

CRT RFQ Multi-Function Device 2025
Addendum II
May 22, 2025

PROJECT PURPOSE:

The Community Renewal Team, Inc. (CRT) is requesting quote proposals from qualified vendors for the replacement of its existing fleet of Copy/Print/Scan Multi-Function Devices (MFD). The existing fleet consists of 36 MFD units deployed throughout 14 different CRT locations. The existing fleet consists of the following devices:

Existing MFD Fleet (Make/Model)	Existing Number of Units in Fleet
Larger Multi-Function Devices	
Canon imageRUNNER ADVANCE 525iFZ III	8
Canon imageRUNNER ADVANCE DX 4745i	15
Canon imageRUNNER ADVANCE DX 6765i	2
Canon imageRUNNER DX 4725I	4
Canon imageRUNNER ADVANCE C568/478	1
Canon ImageRunner 4945i	1
Canon ImageRunner DX527iF	1
Larger Multi-Function Devices Print Center	
Canon imagePRESS C810	2
Duplio Slitter/Cutter/ Creaser	1
SDD Trimmer – For Booklets	1
Total Units in Fleet	36

Q&A

1. Are you using uniFLOW today, if so, on prem or cloud based?
Yes, Cloud Based
2. Do the locations/departments with A3 devices, require 11 x 17 sized paper?
Yes
3. What sheet capacity would you like the machines to have? Number of drawers?
500 Sheets, 4 Drawers (2 letter, legal, ledger)
4. Is there a list of which machines are going to which location/address?
Moving forward, we would like the same type/model of device to be deployed to all locations, so technically there is none right now, but refer to "Print Volumes by Printer Model and Location" on Page 7 for current number of devices per location and their respective volumes for better sizing
5. Do we have anticipated volumes or average monthly volumes for the devices in place today?
Yes, see April volumes, refer to "Print Volumes by Printer Model and Location" on Page 7
6. All devices must staple, is that included in the small Canon 1238's you are looking to replace
No, but we have omitted them in addendum

Additional Questions Received

1. Are you using a print management solution (on-prem or cloud) currently, and if so what solution?
Yes, Cloud Based, Uniflow Online and Fiery for print center
2. You mention all units need the ability to fax – rather than invest in fax boards for each device, would you be open to a simple and secure efax solution that can easily integrate at the device with very little to no learning curve?
We use eFax at present with our VOIP provider. As long as the device can still support analog fax if for whatever reason we may need to revert to analog, this is still possible.
3. HID Card badge readers are listed as a requirement
 - a. Are there card readers on the current equipment?
All badge card readers are built into copiers
 - b. What is the card tech used in the environment now (HID Prox, iClass, SEOS, etc.)?
Card Tech is HID Prox
 - c. Any plans to upgrade this card tech?
Not at present
4. Do the print center devices also need card readers with secure print and scan workflows?
No card readers required for print center
5. Please confirm average monthly print volumes for each device.
Please refer to "Print Volumes by Printer Model and Location" on Page 7
6. Please confirm you are only looking for new equipment, not used or demo models.
Only New Equipment
7. For the optional print center printer – please elaborate on inkjet models compared to laser?
An example of the type of inkjet printer we're looking for is the Epson WorkForce Enterprise AM-C4000. Hypothetically, the laser printers are going to get far more use, so having a more compact inkjet would be ideal.
8. Does your current service plan include staples?
No, it does not.
9. Please confirm the configuration of the Canon IP C810.
Uses Fiery for job management via network.

10. Are you able to provide an Excel spreadsheet with the following information for your fleet? (It will assist us in making the most cost-effective recommendation to CRT.)
- Average monthly volume/device for the last 12 months
 - Refer to “Print Volumes by Printer Model and Location” on Page 7 for current number of devices per location and their respective volumes for better sizing, multiply by 12 for 12 months
 - Equipment location address
 - Refer to “Print Volumes by Printer Model and Location” on Page 7 for current number of devices per location and their respective volumes for better sizing
 - Equipment configurations - # of online paper drawers, staple, fax (*if all existing units have fax, is it utilized?*), hole punching, locations needing 11x17 etc.
 - Most copiers have 4 drawers – 2 Letter, Legal, Ledger
 - No whole punching
 - Staples
 - Fax capabilities were there but not all devices had fax lines. We use eFax directly from computers now, but we want the device to still support analog faxing if we need to revert
11. Print Center – Can you provide the B&W/Color average monthly volume for the last 12 months?
Over the past year, we’ve done about 15,000 Color impressions per month and 7,000 B&W impressions per month.
12. Print Center - Can you detail the configuration/capabilities for the current Canon iPR C810 - such as: Additional Paper Input Modules, Finishing Capabilities, Fiery Controller, Job Ticketing?
We have a Multi-Drawer Deck on one of the C810s (CANON B). All 3 extra drawers can hold roughly 2,000 to 2,500 20lb sheets. Both printers have booklet printing capabilities, but CANON B is attached to the SDD BLT 7202 and SFM 7704. Both printers are accessible through our Fiery Command Workstation. Both printers need staple, fold, and hole punch capabilities. The C810 without the Multi-Drawer Deck (CANON A) has a Multi-Purpose Tray and Scanner.
13. Print Center – Can you provide the exact Model # for the Duplo?
DC-618.
14. Can you provide the Return Location for the current Canon devices?
Refer to “Print Volumes by Printer Model and Location” on Page 7 for current number of devices per location, those will be the return locations
15. During the pre-bid meeting, an inkjet device was mentioned for the Print Center. Can you clarify if the device needed is for large format printing? If so, is scanning required on this device, as well?
No, it isn’t required. At minimum, we just need the scanning capability on one of the laser printers.
16. Can you provide the current HID Badge specifications?
See #3
17. Are you looking to Standardize the fleet to 1 make and model or a like for like fleet of your current equipment
Yes, we would like the same type/model of device to be deployed to all locations, so technically there is none right now, but refer to “Print Volumes by Printer Model and Location” on Page 7 for current number of devices per location and their respective volumes for better sizing
18. Is this equipment currently leased or owned?
Leased
19. Approx how many moves of a MFP did you make in the last 3 years?
About 5-8

20. Would you considering having a site needs assessment to ensure you are getting the most cost effective device to meet the needs of the departments?
Not at this time – Please refer to “Print Volumes by Printer Model and Location” on Page 7
 When you say "Zero copy commitment": Are you looking for a No min CPC or an all in printing with no overage
- When we say “Zero copy commitment,” we’re referring to a model with no minimum monthly page volume commitment — specifically, a no minimum cost-per-copy (CPC) structure.**
 - We are not requesting an all-in or unlimited print plan; rather, we prefer a pay-as-you-go model where we’re only billed for actual usage, with no penalties or overage fees due to not meeting a baseline volume.**
21. RFP states 35 Copiers but Bid Pricing sheet has 38 copiers. Can you specify how many for future state?
See updated fleet inventory on Page 1
22. For the high volume production device replacement, can you please outline the input (feeder capacities and paper size and weight requirements)
We need it to be equivalent to that of the C810. Feeders hold 500 20lb sheets, Multi-Drawer Deck holds 2,000 to 2,500 in each drawer. 52 to 300 gsm. 7.17x10.12 to 13x19.2 for paper sizes, while also supporting envelope printing.
23. For the high-volume production device replacement, can you please outline the output (finishing features ie. Booklet maker, GBC punch requirements)
See #3
24. For the high-volume production device replacement, can you please outline the Controller requirements (ie. Fiery controller, make ready workflow, job queuing)
Fiery Controller
25. Can we do an onsite inspection before the RFQ is due
A Print Center walk-through is scheduled.
26. What is the current model, what are the functions and options of the Duplo slitter, cutter creaser?
DC-618. It creases, cuts, and slits sheets. It has no attachments.
27. Do you have a Fiery Print Controller on your current Canon C810? If so, do you require a Fiery Print Controller on the replacement?
Yes. Both C810s are connected to Fiery and are accessible through Fiery Command Workstation. We would need this to carry-over to any potential replacements.
28. Besides basic stapling, do have any inline finishing on the C810 like for example a booklet maker? If you have a booklet maker, what is the minimum number of 20lb sheets you need to fold and staple?
See #3 for this first part of this question. The largest booklet we’ve printed is 25 20lb sheets.
29. Do you have post inserter on the C810?
No
30. Do you use a hand-held spectrophotometer to calibrate the C810? If so, what model is it?
Yes, we use an X-Rite i1 Pro.
31. Do you print envelopes on the C810? If so, how many per month?
High hundreds, low thousands.

32. Do need any additional software for the C810 replacement? For example, Imposition or Composition software?
We use Fiery Command Workstation. We also utilize the Adobe Creative Suite for our prepress needs. If there are any suggestions on additional software, we would be open to hearing about them.
33. Do you do any Variable Data printing on the C810? If so, do you use any special software?
Occasionally. We use Adobe InDesign to set up the files.
34. In regards to the Duplo slitter/cutter/creaser, How many different kinds of jobs do you need to do? And what is the heaviest paper you would put through it?
I don't fully know what this means. If you're asking for many different customized job presets the machine should have the capacity to save, then many. The Duplo can save 205.
35. Do the printer center copiers (ImagePress C810) use/require a fiery?
Yes
36. Scan-to-Office 365 Capability - Could you please confirm whether all devices are required to have Scan-to-Office 365 functionality enabled, or if it is sufficient for them to simply support this capability?
Yes, all devices are required to scan to OneDrive, SharePoint and Email
37. Print Shop Assessment
- a. Will there be an opportunity to conduct an on-site assessment of the print shop?
We will have an on-site assessment scheduled for Tuesday, May 27, 2025 @ 10am
 - b. If an on-site visit is not feasible, could you kindly provide a detailed list of all Canon imagePRESS C810 inline finishing equipment, accessories, and print servers currently in use?
N/A
 - c. Additionally, please provide the configuration and accessories currently used with the Duplo Slitter/Cutter/Creaser system.
There are no accessories to it. Its primary use is to cut our business cards, postcards, photos, and similar things, but we have many configurations for uniquely sized jobs.
 - d. Does the Print shop machine require a "follow me" print solution.
It doesn't require one, but we wouldn't be opposed to it.
38. Job Submission Workflow - Could you describe the current process for submitting print jobs to the print shop?
We have a web submission form that staff utilize for submitting jobs.
39. Technology Demonstrations - Will there be an opportunity to schedule demonstrations, either virtual or in person, for the proposed technology?
If necessary, we will request a presentation after the finalists have been chosen.
40. Site Logistics - Please provide a list of all 14 locations and confirm whether each site has loading dock or ramp access for equipment delivery and installation. For locations not on the ground floor, will elevator access be available? On average, what is the historical number of moves done on a yearly basis?
See Site Logistics page 8
41. Fax Capabilities - What is your total number of fax pages sent and received monthly?
We have no record of this at present. Varies by location but most faxing done at 395 Wethersfield Ave and 330 Market Street for client documentation.

42. Inkjet Technology Consideration

- a. Could you elaborate on the specific applications or requirements that have prompted interest in Inkjet technology?

The capacity to bring out the colors in photographs was the primary factor that led us to take one into consideration.

- b. What limitations of the current Canon C810 are driving this consideration?

The C810s have been great with document printing and things of that nature, but they just don't have the ability to print things like photos as vibrant as we'd like.

43. Is the Duplio/ Slitter / Creaser a nice to have or needed and used currently.

It's used frequently. We definitely need it.

44. Does the Trimmer need to be online or can it be offline

Our current one is offline, but we are not opposed to online.

45. Does the organization have monthly volume for the past 12 months on each device

Please refer to "Print Volumes by Printer Model and Location" on Page 7 which is for the Month of April 2025.

Print Volumes by Printer Model and Location

Apr-25

Printer	Total Volume	Number of Devices
Duplo Slit Cut Creasers	n/a	1
555 Windsor Street 3rd Floor Hartford, CT	n/a	1
imagePRESS C810	12499+	2
555 Windsor Street 3rd Floor Hartford, CT	12499+	2
imageRUNNER 4945i	2418	1
207 Brainard Road, Hartford, CT	2418	1
imageRUNNER ADVANCE 525iFZ III	20219	8
100 William Shorty Campbell - Job Corp	3247	1
35 Clark Street, Hartford, CT	508	1
385 Main Street, E Hartford, CT	768	1
395 Wethersfield Ave, Hartford, CT	5466	1
555 Windsor Street 2nd Floor Hartford, CT	5175	1
555 Windsor Street 3rd Floor Hartford, CT	710	1
8 Stonington Street Lower Level	2749	1
81 Woodlawn St, East Hartford, CT	1596	1
imageRUNNER ADVANCE 527iF	5347	1
555 Windsor Street 2nd Floor Hartford, CT	5347	1
imageRUNNER ADVANCE C568/478	1538	1
555 Windsor Street 1st Floor Hartford, CT	1538	1
imageRUNNER ADVANCE DX 4745i	204114	15
170 Douglas Street, Hartford, CT	4082	1
1921 Park St, Hartford, CT	5376	2
32 Washington Street, Middletown, Ct	8848	1
330 Market Street	116455	3
395 Wethersfield Ave, Hartford, CT	41322	2
555 Windsor Street 1st Floor Hartford, CT	11947	2
555 Windsor Street 3rd Floor Hartford, CT	10497	3
90 Retreat Avenue, Hartford, Ct	5587	1
imageRUNNER ADVANCE DX 6765i	12508	2
555 Windsor Street 3rd Floor Hartford, CT	12508	2
imageRUNNER DX 4725I	9309	4
330 Market Street	6447	1
479 Main Street	648	1
8 Stonington St, Hartford, CT	2214	1
90 Retreat Avenue, Hartford, Ct	n/a	1
SDD Trimmer – For Booklets	n/a	1
555 Windsor Street 3rd Floor Hartford, CT	n/a	1
Grand Total	267952	36

Site Logistics

#	Location	Site Logistics
1	555 Windsor Street	Elevator
2	207 Brainard Road	Ground level
3	100 William Shorty Campbell - Job Corps	Ground level
4	35 Clark Street	Ground level - with handicap ramp available
5	385 Main Street	No Elevator
6	395 Wethersfield Ave	Ground level
7	8 Stonington Street	No Elevator - with stairs at entrance
8	81 Woodlawn Street	Ground level
9	170 Douglas Street	Elevator
10	1921 Park Street	Ground level - with handicap ramp available
11	32 Washington Street	Ground level
12	330 Market Street	Elevator
13	90 Retreat Avenue	Ground level - with handicap ramp available
14	479 Main Street	Elevator

KEY DATES

Q&A response emailed by Friday, May 23rd, 2025, by 3pm

Print Center Tour – Tuesday, May 27, 2025 – 10am

***UPDATE: Proposal Due Date: No later than Friday, May 30th, 2025, 12pm (Noon) EXTENDED TO FRIDAY, JUNE 6TH, 2025 – 12PM**

- Email crt-bids@crtct.org
- Email should reference the RFQ title, "CRT RFQ MFD 2025"

Delivery/Install Date: On or before January 1st, 2026

ATTACHMENT II – BID PRICING GRID (REVISED)

All quotations must include the following pricing:

Existing MFP Fleet (Make/Model)	Existing Number of Units in Fleet	Proposed Replacement Make	Proposed Replacement Model	36 Month FMV Cost	Color CPC	BW CPC
Canon imageRUNNER ADVANCE 525iFZ III	8					
Canon imageRUNNER ADVANCE DX 4745i	15					
Canon imageRUNNER ADVANCE DX 6765i	2					
Canon imageRUNNER DX 4725i	4					
Canon imageRUNNER ADVANCE C568/478	1					
Canon ImageRunner 4945i	1					
Canon ImageRunner DX527iF	1					
<i>In Addition, Print Center Equipment</i>						
Canon imagePRESS C810	2					
Duplio Slitter/Cutter/ Creaser	1					
Sdd Trimmer – For Booklets	1					
Total	36					

Include an additional sheet for recommendation for an additional printer with Ink Jet capabilities for Print Center.

Total Cost in numbers: _____

Total Cost in words: _____

Note that above chart includes pricing for equipment, as well as cost per copy maintenance costs for both color and black & white.

Proposed replacement models to be of comparable specifications to existing fleet models.