

City of Portsmouth
Portsmouth, New Hampshire
Finance Department
RFP # 06-16
Full Service Multifunction
Copy Machines Lease Contract
REQUEST FOR PROPOSALS
Addendum#1

August 25, 2015

This Addendum forms part of the original document marked: RFP#06-16 Full Service Multifunction Copy Machines Lease Contract.

This addendum is to clarify information provided for the following two machines that are listed as part of Appendix B.

The usage listed below is annual usage that was compiled from July 2014 to June 2015, and is not a true reflection of the current usage. The Konica Minolta DI7210's monthly usage was greatly reduced starting in January of 2015. The usage from January 2015 to June 2015 is 32,856.00 which is an average of 5,476.00 copies per month.

The usage for the C350 listed below is accurate for a twelve month period. The combined usage of two copy machines is low and we may only need one machine to replace them.

The usage listed in Appendix B for all the other machines is an annual usage. Please acknowledge this addendum within your proposal. Failure to do so may subject a proposer to disqualification.

Mailroom

Konica Minolta	166,543	30	Sept. 2010
DI7210 - 72 ppm			Month to Month
SN: 31005246			
3 drawers			
networked, scans			
finisher (staple & hole punch), sorts,			
duplexes			

Mailroom

Konica Minolta	Color: 852	30	June 2012
C350 - 35 ppm, Color	B&W: 1320		Month to Month
SN: 65JE09857	This machine gets very little use		
3 drawers			
networked			
finisher (staples only), sorts,			
Duplexes			

End of Addendum#1