

SOLICITATION #2023-045
BID FORM

Item No.	Department	Min. Speed (CPM)	Total Est. Annual Volume	Machine make and model	Actual copies/minute (CPM)	Equipment Lease Price/Quarter	Total Equipment Lease Price 16 Quarters	Usage (Per Copy/Print Charge		Staple Cartridge (Item# and Package Count	Cost for Hard Drive Surrender	Department Cost Allocation
1	Aging Department	35	30,000	3525AC	35	\$ 323.64	\$ 5,178.24	0.00279	\$ 334.80	\$ 142.00	\$ 249.00	A98772.44065
	100 Heritage Lane 5th Floor		30,000					0.039	\$ 4,680.00	15,000staples		
	Albany, NY 12210											
2	Alternate Public Defender	40	75,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 837.00	\$ 142.00	\$ 249.00	A91171.44065
	112 State Street, Suite 720									15,000staples		
	Albany, NY 12207											
3	Board of Elections	60	135,000	6528A	65	\$ 368.06	\$ 5,888.96	0.00279	\$ 1,506.60	\$ 142.00	\$ 249.00	A91450.44065
	260 South Pearl Street									15,000staples		
	Albany NY 12210											
4	Children, Youth and Families	50	155,000	5528A	55	\$ 288.57	\$ 4,617.12	0.00279	\$ 1,729.80	\$ 142.00	\$ 249.00	A96119.44065
	112 State Street, Suite 300									15,000staples		
	Albany, NY 12207											
5	Children, Youth and Families	40	85,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 948.60	\$ 142.00	\$ 249.00	A96119.44065
	112 State Street, Suite 400									15,000staples		
	Albany, NY 12207											
6	Correctional Facility	40	20,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 223.20	\$ 142.00	\$ 249.00	A93150.44065
	Records Center									15,000staples		
	840 Albany Shaker Road- 2nd Floor											
	Albany, NY 12211											
7	Correctional Facility	40	70,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 781.20	\$ 142.00	\$ 249.00	A93150.44065
	Captain's Office									15,000staples		
	840 Albany Shaker Road- 2nd Floor											
	Albany, NY 12211											
8	Correctional Facility	40	20,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 223.20	\$ 142.00	\$ 249.00	A93150.44065
	Training Unit- 3rd Floor									15,000staples		
	840 Albany Shaker Road											
	Albany, NY 12211											
9	Correctional Facility	40	12,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 133.92	\$ 142.00	\$ 249.00	A93150.44065
	Administration Office									15,000staples		

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	840 Albany Shaker Road- 2nd Floor											
	Albany, NY 12211											
10	Correctional Facility	50	38,000	5528A	55	\$ 288.57	\$ 4,617.12	0.00279	\$ 424.08	\$ 142.00	\$ 249.00	A93150.44065
	Inmate Services									15,000staples		
	840 Albany Shaker Road- 2nd Floor											
	Albany, NY 12211											
11	Correctional Facility	50	112,000	5528A	55	\$ 309.48	\$ 4,951.68	0.00279	\$ 1,249.92	\$ 142.00	\$ 249.00	A93150.44065
	Admissions/ Discharge Unit									15,000staples		
	840 Albany Shaker Road- 1st Floor											
	Albany, NY 12211											
12	County Attorney	60	150,000	6528A	65	\$ 307.74	\$ 4,923.84	0.00279	\$ 1,674.00	\$ 142.00	\$ 249.00	A91420.44065
	112 State Street, Room 600									15,000staples		
	Albany, NY 12207											
13	County Attorney	60	150,000	6528A	65	\$ 307.75	\$ 4,924.00	0.00279	\$ 1,674.00	\$ 142.00	\$ 249.00	A91420.44065
	112 State Street, Room 600									15,000staples		
	Albany, NY 12207											
14	Crime Victims and Sexual Violence Center	40	60,000	4528A	45	\$ 226.23	\$ 3,619.68	0.00279	\$ 669.60	\$ 142.00	\$ 249.00	A94310.44065
	112 State Street, Room 1010									15,000staples		
	Albany, NY 12207											
15	District Attorney	60	55,000	6528A	65	\$ 307.74	\$ 4,923.84	0.00279	\$ 613.80	\$ 142.00	\$ 249.00	A91165.44065
	Financial Crimes Unit									15,000staples		
	6 Lodge Street, 1st Floor											
	Albany, NY 12207											
16	District Attorney	35	35,000	3525AC	35	\$ 323.64	\$ 5,178.24	0.00279	\$ 390.60	\$ 142.00	\$ 249.00	A91165.44065
	1 Morton Ave		13,000					0.039	\$ 2,028.00	15,000staples		
	Albany NY											
17	Stormwater Coalition	50	35,000	5528A	55	\$ 288.57	\$ 4,617.12	0.00279	\$ 390.60	\$ 142.00	\$ 249.00	A98020.44065

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	112 State Street, Room 720									15,000staples		
	Albany, NY 12207											
18	Finance Division	40	100,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 1,116.00	\$ 142.00	\$ 249.00	A91310..44065
	112 State Street, Room 1340									15,000staples		
	Albany, NY 12207											
19	Finance Division	40	100,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 1,116.00	\$ 142.00	\$ 249.00	A91310.44065
	112 State Street Room 1020									15,000staples		
	Albany NY 12207											
20	General Services	40	25,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 279.00	\$ 142.00	\$ 249.00	A91620.44065
	112 State Street, Room 800									15,000staples		
	Albany, NY 12207											
21	Hall of Records											
	95 Tivoli Street, 1st Floor	40	80,000	4528A	45	\$ 228.06	\$ 3,648.96	0.00279	\$ 892.80	\$ 142.00	\$ 249.00	A91411.44065
	Albany, NY 12207									15,000staples		
22	Health Department	50	20,000	5528A	55	\$ 288.57	\$ 4,617.12	0.00279	\$ 223.20	\$ 142.00	\$ 249.00	A94010.44065
	175 Green Street, 2nd Floor (Commissioner's Office)									15,000staples		
	Albany NY 12202											
23	Human Resources	40	85,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 948.60	\$ 142.00	\$ 249.00	A91432.44065
	112 State Street, Room 900 (Reception)									15,000staples		
	Albany, NY 12207											
24	Human Resources	40	85,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 948.60	\$ 142.00	\$ 249.00	A91432.44065
	112 State Street, Room 900 (Commissioner)									15,000staples		
	Albany, NY 12207											
25	Information Services	40	40,000	4525AC	45	\$ 348.89	\$ 5,582.24	0.00279	\$ 446.40	\$ 142.00	\$ 249.00	A91680.44065
	112 State Street, Room 500		Color: Unknown					0.039		15,000staples		
	Albany, NY 1207											
26	Mental Health	60	60,000	6528A	65	\$ 307.74	\$ 4,923.84	0.00279	\$ 669.60	\$ 142.00	\$ 249.00	A94310.44065
	Financial Office									15,000staples		

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	260 South Pearl Street, 2nd Floor											
	Albany, NY 12202											
27	Mental Health	60	60,000	5528A	65	\$ 307.74	\$ 4,923.84	0.00279	\$ 669.60	\$ 142.00	\$ 249.00	A94310.44065
	175 Green Street, 2nd Floor									15,000staples		
	Albany, NY 12202											
28	Mental Health	60	70,000	6528A	65	\$ 307.74	\$ 4,923.84	0.00279	\$ 781.20	\$ 142.00	\$ 249.00	A94310.44065
	Mail Room									15,000staples		
	260 South Pearl Street, 1st Floor											
	Albany, NY 12202											
29	Nursing Home	40	40,000	4528A	45	\$ 217.55	\$ 3,480.80	0.00279	\$ 446.40	\$ 142.00	\$ 249.00	N96020.44065
	Aministration Office									15,000staples		
	780 Albany-Shaker Road											
	Albany NY 12211											
30	Probation Department	50	85,000	5528A	55	\$ 338.58	\$ 5,417.28	0.00279	\$ 948.60	\$ 142.00	\$ 249.00	A93140.44065
	60 South Pearl Street, 1st Floor									15,000staples		
	Albany, NY 12207											
31	Public Defender	60	225,000	6528A	65	\$ 307.74	\$ 4,923.84	0.00279	\$ 2,511.00	\$ 142.00	\$ 249.00	A91170.44065
	60 South Pearl Street, 4th Floor									15,000staples		
	Albany, NY 12207											
32	Public Works	40	50,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 558.00	\$ 142.00	\$ 249.00	D95110.44065
	449 New Salem Road									15,000staples		
	Voorheesville, NY 12186											
33	Sheriff's Office	35	30,000	3528A	35	\$ 187.39	\$ 2,998.24	0.00279	\$ 334.80	\$ 142.00	\$ 249.00	A93110.44065
	Albany International Airport Substation									15,000staples		
	Albany, NY 12211											
34	Sheriff's Office	40	20,000	4525AC	45	\$ 361.70	\$ 5,787.20	0.00279	\$ 223.20	\$ 142.00	\$ 249.00	A93110.44065
	16 Eagle Street		10,000					0.039	\$ 1,560.00	15,000staples		
	Albany Ny 12207											
	Stop Dwi (Lease Start Date 9/30/19)											

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35	Sheriff's Office	35	50,000	3525AC	35	\$ 323.64	\$ 5,178.24	0.00279	\$ 558.00	\$ 142.00	\$ 249.00	A93110.44065
	Patrol Unit		18,000					0.039	\$ 2,808.00	15,000staples		
	58 Verda Ave.											
	Clarksville, NY 12041											
36	Sheriff's Office	50	20,000	5525AC	55	\$ 441.68	\$ 7,066.88	0.00279	\$ 223.20	\$ 142.00	\$ 249.00	A93110.44065
	Emergency Management Unit		20,000					0.039	\$ 3,120.00	15,000staples		
	58 Verda Ave.											
	Clarksville, NY 12041											
37	Sheriff's Office	35	30,000	3525AC	35	\$ 357.95	\$ 5,727.20	0.00279	\$ 334.80	\$ 142.00	\$ 249.00	A93110.44065
	Emergency Medical Services Unit		7,000					0.039	\$ 1,092.00	15,000staples		
	58 Verda Ave.											
	Clarksville, NY 12041											
38	Social Services	50	16,000	5528A	55	\$ 288.57	\$ 4,617.12	0.00279	\$ 178.56	\$ 142.00	\$ 249.00	A96010.44065
	162 Washington Ave									15,000staples		
	Albany NY 12210											
	4th Floor											
39	Social Services	50	60,000	5528A	55	\$ 288.57	\$ 4,617.12	0.00279	\$ 669.60	\$ 142.00	\$ 249.00	A96010.44065
	Fraud Unit									15,000staples		
	162 Washington Avenue, 7th Floor											
	Albany, NY 12210											
40	Social Services	40	40,000	4528A	45	\$ 204.74	\$ 3,275.84	0.00279	\$ 446.40	\$ 142.00	\$ 249.00	A96010.44065
	Commissioner's Office									15,000staples		
	162 Washington Avenue, 7th Floor											
	Albany, NY 12210											
41	Social Services	60	90,000	6528A	65	\$ 307.74	\$ 4,923.84	0.00279	\$ 1,004.40	\$ 142.00	\$ 249.00	A96010.44065
	Adult Services Unit									15,000staples		
	162 Washington Avenue, 6th Floor											
	Albany, NY 12210											
42	Youth Recreation	35	3,000	3525AC	35	\$ 323.64	\$ 5,178.24	0.00279	\$ 33.48	\$ 142.00	\$ 249.00	A97180.44065

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	390 New Salem Road		2,000					0.039	\$ 312.00	15,000staples		
	Voorheesville, NY 12186											
43	Shaker Place/Nursing Home	40	BW Unknown	4528A	45	\$ 217.55	\$ 3,480.80	0.00279		\$ 142.00	\$ 249.00	N96020.44065
	100 Heritage Lane/Nursing Unit									15,000staples		
	Albany NY 12210											
44	Shaker Place/Nursing Home	50	BW Unknown	5525AC	55	\$ 428.86	\$ 6,861.76	0.00279		\$ 142.00	\$ 249.00	N96020.44065
	100 Heritage Lane/Administration		Color: Unknown							15,000staples		
	Albany NY 12210											
							\$194,904.16		\$ 45,966.36	\$ 240,870.52		