



ADDENDUM NO. 1

PROJECT: Multi-Functional Printer Copier - RFP 20-PMFPC2
ISSUE DATE: August 24, 2020
BY: The Housing Authority of East St. Louis
700 North 20th Street
East St. Louis, Illinois 62205
DOCUMENT DATE: September 4, 2020
BID DUE DATE: September 10, 2020 at 3:00 pm

The following revisions, modifications, and/or clarifications shall apply to the Documents for this project.

The RFP Due Date:

Remains the Same

Has Been Rescheduled

This addendum is issued before the execution of the contract to inform Contractors of revisions to the RFP documents referenced above. This addendum is hereby made a part of the RFP documents and shall be included in the contract.

The requirements contained in the RFP documents shall apply to this addendum. The work called for in this addendum shall be the same as set forth in the applicable portions of the RFP documents unless otherwise specified in this addendum. All incidental work necessitated by this addendum, as required to properly complete the work, shall be included in the RFP even though not specifically stated in this addendum.

Questions/Answers:

- Q1. On page 18 of 25, Villa Griffin has a Toshiba eStudio 351AA, is this correct? Although page 17 indicates that 11 Estudio 357s are in current use? I can't find information on the 351AA.
- A1. The 351AA was purchased in 2019, therefore, the usage information was not reported on this device. It is part of the current inventory.
- Q2. Please confirm the correct inventory.
- A2. Page 18 reflects the current inventory.

Q3. Do all units need to have the ability to handle 11x17 size paper?

A3. Yes.

Q4. On page 20, #7 optional finishing and paper handling? On #4, all devices are to have offset stacking and single staple for no less than 20 pages

A4. Page 20, Line Items #7 and #4 are both specific requirements of this RFP.

Q5. Page 21, # 14 three paper trays, is the bypass tray considered as one of the three? Therefore the unit will have 2 paper trays and a bypass?

A5. The RFP require three paper trays. The bypass is not considered one of the three required trays.

Q6. Page 22, 6.7.4 staples are to be included in the cost and not purchased outside of the contract?

A6. Yes, as stated "contractor is required to include the cost of supplies inclusive of staples and other consumable supplies (ie. toner) in the monthly price."

Q7. Are you open to an Internet Fax option compared to a Analog fax?

A7. If the Proposer cannot fully respond to a specification, but believes it can offer equivalent or superior results by some other means, the Proposer must identify the mandatory specification, state that it is offering an alternative, and provide a thorough description of how the proposed alternative achieves equivalent or superior performance or result. The Evaluation Committee shall be the sole judge of whether the proposed alternative is equivalent or superior

END OF ADDENDUM