



Date: June 22, 2017

To: All Vendors

Subject: Managed Print Services RFP

NO. of Pages: 3

ADDENDUM NO. 2

This package provides an Addendum to the RFP. This Addendum shall become part of the contract and all provisions of the contract shall apply thereto.

Bidders shall acknowledge receipt of this Addendum by signing and attaching the acknowledgment to your proposal. Failure to do so may cause rejection of your bid as being non-responsive.

Questions by Bidders

Question 1

How would the City like to receive the electronic format?

Answer 1

The City will accept electronic proposals in PDF format by email, CD, USB, or physical paper copy.

Question 2

On Exhibit A, page 1 - Can you tell me which of the printers are non-network printers?

Answer 2

Please make an appointment to view the layout of the City's printers.

City of Cotati

Sonoma County, California



Question 3

Can you confirm that our 1 week extension is for 2pm on June 29, 2017, please?

Answer 3

Yes, the submission deadline is June 29, 2017 at 2 pm.

Approved By:

A handwritten signature in blue ink, appearing to read "Dustin", is written over a horizontal line.

City Manager

Attachments:

1. Acknowledgement of this Addendum (1 page)

City of Cotati

Sonoma County, California



CITY OF COTATI

RFP FOR MANAGED PRINT SERVICES

ACKNOWLEDGEMENT OF ADDENDUM NO. 2

Receipt is hereby acknowledged by _____ on the _____ day
(Print Name)
of _____, 2017.

By: _____
Signature

Title

Company