

Questions:

Which devices do they want to utilize Papercut?

*Papercut to be utilized on copiers only,*

Will there be chrome book printing?

*No*

How do they want to release jobs? Cards stations or pin codes?

*Pin Code*

A two party lease is requested, does this mean you would like the vendor to hold the lease paper or can a 3<sup>rd</sup> party (Wells Fargo, Great America etc.) be utilized?

*Farwell is to receive one bill for usage and lease, though separate contracts. The lease should be held by the awarded vendor.*

Who is your current vendor?

*We currently use Kyocera/Copystar equipment*

Is 180 users the max you will need for the Papercut software or should we allow room for growth? Also, are access cards currently used and would you like the ability to authenticate using cards or codes only?

*180 is appropriate*

Do staff need the ability to access any machine district wide via codes or card? This is referring to the "follow me print" feature offered through the Papercut solution.

*Yes via codes on copiers only.*

Can bids be hand delivered or do you require them to be mailed?

*They can be delivered, but must be in a sealed envelope clearly marked per the RFP*