

**FOUR RIVERS SANITATION AUTHORITY  
ADDENDUM NO. 2  
to REQUEST for PROPOSALS #22-206  
Copier/Multifunction Printer Replacement**

**March 22, 2022**

**AD2-1 Notice**

This Addendum No. 2, dated March 22, 2022, to the Request for Proposals, Copier/Multifunction Printer Replacement, supersedes all contrary and conflicting information in the above-mentioned instructions, specifications, and contract documents which are hereby supplemented or revised in certain particulars as follows:

**AD2-2 General Information**

The Authority submits Addendum No. 2 to answer questions received by March 11, 2022 deadline but not included in Addendum No. 1, and answers to questions from the March 18, 2022 walk-through.

**AD2-3 Questions & Answers**

**Question 1.** Define “Flat Media Production machine”? How many prints per minute?

**Answer 1.** We are looking for something comparable to the Océ ColorWave 500. The number of prints per minute should also be comparable to the Océ ColorWave 500 which has speeds defined as, “B&W: 225 D/h, Colour: 212 D/h or up to 810 sq. ft./h mechanical printing speed”.

**Question 2.** Do the current IPF 785’s have scanning capability?

**Answer 2.** Yes

**Question 3.** If they do not, are you looking for devices with scanning capabilities?

**Answer 3:** See answer to #2.

**Question 4.** How are the current IPF 785’s being used? Cad files, Graphics, Mapping?

**Answer 4.** Yes, to all three.

**Question 5.** If you’re doing Mapping is 36” wide sufficient or would you prefer a 44” or 64” wide print device?

**Answer 5.** 36” is sufficient.

**Question 6:** Is hard-lined or wireless required?

**Answer 6:** Only one unit will need to be wireless. This will be for PR44 listed on RFP #22-206 Revised Exhibit A & B - Printers Multifunction Printer Replacement document.

**Question 7:** If PR41 has a fax, are fax volumes shown? How many years has PR41 been here?

**Answer 7:** 172 total fax transmissions. Fax capability is still required. PR41 has been here for approximately 5 years. Faxing should be provided for both physical and e-fax options.

**Question 8:** Are codes necessary for all functions?

**Answer 8:** This would be nice, but not necessary.

**Question 9:** Where will the printer added to the addendum go?

**Answer 9:** Building: Lab, Alex Bouton Ofc, Office #114

**Question 10:** PR07; are accessories listed?

**Answer 10:** Yes

**Question 11:** Is there a reason for the casters on PR07?

**Answer 11:** They came with the unit. They are just for stabilizing.

**Question 12:** Is there any attachment to Ricoh brand?

**Answer 12:** No. Vendors may submit all brands where parts are readily available and excellent service is provided.

**Question 13:** PL03; What sizes are used on this plotter?

**Answer 13:** 24x36 and 36x48

**Question 14:** PL03; do the rolls need to be changed between sizes?

**Answer 14:** No.

**Question 15:** What is printed on PL03?

**Answer 15:** Maps

**Question 16:** PL03; what is the average monthly square footage used?

**Answer 16:** Under a roll per month, rolls replaced 2-3 times per year.

**Question 17:** Is PL03 on a maintenance agreement?

**Answer 17:** Yes, without ink.

**Question 18:** Is adhesive or any other substrates used or needed?

**Answer 18:** Not at this time.

**Question 19:** Do plotters require USB connectivity?

**Answer 19:** Not currently.

**Question 20:** Is scanning done?

**Answer 20:** Yes, to a network drive.

**Question 21:** PR42; how deep is the shelf this printer sits on?

**Answer 21:** 14.5"

**Question 22:** PR42; can this printer be moved to an easier to access spot?

**Answer 22:** May be able to move but would prefer not to.

**Question 23:** PR32 & PL03; where will these be relocated?

**Answer 23:** They will be relocated from the Maintenance building to the Old Admin building.

**Question 24:** PL03; Do they do any outsourcing that PL03 cannot handle?

**Answer 24:** No

**Question 25:** PR06; what is this printer used for?

**Answer 25:** Printing customer receipts

**Question 26:** Are some printers wired for fax?

**Answer 26:** Any listed on the RFP #22-206 Revised Exhibit A B - Printers Multifunction Printer Replacement as having fax are wired. The exception is the Billing Ricoh (PR39) which is being switched over to digital faxing. Digital faxing is via 3<sup>rd</sup> party service, SRFAX. Some faxes will be going away.

**Question 27:** Is faxing minimal?

**Answer 27:** PR39 probably receives the most faxes. Digital faxing volume is 32 faxes in 18 months. This was before putting Billing onto the Digital faxing platform. The total fax transmission on PR39 (before switch to digital) is 35,885 over approximately 5 years.

**Question 28:** Will SRFAX work with awarded vendor or discontinue use?

**Answer 28:** If the successful proposal includes fax capabilities, the current service may be discontinued.

**Question 29:** EFAX only or will a backup hardline be required?

**Answer 29:** Four Rivers is not opposed to going to EFAX. Proposers shall provide pricing for both solutions.

**Question 30:** PR08; does this printer have hole punch feature?

**Answer 30:** Yes.

**Question 31:** PR35; what is this printer used for?

**Answer 31:** This unit provides mostly business size letter/legal documents, 9x12 envelopes, and #10 envelopes and occasional business cards. Volume is under 300 envelopes/year.

**Question 32:** Is binding used?

**Answer 32:** Only PR29 is used for binding.

**Question 33:** PR40; is (MICR) ink done separately?

**Answer 33:** Yes.

**Question 34:** What is bound on PR29?

**Answer 34:** Just the comb bound booklets.

**Question 35:** Are different size rolls used on plotters?

**Answer 35:** Yes, PL03 uses 36" wide rolls. For PL01 & PL02, one plotter uses 34" wide rolls and the other uses 36" wide rolls.

**Question 36:** What die cuts are used?

**Answer 36:** None

**Question 37:** What are pain points for PR29?

**Answer 37:** It can't handle heat and documents jam. When printing in volume, it gets hot, stops GBC punching, and documents jam. It is also very sensitive to humidity.

**Question 38:** Do the plotters use specialty paper?

**Answer 38:** No

**Question 39:** How committed are we to adding Océ?

**Answer 39:** The Flat Media Production unit shall be comparable to the Océ ColorWave 500.

**Question 40:** What is specific model of Océ?

**Answer 40:** Océ Colorwave 500.

**Question 41:** What is volume for PR29?

**Answer 41:** Black and white: 3,596 per month; color: 9,004 per month.

**Question 42:** PR14; does the entire department use this printer?

**Answer 42:** No, only one person prints from a specific application.

**Question 43:** What is PR19 model number?

**Answer 43:** Ricoh MP C2504

**Question 44:** PR35 - Will business cards need to be printed two-sided?

**Answer 44:** Not at this time. Please provide pricing for two-sided business card printing as an option.

**Question 45:** What is the weight of the paper for the z-folded GBC bound booklets?

**Answer 45:** The paper used specifically for the z-fold pages is 24 lbs. Printers should be able to handle up to 65 lbs. cardstock.

**Question 46:** Job and End User Management: Referencing - 6.7. Do you wish this to be for all jobs on all devices?

**Answer 46:** Yes, but we are not looking for a separate application rather what comes with the machine. It is not needed for some of the smaller units (e.g., Lexmark E450DNs) if not standard with the machine.

**Question 47:** Network: Is each building on the same network or does each building have its own network?

**Answer 47:** Each building is on the same network, with separate VLANs.

**Question 48:** Exhibit C - Jim Reader Office. Is listed as a location but PR02 is not listed as Replace but as Eliminate. Does that mean PR03 will be taking its place?

**Answer 48:** PR02 will be eliminated from Jim Reader's office and PR03 will be remain as a billing printer.

**Question 49:** Is it possible to have the PR#'s added to Exhibit C?

**Answer 49:** See attached revised Exhibit C.

Proposer shall initial the bottom of this Addendum No. 2 and include it with their proposal.

\_\_\_\_\_ Proposer's Initials

FOR REVIEW PURPOSES ONLY