter your product name and search, Click on User Guides and enter your product name and search for User Guide, Search for your (Product Name) User Guide, Search for the Supported Operating Systems section, UPD PCL6 / PS Printer Drivers, Supported Operating systems, For more information on the supported operating systems see <http://www.hp.com/go/upd>

Connectivity, standard

1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet 10/100/1000BASE-T network

Control panel

2-line LCD; OK button; Left button; Right button; Cancel button; Back button; Ready LED; Error LED

Count of cartons per pallet layer

9

Count of layers in pallet

5 (NA), 4 (EMEA, AP)

Country of origin

Made in Philippines; Made in Japan (W1A53A#201); Made in Brazil (W1A53A#696, #697, #AC8)

Datasheet publication number

4AA7-4860

Dimension note (imperial)

Without trays and covers not extended

Dimension(W x D x H) Footnote Number

[1]

Dimensions (W x D x H) Note

Without trays and covers not extended

Display

2-line backlit LCD graphic display

Display area (imperial)

1.79 x 0.53 in

Display area (metric)

4.55 x 1.35 cm

Downloadable software

From <http://123.hp.com>, HP Easy Start (Guided Software Install for Windows and Mac), From <http://hp.com> for Windows OS, Fullsolution software and drivers, Basicsolution software and drivers, HP PCL6 XPS Discrete Print Driver, Product Documentation and Support, From <http://hp.com> for Mac OS, HP Easy Start (Guided Software Install), HP Mac PS Print Driver, HP Easy Admin, For Mobile OS, iOS For more information see <http://hp.com/go/businessmobileprinting>, Android For more information see <http://hp.com/go/businessmobileprinting>, From <http://hp.com> for printer administrators, Printer Administrator Resource Kit (Driver Configuration Utility Driver Deployment Utility Managed Printing Administrator), HP Universal Print Drivers PCL6 GDI & PS GDI for Windows, HP ePrint Software (Mobile Driver for Windows), SAP Print Drivers for more information see <http://support.hp.com/usen/document/c05051702>, HP Web JetAdmin, HP JetAdvantage Security Manager, HP Roam, HPLIP Linux Printer Driver for more information see <http://hplipopensource.com/hplipweb/index.html>, Unix Model Script Printer Driver for more information see <http://hp.com/go/unixmodelscripts>

Driver updates

Latest supported operating systems and Print drivers available at <HTTP://www.hp.com/support/ljM404>

Duplex printing

Automatic (default)

Duty cycle (monthly, A4)

Up to 80,000 pages

Duty cycle (monthly, letter)

Up to 80,000 pages

Duty cycle footnote number

[10]

Duty cycle note

Duty cycle is defined as the maximum number of pages per month of imaged output. This value provides a comparison of product robustness in relation to other HP LaserJet or HP Color LaserJet devices, and enables appropriate deployment of printers and MFPs to satisfy the demands of connected individuals or groups.

Electromagnetic compatibility

CISPR 32:2012/EN 55032:2012 - Class B, CISPR 32:2015/EN 55032:2015 - Class B, EN 61000-3-2:2014, EN 61000-3-3:2013, EN 55024:2010+A1:2015, FCC Title 47 CFR, Part 15 Class B / ICES-003, Issue 6

Energy efficiency

EPEAT® Silver; CECP; ENERGY STAR® qualified; Blue Angel RAL-UZ 205

Energy efficiency compliance footnote number

[13]

Energy savings feature technology

HP Auto-On/Auto-Off Technology; Instant-on Technology

ENERGY STAR® certified

Yes

Envelope Feeder

No

Environmental

Mercury-free

FCC Class A emissions

FCC Class A emissions – for use in commercial environments, not residential environments

Finished output handling

Sheetfed

First page out black (A4, ready)

As fast as 6.3 sec

First page out black (A4, sleep)

As fast as 8.8 sec

First page out black (letter, ready)

As fast as 6.1 sec

First page out black (letter, sleep)

As fast as 8.6 sec

First page out footnote number

[9]

Fonts and typefaces

84 scalable TrueType fonts

Functions

Print

Image legal disclaimer

Product image may differ from actual product

Input capacity

Up to 350 sheets (Tray 1: up to 100 sheets; Tray 2: up to 250 sheets)

Internal Storage

None

Left margin (A4)

4 mm

Legal disclaimer

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Mac compatible

Yes

Maximum dimensions (W x D x H)

15 x 25 x 9.5 in

Maximum dimensions (W x D x H)

381 x 634 x 241 mm

Maximum input capacity (sheets)

Up to 900 sheets

Maximum Memory

256MB DRAM; 256MB Flash

Maximum output capacity (sheets)

Up to 150 sheets

Maximum print area

207.4 x 347.1mm

Media size, tray 1

A4, A5, A6, B5 (JIS), B6 (JIS), 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm), 10 x 15 cm, Oficio (216 x 340 mm), postcards (JIS single, JIS double), envelopes (DL, C5, B5)

Media size, tray 2

A4, A5, A6, B5 (JIS), B6 (JIS), 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm), 10 x 15 cm, Oficio (216 x 340 mm), postcards (JIS single, JIS double), envelopes (DL, C5, B5)

Media size, tray 3

A4; A5; A6; B5 (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); postcards (JIS single, JIS double)

Media sizes supported

Tray 1, Tray 2: A4; A5; A6; B5 (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); postcards (JIS single, JIS double); envelopes (DL, C5, B5); Optional Tray 3: A4; A5; A6; B5 (JIS); B6 (JIS); 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); 10 x 15 cm; Oficio (216 x 340 mm); postcards (JIS single, JIS double); Automatic duplexer: A4; B5; 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); Oficio (216 x 340 mm)

Media sizes supported

Tray 1, Tray 2: Letter, legal, executive, Oficio (8.5 x 13 in), 4 x 6 in, 5 x 8 in, envelopes (No 10, Monarch); Optional Tray 3: Letter, legal, executive, Oficio (8.5 x 13 in), 4 x 6 in, 5 x 8 in; Automatic duplexer: Letter, legal, executive, Oficio (8.5 x 13 in)

Media sizes supported, key

10 x 15 cm; A4; Envelopes

Media sizes supported, key

4 x 6 in; Letter; Legal; Envelopes

Media sizes, custom

Tray 1: 3 x 5 to 8.5 x 14 in; Tray 2, optional Tray 3: 3.94 x 5.83 to 8.5 x 14 in

Media sizes, custom

Tray 1: 76 x 127 to 216 x 356 mm; Tray 2, optional Tray 3: 100 x 148 to 216 x 356 mm

Media type and capacity, tray 1

Sheets: 100; envelopes: 10

Media type and capacity, tray 2

Sheets: 250

Media type and capacity, tray 3

Sheets: 550

Media types

Paper (plain, EcoFFICIENT, light, heavy, bond, colored, letterhead, preprinted, prepunched, recycled, rough); envelopes; labels

Media weight (tray 1)

60 to 175 g/m²

Media weight (tray 2)

60 to 120 g/m²

Media weight (tray 3)

60 to 120 g/m² (optional 550-sheet tray)

Media weight, supported

Tray 1: 16 to 46.6 lb; Tray 2 and Optional 550-sheet Tray 3: 16 to 32 lb

Media weight, supported

Tray 1: 60 to 175 g/m²; Tray 2, Optional 550-sheet Tray 3: 60 to 120 g/m²

Memory

256MB DRAM; 256MB Flash

Minimum dimensions (W x D x H)

15 x 14.06 x 8.5 in

Minimum dimensions (W x D x H)

381 x 357 x 216 mm

Minimum System Requirements

2 GB available hard disk space, Internet connection, USB port, Internet browser. For additional OS hardware requirements see [microsoft.com](https://www.microsoft.com)

Minimum System Requirements for Macintosh

2 GB available hard drive space, Internet connection or USB port, OS hardware requirements see [apple.com](https://www.apple.com)

Mobile printing capability

Apple AirPrint™; Google Cloud Print™; HP ePrint; HP Smart App; Mobile Apps; Mopria™ Certified; ROAM capable for easy printing

Mobile printing capability footnote number

[5]

Network capabilities

Built-in 10/100/1000Base-TX Ethernet, Gigabit; Auto-crossover Ethernet; Authentication via 802.1X

Network protocols, supported

TCP/IP, IPv4, IPv6; Print: TCP-IP port 9100 Direct Mode, LPD (raw queue support only), Web Services Printing, HP ePrint, Apple AirPrint™, Google Cloud Print 2.0, Mopria, IPP Print; Discovery: SLP, Bonjour, Web Services Discovery; IP Config: IPv4 (BootP, DHCP, AutoIP, Manual), IPv6 (Stateless Link-Local and via Router, Statefull via DHCPv6), SSL Security and Certificate management; Management: SNMPv1, SNMPv2, SNMPv3, HTTP/HTTPS, Syslog, FTP FW Download

Number of print cartridges

1 (black)

Number of users

3-10 Users

Operating humidity range

10 to 80% RH

Operating temperature range

15 to 32.5°C

Operating temperature range

59 to 90.5°F

Output capacity

Up to 150 sheets

Package dimensions (W x D x H)

17.44 x 10.78 x 18.26 in

Package dimensions (W x D x H)

443 x 274 x 464 mm

Package weight

10.5 kg

Package weight

23.1 lb

Page yield footnote number

[4]

Pallet dimensions

47.24 x 39.37 x 97.44 in (NA), 47.24 x 39.37 x 79.17 in (EMEA, AP)

Pallet dimensions (W x D x H)

1200 x 1000 x 2475 mm (NA), 1200 x 1000 x 2011 mm (EMEA, AP)

Pallet weight

1089.4 lb (NA), 881.5 lb (EMEA, AP)

Pallet weight

495.2 kg (NA), 400.7 kg (EMEA, AP)

Paper handling input, optional

Optional third 550-sheet tray

Paper handling input, standard

100-sheet multipurpose Tray 1, 250-sheet input Tray 2

Paper handling output, standard

150-sheet output bin

Paper trays, maximum

3

Paper trays, standard

2

Power

110-volt input voltage: 110 to 127 VAC (+/- 10%), 50/60 Hz (+/- 2 Hz); 220-volt input voltage: 220 to 240 VAC (+/- 10%), 50/60 Hz (+/- 2 Hz) (Not dual voltage, product varies by part number with # Option code)

identifier)

Power consumption

495 watts (active printing), 5.5 watts (ready), 0.5 watts (sleep), 0.5 watts (Auto Off/Wake on LAN, enabled at shipment), 0.05 watts (Auto-off/Manual-on), 0.05 (Manual Off)

Power consumption footnote number

[2]

Power supply type

Internal (built-in) Power Supply

Print colors

No

Print languages

HP PCL 6, HP PCL 5c, HP postscript level 3 emulation, PDF, URF, PWG Raster

Print quality black (best)

Fine Lines (1200 x 1200 dpi)

Print quality black (normal)

Normal (Native: 600 x 600 dpi, enhanced up to 4800 x 600 dpi)

Print resolution black (fine lines)

Fine Lines (1200 x 1200 dpi)

Print Resolution Technologies

HP FastRes1200, HP ProRes1200, Economode

Print speed

Print speeds up to 38/40 ppm (A4/Ltr).

Print speed (A4/letter) footnote number

[7]

Print speed black (ISO, A4)

Up to 38 ppm

Print speed black (ISO, letter)

Up to 40 ppm

Print speed black (Landscape, A5)

Up to 63 ppm

Print speed black (Portrait, A5)

Up to 14 ppm

Print speed duplex (A4)

Up to 31 ipm

Print speed duplex (letter)

Up to 33 ipm

Print speed footnote (A5)

Measured using ISO 24734 Feature Test, A5 Landscape Feed. Speed may vary based on content, PC, media orientation, and media type.

Print technology

Laser

Print Technology

Laser

Printer Management

HP Printer Assistant; HP Utility (Mac); HP Device Toolbox; HP Web JetAdmin Software; HP JetAdvantage Security Manager; HP SNMP Proxy Agent; HP WS Pro Proxy Agent; Printer Administrator Resource Kit for HP Universal Print Driver (Driver Configuration Utility - Driver Deployment Utility - Managed Printing Administrator)

Printer smart software features

Apple AirPrint™, Mopria certified, Google Cloud Print 2.0, HP ePrint, Roam capable for easy printing, HP Auto-On/Auto-Off Technology, Job Storage with PIN printing, N-up printing, collation

Processor speed

1200 MHz

Quantity per pallet

45 (NA), 36 (EMEA, AP)

Recommended media weight (duplex)

16 to 32 lb

Recommended media weight (duplex)60 to 120 g/m²**Recommended monthly page volume**

750 to 4000

Recommended monthly page volume footnote number

[11]

Recommended operating humidity range

30 to 70% RH

Recommended operating temperature range

17.5 to 25°C

Recommended operating temperature range

63.5 to 77°F

Replacement cartridges

AMS: For distribution and use in North America and Latin America only: HP 58A Black LaserJet Toner Cartridge (~3,000 pages), CF258A; HP 58X Black LaserJet Toner Cartridge (~10,000 pages), CF258X; EMEA: For distribution and use in Europe, Middle East, Russia, CIS, and Africa only: HP 59A Black LaserJet Toner Cartridge (~3,000 pages), CF259A; HP 59X Black LaserJet Toner Cartridge (~10,000 pages), CF259X; APJ: For distribution and use only in Asia Pacific - excluding China (PRC) and India: HP 76A Black LaserJet Toner Cartridge (~3,000 pages), CF276A; HP 76X Black LaserJet Toner Cartridge (~10,000 pages), CF276X

Replacement cartridges footnote number

[3]

Right margin (A4)

4 mm

RMN number

SHNGC-1800-00

Safety

IEC 60950-1:2005 +A1:2009+A2:2013/EN 60950-1:2006 +A11:2009+A1:2010+A12:2011+A2:2013; IEC 60825-1:2014/EN 60825-1:2014 (Class 1 Laser/LED Product); IEC 62479: 2010/EN 62479: 2010

Security management

Secure Boot, Secure Firmware Integrity, Runtime Code Integrity, password protected EWS, secure browsing via SSL/TLS 1.0, TLS 1.1, TLS 1.2; IPP over TLS; Network: enable/disable network ports and features, unused protocol and service disablement, SNMPv1, SNMPv2, and SNMPv3, community password change; HP ePrint: HTTPS with certificate validation, HTTP Basic Access Authentication, SASL authentication; Firewall and ACL; control panel lock, certificates configuration, UPD PIN printing, Syslog, signed firmware, administrator settings, 802.1x authentication (EAP-TLS, and PEAP); Encrypted data storage; Secure data erase; Automatic firmware updates; Secure Encrypted Print via optional job storage, Compatible with optional HP JetAdvantage Security Manager

Services (Care Pack)

UB9T8E - HP 3y NBD LJ Pro M404 M405 M304 M305 SVC; UB9T9E - HP 4y NBD LJ Pro M404 M405 M304 M305 SVC; UB9U0E - HP 5y NBD LJ Pro M404 M405 M304 M305 SVC; UCOQ4E - HP3y4h9x5 LJ Pro M404 M405 M304 M305 SVC; UCOQ5E - HP4y4h9x5 LJ Pro M404 M405 M304 M305 SVC; UCOQ6E - HP5y4h9x5 LJ Pro M404 M405 M304 M305 SVC; UB9U1E - HP 3yNBDExchg LJPro M404M405M304M305 SVC; UB9U2E - HP 3y RTD LJ Pro M404 M405 M304 M305 SVC; UB9U3PE - HP 1yPWNBD LJPro M404 M405 M304 M305 SVC; UB9U4PE - HP 2yPWNBD LJPro M404 M405 M304 M305 SVC; UCOQ7PE - HP1yPW4h9x5LJPro M404 M405 M304 M305 SVC; UB9U5PE - HP1yPWNBDExchg LJProM404M405M304M305 SVC; UB9U6PE - HP 1yPWRTD LJPro M404 M405 M304 M305 SVC

Software included

No software solutions are included in the Box, Download software at <http://123.hp.com/laserjet> or <http://hp.com>

Standard input capacity (envelopes)

Up to 10

Standard media sizes (duplex)

A4; 16K (195 x 270 mm, 184 x 260 mm, 197 x 273 mm); B5; Oficio

Standard media sizes (duplex, imperial)

Letter; Legal; Executive; Oficio (8.5 x 13 in)

Standard output capacity (envelopes)

Up to 10 envelopes

Storage

Optional Job storage via external rear host USB port (Minimum 16 GB)

Storage device and direct print support

Optional job storage via external rear host USB port (Minimum 16GB)

Storage temperature range

-20 to 40°C

Storage temperature range

-4 to 104°F

Supplies feature

HP JetIntelligence Cartridge

SureSupply footnote number

[12]

SureSupply supported

Yes

Target user and print volume

For teams up to 10 users; Prints up to 4,000 pages/month

Tariff numbers

(AM) 8443321010; (EU) 8443321000; (AP) 84433231

Tech spec footnote

[1] Without trays and covers not extended

Tech spec footnote

[10] Duty cycle is defined as the maximum number of pages per month of imaged output. This value provides a comparison of product robustness in relation to other HP LaserJet or HP Color LaserJet devices, and enables appropriate deployment of printers and MFPs to satisfy the demands of connected individuals or groups.

Tech spec footnote

[11] HP recommends that the number of pages per month of imaged output be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period

Tech spec footnote

[12] HP SureSupply alerts you when your print cartridge is running low and helps you purchase online or locally through HP or a participating retailer. For more information, visit <http://www.hp.com/go/SureSupply>; only available with Original HP supplies; Internet access required.

Tech spec footnote

[13] EPEAT® registered where applicable. EPEAT registration varies by country. See <http://www.epeat.net> for registration status by country.

Tech spec footnote

[14] In box cartridge yields 3,000 black pages based on ISO/IEC 19752 and continuous printing. Actual yields vary considerably based on images printed and other factors. For details see: <http://www.hp.com/go/learnaboutsupplies>. Pages may vary based on customer printing conditions and usage.

Tech spec footnote

[15] BA TEC is equal to Best TEC. Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Energy Star value typically based on measurement of 115V device.

Tech spec footnote

[2] Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Power consumption values typically based on measurement of 115V device.

Tech spec footnote

[3] Toner cartridges designed for distribution and use within a designated region only; will not work outside of

designated region.

Tech spec footnote

[4] Declared yield value in accordance with ISO/IEC 19752. Actual yields vary considerably based on images printed and other factors. For more information, visit <http://www.hp.com/go/learnaboutsupplies>

Tech spec footnote

[6] Acoustic values are subject to change. For current information see <http://www.hp.com/support>. Configuration tested: base model, simplex printing, A4 paper at an average of 40 ppm.

Tech spec footnote

[7] Measured using ISO/IEC 24734, excludes first set of test documents. For more information see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

Tech spec footnote

[8] Measured using ISO 24734 Feature Test, A5 Landscape Feed. Speed may vary based on content, PC, media orientation, and media type.

Tech spec footnote

[9] Measured using ISO/IEC 17629. For more information see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

Top key features

Fast first page out speeds; Compact Size; Energy Efficient; Strong Security

Top margin (A4)

5 mm

Typical electricity consumption (TEC) footnote

BA TEC is equal to Best TEC. Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Energy Star value typically based on measurement of 115V device.

Typical electricity consumption (TEC) footnote number

[15]

Typical electricity consumption (TEC) number

BA: 1.10 kWh/week; ES: 1.228 kWh/week

UNSPSC code

43212105

UPC number

(201) 192018902909; (696) 192018902879; (697) 192018902886; (AB0) 192545283168; (ABT) 192018895133; (ABY) 192018895140; (AC8) 192018902893; (ACQ) 192018895157; (B19) 192018902855; (BAZ) 192018902862; (BBU) 192545283144; (BGJ) 192018902916; (BGM) 192545283151

Warm-up time

As fast as 45 sec

Warranty

One-year Bench/Depot Repair warranty. Warranty and support options vary by product, country and local legal requirements. Contact your Contractual Vendor or go to hp.com/support to learn about HP award winning service and support options in your region. (wty code 4E; wty ID A033)

Waste electrical and electronic weight

8.56 kg

Web address for additional information

<http://www.hp.com/go/support>

Weight

18.87 lb

Weight

8.56 kg

What is in the box footnote number

[14]

What's in the box

HP LaserJet Pro M404dn; Preinstalled HP Black LaserJet Toner Cartridge (59A for EMEA, 58A for AMS, 76A for AP, yield ~3,000 pages); Getting Started Guide; Support Flyer; Warranty Guide; Regulatory Flyer; Power

cord; USB cable (AP Only)

Wireless capability

No

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Staples Inc., Staples Technology Solutions

Item: **SMART Boards 77**

Attachments

BROCHURE-STARBOARD-FX-79E2.pdf

City of Pembroke Pines Insurance Comments.docx

StarBoard

Quality, Value, & Innovation.

StarBoard FX-79E2

INTERACTIVE WHITEBOARD



Affordable interactive technology for your classroom environment.

StarBoard FX-79E2 series interactive whiteboards bring finger-driven interactivity to your classroom or conference room. These models combine simplicity of design and solid surface with the latest interactive technology. Their finger-driven features and multi-touch gesture capabilities make StarBoard FX-79E2 intuitive for anyone to use. The large surface of these boards provides an additional working space and contributes to comfortable group work.

Finger-Driven Technology



Use your finger, stylus pen or any object to easily navigate through activities, websites, and multimedia content.

Multi-Touch Features



Control the whiteboard naturally with the multitouch gestures - use your finger to annotate, fist to scroll and two fingers to erase or zoom in and out.

"6-Touch" Feature



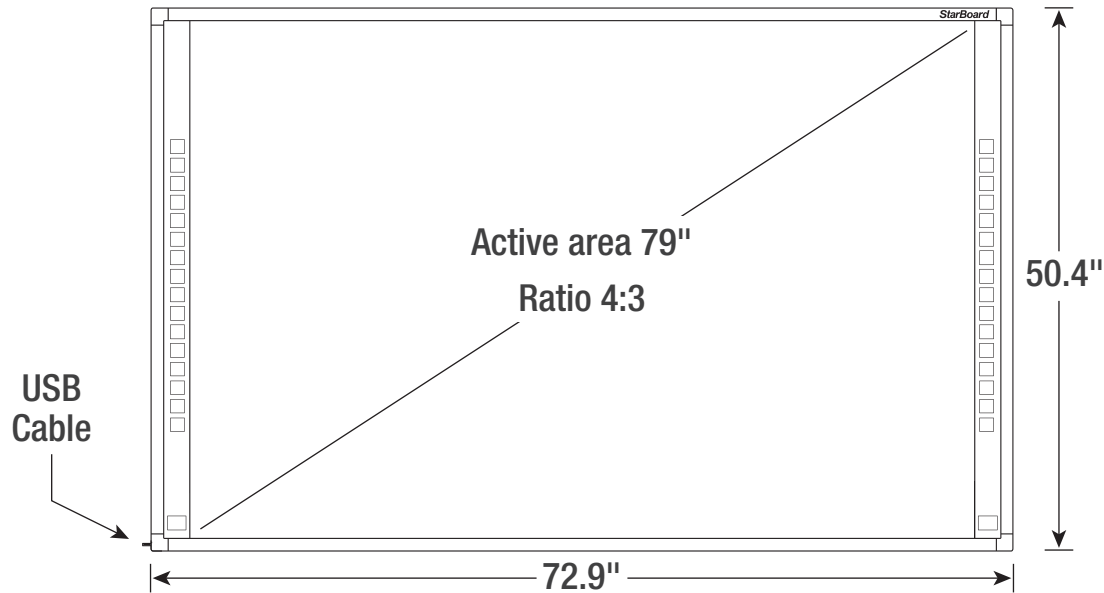
Thanks to the "6-Touch" feature, multiple users can write and work on the whole surface of the board simultaneously.

Quick Access to Frequently Used Tools



The function buttons situated on each side of the board allow quick access to the most frequently used tools.

StarBoard FX-79E2



Accessories



Stylus pen (included)

Software key features

- Support of both Windows, Mac
- Customisable floating toolbar
- Hand writing recognition (Windows)
- Variety of digital inks
- Export notes to various file formats
- Direct access to the Internet, Google image search
- Import Microsoft Office files
- Supports IWB Common File Format (CFF) for easy sharing of educational content
- Remote conferencing feature included

Hardware key features

- Use a finger or any object to operate the whiteboard
- Large interactive area
- Six simultaneous inputs for collaborative work
- Multi-touch features for intuitive use
- Possibility to attach magnets to the surface
- 15 function buttons for easy access to the frequently used tools
- Light weight with a steel surface
- Improved bracket design makes the board easy to mount
- Stylus pen is included with the board

Specifications FX-79E2

Model No.
FX-79E2

Operating Specification
41-95° F (5-35° C)
condensation

Warranty
2 year limited equipment warranty
additional warranty available

System Requirements
CPU: Intel Pentium 4 1.8GHz or higher
RAM: 1GB or more
HDD: 600MB or more
Display Color Depth: 32bits or more

Input Methods
Infrared ray shading detection system

Dimensions (in.)
FX-79E2: 72.9 (W) x 50.4 (H) x 1.4 (D)

Weight Net
FX-79E2: approx. 48.5 lbs.

Interface to Computer
USB 1.1, USB 2.0

Effective Screen Size (in.)
FX-79E2: 64.3 (W) x 48.2 (H)

Board/Surface Material
High density polyester (core), steel (surface)

Weight Gross
FX-79E2: approx. 72.8 lbs.

Certificates
FCC Class B, CE, VCCI Class A

OS support
Windows OS: 7/8.1/10
Latest service pack recommended.
Tablet PC Edition and Server Edition
are not supported.
Mac OS: 10.8 – 10.11.3

StarBoard Solution Inc.

591 Camino de la Reina
Suite 215
San Diego, CA 92108

www.starboard-solution.com

StarBoard
Quality, Value, & Innovation.

SECTION 2 - INSURANCE REQUIREMENTS

The CONTRACTOR expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the CONTRACTOR shall in no way limit the responsibility to indemnify, keep and save harmless and defend the CITY or its officers, employees, agents and instrumentalities as herein provided.

CONTRACTOR shall not commence work under this Agreement until it has obtained all insurance required under this paragraph and such insurance has been approved by the Risk Manager of the CITY nor shall the CONTRACTOR allow any subcontractor to commence work on his subcontract until such subcontractor has obtained insurance coverage substantially consistent with the risks of the products or services provided by such subcontractor.

CERTIFICATES OF INSURANCE, reflecting evidence of the required insurance, shall be filed with the City's Risk Manager prior to the commencement of work under this Agreement. Policies shall be issued by companies authorized to do business under the laws of the State of Florida. The insurance company shall be rated no less than "A-" as to management, and no less than "Class VI" as to financial strength according to the latest edition of Best's Insurance Guide published by A.M. Best Company.

The CONTRACTOR shall notify the CITY of any cancellation or reduction in coverage within seven days of receipt of insurer's notification of cancellation or reduction in coverage to the extent a gap in coverage would be reasonably expected to occur.

Insurance shall be in force until all obligations required to be fulfilled under the terms of the Agreement are satisfactorily completed as evidenced by the formal acceptance by the CITY. In the event the insurance certificate provided indicates that the insurance shall terminate and lapse during the period of this Agreement, then in that event, the CONTRACTOR shall furnish, upon the expiration of the date of such insurance, a renewed certificate of insurance as proof that equal and like coverage for the balance of the period of the Agreement and extension thereunder is in effect. The CONTRACTOR shall not commence nor continue to provide any services pursuant to this Agreement unless all required insurance remains in full force and effect. CONTRACTOR shall be liable to CITY for any lapses in service resulting from a gap in insurance coverage.

The insurance requirements specified in this Agreement are minimum requirements and in no way reduce any liability the CONTRACTOR has assumed in the indemnification/hold harmless section(s) of this Agreement.

2.1 REQUIRED INSURANCE

- A. COMMERCIAL GENERAL LIABILITY INSURANCE** including, but not limited to: coverage for premises & operations, personal & advertising injury, products & completed operations, and Liability assumed under an Insured Contract (including tort liability of another assumed in a business contract). Coverage must be written on an occurrence basis, with limits of liability no less than:

1. Each Occurrence Limit - \$1,000,000
2. Personal & Advertising Injury Limit - \$1,000,000
3. General Aggregate Limit - \$2,000,000

4. Products & Completed Operations Aggregate Limit - \$2,000,000 (mostly for construction or equipment sold to the CITY)

Products & Completed Operations Coverage shall be maintained for two (2) years after the final payment under this contract.

The City of Pembroke Pines must be shown as an additional insured with respect to this coverage. City's Additional Insured status shall extend to any coverage beyond the minimum requirements for limits of liability found herein purchased by CONTRACTOR.

- B. WORKERS' COMPENSATION AND EMPLOYERS LIABILITY INSURANCE** covering all employees, and/or volunteers of the CONTRACTOR engaged in the performance of the scope of work associated with this Agreement. In the case any work is sublet, the CONTRACTOR shall require the subcontractors similarly to provide Workers Compensation Insurance for all the latter's employees. Coverage for the CONTRACTOR and his subcontractors shall be in accordance with applicable state and/or federal laws that may apply to Workers' Compensation Insurance with limits of liability no less than:

1. Workers' Compensation : Coverage A – Statutory
2. Employers Liability: Coverage B \$500,000 Each Accident
 - \$500,000 Disease – Policy Limit
 - \$500,000 Disease – Each Employee

If CONTRACTOR claims to be exempt from this requirement, CONTRACTOR shall provide CITY proof of such exemption along with a written request for CITY to exempt CONTRACTOR, written on CONTRACTOR letterhead.

Coverage shall be included for injuries or claims under the USL&H or Jones Act, when applicable.

2.2 REQUIRED ENDORSEMENTS

1. The City of Pembroke Pines shall be named as an Additional Insured on each of the General Liability policies required herein as specified in 2.1 A.
2. Waiver of all Rights of Subrogation against the CITY except with respect to loss or damage caused solely by the CITY
3. CONTRACTORS' General Liability policies shall be Primary & Non-Contributory to insurance maintained by the CITY but only to the extent an indemnity is owed pursuant to this Agreement
4. All policies shall contain a "severability of interest" or "cross liability" liability clause without obligation for premium payment of the CITY

Supplier: **Staples Inc., Staples Technology Solutions**



City of Pembroke Pines

Attachment A

CONTACT INFORMATION FORM

IN ACCORDANCE WITH “TS-19-02” titled “**Chromebooks, Licenses, and Mobile Carts for Pembroke Pines Charter Schools**” attached hereto as a part hereof, the undersigned submits the following:

A) Contact Information

The Contact information form shall be electronically signed by one duly authorized to do so, and in case signed by a deputy or subordinate, the principal's properly written authority to such deputy or subordinate must accompany the proposal. This form must be completed and submitted through www.bidsync.com as part of the bidder submittal. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

COMPANY INFORMATION:

COMPANY: **Staples Contract & Commercial LLC**
STREET ADDRESS: **1096 E. Newport Center Drive, Ste 300**
CITY, STATE & ZIP CODE: **Deerfield Beach, FL 33442**

PRIMARY CONTACT FOR THE PROJECT:

NAME: **Rick Nieves** TITLE: **Account Executive**
E-MAIL: **Rick.Nieves@staples.com**
TELEPHONE: **407-475-4844** FAX: **N/A**

AUTHORIZED APPROVER:

NAME: **Marty Robertson** TITLE: **VP / General Manager**
E-MAIL: **Please contact Rick.Nieves@staples.com**
TELEPHONE: **407-475-4844** FAX: **N/A**
SIGNATURE: **Marty Robertson**

B) Proposal Checklist

Did you make sure to submit the following items, as stated in section 1.5 “Proposal Requirements” of the bid package?

1. Attachment A - Contact Information Form	Yes <input checked="" type="checkbox"/>
2. Attachment B - Non-Collusive Affidavit	Yes <input checked="" type="checkbox"/>
W-9 (Rev. October 2018)	Yes <input checked="" type="checkbox"/>
3. Attachment C - Proposer’s Completed Qualification Statement	Yes <input checked="" type="checkbox"/>

Did you make sure to update the following documents found under the “Vendor Registration” group of “Qualifications” on the BidSync website for the City of Pembroke Pines?

Vendor Information Form	Yes <input checked="" type="checkbox"/>
Form W-9 (Rev. October 2018)	Yes <input checked="" type="checkbox"/>
Sworn Statement on Public Entity Crimes Form	Yes <input checked="" type="checkbox"/>
Local Vendor Preference Certification	Yes <input checked="" type="checkbox"/>
Local Business Tax Receipts	Yes <input checked="" type="checkbox"/>
Veteran Owned Small Business Preference Certification	Yes <input checked="" type="checkbox"/>
Equal Benefits Certification Form	Yes <input checked="" type="checkbox"/>
Vendor Drug-Free Workplace Certification Form	Yes <input checked="" type="checkbox"/>
Scrutinized Company Certification	Yes <input checked="" type="checkbox"/>

C) Sample Proposal Form

The following sample price proposal is for information only. The vendor must provide their pricing through the designated lines items listed on the BidSync website.

Base Option:

Item	Model & Part Number	QTY	Total Cost
Chromebook	Lenovo 14e Chromebook (81MH000LUS)	459	Price to be Submitted Via BidSync
Chromebook Mgmt License	Google Chrome OS Console License (CROSSWDISGRT)	459	Price to be Submitted Via BidSync
Chromebook Cart	Earthwalk (CC30+ HE)	15	Price to be Submitted Via BidSync
Desktops	iGel Linux VDI thin clients UD3 (P/N: HAO120001B00000), with licensing (BPP0L0000000000) & 3 yr Maintenance (P/N: BMY3L00000000000)	90	Price to be Submitted Via BidSync
Desktops	iGel Windows VDI thin clients UD3 (P/N: HAB250011B00000), with licensing (BPP0L0000000000) & 3 yr Maintenance (P/N: BMY3L00000000000)	10	Price to be Submitted Via BidSync
Document Cameras	MimioView 340H	8	Price to be Submitted Via BidSync
Interactive Systems	Mimio Teach	4	Price to be Submitted Via BidSync
Microsoft Surface Pro	Surface Pro 6 with specs: 512GB, Intel Core i7, 16GB RAM	4	Price to be Submitted Via BidSync
Microsoft Surface Pro Keyboard	Signature Type - Burgundy	4	Price to be Submitted Via BidSync
Microsoft Surface Pro Mouse	Signature Type - Burgundy	4	Price to be Submitted Via BidSync
Microsoft Surface Pro Styus	Signature Type - Burgundy	4	Price to be Submitted Via BidSync
Printer	HP LJ Pro M402dn	36	Price to be Submitted Via BidSync
Projectors	NEC NP-ME331W	31	Price to be Submitted Via BidSync
Projector Ceiling Mount	NEC Ceiling Mount for NEX NP-ME331W	31	Price to be Submitted Via BidSync
SMART boards 77"	SMASBM680	5	Price to be Submitted Via BidSync



Supplier: **Staples Inc., Staples Technology Solutions**



City of Pembroke Pines

Attachment B

NON-COLLUSIVE AFFIDAVIT

BIDDER is the **Representative**,
(Owner, Partner, Officer, Representative or Agent)

BIDDER is fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such Bid;

Such Bid is genuine and is not a collusive or sham Bid;

Neither the said BIDDER nor any of its officers, partners, owners, agents, representative, employees or parties in interest, including this affidavit, have in any way colluded, conspired, connived or agreed, directly or indirectly, with any other BIDDER, firm or person to submit a collusive or sham Bid in connection with the Contract for which the attached Bid has been submitted; or to refrain from bidding in connection with such Contract; or have in any manner, directly or indirectly, sought by agreement or collusion, or communications, or conference with any BIDDER, firm, or person to fix the price or prices in the attached Bid or any other BIDDER, or to fix any overhead, profit, or cost element of the Bid Price or the Bid Price of any other BIDDER, or to secure through any collusion conspiracy, connivance, or unlawful agreement any advantage against (Recipient), or any person interested in the proposed Contract;

The price of items quoted in the attached Bid are fair and proper and are not tainted by collusion, conspiracy, connivance, or unlawful agreement on the part of the BIDDER or any other of its agents, representatives, owners, employees or parties in interest, including this affidavit.

Printed Name/Signature **Marty Robertson**

Title **Vice President / General Manager**

Name of Company **Staples Contract & Commercial LLC**

Supplier: **Staples Inc., Staples Technology Solutions**



City of Pembroke Pines

Attachment C

PROPOSER'S QUALIFICATIONS STATEMENT

PROPOSER shall furnish the following information. Failure to comply with this requirement will render Bid non-responsive and shall cause its rejection. Additional sheets shall be attached as required.

PROPOSER'S Name and Principal Address:

**Staples Contract & Commercial LLC
1096 E. Newport Center Drive, Ste 300
Deerfield Beach, FL 33442**

PROPOSER'S License Number: **58-8012131287-0**

(Please attach certificate of status, competency, and/or state registration.)

Number of years your organization has been in business **33**

State the number of years your firm has been in business under your present business name **1**

State the number of years your firm has been in business in the work specific to this solicitation: **33**

Names and titles of all officers, partners or individuals doing business under trade name:

**Marty Robertson, VP / General Manager
Wes Favors, VP Sales Operations**

IF USING A FICTITIOUS NAME, SUBMIT EVIDENCE OF COMPLIANCE WITH FLORIDA FICTITIOUS NAME STATUTE.

Under what former name has your business operated? Include a description of the business. Failure to include such information shall be deemed to be intentional misrepresentation by the City and shall render the proposer non-responsive.

Former name: Staples Contract & Commercial, Inc.

Staples Contract & Commercial LLC, operating as Staples, is a wholly owned subsidiary of Staples, Inc.

At what address was that business located?

**1096 E. Newport Center Drive, Ste 300
Deerfield Beach, FL 33442**

Name, address, and telephone number of surety company and agent who will provide the required bonds on this contract:

N/A

Have you ever failed to complete work awarded to you. If so, when, where and why?

No.

Have you personally inspected the proposed WORK and do you have a complete plan for its performance?

Yes.

Will you subcontract any part of this WORK? If so, give details including a list of each sub-contractor(s) that will perform work in excess of ten percent (10%) of the contract amount and the work that will be performed by each subcontractor(s).

No subcontractors are being used.

The foregoing list of subcontractor(s) may not be amended after award of the contract without the prior written approval of the Contract Administrator, whose approval shall not be reasonably withheld.

List and describe all bankruptcy petitions (voluntary or involuntary) which have been filed by or against the Proposer, its parent or subsidiaries or predecessor organizations during the past five (5) years. Include in the description the disposition of each such petition.

This is not applicable.

List and describe all successful Bond claims made to your surety (ies) during the last five (5) years. The list and descriptions should include claims against the bond of the Proposer and its predecessor organization(s).

N/A

List all claims, arbitrations, administrative hearings and lawsuits brought by or against the Proposer or its predecessor organizations(s) during the last (10) years. The list shall include all case names; case, arbitration or hearing identification numbers; the name of the project over which the dispute arose; and a description of the subject matter of the dispute.

Staples is subject to ordinary and routine litigation incidental to its business operations.

However, Staples does not believe any such litigation will have a materially adverse impact on Staples' ability to provide the products and/or services sought pursuant to this Request for Proposal.

List and describe all criminal proceedings or hearings concerning business related offenses in which the Proposer, its principals or officers or predecessor organization(s) were defendants.

Not applicable.

Are you an Original provider sales representative distributor, broker, manufacturer other, of the commodities/services proposed upon? If other than the original provider, explain below.

Staples is a reseller.

Have you ever been debarred or suspended from doing business with any governmental agency? If yes, please explain:

No.

Describe the firm's local experience/nature of service with contracts of similar size and complexity, in the previous three (3) years:

Staples has successfully deployed several won bid projects within the state of Florida with School Districts.

We won a bid for City of Pembroke Pines at beginning of this year with 300 Chromebooks with Google licensing on PO#20190562.

The PROPOSER acknowledges and understands that the information contained in response to this Qualification Statement shall be relied upon by CITY in awarding the contract and such information is warranted by PROPOSER to be true. The discovery of any omission or misstatement that materially affects the PROPOSER's qualifications to perform under the contract shall cause the CITY to reject the Bid, and if after the award, to cancel and terminate the award and/or contract.

Staples Contract & Commercial LLC
(Company Name)

Marty Robertson, VP / General Manager
(Printed Name/Signature)

BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT

115 S. Andrews Ave., Rm. A-100, Ft. Lauderdale, FL 33301-1895 - 954-831-4000
VALID OCTOBER 1, 2018 THROUGH SEPTEMBER 30, 2019

DBA: STAPLES TECHNOLOGY SOLUTIONS
Business Name:

Receipt #: 379-12262
Business Type: ALL OTHERS (SELLING COMPUTER PRODUCTS)

Owner Name: STAPLE CONTRACT & COMMERCIAL, INC Business Opened: 03/01/1986
Business Location: 1096 E NEWPORT CTR DR 300 State/County/Cert/Reg:
DEERFIELD BEACH Exemption Code:
Business Phone: 954-426-8100

Rooms Seats Employees Machines Professionals

For Vending Business Only					Vending Type:	
Number of Machines:						
Tax Amount	Transfer Fee	NSF Fee	Penalty	Prior Years	Collection Cost	Total Paid
45.00	0.00	0.00	0.00	0.00	0.00	45.00

THIS RECEIPT MUST BE POSTED CONSPICUOUSLY IN YOUR PLACE OF BUSINESS

THIS BECOMES A TAX RECEIPT

WHEN VALIDATED

This tax is levied for the privilege of doing business within Broward County and is non-regulatory in nature. You must meet all County and/or Municipality planning and zoning requirements. This Business Tax Receipt must be transferred when the business is sold, business name has changed or you have moved the business location. This receipt does not indicate that the business is legal or that it is in compliance with State or local laws and regulations.

Mailing Address:

STAPLES CONTRACT & COMMERCIAL, INC
500 STAPLE DR
FRAMINGHAM, MA 01702-4478

Receipt #1CP-18-00000137
Paid 10/01/2018 45.00
09/28/2018 Effective Date

2018 - 2019

----- BROWARD COUNTY LOCAL BUSINESS TAX RECEIPT -----



LOCAL VENDOR PREFERENCE CERTIFICATION

SECTION 1 GENERAL TERM

LOCAL PREFERENCE

The evaluation of competitive bids is subject to section 35.36 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to local businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with either of the following objective criteria as of the bid or proposal submission date stated in the solicitation. A local business shall be defined as:

1. "Local Pembroke Pines Vendor" shall mean a business entity which has maintained a permanent place of business with full-time employees within the City limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the City of Pembroke Pines.

OR;

2. "Local Broward County Vendor" shall mean or business entity which has maintained a permanent place of business with full-time employees within the Broward County limits for a minimum of one (1) year prior to the date of issuance of a bid or proposal solicitation. The permanent place of business may not be a post office box. The business location must actually distribute goods or services from that location. In addition, the business must have a current business tax receipt from the Broward County or the city within Broward County where the business resides.

A preference of five percent (5%) of the total evaluation point, or five percent (5%) of the total price, shall be given to the **Local Pembroke Pines Vendor(s)**; A preference of two and a half percent (2.5%) of the total evaluation point for local, or two and a half percent (2.5%) of the total price, shall be given to the **Local Broward County Vendor(s)**.

COMPARISON OF QUALIFICATIONS

The preferences established in no way prohibit the right of the City to compare quality of supplies or services for purchase and to compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. Further, the preference established in no way prohibit the right of the city from giving any other preference permitted by law instead of the preferences granted, nor prohibit the city to select the bid or proposal which is the most responsible and in the best interests of the city.

SECTION 2 AFFIRMATION

LOCAL PREFERENCE CERTIFICATION:

- ☐ Place a check mark here only if affirming bidder meets requirements above as a Local Pembroke Pines Vendor. In addition, the business must attach a current business tax receipt from the City of Pembroke Pines along with any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.
- ☐ Place a check mark here only if affirming bidder meets requirements above as a Local Broward County Vendor. In addition, the business must attach a current business tax receipt from the Broward County or the city within Broward County where the business resides along with any previous business tax receipts to indicate that the business entity has maintained a permanent place of business for a minimum of one (1) year.
- ☐ Place a check mark here only if affirming bidder does not meet the requirements above as a Local Vendor.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for Local Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for Local Vendor Preference based on their sub-contractors' qualifications.

COMPANY NAME: _____

PRINTED NAME / AUTHORIZED SIGNATURE: Marty Robertson, VP / General Manager 



EQUAL BENEFITS CERTIFICATION FORM FOR DOMESTIC PARTNERS AND ALL MARRIED COUPLES

Except where federal or state law mandates to the contrary, a Contractor awarded a Contract pursuant to a competitive solicitation shall provide benefits to Domestic Partners and spouses of its employees, irrespective of gender, on the same basis as it provides benefits to employees' spouses in traditional marriages.

The Contractor shall provide the City and/or the City Manager or his/her designee, access to its records for the purpose of audits and/or investigations to ascertain compliance with the provisions of this section, and upon request shall provide evidence that the Contractor is in compliance with the provisions of this section upon each new bid, contract renewal, or when the City Manager has received a complaint or has reason to believe the Contractor may not be in compliance with the provisions of this section. Records shall include but not be limited to providing the City and/or the City Manager or his/her designee with certified copies of the Contractor's records pertaining to its benefits policies and its employment policies and practices.

The Contractor must conspicuously make available to all employees and applicants for employment the following statement:

“During the performance of a contract with the City of Pembroke Pines, Florida, the Contractor will provide Equal Benefits to its employees with spouses, as defined by Section 35.39 of the City’s Code of Ordinances, and its employees with Domestic Partners and all Married Couples”.

The posted statement must also include a City contact telephone number and email address which will be provided to each contractor when a covered contract is executed.

SECTION 1 DEFINITIONS

- 1. Benefits** means the following plan, program or policy provided or offered by a contractor to its employees as part of the employer's total compensation package which may include but is not limited to sick leave, bereavement leave, family medical leave, and health benefits.
- 2. Cash Equivalent** mean the amount of money paid to an employee with a domestic partner or spouse in lieu of providing benefits to the employee's domestic partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee for his or her spouse from a traditional marriage.
- 3. Covered Contract** means a contract between the City and a contractor awarded subsequent to the date when this section becomes effective valued at over \$25,000 or the threshold amount required for competitive bids as required in section 35.18(A) of the Procurement Code.
- 4. Domestic Partner** shall mean any two (2) adults of the same or different sex who have registered as domestic partners with a governmental body pursuant to state or local law authorizing such registration, or with an internal registry maintained by the employer of at



least one of the domestic partners. A contractor may institute an internal registry to allow for the provision of equal benefits to employees with domestic partners who do not register their partnerships pursuant to a governmental body authorizing such registration, or who are located in a jurisdiction where no such governmental domestic partnership registry exists. A contractor that institutes such registry shall not impose criteria for registration that are more stringent than those required for domestic partnership registration by the City of Pembroke Pines.

5. **Equal benefits** means the equality of benefits between employees with spouses and/or dependents of spouses and employees with domestic partners and/or dependents of domestic partners, and/or between spouses of employees and/or dependents of spouses and domestic partners of employees and/or dependents of domestic partners.
6. **Spouse** means one member of a married pair legally married under the laws of any state within the United States of America or any other jurisdiction under which such marriage is legally recognized, irrespective of gender.
7. **Traditional marriage** means a marriage between one man and one woman.

SECTION 2 CERTIFICATION OF CONTRACTOR

The firm providing a response, by virtue of the signature below, certifies that it is aware of the requirements of Section 35.39 "City Contractors providing Equal Benefits for Domestic Partners and all Married Couples" of the City's Code of Ordinances, and certifies the following (**Check only one box below**):

- ☐ A. Contractor currently complies with the requirements of this section; or
- ☐ B. Contractor will comply with the conditions of this section at the time of contract award; or
- ☐ C. Contractor will not comply with the conditions of this section at the time of contract award: or
- ☐ D. Contractor does not comply with the conditions of this section because of the following allowable exemption (**Check only one box below**):
 - ☐ 1. The Contractor does not provide benefits to employees' spouses in traditional marriages;
 - ☐ 2. The Contractor provides an employee the cash equivalent of benefits because the Contractor is unable to provide benefits to employees' Domestic Partners or spouses despite making reasonable efforts to provide them. To meet this exception, the Contractor shall provide a notarized affidavit that it has made reasonable efforts to provide such benefits. The affidavit shall state the efforts taken to provide such benefits and the amount of the cash equivalent. Cash equivalent means the amount of money paid to an employee with a Domestic Partner or spouse rather than providing benefits to the employee's Domestic Partner or spouse. The cash equivalent is equal to the employer's direct expense of providing benefits to an employee's spouse;



☐ 3. The Contractor is a religious organization, association, society, or any non-profit charitable or educational institution or organization operated supervised or controlled by or in conjunction with a religious organization, association, or society;

☐ 4. The Contractor is a governmental agency;

The certification shall be signed by an authorized officer of the Contractor. Failure to provide such certification (by checking the appropriate boxes above along with completing the information below) shall result in a Contractor being deemed non-responsive.

COMPANY NAME: _____

AUTHORIZED OFFICER NAME / SIGNATURE:  Marty Robertson
VP / General Manager



**SCRUTINIZED COMPANY CERTIFICATION
PURSUANT TO FLORIDA STATUTE § 287.135.**

I, _____, on behalf of _____,
Print Name and Title Company Name

certify that _____:
Company Name


1. Does not participate in a boycott of Israel; and
2. Is not on the Scrutinized Companies that Boycott Israel list; and
3. Is not on the Scrutinized Companies with Activities in Sudan List; and
4. Is not on the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List; and
5. Has not engaged in business operations in Syria.

Submitting a false certification shall be deemed a material breach of contract. The City shall provide notice, in writing, to the Contractor of the City's determination concerning the false certification. The Contractor shall have ninety (90) days following receipt of the notice to respond in writing and demonstrate that the determination of false certification was made in error. If the Contractor does not demonstrate that the City's determination of false certification was made in error then the City shall have the right to terminate the contract and seek civil remedies pursuant to Florida Statute § 287.135.

Section 287.135, Florida Statutes, prohibits the City from: 1) Contracting with companies for goods or services in any amount if at the time of bidding on, submitting a proposal for, or entering into or renewing a contract if the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to Section 215.4725, F.S. or is engaged in a boycott of Israel; and 2) Contracting with companies, for goods or services over \$1,000,000.00 that are on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector list, created pursuant to s. 215.473, or are engaged in business operations in Syria.

As the person authorized to sign on behalf of the Contractor, I hereby certify that the company identified above in the section entitled "Contractor Name" does not participate in any boycott of Israel, is not listed on the Scrutinized Companies that Boycott Israel List, is not listed on either the Scrutinized Companies with activities in the Iran Petroleum Energy Sector List, and is not engaged in business operations in Syria. I understand that pursuant to section 287.135, Florida Statutes, the submission of a false certification may subject the company to civil penalties, attorney's fees, and/or costs. I further understand that any contract with the City for goods or services may be terminated at the option of the City if the company is found to have submitted a false certification or has been placed on the Scrutinized Companies with Activities in Sudan list or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List.

Print Name / Title



Signature

Company Name



**SWORN STATEMENT ON PUBLIC ENTITY CRIMES
UNDER FLORIDA STATUTES CHAPTER 287.133(3)(a).**

1. This sworn statement is submitted _____
(name of entity submitting sworn statement)

whose business address is _____

and (if applicable) its Federal Employer Identification Number (FEIN) is
_____. (If the entity has no FEIN, include the Social Security
Number of the individual signing this sworn statement: _____.)
2. My name is _____ and my
(Please print name of individual signing)

relationship to the entity named above is _____.
3. I understand that a "public entity crime" as defined in Paragraph 287.133(1)(g), Florida Statutes, means a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid, proposal, reply, or contract for goods or services, any lease for real property, or any contract for the construction or repair of a public building or public work, involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.
4. I understand that a "convicted" or "conviction" as defined in Paragraph 287.133(1)(b), Florida Statutes, means a finding of guilt or a conviction of a public entity crime, with or without an adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.
5. I understand that an "affiliate" as defined in Paragraph 287.133(1)(a), Florida Statutes, means:
 1. A predecessor or successor of a person convicted of a public entity crime: or
 2. An entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime. The term "affiliate" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate. The Cityship by one person of shares constituting a controlling interest in another person, or a pooling of equipment or income among persons when not for fair market value under an arm's length agreement, shall be a prima facie case that one person controls another person. A person who knowingly enters into a



joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months shall be considered an affiliate.

6. I understand that a "person" as defined in Paragraph 287.133(1)(e), Florida Statutes, means any natural person or any entity organized under the laws of any state or of the United States with the legal power to enter into a binding contract and which bids or applies to bid on contracts let by a public entity, or which otherwise transacts or applies to transact business with a public entity, or which otherwise transacts or applies to transact business with a public entity. The term "person" includes those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in management of an entity.
7. Based on information and belief, the statement which I have marked below is true in relation to the entity submitting this sworn statement. **(Please indicate which statement applies.)**
- ☐ A) Neither the entity submitting this sworn statement, nor any officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, nor any affiliate of the entity have been charged with and convicted of a public entity crime subsequent to July 1, 1989.
- ☐ B) The entity submitting this sworn statement, or one or more of the officers, directors, executives, partners, shareholders, employees, members, or agents who are active in management of the entity, or an affiliate of the entity has been charged with and convicted of a public entity crime subsequent to July 1, 1989, AND **(Please indicate which additional statement applies.)**
- ☐ B1) There has been a proceeding concerning the conviction before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer did not place the person or affiliate on the convicted vendor list. **(Please attach a copy of the final order.)**
- ☐ B2) The person or affiliate was placed on the convicted vendor list. There has been a subsequent proceeding before a hearing officer of the State of Florida, Division of Administrative Hearings. The final order entered by the hearing officer determined that it was in the public interest to remove the person or affiliate from the convicted vendor list. **(Please attach a copy of the final order.)**
- ☐ B3) The person or affiliate has not been placed on the convicted vendor list. **(Please describe any action taken by or pending with the Department of General Services.)**

Bidder's Name



Signature

Company Name

Date



VENDOR DRUG-FREE WORKPLACE CERTIFICATION FORM

SECTION 1 GENERAL TERM

Preference may be given to vendors submitting a certification with their bid/proposal certifying they have a drug-free workplace in accordance with Section 287.087, Florida Statutes. This requirement affects all public entities of the State and becomes effective January 1, 1991. The special condition is as follows:

IDENTICAL TIE BIDS - Preference may be given to businesses with drug-free workplace programs. Whenever two or more bids that are equal with respect to price, quality, and service are received by the State or by any political subdivision for the procurement of commodities or contractual services, a bid received from a business that certifies that it has implemented a drugfree workplace program shall be given preference in the award process. Established procedures for processing tie bids will be followed if none of the tied vendors have a drug-free workplace program. In order to have a drug-free workplace program, a business shall:

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of chapter 893 or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after each conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, by any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

SECTION 2 AFFIRMATION

☐ Place a check mark here only if affirming bidder **complies fully** with the above requirements for a Drug-Free Workplace.

☐ Place a check mark here only if affirming bidder **does not** meet the requirements for a Drug-Free Workplace.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for Drug-Free Workplace Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for Drug-Free Workplace Preference based on their sub-contractors' qualifications.

Company Name

Authorized Signer Name

Authorized Signature



(OFFICE USE ONLY) Vendor number:

Vendor Information Form

Operating Name (Payee)			
Legal Name (as filed with IRS)			
Remit-to Address (For Payments)			
Remit-to Contact Name:		Title:	
Email Address:			
Phone #:		Fax #	
Order-from Address (For purchase orders)			
Order-from Contact Name:		Title:	
Email Address:			
Phone #:		Fax #	
Return-to Address (For product returns)			
Return-to Contact Name		Title:	
Email Address:			
Phone #:		Fax #	
Payment Terms:			

Type of Business (please check one and provide Federal Tax identification or social security Number)

☐ Corporation

Federal ID Number:

☐ Sole Proprietorship/Individual

Social Security No.:

☐ Partnership

☐ Health Care Service Provider

☐ LLC – C (C corporation) – S (S corporation) – P (partnership)

☐ Other (Specify):

Name & Title of Applicant _____

Signature of Applicant  _____ **Date** 7/16/2019



VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE CERTIFICATION

SECTION 1 GENERAL TERM

VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE

The evaluation of competitive bids is subject to section 35.37 of the City's Procurement Procedures which, except where contrary to federal and state law, or any other funding source requirements, provides that preference be given to veteran owned small businesses. To satisfy this requirement, the vendor shall affirm in writing its compliance with the following objective criteria as of the bid or proposal submission date stated in the solicitation. A veteran owned small business shall be defined as:

1. "Veteran Owned Small Business" shall mean a business entity which has received a "Determination Letter" from the United States Department of Veteran Affairs Center for Verification and Evaluation notifying the business that they have been approved as a Veteran Owned Small Business (VOSB).

A preference of two and a half percent (2.5%) of the total evaluation point, or two and a half percent (2.5%) of the total price, shall be given to the **Veteran Owned Small Business (VOSB)**. This shall mean that if a **VOSB** submits a bid/quote that is within 2.5% of the lowest price submitted by any vendor, the **VOSB** shall have an option to submit another bid which is at least 1% lower than the lowest responsive bid/quote. If the **VOSB** submits a bid which is at least 1% lower than that lowest responsive bid/quote, then the award will go to the **VOSB**. If not, the award will be made to the vendor that submits the lowest responsive bid/quote. If the lowest responsive and responsible bidder is a "**Local Pembroke Pines Vendor**" (**LPPV**) or a "**Local Broward County Vendor**" (**LBCV**) as established in Section 35.36 of the City's Code of Ordinances, entitled "Local Vendor Preference", then the award will be made to that vendor and no other bidders will be given an opportunity to submit additional bids as described herein.

If there is a **LPPV**, a **LBCV**, and a **VOSB** participating in the same bid solicitation and all three vendors qualify to submit a second bid, the **LPPV** will be given first option. If the **LPPV** cannot beat the lowest bid received by at least 1%, an opportunity will be given to the **LBCV**. If the **LBCV** cannot beat the lowest bid by at least 1%, an opportunity will be given to the **VOSB**. If the **VOSB** cannot beat the lowest bid by at least 1%, then the bid will be awarded to the lowest bidder.

If multiple **VOSBs** submit bids/quotes which are within 2.5% of the lowest bid/quote and there are no **LPPV** or **LBCV** as described in Section 35.36 of the City's Code of Ordinance, entitled "Local Vendor Preference", then all **VOSBs** will be asked to submit a **Best and Final Offer (BAFO)**. The award will be made to the **VOSB** submitting the lowest **BAFO** providing that that **BAFO** is at least 1% lower than the lowest bid/quote received in the original solicitation. If no **VOSB** can beat the lowest bid/quote by at least 1%, then the award will be made to the lowest responsive bidder.

COMPARISON OF QUALIFICATIONS

The preferences established in no way prohibit the right of the City to compare quality of supplies or services for purchase and to compare qualifications, character, responsibility and fitness of all persons, firms or corporations submitting bids or proposals. Further, the preference established in no way prohibit the right of the city from giving any other preference permitted by law instead of the preferences granted, nor prohibit the city to select the bid or proposal which is the most responsible and in the best interests of the city.

SECTION 2 AFFIRMATION

VETERAN OWNED SMALL BUSINESS (VOSB) PREFERENCE CERTIFICATION:

- ☐ Place a check mark here only if affirming bidder meets requirements above as a Veteran Owned Small Business. In addition, the bidder must attach the "Determination Letter" from the U.S. Dept. of Veteran Affairs Center.
- ☐ Place a check mark here only if affirming bidder does not meet the requirements above as a VOSB.

Failure to complete this certification at this time (by checking either of the boxes above) shall render the vendor ineligible for VOSB Preference. This form must be completed by/for the proposer; the proposer WILL NOT qualify for VOSB Preference based on their sub-contractors' qualifications.

COMPANY NAME: _____

PRINTED NAME / AUTHORIZED SIGNATURE: Marty Robertson, VP / General Manager 

Request for Taxpayer Identification Number and Certification

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Staples, Inc.	
2 Business name/disregarded entity name, if different from above Staples Contract & Commercial LLC (See following page for lines of business names)	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ►	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) 5 Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. Post Office Box 95230	Requester's name and address (optional)
6 City, state, and ZIP code Chicago, IL 60694-5230	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
			-			-			
or									
Employer identification number									
0	4	-	2	8	9	6	1	2	7

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign
Here

Signature of
U.S. person ►

Date ► **4/2/19**

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Lines of Business

Staples

Staples.com

Staples Business Credit

Staples Facility Solutions

Staples Promotional Products

Staples Furniture Solutions

Staples Technology Solutions

Staples Pack and Ship Solutions

Staples Managed Print Solutions

Staples Installation Services

Staples Print and Marketing Services