



City Hall
208 North First Avenue
Alpena, Michigan 49707
www.alpena.mi.us

Public Safety Facility Copier

Addendum #1

May 23, 2017

This letter shall serve as Addendum #1 for the **Public Safety Facility Copier**. Please record the receipt of this addendum on page 13 and 15 of the bid documents

This addendum shall address the following:

1. Clarifications regarding the copier specifications. The copier shall have the ability to staple, saddle stitch, and punch 2 and 3 holes. Post insertion, and any type of folding, *ARE NOT* required. Any folding that may be included with the stapler/puncher/finisher unit is acceptable, but not required.
2. In addition to completing the Bid Proposal page provided in the specifications, bidders shall submit, on their own forms, a breakdown of the items/modules included, with description and their individual costs. This will assist the City in making a comparative decision.

Any questions regarding this addendum should be directed to Stephen Shultz at (989) 354-1730 or by e-mail at steves@alpena.mi.us.

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

Stephen J. Shultz, IT Coordinator

