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Addendum

SOLICITATION NAME	Multi-Function Copiers Q1725	ADDENDUM NUMBER	3	DATE	06-02-17
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This addendum answers questions raised about this solicitation. To aid in readability, the questions are in black, the answers are in **bolded blue**, and the answers follow immediately below.

Q1	In regards to the Question 1 on Addendum 2, Question 4 brings up many questions such as “Vendors are to assume 1 large device at each site.”
	This is still true, except in the instances specifically listed in Addendum 2, Part One, of Question 4’s answer. This is referring to our “remote sites,” not our main office facility. We still plan on only one (1) large device comparable to a Savin C3003 copier being installed. Only the first three (3) points to Question 4’s answer are for the “remote sites.”
Q2	On Appendix A, you ask for 4 units in Housing, but on Addendum 2, Question 4, you state only one (1) personal copier in Housing.
	Point 4 of the answer is referencing the Housing “Department” at KCDC’s Main office. It will be the ONLY personal device in our Housing Department. There will be three (3) other devices in our Housing Department; two (2) large devices, comparable to a Savin C4503, and one (1) device comparable to a Savin 5210. These four (4) devices are the same “four (4) devices for Housing” that are referenced in Appendix A. These devices will be for the Housing “Department,” not Housing in general.
Q3	On Appendix A you ask for 10 units in Accounting, but on Addendum 2, Question 4, you state only one (1) personal copier in administration. On Appendix A your ask for 9 units in executive area, but on Addendum 2, Question 4, you state only two (2) personal copier for Executive staff.
	Appendix A was the “original” configuration of devices for the company based on the changes for both our Housing “Department” and Housing “sites.” This was a reduction of 34 devices overall, most of them personal devices. However, it did not reflect possible changes in other areas, such as our Administrative Departments. The second part of Addendum 2, Question 4’s answers address further changes made to KCDC’s overall configuration since Appendix A was first submitted. Whereas, in Appendix A our administrative offices indicated 16 personal devices, now, in Addendum 2, that number was further reduced to only 3 personal devices.
	Recommendation:
	Use the chart in Appendix A combined with the changes listed in Addendum 2 to compose any configuration to be submitted to KCDC for consideration.

