



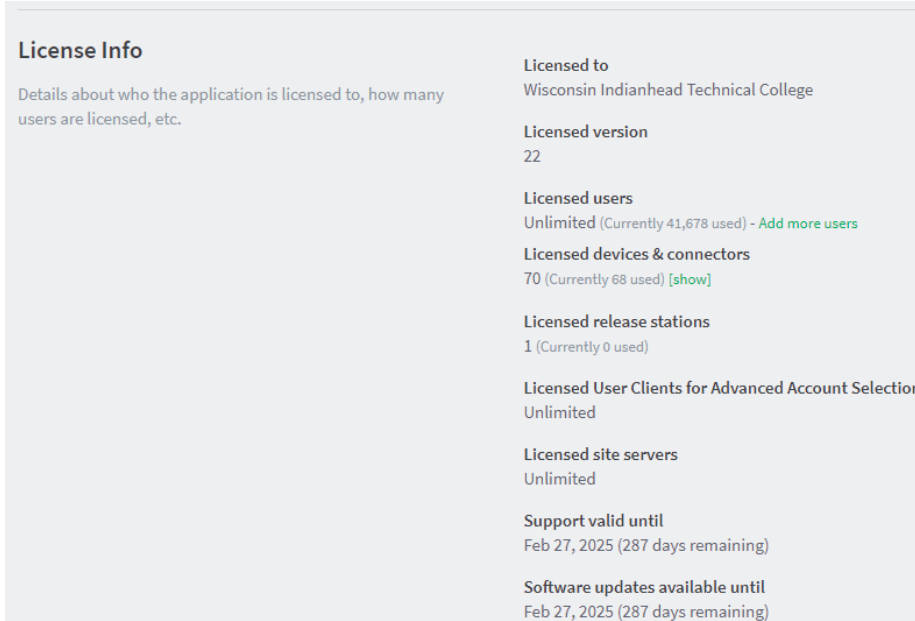
**ADDENDUM #2**  
**RFP #24-96500-CW-MANAGEDPRINTSERVICES**

**DATE OF ADDENDUM: May 15, 2024**

This addendum shall be made part of the RFP documents and is issued to make additions, changes, or clarifications to the RFP documents.

- 1. Where it lists “Page Count” on the inventory sheet, is that the total volume each device ran from 1/1/2023 to 12/31/2023?**
  - Yes, that is correct.
  
- 2. It was mentioned during our walkthrough that you would be meeting to discuss potential device removals/consolidation and getting back to us. Do you know when you will be able to get back to us with this information?**
  - Initially, the College considered maintaining 1:1 operation with our devices. However, we are open to suggestions. The College is looking to the Vendors to put together a proposal on what they feel would be the best approach.

3. Can you send us your current PaperCut licensing information? This should be located in the License Info section under the About tab on your PaperCut admin portal. (PaperCut Customer Number CN# and version).

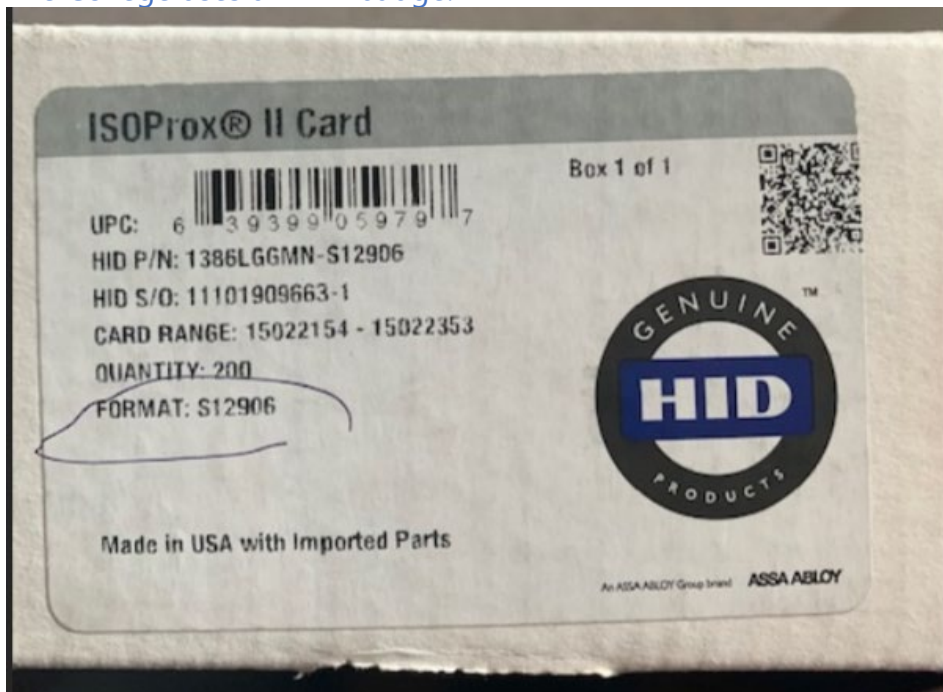


The screenshot shows the 'License Info' section of a PaperCut admin portal. It contains the following information:

- License Info:** Details about who the application is licensed to, how many users are licensed, etc.
- Licensed to:** Wisconsin Indianhead Technical College
- Licensed version:** 22
- Licensed users:** Unlimited (Currently 41,678 used) - [Add more users](#)
- Licensed devices & connectors:** 70 (Currently 68 used) [\[show\]](#)
- Licensed release stations:** 1 (Currently 0 used)
- Licensed User Clients for Advanced Account Selection:** Unlimited
- Licensed site servers:** Unlimited
- Support valid until:** Feb 27, 2025 (287 days remaining)
- Software updates available until:** Feb 27, 2025 (287 days remaining)

4. Do you use 'find-me-print'? If so, do you use the badge reader for authentication? – can you provide a sample badge so we may quote the proper reader?

- We do use find-me-print and we do use the badge reader for authentication. The College uses an HID badge.



- 5. Is PaperCut currently being used as a tracking / reporting application and are there set quota's/payments for student printing? Billing back?**
- Yes, students get a minimal amount with their student account and then after that they need to purchase additional PaperCut amounts. We also use PaperCut information to bill back to the instructional areas a portion of the printing costs.
- 6. What is the current make/model of the card readers you utilize? Do they have RFID capability?**
- IDTECH, Model WCR3237 – 600US
- 7. Do you currently use Print Deploy with PaperCut? If not, would you like to?**
- We do not, but would be interested in hearing more about how the College would benefit from it.
- 8. Do you want 11"x17" capabilities where you have it currently?**
- Yes.
- 9. Can you tell us the Device configurations (# of paper drawers, finishers, hole punch, etc.) for Hayward, Ladysmith, Balsam Lake, and Shell Lake locations?**
- Balsam Lake – Konica Bizhub C368
    - 2 drawers and bypass feed
    - Fax/Scan/Copy/Staple/Collate
  - Ladysmith – Konica Bizhub C368 Color
    - 2 drawers and bypass feed
    - Fax/Scan/Copy/Staple/Collate
  - Hayward– Konica Bizhub C368 Color
    - 2 drawers and bypass feed
    - Fax/Scan/Copy/Staple/Collate
  - Shell Lake– Konica Bizhub C368 Color (2 qty)
    - 2 drawers and bypass feed
    - Fax/Scan/Copy/Staple/Collate
  - Shell Lake– Konica Bizhub 368 B&W (2 qty)
    - 2 drawers and bypass feed
    - Fax/Scan/Copy/Staple/Collate

**10. Are you looking to replace all of the devices that are the same model currently listed on the Pricing Page (Page 16)?**

- We are not looking to replace all devices at one time. We own the current fleet and would be using pricing to determine what the expected life cycle replacement to be.

**11. You have 6 specific models listed on the Pricing Page (Page 16) that you would like pricing for a replacement on. What are the plans for the other Konica Minolta/Sharp/HP devices in your current fleet that are not listed on this page?**

- The models are to be used for scoring the pricing component of the RFP. At this time we are not looking to replace the entire fleet but rather replace units that need to be replaced and cannot be used elsewhere in the institution.

**12. Are the Konica MFPs, Sharp MFPs, HP MFPs and HP printers all using PaperCut? In other words, any devices NOT licensed today that you would like the PaperCut functionality?**

- All devices are currently on PaperCut and no additional equipment is being requested to be added.

**13. Are any of PaperCut's scanning utilities being used? If not, would you want to?**

- We do use PaperCut scan to email.

**14. Does NTC currently own the fleet of Konica MFPs, Sharp MFPs, HP MFPs and HP Printers?**

- Northwood Technical College does not use acronyms for an abbreviation of the college name. Northwood Tech is acceptable. Northwood Tech owns all machines within the fleet.

**15. Does NTC want to replace the HP MFPs with MFP devices or print only devices? Some example scenarios:**

**Yes to Replacing MFPs with MFP's: Copy, Scan and Follow Me Print functionalities are all being used at these stations.**

**No to Replacing MFPs with MFP's: The HP MFPs were placed as primarily print only devices but needed the MFP screen to release "follow me print" print jobs. Copy and Scan is not being done at these stations, so the main requirement is a printer with "follow me print" print release functionality.**

- Northwood Tech is not looking to replace the entire fleet but rather replace existing equipment based upon need. We normally replace with like capabilities and functions and have not experienced any substantial gaps in coverage.

**16. In regard to your HP fleet: Due to the age of devices, it's our assumption that many of those devices are owned by Northwood. Can you please confirm which models are owned versus leased?**

- Northwood Tech owns entire fleet.