



September 22, 2021

Addendum to RFP 2021-09

Lease Copier Equipment and Services

This notice is to inform all prospective vendors of the above referenced Request for Proposal (RFP) that the Solano Transportation Authority (STA) is requesting additional information and specification to the copier equipment for consistency. These responses/clarifications shall be an addendum to the RFP of which shall constitute the entire RFP. Vendors shall consider these responses/clarifications in the proposal and cost proposal. RFP is due by 3PM on Wednesday, September 29, 2021.

STA is interested of leasing Two (2) standard colored printer/copier and One (1) production printer/copier that can deliver a multi-printing capabilities and functions. STA would like to know the overall lease cost and maintenance for a 48 month lease. STA wants this RFP completed and scheduled delivery by December 6, 2021

STA is interested of the following copier/printer specification:

A. Standard Color Copier/Printer/Scanner:

1. Network printer
2. High speed printing and scanning with auto duplexing
3. Paper size – Letter, Legal, and 11 x 17
4. 100-sheet multi-position stapler
5. 500 sheets paper tray
6. Built in Optical Character Recognition (OCR) function for searchable pdf format

B. Production Color Copier/Printer/Scanner:

1. Network printer
2. High speed printing and scanning with auto duplexing
3. Scan preview capability
4. High quality resolution
5. Paper size – Letter, Legal, 11 x 17, 12 x 18, or larger
6. 100-sheet multi-position stapler
7. Large capacity paper trays
8. Accounting module for printing cost allocation
9. Internet Fax capability
10. Job Separator
11. Full bleed printing
12. Tab Insert capability (option)
13. Multi-folding and multi-position staple and saddle finisher selection
14. Binding (options)