



CITY OF TORRINGTON

PURCHASING DEPARTMENT
140 Main Street, Room 206
Torrington, CT 06790

Pennie Zucco, Purchasing Agent
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June 17, 2021

Mayor Elinor Carbone
Members of the City Council

Re: RFP #MCS-014-050721 Multi-functional Copiers-Printers Equipment and Service

Seven (7) firms submitted proposals to supply Multi-Functional Copiers Equipment and Services for several City Departments.

RICOH USA, Rocky Hill, CT
CBS (Xerox), Wethersfield, CT
CANON, Rocky Hill, CT
Leslie Digital Imaging, LLC, Jericho, NY
The Office Works, Inc., Plainville, CT
Prism Office Solutions, Branford, CT
Automated Business Solutions, Southington, CT

After further review of the proposals, a short list of firms chosen to present their product/services to be offered regarding the multiple copiers and services. It is the recommendations of both Gerry Crowley, IT Director and the Purchasing Agent that City Council authorize the Mayor to award the contract to enter into a five (5) year lease for Canon copiers/services with Automated Business Solutions, Southington, CT. The cost for this lease would be \$97,261.80 (\$1,621.03/mo. pricing includes all B/W copies) and have the Mayor act on the behalf of the City regarding the execution of the contract and its administration.

Thank you for your consideration on this matter.


Pennie Zucco
Purchasing Agent

cc: G. Crowley

6/17/2021 2:31 PM
RECEIVED FOR RECORD
TORRINGTON TOWN CLERK

CITY OF TORRINGTON



INFORMATION TECHNOLOGY
City Hall
140 Main Street
Torrington, CT 06790

Phone: (860) 489-2305
www.torringtonct.org

Memorandum

TO: Honorable Mayor Carbone
Torrington City Council

FROM: Gerry Crowley

DATE: June 16, 2021

RE: Copier Lease RFP Award

Dear Mayor Council Members,

The IT Department is seeking City Council's approval to enter into a 60 month lease agreement with Automated Business Solutions(ABS) for refreshing the City of Torrington's copier fleet.

Two years ago, the City extended six copier leases that had staggered end dates to match the remaining twelve copiers on lease in order to have all lease contracts terminate concurrently at the end of the fiscal year 2021. The IT Department solicited RFPs last month for eighteen new multi-function copier devices configured with a print and scan management solution to replace the end of lease equipment. The IT Department's goal is to improve the processing and management of the City's digital documentation. After evaluating proposals from all respondents, it is the IT Department's assessment that Automated Business Solutions' proposal of Canon copiers and Uniflow software provides the best combination of equipment, software and service to enable the City to efficiently and securely produce, replicate and store digital documentation for the next five years.

The supporting RFP documentation will be provided by the Purchasing Department.

Thank you,

Gerry Crowley

Copier RFP Finalist Comparison

Vendor	The Office Works	Automanted Business Solutions	Prism Office Solutions
Equipment Manufacturer	Toshiba	Canon	Toshiba
Print & Scan Solution Vendor	Papercut & Drivve	UniFlow	Papercut v.21 & Drivve v9
	Hosted or Premise	Hosted/ Microsoft Azure	On-Premise
Equipment lease cost: per month	\$940.35	\$1,416.73	\$895.32
Print & Scan Solution Cost: per month	\$366.84	\$204.30	\$360.00
Estimated Total Cost: 60 Months			
[Lease + Software + Copy Cost ¹]	\$98,518.81	\$97,261.80 ²	\$88,805.77

¹Copy Cost based on page count over last 5 years.

²Automated Business Solutions proposal includes B&W copies at no cost.

Total Cost for Copier Contract ³ - FY 2017-2021	\$146,550.72
Average Monthly Cost	\$2,442.51

³Previous Copier Contract did not incorporate or include any print and scan management solution.



City of Torrington

Bid Name Multifunctional copiers-Printers Equipment and service
Date of Opening 05/07/2021

Bid Number MCS-014-050721
Time of Opening 11:00am

VENDOR	BID BOND	NON-COLLUSION	BID AMOUNT	ADDENDUM
RICOH USA 500 Enterprise Drive Rocky Hill, CT, 06067		✓		✓
CBS (XEROX) 00 Great meadow Rd Bethersfield, CT, 06009		✓		✓
CANON 345 Brook Street Building 2 Rocky Hill, CT, 06067		✓		✓
Leite Digital Imaging LLC 50 Jericho Quadrangle Jericho, NY 11753		✓		✓
The Office Works, Inc 45 Corporate Avenue Plainville, CT, 06062		✓		✓
Prism Office solutions 75 School Ground Rd Branford, CT, 06405	✓\$3,277.30	✓		✓



City of Torrington

Bid Name Multifunctional Copiers

Bid Number MCS-014-050721

Date of Opening 05/07/2021

Time of Opening 11:00am

VENDOR

BID BOND

NON-COLLUSION

BID AMOUNT

ADDENDUM

Automated Business Solutions
ATT Captain Lewis Drive
Saughton, CT, 06489

✓

✓



Proposed Document Management Solutions for:

City of Torrington

RFP # MCS-014-050721

Multi Functional Copiers, Printers Equipment and Service

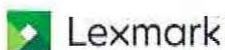
The contents of this proposal are confidential trade secret information and intended for the use of Michael Hultman only. The contents herein may not be reproduced without the specific written permission of Dealer. This is a proposal only and informative in nature. Actual contract terms and conditions, as well as final pricing, may change, and will be submitted upon your request.

Pricing in this proposal is good while supplies last.

FOR: Pennie Zucco

BY: Todd J. Fitzsimons

DATE: 5/7/2021





CITY OF TORRINGTON
REQUEST FOR PROPOSAL

RFP# MCS-014-050721 MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE

Bid Opening: May 7, 2021 Time: 11:00 AM Location: City Hall, 140 Main St., Room 206, Torrington

Bid Bond or Certified Check required with bid: N/A

Performance Bond required if awarded bid: N/A

SUBMIT AN ORIGINAL AND (3) THREE EXACT COPIES.

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Omit State and Federal Taxes.

All prices must be F.O.B.: Destination (Torrington) unless otherwise requested.

Dated in Torrington: April 19, 2021

Purchasing Agent _____
Pennie Zucco

Item
REQUEST FOR PROPOSAL FOR THE REPLACEMENT OF EIGHTEEN (18) LEASED COPIERS PER SPECIFICATIONS.

The Purchasing Agent is authorized to offer City based bidders that exceed the lowest bid by up to 6%, the opportunity to match the lowest bid. A City based bidder within the 6% differential who agrees to accept the amount of the lowest bid will be awarded the bid. When multiple City based bidders agree to accept the amount of the low bid then the City based bidders will be invited to submit a new bid, not to exceed the low bid. The bid will then be awarded to the lowest responsive, responsible bidder.

Bidder: Automated Business Solutions

Address: 277 Captain Lewis Drive

(Signed By) _____ Title: Director of Business Development

Name (please print) : Todd J. Fitzsimons _____ Date: May 7, 2021

Phone: 860-329-0173 _____ Fax: 860-621-6398 E-Mail: tjfitzsimons@absne.com

Federal Tax Identification Number: (FEIN) 05-0464566

Comments _____

INSTRUCTION TO PROPOSERS

Sealed bids will be received by the Purchasing Agent, Room 206, 140 Main St., Torrington, CT until the time and date specified on the cover sheet and opened thereafter in the Purchasing Department, Room 206. Bids received later than the date and time specified will not be accepted. In the event of the closure of City Hall, proposals will be opened on the following business day that City Hall is opened. Amendments to or withdrawal of any section of the submitted bid received later than the time & date set for the bid opening will not be considered. Bid proposals must remain in effect for a minimum of 30 days unless otherwise noted elsewhere in the bid specifications.

BID DOCUMENTS: are available upon receipt of this invitation (if not attached) over the Internet at the City's web site: www.torringtonct.org UNDER "Open Bids". Adobe Acrobat reader is required to view this document. If you do not have this software you may download it for free from Adobe at <http://www.adobe.com>. Businesses without internet access may contact the Purchasing Department at 860-489-2224 for a copy of the bid documents.

NONAPPROPRIATION: All funds for payment by the City under this contract are subject to the availability of an annual appropriation for this purpose by the City. In the event of non-appropriation of funds by the City Council of the City of Torrington for the goods or services provided under the contract, the City will terminate the contract, without termination charge or other liability, on the last day of the then-current fiscal year or when the appropriation made for the then-current year for the goods or services covered by this contract is spent, whichever event occurs first. If at any time funds are not appropriated for the continuance of this contract, cancellation shall be accepted by the Seller on thirty (30) days prior written notice, but failure to give such notice shall be of no effect and the City shall not be obligated under this contract beyond the date of termination.

BID BONDS: shall be in the amount of 5% of the total bid made out in favor of the City of Torrington and issued by a Surety company acceptable to the City of Torrington must accompany each bid. A certified check, cashier's check, Treasurer's check, or money order in the same amount may be submitted in lieu of the bid bond. Bids submitted without Certified Check or Bid Bond **will not** be accepted. The City of Torrington will not be held liable for the accrual of interest on any check held by the city in conjunction with this bid. All checks or bid bonds will be refunded to the unsuccessful bidders after award of the bid by the City Council. The deposit check or Bid Bond of the successful bidder will be held in escrow until such time as the city determines that the bidder has or will meet their obligations as stated by the bid. If the bidder fails or refuses within a reasonable time after due notice that the contract has been awarded to him, to execute the same, an amount representing a loss to the city by reason of such failure shall be retained and paid into the city treasury.

REPLIES: whether bid or no bid, submittal must have the bid number clearly identified on the outside of the envelope. Bidders not marking the envelopes with the Bid number and date/time of opening on the envelope will have no recourse against the City of Torrington or its employees. Such bidders run the risk of the bid being opened prior to the scheduled Bid Opening time. Once opened such bids are public record. Any alleged oral agreement made by a bidder or contractor with any agency or employee of the City of Torrington will be disregarded.

REIGHT: Prices quoted shall be net delivery **F.O.B. Torrington, CT**. All bid prices must include prepaid delivery, assembly, and/or installation (ready for operation and/or use) of all equipment and/or materials to the individual locations(s) as designated by the Purchasing Agent. All bid prices are to be submitted on the sheets provided on this bid. Quantities and pricing are to be listed in accordance with these sheets.

QUESTIONS: Request for interpretation of any portion of the bid may be made to the Purchasing Agent: Voice 860/489-2225, Fax 860/489-2547 and email: pennie_zucco@torringtonct.org. All bidders questions pertaining to the contract specifications and plans under this contract shall be placed in writing and addressed to: City Purchasing Agent, 140 Main Street, Room 206, Torrington, CT 06790; Any Fax or email shall be followed up with a telephone call to verify receipt. Bidders should check the web site for addendums/updates 48 hours prior to the bid opening.

In the event of receipt of identical bids as to offerings, delivery, service, content, price, etc., the bid will be awarded in accordance with the information contained in the bid document, based on first received as to date and time of receipt of the bid.

EXPARTE COMMUNICATION: Please note that to insure the proper and fair evaluation of a bid, the City of Torrington prohibits exparte communication (i.e., unsolicited) initiated by the Bidder to a City Official or Employee evaluating or considering the bids prior to the time a bid decision has been made. Communication between Bidder and the City will be directed in writing to the Purchasing Agent only. The Purchasing Agent will obtain the information or clarification needed. Exparte communication may be grounds for disqualifying the offending Bidder from consideration or award of the bid and repeat offenders may be disqualified from future bids.

NON-COLLUSION STATEMENTS: In order for bids to be considered, a non-collusive statement must be submitted with the bid. A sample non-collusive bid statement is attached. Bidders may elect to submit their own notarized non-collusion statement. **NOTE:** Documents must be signed before and sealed by a Notary Public. Only documents bearing a notary seal will be accepted.

CONDITIONAL, QUALIFIED OR NON-RESPONSIVE BIDS/PROPOSALS: All bids/proposals shall be submitted in the form and manner as indicated by the bid documents and bid forms. Any proposal which is not submitted in the form and manner indicated by the bid documents or which contains information, statements, conditions, or qualifications which place conditions or qualifications on the proposal submittal for purposes of making an award, or which alter any proposal terms, conditions, specifications, or forms, which has not been previously approved by written addendum from the Purchasing Agent, or which does not meet legal requirements, shall be declared as a qualified, conditional, or non-responsive proposal and shall be rejected without further consideration. Any proposal response that does not fully respond to and comply with all detailed specifications or requests for information including execution of proposal forms, may be declared "non-responsive" and recommended for rejection. The City of Torrington shall not be responsible for any errors or omissions of the respondent.

UNBALANCED BIDS AND/OR EXCESSIVE LINE ITEM PRICES: The City reserves the right to reject any bids in which unit prices, in the sole opinion of the City, are unbalanced. In addition, where the City has decided to make an award, it further reserves the right to non-utilize a particular line item that in the sole opinion of the City is excessively priced, and reserves the right to obtain that item from another source.

CONTRACT: A response to an Invitation To Bid is an offer to contract with the City of Torrington based upon the terms, conditions, and

specifications contained in the City's ITB. Bids do not become contracts unless and until executed by the City, eliminating a formal signing of a separate contract. For that reason, all of the terms and conditions of the contract are contained in the ITB, unless any of the terms and conditions are modified by an ITB Amendment, a Contract Amendment, or by mutually agreed terms and conditions in the contract documents.

AXES: Omit all State and Federal taxes from the bid. The City of Torrington is exempt from the payment of taxes imposed by Federal government and/or the State of Connecticut.

OWNERSHIP OF DOCUMENTS: All documents, including drawings, plans, specifications, videotapes, or other documents or maps prepared by a contractor pursuant to any agreement arising from this bid shall become the property of the City of Torrington upon completion of the project or any termination of the project prior to the completion of the project.

LEGALITY: All bid offers for commodities, work, materials, or equipment hereunder shall comply in every respect with the laws, specifications and requirements of the State of Connecticut and the Federal government. Contractor will comply with the provisions of the Connecticut Fair Employment Practices Law.

LANGUAGE DISPUTES: Any disputes over the interpretation and/or meaning of any individual terms, conditions, and/or language within this Request for Bid/Proposal document shall be resolved by and at the sole discretion of the City Purchasing Agent in a manner that is in the best interest of, and best advantage to, the City of Torrington, provided any such interpretation shall be reasonable. In the event that an individual term, condition, and/or language wording is determined at any time, including after award, by the City Purchasing Agent to be "not applicable at all" to this contract, then the term, condition, and/or language wording may be disregarded, even though an addendum is not issued. However, if the Purchasing Agent determines that the term, condition, and/or language wording "is applicable in part", then the term, condition, and/or language wording will apply to the degree applicable, even though an addendum is not issued.

INDEMNIFICATION: The Contractor shall save the City of Torrington, its agents or employees, harmless from liability of any kind for all claims of labor payments and materials furnished for this work, and for use of any copyrighted or uncopyrighted composition, secret process patented or unpatented invention, article or application furnished or used in the performance of the contract of which the Contractor is not the patentee, assignee, or licensee. To the fullest extent permitted by law, The bidder shall indemnify and hold harmless the Municipality, its officers, agents, servants and employees from and against all liability, claims, damages, losses and expenses including attorney's fees arising out of or resulting from the performance or lack of performance of the work, provided that any such liability, claim, damage, loss or expense is (a) attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property, including the loss of use resulting hereto from and (b) is caused in whole or in part by any negligent act or omission of the Bidder, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts any of them are liable.

In any and all claims against the Municipality, its officers, agents, servants and employees by any employee of the Bidder, any Subcontractor, anyone directly or indirectly employed by any of them or anyone for those acts any of them may be liable, the indemnification obligation under these sections to be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the Bidder or any Subcontractor under Worker's Compensation Acts, Disability Benefit Acts or other employee benefit acts.

The successful bidder, vendor, and/or contractor must protect all property of the City of Torrington (i.e. all floors, furniture, grass, land, etc.) from injury or other damage. Any damage so caused must be repaired by contractor/vendor at his/her own expense. At the completion of work, the vendor and/or contractor must remove from the premises all surplus materials and all debris created by same. The premises must be left in a broom-clean and finished condition acceptable to the owner or its agents. Successful bidder will furnish adequate protection from damage for all work and to repair damage of any kind; for which he or his workers are responsible, to the premises or equipment to his own work or to the work of other contractors.

DEFAULT: It shall be understood that a bidder supplying equipment and/or supplies will be considered to be in default if/when they have not delivered the item(s) within the time constraints listed in this document or subsequent purchase orders and/or contract. Bidders providing a service and/or construction will be considered to be in default if/when they have failed to meet the completion date set forth in this document or its subsequent contract and/ or purchase orders and/ or they have ceased work on the project for a period of fifteen (15) working days, cumulative or consecutive.

SUSPENSION AND DEBARMENT: The Purchasing Agent may suspend or debar the right of a vendor to be included on the vendor list and has the authority to reject any bid or response from any suspended or debarred vendors.

Suspension: A vendor may be suspended based on the following:

- 1) A vendor defaults or fails to fully comply with the conditions, specifications, or terms of a Bid, Quotation, Proposal or Contract with the City of Torrington.
- 2) A vendor commits any fraud or misrepresentation in connection with a Bid, Quotation, Proposal, or Contract with the City of Torrington.
- 3) A vendor is charged by a court with the commission of a criminal offense as incident to obtaining or attempting to obtain a public or private contract or sub-contract, or in the performance of such contract or sub-contract
- 4) A vendor is charged by a court with the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or any other offense indicating a lack of business integrity or business honesty which currently, seriously, and directly affects responsibility as a City contractor. If charges are dismissed or the vendor is found not guilty, the suspension shall be lifted automatically upon written notification and proof of final court disposition provided by the vendor to the City of Torrington.
- 5) A vendor becomes insolvent, has proceedings in bankruptcy instituted against it or, compounds its debts or assigns over its estate or effects for payment thereof, or has a receiver or trustee appointed over its property.
- 6) A vendor's commission of any act or omission to perform act is grounds for debarment.
- 7) A vendor violates the ethical standards set forth in local, state, or federal law.
- 8) Any other cause the Purchasing Agent determines to be so serious and compelling as to materially and adversely affect responsibility of a vendor as a City contractor, including but not limited to suspension by another government entity

Debarment: A vendor may be permanently debarred for the following:

- 1) Default or failure to fully comply with the conditions, specifications, drawings, or terms of a bid, proposal, or contract with the City of Torrington twice in any three-year period.
- 2) Conviction of or judgment obtained in a court for commission of those offenses in connection with the vendor's commercial enterprise stated sections 3) or 4) of suspension section listed above. If the conviction is reversed through the appellate process, the debarment shall be removed upon written notification and proof of final Court disposition from the vendor to the City of Torrington.

TRADE NAME REFERENCES: Any and all references to trade names, types, styles, model numbers, stock numbers or catalogs are intended to be descriptive only and not restrictive. The intention is to indicate to bidders the type and quality of the articles and or materials that will be satisfactory. When reviewing the information, it is the responsibility of the prospective bidder to inform the City of Torrington of any discrepancy that is found (i.e. number listed does not fit item description) Bids received on other makes or models with reference to other catalogs will be considered. The bidder is to clearly state in his bid exactly what he intends to furnish and to furnish with his bid a cut or illustration or other descriptive matter that will clearly indicate and give specification as to the product he/she proposes to furnish. Where a bid is offered on an item other than the trade standard used in the specification the item should be identified on the bid form by entering the MAKE, TRADE NAME AND MODEL NUMBER. It is understood that any substitute and/or alternate that might be offered are guaranteed by the bidder to be of equal or better quality than is referenced in the bid. The item(s) must be equivalent as to function, basic design, type and quality of material, method of construction and any required dimensions. It shall be further understood that during original as well as subsequent shipments spot checks will be performed to insure that the items received are in fact the items offered in the bid. When received, should items/materials prove to be different from what was bid in any way, the bidder agrees to the return of the items and agrees to supply correct items (per bid specifications) at the bidders expense. In the event this return action is required, it is understood the bidder may be subject to removal from the city's approved bidder's list. Bidders are cautioned that surplus, seconds, factory rejects, floor samples, close outs or distressed items are not acceptable and shipments of substitutions, defective or shop-worn equipment will be returned for a full refund at the vendor's expense.

QUANTITY: The quantities and/or materials listed in the specifications/bid sheets may be increased or decreased by the City of Torrington or its designated representative based on actual need at the time the purchase orders are placed.

QUALITY: The City of Torrington reserves the right to reject any proposal in whole or in part offering equipment and/or materials and/or services that in its or its agent's opinion does not meet the quality standards desired. Such decision is final and not subject to further recourse by the bidder.

SAMPLES: forwarded by the bidder will be returned to the bidder at his request and expense. Requests for return of samples must be submitted in writing at the time the sample is given to the City of Torrington or its representative. Samples not returned to the bidder will be disposed of at the discretion of the City of Torrington or its designated representative. Large pieces of equipment submitted for evaluation and inspection are to be picked up by the bidder within 30 days of the bid opening date. Items remaining after 30 days will be discarded.

AWARD: It is the intent to award this bid in its entirety to one bidder, however, the City reserves the right to award the bid line item by line item if is deemed in its best interest to do so. In addition, bidders are advised that should budgetary constraints dictate, part, and/or all the items in this bid may be rejected. This decision shall be considered final and not subject to recourse by the bidder. In determining the lowest or highest responsible bidder, the City reserves the right to consider, in addition to price, the compatibility, quality, cost of maintenance and availability of parts, experience and/or past performance of the bidder, sufficiency of the financial resources of the bidder as relates to the offerings as well as the ability of the bidder to provide future maintenance and service.

Documents previously submitted to the City of Torrington will not be considered as satisfying submission requirements for this bid.

No bidder can claim any contract rights by virtue of bidding alone. Awarding of the contract means actual written notice by letter and a properly executed purchase order to the bidder or bidders to whom the bid has been awarded.

BONDS:

Performance Bond: The Contractor, when awarded the Bid, must submit within 10 days of the bid award, and before beginning the work or signing a contract, a Performance Bond amounting to one hundred percent (100%) of the total amount of the bid. Said performance bond must be in favor of the City of Torrington and executed by a surety company authorized to do business in the State of Connecticut. The City of Torrington reserves the right to retain the Bid Bond or Certified Check on bids below \$25,000.00 as a Performance Bond. On bids of \$25,000.00 or more the Performance Bond may be furnished in the following manner: Performance Bond, Surety Bond, Certified Check or Bank Check.

Maintenance Bond: The contractor, upon signing a contract and before beginning the work must submit to the Purchasing Agent a Maintenance Bond to guarantee that if defects in either labor or materials becomes evident within one year after completion and acceptance of work will be fixed at no cost to the City of Torrington. The maintenance bond may be included as a portion of the Performance bond or as a separate bond. If it is issued as a separate bond said maintenance bond must be in favor of the City of Torrington and issued by a surety company licensed and authorized to do business in the State of Connecticut.

Labor and Material Bonds: Per Section 49-41 of the Conn. General Statutes, on Public Works project where the estimate is in excess of \$25,000.00, a labor (payment) and material bond must be furnished to the City. Said bonds must be filed with the Purchasing Agent prior to the commencement of work.

Consent for Release of Final Payment: AIA Document G707 & G706, or equivalent, must be signed and returned by the Surety Company before final payment will be released to the contractor.

INSURANCE:

Certificate of Insurance: All insurers shall purchase insurance from an insurance company or companies rated A-V11 or better by A.M. Best Companies lawfully authorized to do business in the State of Connecticut. The insurance provisions set forth below are minimum requirements. In the event the Contractor/City Contract (Project Requirements) specifies additional coverage's and/or amounts of coverage then those set forth

below and pertaining to the Contractor's work, then the Contractor shall provide the coverage's and/or amounts in accordance with the Project Requirements. Proof of proper insurance coverage, Workers Compensation Insurance, Liability and Property damage, and Vehicle Insurance shall be filed with the City of Torrington Purchasing Agent within 10 days after the award of the bid. The Certificate of Insurance must name the City of Torrington, 140 Main St., Torrington, CT, its subsidiaries, employees, volunteers, directors & officers as the "Additional Insured" and filed with the Purchasing Agent prior to commencement of work. Renewal Certificates of Insurance must be mailed to the Purchasing Agent 10 days prior to the expiration of the required coverage. Such insurance will protect the Contractor from claims which may arise out of or result from the Contractor's operations under the Subcontract and for which the Contractor may be legally liable, whether such operations be by the Contractor or by a Sub-Contractor or by anyone directly or indirectly employed by any of them, or by anyone for whose acts any of them may be liable. Contractor, and any Sub-subcontractors engaged by the Contractor, shall obtain the following insurance:

Workers' Compensation Insurance: For all work performed pursuant to this contract, Contractor shall maintain Workers' Compensation Insurance, including coverage for all executive officers, sole proprietors and partners, and other similar employee benefits in the amount required by all applicable statutes, law, regulations or acts. Such Workers' Compensation Insurance must list on Item 3A of the policy Information Page "Part One of the policy applies to the Workers' Compensation Law of the state Connecticut" and provide a Waiver of Subrogation endorsement (NCCI form WC 00 03 13 or its equivalent) that prohibits the insurance company from enforcing subrogation and recovery rights against the City, its subsidiaries, employees, volunteers, directors and officers. If work is to be performed over or adjacent to navigable waterways, the Workers' Compensation Insurance shall contain the United States Longshore and Harbor Workers' Act Endorsement (NCCI Form WC 00 01 06 or its equivalent). In case any class of employees or subcontractors is engaged in hazardous work under the contract at the site of the work is not protected under the Workman's Compensation statute, the contractor shall provide Workman's Compensation Insurance for the protection of employees not otherwise protected.

Liability Insurance: The Contractor shall take out and maintain for the life of the contract, adequate public liability insurance insuring against liability to persons not employed by him in an amount of not less than \$1,000,000.00 for injuries, wrongful death to any one person and subject to the limit for each person in an amount of not less than \$2,000,000.00 on account of one accident and property damage insurance in an amount of not less than \$1,000,000.00.

Vehicle Insurance: The Contractor shall take out and maintain for the life of the contract, adequate automotive/truck or other vehicle insurance with minimum coverage of \$1,000,000.00 each for both liability and under insured and uninsured motorist as well as any other coverage required by the State of Connecticut or requested by an official of the City of Torrington as relates to the contract.

Additional Security: The City of Torrington reserves the right to require successful bidders to enter into and such security arrangements as are deemed necessary to protect the City of Torrington, its property and goods.

PERMITS: The successful bidder agrees to obtain all work/building permits as might be required. The cost of obtaining such permits is the responsibility of the bidder. The City of Torrington reserves the right to waive local permit fees. In addition, it shall be understood that where property lines are to be considered, bidders are to verify said lines and measurements with proper City Officials prior to commencement of work. It is to be understood that any/all specifications and/or plans or drawings contained in or developed as a result of the bid process are and shall be presented subject to the approval of the City of Torrington planning, zoning and building officials and that awards made prior to said approval are subject to cancellation.

PREVAILING WAGE: When the State of Connecticut Prevailing Wage Rate is applicable to the bid, the successful bidder must submit a Certified Payroll Record prior to any request and/or invoice for payment.

CITIZENSHIP: Each employee of the Contractor shall be a citizen of the United States or an alien who has been lawfully admitted for permanent residence as evidenced by an Alien Registration Receipt Card. The Contractor agrees not to employ any person undergoing sentence of imprisonment except as provided by Public Law 89-176, September 10, 1965, (18 USC 4082)(c)(2).

SAFETY:

Machine and/or Equipment Hazard Assessment and Safety Training: Upon delivery of machines and/or equipment, suppliers are required to provide to the end-user employees, at no additional charge, a training session that will emphasize hazard awareness and assessment and the safe use of such machinery/equipment.

Occupational Safety and Health Act of 1970: Seller shall warrant that the machinery, equipment or other materials covered hereby shall upon delivery to the City of Torrington, be in compliance with the standards required by said Act and any updates as pertain to or reference said Act as well as the standards required by comparable State and local laws, if any, for such machinery, equipment or other materials in effect at the time of delivery.

Machines and/or Equipment Lockout/Tagout: In an effort to comply with OSHA's final rule on the control of hazardous energy sources, vendors must warrant that any and all machines and/or equipment as is covered under this bid will be supplied and/or installed equipped with lockout/tagout devices as prescribed by OSHA.

Toxic Substance Control Act (PL94-469): Seller warrants that each and every chemical substance constituting or contained in the products sold or otherwise transferred to the City of Torrington under this bid and subsequent purchase orders is not on the list of prohibited chemical substances compiled and published by the Administrator of the Environmental Protection Agency pursuant to Act PL94-469 and are otherwise in compliance with said Act.

Hazardous Materials: Any materials required by this bid and subsequent purchase orders that are hazardous under federal, state, or local statute, ordinance, regulation, or agency order will be packaged, labeled, marked and shipped by the seller to comply with all federal, state and local regulations then in effect including but limited to the provisions of the Hazardous Materials Transportation Act and Regulations promulgated thereunder and will further comply with any special requirements and any policies and procedures of the City of Torrington relating to the purchase of hazardous materials as might be noted on subsequent purchase orders or otherwise communicated to seller in writing.

Material Safety Data Sheets: Shall be provided by the Seller upon delivery to the City of Torrington of any goods having constituents listed in the following references - OSHA 1910, ACHIG Current Threshold Values, DOT HazMat Table 49, IARC Carcinogen List, National Toxicology Program Carcinogen List, and/or Radioactive Materials. These Material Safety Data Sheets must be consistent with and include information required by the OSHA Hazard Communication Standard published as 29 CFR 1910.1200, as the same may be amended or supplemented from time to time.

Asbestos: Bidders are advised that asbestos-containing material may be located in the boiler rooms, pipe tunnels, storage areas and various portions of City buildings. Before proceeding on any contractual work on City buildings or their interiors, it is mandatory that bidders familiarize themselves with the asbestos-containing material and that said material be considered as a health hazard and all precautionary measures according to the Ahera Rules & Regulations be observed. It is the bidder's responsibility to notify all employees and/or subcontractors of this notification.

SUB-CONTRACTORS: The successful bidder shall not employ any subcontractor to fulfill any of the duties herein specified without express, prior written approval of the City of Torrington or its designated agent.

EEO: The successful bidder shall provide any/all additionally required, affirmative action statements, fair employment plans and non-discrimination programs and statement as might be required by the City of Torrington. In connection with the execution of this bid, subsequent purchase orders and/or contracts, the seller shall not discriminate against any employee or applicant for employment because of age, race, religion, color, sex or national origin. Bidders must comply with all rules & regulations of the Department of Labor with regard to Equal Employment Opportunities as pertains to municipalities.

TERMINATION OF CONTRACT: Any contract entered into by the City and the successful bidder shall provide that the City may terminate the contract upon thirty (30) days notice to the bidder.

The City of Torrington reserves the right to award or reject any or all bids, or any portion thereof, to waive technicalities, to award the contract to a bidder other than the lowest bid and to award the bid and/or contracts to one or more bidders submitting essentially identical proposals and, that in the city's judgment, will best serve the public interest.

The terms and conditions of these "Instructions to Bidders" are made a part this bid.

SAMPLE FORM
Bid # RFP#MCS-014-050721

NON-COLLUSION AFFIDAVIT

STATE OF Connecticut COUNTY OF Hartford

I, Todd J. Fitzsimons, being first duly sworn, deposes and says that:

1. I am Todd J. Fitzsimons of Automated Business Solutions, the Bidder that has submitted the attached Bid for " Multi Functional Copiers and Service";
2. I am fully informed respecting the preparation and contents of the attached Bid and of all pertinent circumstances respecting such bid;
3. Such Bid is genuine and is not a collusive or sham Bid;
4. Neither the said Bidder nor any of its officers, partners, owners, agents, representatives, employees or parties of interest, including this affiant, has in any way colluded, conspired, connived or agreed directly or indirectly with any other Bidder, firm or person to submit a collusive or sham Bid in connection with such Contract, for which the attached Bid has been submitted nor has it in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other Bidder, firm or person to fix the price or prices in the attached Bid or of any other Bidder, or to fix any overhead, profit or cost element of the Bid price or the price of any Bidder, or to secure through any collusion, conspiracy, connivance or unlawful agreement any advantage against the City of Torrington or any person interested in the proposed Contract; and
5. The price or prices quoted in the attached Bid are fair and proper and are not tainted by any collusion, conspiracy, connivance or unlawful agreement on the part of the Bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

(Printed) Todd J. Fitzsimons

(Signed) _____

(Title) Director of Business Development

Subscribed and sworn to before this 17th day of May, 20 21.

Rebecca P. Doyle
Notary Public Printed

Rebecca P. Doyle
Notary Public Signature

REBECCA P. DOYLE
NOTARY PUBLIC
MY COMMISSION EXPIRES JAN. 31, 2024

My Commission Expires _____

(Notary Seal)

NOTE: Documents must be signed before and sealed by a Notary Public. Only documents bearing a notary seal will be accepted.

**REQUEST FOR PROPOSAL
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE
RFP# MCS-014-050721**

The City of Torrington is seeking sealed bid proposals from qualified vendors for the replacement of its fleet of multi-function digital copiers/printers. The qualified proposal will provide equipment and software technologies that will help the City gain efficiency in its paper processes and document management. The qualified proposal will provide for equipment, software, supplies and related maintenance and support services for up to a sixty (60) month term.

The successful Vendor will have demonstrated expertise in the installation and configuration of required hardware.

*** Manufacturer's sales literature for all equipment must be included with submitted proposals. Proposals not including the required materials run the risk of proposal being rejected.**

The deadline for bid submittals is **Friday, May 7, 2021 at 11:00 AM**. Proposals shall be submitted to the Purchasing Department, City Hall, 140 Main Street, Room 206, Torrington, CT 06790. One original and three (3) exact copies shall be placed in a sealed envelope and clearly marked "**RFP #MCS-014-050721, MULTI-FUNCTIONAL COPIER-PRINTERS EQUIPMENT AND SERVICE**" and must bear the Name and address of the bidder. Proposals received after the closing date and time shall be rejected and returned unopened. In the case where City Hall is closed for weather related or some other emergency related circumstance, then submittals shall be due the next day when City Hall reopens for business, no later than 11:00 AM on that day. The City will not be liable for any costs incurred in the preparation of the response for this Request for Proposal. All proposal submissions and materials become property of the City and will not be returned. Once opened such bids are public record. Vendors mailing bids should allow for normal delivery time to ensure timely receipt of their bids. The City of Torrington shall not be held responsible for lost or misdirected bids. **No faxed or e-mailed bids will be accepted.**

Deadline for questions is **April 26, 2021 by 4:00 pm**. Submit all questions to Pennie Zucco, Purchasing Agent, pennie_zucco@torringtonct.org. Questions determined to be of interest to all prospective bidders will be posted as an addendum on the City and State websites. It is the vendor's responsibility to check these websites 48 hours before the closing date for addenda's. All information given by the city except by written addendum shall be informal and shall not be binding upon the city nor shall it furnish a basis for legal action by any Proposers against the City.

Any alleged oral agreement made by a bidder or contractor with any agency or employee of the City of Torrington shall be disregarded.

All proposals must include the bidder's name and be signed by a responsible officer or employee of the vendor submitting a proposal. The vendor shall provide at least three (3) references of companies or agencies that have purchased similar equipment from vendor. Prior to actual acceptance and usage by the Information Technology Department, the units shall be completely certified by the successful bidder or his/her authorized agent according to the manufacturer's specifications.

This RFP does not commit the City of Torrington to select any vendor or enter into any contract agreement. The City of Torrington reserves the right to request additional information from some or all bidders. The City of Torrington reserves the right to accept any RFP deemed in the best interests of the City of Torrington.

The information provided herein is not intended to and shall not bind the City of Torrington to any of the statements or assumptions set forth herein.

Responses must set forth accurate and complete information for each of the items listed below. At the City's discretion, failure to do so could result in disqualification.

All proposals will be considered valid for a period of ninety (90) days. The successful bidder shall not withdraw, cancel or modify their proposal.

The bidder hereby acknowledges receipt of and agrees this submittal is based on the RFP and the following addenda(s). Failure to indicate receipt of addenda(s) may result in the bidder being rejected as nonresponsive.

ADDENDUM # 1__DATED April 29, 2021_ADDENDUM_____DATED_____

ADDENDUM #_____DATED_____ADDENDUM_____DATED_____

ADDENDUM #_____DATED_____ADDENDUM_____DATED_____

(If additional addenda are issued, attach a complete listing of these addenda when submitting this bid.)

The City of Torrington reserves the right to award or reject any or all bids, or any portion thereof; to waive technicalities; to award the contract to a bidder other than the lowest bid, and to award the bid and/or contracts to one or more bidders submitting essentially identical proposals and, that in the city's judgment, will best serve the public interest.

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
MBE'S WBE'S AND SBE'S ARE ENCOURAGED TO APPLY**

REQUEST FOR PROPOSAL
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE
RFP# MCS-014-050721

1. INTRODUCTION:

The City of Torrington ("CITY") is invested in improving the processing and management of its digital documentation. The replacement of its current fleet of multifunction copier/printers is a key component toward that goal. The right vendor solution will couple new equipment with a versatile print and scan management solution enabling the CITY to efficiently produce, replicate and store digital documents.

2. BACKGROUND

The CITY currently has eighteen (18) leased copiers of various capabilities whose contract will be expiring June 30th, 2021. The copiers are configured for network printing and scanning to network destination. The CITY has enrolled into Office 365 for cloud services and specifically Sharepoint Online for document storage and collaboration. The current copier fleet does not support cloud oriented functions. The new copier equipment should integrate with Office 365 and Sharepoint Online enabling users to store scanned documents directly to these cloud services.

3. SCOPE OF SERVICE

- 3.1** Provide flexible document solutions to meet the various business requirements for the CITY with an emphasis on fleet management.
- 3.2** This is a Cost Per Copy (CPC) contract which includes all supplies except paper. Service, maintenance, and parts are included in the CPC, there are no additional costs. No overage fees apply. Vendors are free to provide alternatives in their official bid package.
- 3.3** Increase productivity, provide cost effective solutions, and energy efficient equipment which will leverage both technology and support document management.
- 3.4** Implement and manage output on an enterprise/municipal-wide basis.
- 3.5** Provide the technical expertise to evaluate and recommend solutions which reduce document output expenses.
- 3.6** Provide a list of what is not included in "Support".
- 3.7** Prices quoted are F.O.B.: Destination and shall include installation and training of City employees.
- 3.8** The City shall not be responsible for payment of copies made as a result of training and service calls. Contractor shall deduct the number of copies made for these purposes from the City's next monthly invoice.

4. PRODUCT REQUIREMENTS AND SERVICE SPECIFICATIONS

4.1 Equipment Requirements

4.1.1 Technical Specifications:

All equipment shall be network capable. Equipment shall be able to support current and future Information Technology (IT) requirements and policies at no additional cost.

- 4.1.2 Equipment:** The bidder guarantees that the equipment quoted and provided are standard brand, new unused equipment, latest model of regular stock provided, with OEM parts regularly used for the type of equipment offered; also that no attachment or part has been substituted

or applied contrary to the manufacturer's recommendations and standard practice and that such parts are all in production and not likely to be discontinued.

4.1.3 Energy Star:

All equipment shall comply with Energy Star requirements and carry Energy Star labeling. Equipment provided shall comply with current Energy Star requirements on the date of placement. Vendor shall ensure that all Energy Star features of the equipment are installed and operational for the life of the placement.

4.1.4 Electrical Connections:

Equipment which is not normal 110V/15AMP compliant shall require pre-installation notification to the CITY. Equipment shall have external surge protection in addition to any internal protection for the data and phone lines. Damage to the equipment with inappropriate protection shall be at the risk of the vendor and shall be replaced at no cost to the CITY.

4.1.5 Computer Connected Equipment:

All equipment provided shall include all the required equipment and software to permit connection to any of the CITY networks. Installation shall be at no additional cost to the CITY.

4.1.6 Availability of Products:

Vendor shall be able and certified by the manufacturer to provide all equipment. In the event that furnished equipment is discontinued, vendor shall provide replacement equipment equal to or better than the discontinued equipment. Vendor shall provide the City Torrington with notification within ten (10) business days prior to the initial introduction of the equipment as a replacement item for use in this contract with prior approval of CITY.

4.1.7 Software Upgrades:

All equipment shall be updated to contain the most current versions of software available for the applicable unit(s). All updates shall be made at no additional cost during the course of the contract and shall never be more than two versions behind. All license fees are to be included in the contract price.

4.1.8 Equipment provided with document feeders and duplexing features shall operate at a minimum of sixty percent (60%) of rated speed for that device.

4.1.9 Scanning: Click charges for scanning are not permitted, including scanning to network, cloud, or email destinations.

4.1.10 Security: Equipment hard drives/DRAM shall; at a minimum, conform to best practices and encrypt all stored data on the disk/dram at 128- or 256-bit encryption. The Hard drive/DRAM should be cleared of any data after any copy, scan, fax or print without user intervention. The vendor may introduce additional security features as part of the initial placement with prior review and approval from the CITY.

4.1.11 Performance: If a copier fails to operate at a minimum of 98% uptime during normal operating hours, then the copier shall be replaced with a new copier. The measurement of 98% uptime will be based upon any consecutive three-month period over the duration of the lease. Such replacements will be at no-charge. This performance guarantee shall apply for the

entire lease period beginning with the deliver/acceptance date of the equipment. Failure to meet the 98% uptime standard as required will cause the CITY to take a service credit and withhold that amount from invoices owed the Vendor.

4.1.12 The bidder shall submit an affidavit indicating the bidder is an authorized dealer to rent, lease, or sell the equipment in the State of Connecticut. Failure to submit said affidavit shall result in rejection of bidder's proposal.

4.1.13 While the RFP is written for eighteen (18) copiers, if required the City reserves the right to increase the total amount of copier(s) needed to meet the needs of the multiple departments.

4.2 Print and Scan Management Solution

4.2.1 Requirements:

Refer to Exhibit A for print and scan management requirements.

4.3 Support

4.3.1 Inquiries: All inquiries to sales or general administration shall receive a response from the vendor within one (1) business day.

4.3.1.1 Service Requests: Service requests from the CITY shall be acknowledged by the vendor within one (1) hour of receipt by the vendor (during normal business hours). Vendor shall advise the requestor approximately when the service technician shall arrive to repair the equipment. Service Technicians shall be on-site to affix repair within 1 business day of when the service request was placed. All reasonable effort shall be made to repair to operation within 1 business day, if the affected equipment cannot be repaired to normal operation the vendor shall provide a loaner (equal to or better than the affected equipment) in lieu of replacement, or in an extreme situation a replacement may be required at the discretion of the CITY.

4.3.1.2 Click charges for testing of repairs is not allowed. The following are key service metrics that must be addressed in the proposal:

4.3.1.3 Uptime: Vendor shall set a goal for the highest effectiveness level on equipment and shall guarantee 98% uptime. Vendor shall proactively monitor uptime performance take corrective action with any unit that falls below the threshold. If a pattern is discovered across a segment, root cause analysis shall be employed to discern the cause.

4.3.1.4 Response Time: Vendor shall provide a call answer response time of less than one hour after receipt of a service call during normal business hours, Monday through Friday, 8:30 AM to 4:00 PM local time.

4.3.1.5 Onsite Service Response Time: Vendor shall provide an average of four hours for on-site service response after receipt of a service call. Onsite service response time shall be calculated based on an average over three-month periods and excludes preventative maintenance calls. Printer response time is next business day.

4.3.1.6 Hours of Operation: Vendor maintenance shall be available from 8:30 a.m. to 4:00 p.m. local time, except weekends and holidays. After-hour service, holiday or emergency support is available if desired and additional fees may apply.

4.3.1.7 Equipment Product Delivery: Delivery time for new equipment devices (manufacturers') orders from time of receipt to time of install at a CITY or facility shall not exceed 15 days upon receipt of the order. Supply order fulfillment for legacy and new equipment shall generally occur within three business days.

4.3.1.8 Copier and MFP Printer Delivery: New printers procured under this contract, the vendor shall ship directly to the CITY include installation and training services at no additional costs.

- Copiers and MFP's must be installed per site. (ref: Exhibit A) and require training on copier functions per site installation (ref: Exhibit A)
- Copier and MFP Configuration includes providing driver installation, migrate existing contacts, migrate existing fax numbers and setup scan to email and folder.
- Software Installation and Training for print and scan management solution, 1 day of setup and training.

4.3.2 Loaner Equipment: If equipment performance requirements are not met, a loaner shall be provided immediately by the vendor at no additional charge.

4.3.3 Quality Commitment: All new equipment shall be backed by a quality commitment program. Should a device not perform to specifications during the term of the contract, vendor shall either repair to normal operation or replace at no charge.

4.3.4 Click Charges: Any copies run during a scheduled or remedial call shall be credited with a charge back credit.

4.4 Order Acknowledgement: Vendor shall acknowledge all orders within 24 hours (one business day) of receipt from the CITY's order.

4.5 Training: Vendor shall provide training and technical support to the CITY or at any location. As requested by the CITY, vendor shall provide onsite training to meet the business requirements for that specific location. As required, vendor shall provide additional post-implementation training as needed.

4.6 Customer Service: Customer service representation shall be available from 8:30 AM to 4:00 PM local time, except weekends and CITY and Federal holidays via a toll-free telephone number which shall coincide with the CITY work calendar. The vendors' representative shall be able to handle all facets of inquiry.

4.7 Analytical services: Vendor shall provide analytical services and provide written proposals to the CITY which shall reduce overall expenses as part of a managed print environment. Vendor shall perform a detailed assessment of the CITY's output environment using the vendors' tools and methodology. The process should be a collaborative process through which the vendor shall work with the CITY to establish a priority list for these services at select locations. This phased approach

shall be structured to enable the CITY to reap short-term benefits, while simultaneously developing a long-term print management strategy.

- 4.8 Exceed the length of the contract:** If equipment is placed into service for a period of time which may exceed the length of the contract, vendor shall continue to perform under the terms of the contract until the end of the existing Placement Term for the equipment and shall not place (install) new equipment.
- 4.9 Maintenance:** Vendor shall provide all required services, such as repairs including necessary adjustment(s), and replacements of all unserviceable parts, including but not limited to drums, maintenance kits, electronics, and power supplies ("Maintenance"), and consumable supplies including but not limited to toner and staples required for the equipment to perform all of its functions as designed by the Original Equipment Manufacturers ("Supplies") (except paper). Repairing/servicing of equipment shall include all labor and travel expenses. All Maintenance calls shall be logged and reported to the designated CITY point-of-contact monthly (including the time of call and response time offered by the vendor's technician). The maximum Maintenance response time for on-site maintenance is the maximum time before a certified technician appears on-site and is fully prepared to affect all the necessary repairs.
- 4.9.1** Vendor shall provide loaner equipment for any equipment that cannot be put back in operating condition within three (3) days from original service call. Said loaner equipment shall be of equal or similar features and market type. For vendors not responding to a service call within twenty-four (24) consecutive hours of notification, excluding federal holidays and weekends and the call is placed during normal business hours. The CITY reserves the right to call a competitor supplier to provide immediate service. Such charges shall be deducted from the monthly billing of the delinquent vendor.
- 4.9.2** If a vendor fails to respond within the twenty-four (24) consecutive hour period, excluding federal holidays and weekends on three documented occasions during the contract, at the discretion of CITY and, the resulting contract may be cancelled and re-awarded. A response shall be defined as a service representative visiting the CITY or facility and working on the specific equipment called for servicing. Vendor shall guarantee uptime of 98% (from time of call to resolution of problem) for each installed equipment. This does not include any regular scheduled routine Maintenance, operator training, or toner/supply replacement.
- 4.9.3** Equipment maintenance shall be performed during regular working hours Monday through Friday excluding federal holidays and weekends. Vendor shall meet or exceed all the manufacturer's preventive maintenance requirements. All equipment parts and supplies shall be from the Original Equipment Manufacturer or an Original Equipment Manufacturer (OEM) approved provider.
- 4.10 Additional Agreements:** Additional agreements shall not be allowed. The contract award and corresponding Purchase Order (PO) shall be the only documentation allowed for the lease of or replacement of equipment. The PO shall reference this contract and shall not deviate from the goods and services offered under the resulting contract award. The vendor shall not introduce any documents including but not limited to third party lease or rental agreements, maintenance, and service agreements to the CITY for the lease or replacement of any equipment. Such documents shall be null and void. Any document utilized other than the contract award and corresponding

PO(s) shall be invalid and all liability shall be the responsibility of the vendor. Any equipment delivered and installed under any of these null and void circumstances shall be removed immediately by the vendor and at the expense of the vendor. No City employees are authorized to sign any additional documentation nor will any such documentation be honored by the City.

4.11 Lease of Equipment: For the lease of equipment, the vendor shall provide equipment based on a discount off the manufacturer's current list price. The vendor shall provide all promotional pricing (e.g. internet special, overstock, model changeover, etc.) if lower than manufacturer's list price minus the resulting contract discount. The Lease service agreement may range from 36 months to 60 months.

4.12 The qualified proposal will provide for equipment, software, supplies and related maintenance and support services ranging between 36 months to 60 months.

4.13 Guarantee/Warranty: Vendor shall guarantee that all equipment items offered and that all the parts and Supplies used in performing Maintenance are standard New, Factory-Produced New Model, currently in production with Original Equipment Manufacturers parts regularly used for the type of equipment offered; also that no attachment or part has been substituted or applied contrary to the manufacturers recommendations and standard practice and that such parts are all in production and not likely to be discontinued. All equipment parts and Supplies shall be from the Original Equipment Manufacturer or an Original Equipment Manufacturer approved provider. Leased equipment delivered shall be guaranteed against faulty material for at least one year from the date of delivery and installation if such fault develops during this period the vendor agrees to replace the part affected or equipment without cost.

4.14 Discounted Pricing: The discount, as awarded in the resulting contract, shall be a minimum discount and shall remain firm for the entire contract period. Additional discounts may be negotiated with the vendor as appropriate. Vendors shall make the CITY aware of any Manufacturer's promotions and discounts being offered as they apply to the resulting contract award. Price decreases shall also include promotional pricing, and the CITY shall receive the lower of the promotional pricing, and the negotiated contract discount price. The vendor shall bill the CITY at the reduced prices for all deliveries made on and after the date of the manufacturer's price reduction.

5. EVALUATION FACTORS

After receipt of Proposals, the CITY will use the following criteria in the selection process:

- Qualifications and experience of vendor.
- Management and financial capability of vendor.
- Cost of proposed Equipment and Services.
- Quality and reliability of solution, equipment, and services.
- Completeness and suitability of solution.
- Quality, clarity of proposal.
- References.

The CITY may request a qualification interview with the highest ranked Vendor(s) prior to determining the final ranking. This selection will be conducted according to the CITY's adopted procedures. The CITY reserves the right to reject any and all proposals.

**REQUEST FOR PROPOSAL
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE
RFP# MCS-014-050721**

SUBMITTALS

Proposal submissions shall be submitted to the Purchasing Department and shall include the following documents:

1. Acknowledgement of any addenda on page one
 2. The Proposal Instructions signed by an authorized agent of the company.
 3. Pricing Schedule (Exhibit B, pgs. 20, 21, 22).
 4. The Terms acceptance form (Exhibit C) signed by an authorized agent of the company.
 5. Reference Sheet (Exhibit D)
 6. Checklist of Copier Features, Technical Specifications and Electrical Requirements
- A. Exhibit B, C, D & E – Pricing proposal, Terms acceptance, references
B. All Required forms – non-collusion affidavit, bid bond, references, etc.

The City of Torrington reserves the right to award or reject any or all bids or any portion thereof, to waive technicalities, to award the contract to a bidder other than the lowest bid and to award the bid and/or contracts to one or more bidders submitting essentially identical proposals and, that in the city's judgment, will best serve the public interest.

**AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
MBE'S WBE'S AND SBE'S ARE ENCOURAGED TO APPLY**



CITY OF TORRINGTON

Addendum # 1

ADDENDUM 1 HAS BEEN ISSUED REGARDING QUESTIONS/ANSWERS FOR THE MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE

RFP# MCS-014-050721 MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE

Date of bid opening: **May 7, 2021** Time: **11:00 AM** Location: City Hall, **140 Main Street, Room 206, Torrington**

Submit signed addendum with Quote.

The City of Torrington reserves the right to accept or reject any or all bids or any portion thereof, to waive technicalities, and to award the contract as will best serve the public interest.

Dated in Torrington: April 29, 2021

Purchasing Agent _____
Pennie Zucco

Contact name: Todd J. Fitzsimons Phone: 860-329-0173

Authorized Representative Todd J. Fitzsimons

Authorized Signature: _____

Company name: Automated Business Solutions

Address 277 Captain Lewis Drive

City, State, Zip Southington, CT 06489

Fax 860-681-5376 Email tjfitzsimons@absne.com

Federal Tax Identification Number: (FEIN) 05-0464566

Q1) For the copy rental program where the vendor maintains ownership of the machine while providing service maintenance for the machine, is it acceptable to have a rental payment for the machines and then the cost per copies or a (minimum volume per month/quarter/year) for the service?

A1) The City seeks a lease program with CPC which includes maintenance and supplies except paper.

Q2) The RFP states that the contract must be cancelable with 30 days' notice. This is consistent with a Rental and not a Fair Market Value or Purchase Option lease. Typically rental programs are at a higher cost due to the fact that they can be canceled with 30 days' notice. Does the City of Torrington want to see all 3 options in the response, Rental, FMV and Purchase option?

A2) yes

Q3) In Response to 2.0 Equipment Specifications and Features you state that All copiers Must Include copy, Scan, Fax & Printing. However, according to Exhibit A, under Installed options, only 1 device has a fax modem and under New Options only 1 device has a fax modem required. Do you want fax boards on all 18 devices? Or just those two devices?

A3) Please see table

Q4) In Response to 2.0 Equipment Specifications and Features Under Installed Options you have 7 of the 15 applicable devices having Finishers. What do you want for other 8 devices? Finishers or catch trays?

A4) See Appendix A. New equipment finishers should match type and size of currently installed finishers where applicable, i.e. external finisher or internal finisher

Q5) In response to 3.0 Print and Scan Management Solutions, you state touchless device operation. Can you please clarify what you mean by "Touchless Device Operation"?

A5) **Ability to release print jobs via mobile device app, alleviating need to touch machine UI.**

Q6) In response to 3.0 Print and Scan Management Solutions, How, do you plan on logging into the devices once they are locked down for use? Most clients buy card readers and utilize some type of HID card. You can also type in a pin code.

A6) **PIN**

Q7) Will we be utilizing cards for authentication? Other options are Pin Codes or Active Directory Password.

A7) **Authentication will be done via Pin Codes or Active Directory**

Q8) What do we mean by scan to mobile?

A8) **Looking for support to send mobile device input to MFP, e.g. take photo of document and print to save to network destination. Preferred function but will waive as required function.**

Q9) Driver deployment for any vendor, will there be a mixed fleet or with the RFP will this be just Ricoh Devices?

A9) **Ideal Print and Scan management solution should offer universal driver support for mixed fleet. Not limiting RFP to single equipment provider.**

Q10) Batch scanning with automatic filing and indexing? Are we looking for automatic data extraction for the documents being scanned or will the user enter the indexing, metadata while standing at the device?

A10) **Automated data extraction at the device where possible for the purpose of generating indexing metadata.**

Q11) Support for various third-party software with embedded application platform; Do we have a list of third party software that the devices would need to support for?

A11) **E.g. Uniflow, Papercut**

Q12) What exactly is meant by universal print by Microsoft support?

A12) **Compatibility with Microsoft's Universal Print cloud solution**

Q13) If your current vendor and existing contracts have these cancellation clauses and multiple bond requirements?

A13) **No - the 5% bid bond requirement will be waived – Performance Bond is not required.**

Q14) Does google chrome extension meaning printing from Chromebooks?

A14) **Yes**

Q15) Will the bid opening be in person or can we log in virtually?

A15) **It will not be a public opening. Contractors will be able to call in: Dial 1-605-475-4700, Enter Participant Access Code 349779#**

Q16) Page 9 – "Any contract... the City may terminate the contract upon thirty (30) day notice to the bidder," AND on Page 12 – 4.1.13 – "Lease shall be cancelable with 30 Day's written notice...". Is this a for any specific financial instrument selected by the City for this specific RFP, meaning for either a Lease contract, Rental contract, or Service contract entered into with the successful bidder?

A16) **The language will be removed from the contract – Please note: Non-Appropriation clause will be part of the contract.**

Q17) Is this only at the End of the lease/rental term, that your "official notice" only needs to be 30 days before the end of the contract date?

A17)

Q18) If this is for lack of funding, isn't this covered by the Non-Addendum clause?

A18) **Non-Appropriation Clause**

Q19) Under what circumstances would this clause be used, or has it been used in the past?

A19) **clause will be removed –Please note: Non-Appropriation clause will be part of the contract.**

Q20) **Page 10 – 4.1.1 – “Technical Specifications” - ... support current and future IT requirements at no additional cost.** Can you give us what are the City's current and future IT requirements that we need to meet?

A20) **City has a goal to improve paperless workflows and electric document management access. Devices should work seamlessly with desktop and mobile systems in wired and wireless network.**

Q21) **Page 10 – 4.1.2 – “...new unused equipment...”** So, are you saying that “newly remanufactured” equipment like some manufacturers use, that has never been sold or used after being remanufactured would NOT be acceptable under your Equipment definition?

A21) **Remanufactured equipment is not acceptable**

Q22) **Page 17 – Current equipment listing** - Can you tell us by system, what your average monthly volume rates have been over the last two years, specifically before COVID in March of 2020 as well as for the last year? If it's easier, do you possibly have meter readings from March of 2019 and March of 2020?

A22) **See Appendix B**

Q23) Can you give us what capacity/ model # is for each “finisher” listed?

A23) **See Appendix A**

Q24) **Page 18 – Print & Scan Mgt. Solutions** - In reference to guest email print support, will the guest be allowed on the town's WIFI network, or a separate guest network?

A24) **Guest Network**

Q25) In reference to printing from cloud, what specific cloud application are you trying to print from?

A25) **Google Drive, Microsoft Onedrive for Business, Sharepoint Online**

Q26) **In reference to batch scanning with automatic filing and indexing:** - Can you please specify what you mean by automatic filing? For example, documents can be routed by using zonal OCR to read names or other identifying characteristics. If this is what you are looking for, how many different types of documents would you be looking to put through this workflow

A26) **Depends on department, some have multiple filing cabinets, others will be working day-forward.**

Q27) Can we get samples of what they look like?

A27) **n/a**

Q28) What is the end destination for these documents (i.e. ERP system, document management system)?

A28) **Sharepoint Online, Onedrive (Microsoft 365)**

Q29) What are the index fields (i.e., document date, user, invoice #, PO #, etc.)?

A29) **Potentially any of the aforementioned.**

Q30) Are you looking to index documents at the copier, or at the user's desktop?

A30) **Open to solutions, not limited to either interface.**

Q31) In reference to touchless device operation, can you please specify what you mean? (i.e., QR codes, badge

release-all option)

A31) QR Codes primarily, but open to other technologies.

Q32) How will you authenticate at the copier (pin code, username/pw, and security badge)?

A32) PIN code or Active Directory (User/Password)

Q33) How many end-users do you have that will require batch scanning functionality?

A33) Estimated 20-50, to be determined at a later date

Q34) Which of the machines absolutely will need 11x17 capability? I am sure that there are several departments that do not need it and it could have a significant impact on cost.

A34) Please see chart

Q35) The RFP lists in several places, "Termination of Contract upon 30 days' notice". This is going to make it very difficult for a leasing company to approve with the language as written. That would mean that at any time, you can cancel the lease without cause. Is this something that can be removed?

A35) The language will be removed from the contract – Please note: the Non-Appropriation clause will be part of the contract.

Q36) The Kyocera 3501i machines in the Building Department as Assessor's office are a \$1.00 buyout and you will own them. Would you want to keep those and not replace at this time if it would help the City to reduce costs? They could still be put them under a Maintenance Agreement.

A36) Would consider as alternative proposal to full replacement

Q37) In section 3.2 it states that this is a CPC contract. Please clarify if you want a True CPC contract where you pay a fixed cost per page that also includes the equipment as well as the maintenance agreement, or if you want the payment for the equipment as one payment as well as the CPC as a separate item?

A37) This is a Cost Per Copy (CPC) contract which includes all supplies except paper. Service, maintenance, and parts are included in the CPC, there are no additional costs.

Q38) 3.2 also states "No overage fees apply". Please clarify if this means that you want pricing to be based on unlimited usage and no overages are to be invoiced, or if it was something else.

A38) This is a Cost Per Copy (CPC) contract which includes all supplies except paper. Service, maintenance, and parts are included in the CPC, there are no additional costs.

Q39) Would you consider Greenline machines? They are not used, they are newly remanufactured models that are the predecessor of the newest model and the cost is very attractive.

A39) no

Q40) When you say 11x17 for the street department, does that mean this is only machine that requires 11x17? All models you have now go up to 11x17 besides the Lexmark and Kyocera M 2535.

A40) No – Please see updated table for required features per department

Q41) What exactly is meant by google chrome extension?

A41) Printing support for ChromeOS devices Chrome browser plug-in/extension.

Q42) Do you need to be able to print from Mac computers/chrome books?

A42) Yes

Q43) On page 18 it mentions that all devices need to include copy, print, fax and printing, then on page 19 it states provide a separate pricing sheet fax modem, finisher, high capacity paper trays, 2-hole punch and cabinet. Do we include the installed and new options into our base pricing or do we leave out the fax modem, finisher, high capacity paper trays?

A43) Please include in the base pricing options. Separate price sheet requested in the event additional features are requested.

Q44) Does page 19 only pertain to the devices that do not include them as installed and new options?

A44) No

Q45) In addition can you tell us bid requirements were waived or changed for the current contract?

A45) A consortium was used

**REQUEST FOR PROPOSAL
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE
RFP# MCS-014-050721**

1.0 CURRENT INVENTORY LIST

Location	Make/Model	Counter Total/Color	Total Copy/Scan	Installed Options	*New* Option
City Hall – Assessor's Office	Kyocera TASKalfa 3501i	169,716	129,679		
City Hall - Building Dept.	Kyocera TASKalfa 3501i	122,051	33,416		
City Hall - City Clerk	Kyocera TASKalfa 5501i	148,215	39,979	Dual Scan/1K Sheet Finisher/Large Cap. Feeder	
City Hall - City Clerk	Kyocera TASKalfa 6501i	297,443	128,801	Dual Scan/4K Sheet Finisher/Large Cap Feeder x2/Right Job Separator	
City Hall - Finance	Kyocera TASKalfa 6551ci	952,838 / 50,543	415,372	Dual Scan/4K Sheet Finisher/Large Cap Feeder x2/Right Job Separator	
City Hall - Mayor's Office	Sharp MX-M365N	181,671	62,471	Finisher	
City Hall - Personnel	Kyocera TASKalfa 3010i	183,005	62,818		Finisher
City Hall - P & Z	Sharp MX-M314N	123,803	6,556	Finisher	
City Hall - Registrar	Kyocera ECOSYS M2535dn	103,909	6,829		
Fire Department	Sharp MX-3640N	207,729	39,887	Finisher	Stapler/ Collator
Parks and Recreation	Kyocera TASKalfa 3010i	234,592	54,141		
Police Chief	Sharp MX-M356N	63,092	36,823		
Police Dept. - Detectives	Kyocera KM-3060	111,000	65,000		Faxmodem
Police - Patrol Hallway	Kyocera TASKalfa 3010i	274,639	101,120		
Police Records	Kyocera TASKalfa 4501i	591,464	424,866	Dual Scan/1K Sheet Finisher/Large Cap Feeder	
Police Records	Lexmark XM-3150	18,285	31,758	Fax Modem	
Street Department	Kyocera KM-3060	219,808	75,644		11x17
Sullivan Senior Center	Sharp MX-M365N	144,581			

2.0 EQUIPMENT SPECIFICATIONS AND FEATURES

Copiers must support the following functionality.

- Confidential or Secure Copy and Print
- Must include Copy, Scan, Fax and Printing
- Network: 1000Base-T/100Base-TX/10Base-T, Wireless LAN (IEEE 802.11 b/g/n)
- Supported File Protocols: FTP (TCP/IP), SMB v3.0, WebDAV
- Color and Black & White Scanning
- Supported OS: Windows 10/8.1/7 (32/64 bit), Windows Server (2019/2016/2012 R2 (64 bit)/2012 (64 bit)/ 2008 R2 (64 bit) /2008 (32/64 bit)
- Scan and convert documents to searchable digital files in a variety of file formats
- Direct Print Supported File Types: TIFF, JPEG, PDF and XPS
- Remote Management and Diagnostics
- Support regular firmware updates.
- Scan to mobile devices and cloud services.
- Machine Address Book for user scanning / faxing
- Document Storage Box
- ENERGY STAR® certified and rated EPEAT® Gold.
- Support for various third-party software with embedded application platform

3.0 PRINT AND SCAN MANAGEMENT SOLUTIONS

Management Solution must support the following functionality.

- Embedded Applet running on directly on multifunction device.
- Secure, Client-free and email printing.
- Active Directory Authentication.
- Hierarchical tenant structure.
- Guest email printing support.
- Device policies.
- Enterprise readiness.
- Powerful scan processing options including OCR text-block selection for file name and meta data entry.
- Scan to various cloud services, Google Drive, Office 365, Sharepoint Online, Exchange Online.
- Print from cloud.
- Zero-trust & micro-segmentation.
- Driver deployment for any vendor.
- Batch scanning with automatic filing and indexing.
- Online Print & Scan app.
- Universal Print by Microsoft® support.
- Google Chrome™ extension.
- Touchless device operation.

**REQUEST FOR PROPOSAL
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE
RFP# MCS-014-050721**

The City will consider several bid proposal options:

- Fair market value lease with option to purchase at end of lease period. Include cost of FMV buyout at end of lease term.
- Lease with \$1.00 buyout option at end of term.
- Per copy rental program where vendor maintains ownership of machine while providing full-service maintenance for the machine.
- A per copy full-service maintenance agreement is required for all machines. Include the per copy cost of the FSMA for each of the above lease proposal options.
- Additional proposal options will be considered providing the vendor submits proposals for all the above options as well.
- Provide pricing for each machine per the following time periods: 36 months, 48 months, and 60 months.
- Provide separate pricing sheet for optional equipment for each machine: fax modem, finisher, high capacity paper trays, 2/3 hole puncher and cabinet.

Use the attached price sheets; make additional copies as necessary for any additional proposals.

Location/ Department	Current Equipment		Canon Replacement	Cabinet	HCC	Document Feeder	Inner Finisher	External Finisher	Buffer Pass or Attachment Kit	Fax System
Assessors	Kyocera TASKalfa 3501i		Canon iR ADV DX 4745i	X						X
Building Department	Kyocera TASKalfa 3501i		Canon iR ADV DX 4745i	X						X
City Clerk	Kyocera TASKalfa 5501i		Canon iR ADV DX 6860i		X			X	X	
City Clerk	Kyocera TASKalfa 6501i		Canon iR ADV DX 6870i		X			X	X	X
Finance	Kyocera TASKalfa 6551ci		Canon iR ADV DX C5870i		X			X	X	X
Mayor's Office	Sharp MX-M365N		Canon iR ADV DX 4745i	X			X			
Personnel	Kyocera TASKalfa 3010i		Canon iR ADV DX 4745i	X			X			X
Planning and Zoning	Sharp MX-M314N		Canon iR ADV DX 4745i	X			X			X
Registrar	Kyocera ECOSYS M2535dn		Canon imageCLASS MF 525dw							
Fire Department	Sharp MX-3640n		Canon iR ADV DX C5735i	X			X			X
Parks and Recreation	Kyocera TASKalfa 3010i		Canon iR ADV DX 4745i	X						X
Police Chief	Sharp MX-M356n		Canon iR ADV DX 4745i	X						
Police Department 2nd Floor Detectives	Kyocera KM-3060		Canon iR ADV DX 4745i	X						X
Police Patrol Hallway	Kyocera TASKalfa 3010i		Canon iR ADV DX 4745i	X						
Police Records	Kyocera TASKalfa 4501i		Canon iR ADV DX 4745i		X			X	X	
Police Records	Lexmark XM-3150		Canon imageCLASS MF 525dw							
Street Department	Kyocera KM-3060		Canon iR ADV DX 4745i	X						X
Sullivan Senior Center	Sharp MX-M365N		Canon iR ADV DX 4745i	X						X

EXHIBIT D 60 MONTH TERM
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE RFP# MCS-014-050721

	Proposed Model	FMV Lease	FMV Lease	LEASE W/\$1.00 BUYOUT	LEASE W/\$1.00 BUYOUT	RENTAL
Location		<i>Monthly Cost</i>	<i>Buyout</i>	<i>Monthly Cost</i>	<i>FSMA per Copy</i>	<i>Per Copy</i>
City Hall - Assessors Office	Canon imageRUNNER ADVANCE DX 4745i	\$67.90	\$436.80	\$75.80	\$0.0222 b/w	N/A
City Hall - Building Department	Canon imageRUNNER ADVANCE DX 4745i	\$62.16	\$436.80	\$70.06	\$0.0309 b/w	N/A
City Hall - City Clerk	Canon imageRUNNER ADVANCE DX 6860i	\$121.80	\$1,000.21	\$139.88	\$0.1283 b/w	N/A
City Hall - City Clerk	Canon imageRUNNER ADVANCE DX 6870i	\$160.50	\$1,171.70	\$181.67	\$0.0375 b/w	N/A
City Hall - Finance	Canon imageRUNNER ADVANCE DX C5870i	\$211.17 \$0.04 color	\$1,373.67	\$235.99 \$0.04 color	\$0.023 b/w \$0.04 color	N/A
City Hall - Mayor's Office	Canon imageRUNNER ADVANCE DX 4745i	\$65.23	\$461.09	\$73.56	\$0.0317 b/w	N/A
City Hall - Personnel	Canon imageRUNNER ADVANCE DX 4745i	\$76.07	\$527.46	\$85.60	\$0.0291 b/w	N/A
City Hall - Planning and Zoning	Canon imageRUNNER ADVANCE DX 4745i	\$71.70	\$527.46	\$81.23	\$0.0393 b/w	N/A
City Hall - Registrar	Canon imageCLASS MF-525dw	\$17.29	\$105.12	\$19.19	\$0.019 b/w	N/A
Fire Department	Canon imageRUNNER ADVANCE DX C5735i	\$87.72 \$0.04 color	\$667.81	\$99.79 \$0.04 color	\$0.0497 b/w \$0.04 color	N/A
Parks and Recreation	Canon imageRUNNER ADVANCE DX 4745i	\$74.19	\$436.80	\$82.09	\$0.0176 b/w	N/A

Police Chief	Canon imageRUNNER ADVANCE DX 4745i	\$48.90	\$370.44	\$55.60	\$0.0478 b/w	N/A
Police Dept. 2nd Floor Detectives	Canon imageRUNNER ADVANCE DX 4745i	\$54.45	\$436.80	\$62.35	\$0.0856 b/w	N/A
Police Patrol Hallway	Canon imageRUNNER ADVANCE DX 4745i	\$56.98	\$370.44	\$63.67	\$0.0229 b/w	N/A
Police Records	Canon imageRUNNER ADVANCE DX 4745i	\$104.06	\$685.80	\$116.45	\$0.024 b/w	N/A
Police Records	Canon imageCLASS MF-525dw	\$14.15	\$105.12	\$16.05	\$0.0417 b/w	N/A
Street Department	Canon imageRUNNER ADVANCE DX 4745i	\$59.00	\$436.80	\$66.89	\$0.0409 b/w	N/A
Sullivan Senior Center	Canon imageRUNNER ADVANCE DX 4745i	\$63.46	\$436.80	\$71.36	\$0.0282 b/w	N/A
Totals		\$1,416.74 \$0.04 color		\$1,597.23 \$0.04 color	Blended \$0.0313 b/w \$0.04 color	
Print and Scan Management Solution			Vendor Name	Automated Business Solutions		
License Cost per Unit	uniFLOW FMV - \$11.35 \$1.00 - \$13.10		Vendor Contact	Todd J. Fitzsimons		

EXHIBIT C 48 MONTH TERM
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE RFP# MCS-014-050721

	Proposed Model	FMV Lease	FMV Lease	LEASE W/\$1.00 BUYOUT	LEASE W/\$1.00 BUYOUT	RENTAL	
Location		Monthly Cost	Buyout	Monthly Cost	FSMA per Copy	Per Copy	
City Hall - Assessors Office	Canon imageRUNNER ADVANCE DX 4745i	\$80.57	\$436.80	\$88.20	\$0.0258 b/w	N/A N/A	
City Hall - Building Department	Canon imageRUNNER ADVANCE DX 4745i	\$74.83	\$436.80	\$82.46	\$0.0363 b/w	N/A N/A	
City Hall - City Clerk	Canon imageRUNNER ADVANCE DX 6860i	\$150.81	\$1,000.21	\$168.28	\$0.1544 b/w	N/A	
City Hall - City Clerk	Canon imageRUNNER ADVANCE DX 6870i	\$194.48	\$1,170.71	\$214.95	\$0.0444 b/w	N/A	
City Hall - Finance	Canon imageRUNNER ADVANCE DX C5870i	\$251.01 \$0.04 color	\$1,373.67	\$275.00 \$0.04 color	\$0.0268 b/w \$0.04 color	N/A	
City Hall - Mayor's Office	Canon imageRUNNER ADVANCE DX 4745i	\$78.60	\$461.09	\$86.65	\$0.0375 b/w	N/A N/A	
City Hall - Personnel	Canon imageRUNNER ADVANCE DX 4745i	\$91.36	\$527.46	\$100.58	\$0.0342 b/w	N/A N/A	
City Hall - Planning and Zoning	Canon imageRUNNER ADVANCE DX 4745i	\$86.99	\$527.46	\$96.21	\$0.0465 b/w	N/A N/A	
City Hall - Registrar	Canon imageCLASS MF-525dw	\$20.34	\$105.12	\$22.17	\$0.0219 b/w	N/A	
Fire Department	Canon imageRUNNER ADVANCE DX C5735i	\$109.09 \$0.04 color	\$667.81	\$118.75 \$0.04 color	\$0.0592 b/w \$0.04 color	N/A	
Parks and Recreation	Canon imageRUNNER ADVANCE DX 4745i	\$86.86	\$436.80	\$94.99	\$0.0202 b/w	N/A N/A	

Police Chief	Canon imageRUNNER ADVANCE DX 4745i	\$59.65	\$370.14	\$66.12	\$0.0569 b/w	N/A	N/A	
Police Dept. 2nd Floor Detectives	Canon imageRUNNER ADVANCE DX 4745i	\$67.12	\$436.80	\$74.75	\$0.1027 b/w	N/A	N/A	
Police Patrol Hallway	Canon imageRUNNER ADVANCE DX 4745i	\$67.72	\$370.44	\$74.19	\$0.0267 b/w	N/A	N/A	
Police Records	Canon imageRUNNER ADVANCE DX 4745i	\$123.95	\$685.80	\$135.92	\$0.028 b/w	N/A	N/A	
Police Records	Canon imageCLASS MF-525dw	\$17.20	\$105.12	\$19.04	\$0.0494 b/w	N/A		
Street Department	Canon imageRUNNER ADVANCE DX 4745i	\$71.67	\$436.80	\$79.30	\$0.0484 b/w	N/A	N/A	
Sullivan Senior Center	Canon imageRUNNER ADVANCE DX 4745i	\$76.13	\$436.80	\$83.76	\$0.0331 b/w	N/A	N/A	
Totals		\$1,706.38 \$0.04 color		\$1,881.32 \$0.04 color	Blended \$0.0369 b/w \$0.04 color			
Print and Scan Management Solution				Vendor Name	Automated Business Solutions			
License Cost per Unit	uniFLOW FMV - \$18.00 \$1.00 - \$20.16			Vendor Contact	Todd J. Fitzsimons			

EXHIBIT B 36 MONTH TERM
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE RFP# MCS-014-050721

	Proposed Model	FMV Lease	FMV Lease	LEASE W/\$1.00 BUYOUT	LEASE W/\$1.00 BUYOUT	RENTAL
Location		Monthly Cost	Buyout 15% Residual	Monthly Cost	FSMA per Copy	Per Copy
City Hall - Assessors Office	Canon imageRUNNER ADVANCE DX 4745i	\$96.01	\$436.80	\$109.34	\$0.032 b/w	N/A
City Hall - Building Department	Canon imageRUNNER ADVANCE DX 4745i	\$90.27	\$436.80	\$103.60	\$0.0456 b/w	N/A
City Hall - City Clerk	Canon imageRUNNER ADVANCE DX 6860i	\$186.15	\$1,000.21	\$216.69	\$0.1988 b/w	N/A
City Hall - City Clerk	Canon imageRUNNER ADVANCE DX 6870i	\$235.88	\$1,171.70	\$271.66	\$0.0561b/w	N/A
City Hall - Finance	Canon imageRUNNER ADVANCE DX C5870i	\$299.55 \$0.04 color	\$1,373.67	\$341.49 \$0.04 color	\$0.0332 b/w \$0.04 color	N/A
City Hall - Mayor's Office	Canon imageRUNNER ADVANCE DX 4745i	\$94.89	\$461.09	\$108.97	\$0.047 b/w	N/A
City Hall - Personnel	Canon imageRUNNER ADVANCE DX 4745i	\$110.00	\$527.46	\$126.10	\$0.0429 b/w	N/A
City Hall - Planning and Zoning	Canon imageRUNNER ADVANCE DX 4745i	\$105.63	\$527.46	\$121.73	\$0.0589 b/w	N/A
City Hall - Registrar	Canon imageCLASS MF-525dw	\$24.05	\$105.12	\$27.26	\$0.0269 b/w	N/A
Fire Department	Canon imageRUNNER ADVANCE DX C5735i	\$130.69 \$0.04 color	\$667.81	\$151.08 \$0.04 color	\$0.0753 b/w \$0.04 color	N/A
Parks and Recreation	Canon imageRUNNER ADVANCE DX 4745i	\$102.30	\$436.80	\$115.63	\$0.0247 b/w	N/A

Police Chief	Canon imageRUNNER ADVANCE DX 4745i	\$72.74	\$370.44	\$84.05	\$0.0723 b/w	N/A
Police Dept. 2nd Floor Detectives	Canon imageRUNNER ADVANCE DX 4745i	\$82.56	\$436.80	\$95.89	\$0.1317 b/w	N/A
Police Patrol Hallway	Canon imageRUNNER ADVANCE DX 4745i	\$80.81	\$370.44	\$92.12	\$0.0332 b/w	N/A
Police Records	Canon imageRUNNER ADVANCE DX 4745i	\$148.18	\$685.80	\$169.12	\$0.0348 b/w	N/A
Police Records	Canon imageCLASS MF-525dw	\$20.92	\$105.12	\$24.13	\$0.0627 b/w	N/A
Street Department	Canon imageRUNNER ADVANCE DX 4745i	\$87.10	\$436.80	\$100.44	\$0.0614 b/w	N/A
Sullivan Senior Center	Canon imageRUNNER ADVANCE DX 4745i	\$91.57	\$436.80	\$104.90	\$0.0415	N/A
Totals		\$2,059.30 \$0.04 color		\$2,364.20 \$0.04 color	Blended \$0.0464 b/w \$0.04 color	
Print and Scan Management Solution			Vendor Name	Automated Business Solutions		
License Cost per Unit	uniFLOW FMV - \$27.15 \$1.00 - \$31.73		Vendor Contact	Todd J. Fitzsimons		

EXHIBIT E
REQUEST FOR PROPOSAL
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE
RFP# MCS-014-050721

Acceptance of Terms of this Agreement

Company (Legal Registration) Automated Business Solutions

Contact Person: Todd J. Fitzsimons

Address: 277 Captain Lewis Drive

City/State/Zip: Southington, CT 06489

Federal Tax Identification Number (FEIN) 05-0464566

Telephone: 860-329-0173 Fax: 860-621-6398 E-mail: tjfitzsimons@absne.com

Authorized Signature  Title: Director of Business Development

Name Printed: Todd J. Fitzsimons Date: May 6, 2021

It is agreed by the above signed proposer that the signature and submission of this proposal represents the proposer's acceptance of all terms, conditions, and requirements of the proposal specifications, and, if awarded, the proposal will represent the agreement between the parties.

The proposer agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the proposal documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices for the various items scheduled.

EXHIBIT F
REQUEST FOR PROPOSAL
MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE
RFP# MCS-014-050721

STATEMENT OF REFERENCES

List five (5) references that demonstrate your ability to supply equipment and services included in the scope of the specifications. The City reserves the right to contact each of the references listed for additional information regarding your company's qualifications.

Reference No. 1

Vendor Name/Email: City of Torrington pennie_zucco@torringtonct.org
Contact Individual: Pennie Zucco Phone No: 860-489-2225
Address: 140 Main Street Torrington, CT
Contract Amount: \$25,000 Annually Year: 2020-2021 Fiscal
Description of products purchased: Copiers and Service

Reference No. 2

Vendor Name/Email: Southington Public Schools jmellitt@southingtonschools.org
Contact Individual: Jennifer Mellitt Phone No: 860-628-3200
Address: 200 North Main Street Southington, CT
Contract Amount: \$240,000 Annually Year: 2020-2021 Fiscal
Description of products purchased: Copiers and Service

Reference No. 3

Vendor Name/Email: Town of Southington bakerj@southington.org
Contact Individual: Jay Baker Phone No: 860-276-6234
Address: 75 Main Street Southington, CT
Contract Amount: \$44,000 Annually Year: 2020-2021 Fiscal
Description of products purchased: Copiers, Printers and Service

Reference No. 4

Vendor Name/Email: Thomaston Savings Bank pquinn@thomastonsb.com
Contact Individual: Patrick Quinn Phone No: 860-283-3414
Address: 203 Main Street Thomaston, CT
Contract Amount: \$26,000 Annually Year: 2020-2021 Fiscal
Description of products purchased: Copiers, Printer and Service

Reference No. 5

Vendor Name/Email: Crowley Auto Group mhultman@crowleyauto.net
Contact Individual: Mike Hultman Phone No: 860-261-3000 x 5364
Address: 1461 Farmington Ave Bristol, CT
Contract Amount: \$40,000 Annually Year: 2020-2021
Description of products purchased: Copiers, Printers and Service

APPENDIX A

RFP MCS-014-050721 MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE

Location	Current Make/Model	Options for New Copier:		
		Finisher	11 x 17	Fax
City Hall - Assessors Office	Kyocera TASKalfa 3501i		X	X
City Hall - Building Department	Kyocera TASKalfa 3501i			X
City Hall - City Clerk	Kyocera TASKalfa 5501i	External	X	
City Hall - City Clerk	Kyocera TASKalfa 6501i	External	X	X
City Hall - Finance	Kyocera TASKalfa 6551ci	External	X	X
City Hall - Mayor's Office	Sharp MX-M365N	Internal		
City Hall - Personnel	Kyocera TASKalfa 3010i	External*	X	X
City Hall - Planning and Zoning	Sharp MX-M314N	Internal	X	X
City Hall - Registrar	Kyocera ECOSYS M2535dn			
Fire Department	Sharp MX-3640N	Internal	X	X
Parks and Recreation	Kyocera TASKalfa 3010i		X	X
Police Chief	Sharp MX-M356N			
Police Dept 2nd Floor Detectives	Kyocera KM-3060			X
Police Patrol Hallway	Kyocera TASKalfa 3010i			
Police Records	Kyocera TASKalfa 4501i	External		
Police Records	Lexmark XM-3150			X
Street Department	Kyocera KM-3060		X	X
Sullivan Senior Center	Sharp MX-M365N		X	X

* Not installed in existing machine.

APPENDIX B

RFP MCS-014-050721 MULTIFUNCTIONAL COPIERS-PRINTERS EQUIPMENT AND SERVICE

Location	Make/Model	Monthly Copies incl. w/lease	March 2019 date b/w meter	March 2020 date b/w meter	3/1/19 – 3/1/20 Color meter
City Hall – Assessor's Office	Kyocera TASKalfa 3501i	1,650 b/w	89,894	130,907	
City Hall - Building Dept.	Kyocera TASKalfa 3501i	1,965 b/w	69,961	97,201	
City Hall - City Clerk	Kyocera TASKalfa 5501i	3,338 b/w	106,901	116,711	
City Hall - City Clerk	Kyocera TASKalfa 6501i	5,411 b/w	38,791	254,495	
City Hall – City Clerk	Kyocera KM-5050	2,419 b/w	396,194	415,594	
City Hall - Finance	Kyocera TASKalfa 6551ci	10,646 b/w 148 color	650,699	773,992	46,529 – 48,211
City Hall - Mayor's Office	Sharp MX-M365N	2,061 b/w	126,960	154,766	
City Hall - Personnel	Kyocera TASKalfa 3010i	3,219 b/w	123,513	149,984	
City Hall - P & Z	Sharp MX-M314N	1,501 b/w	77,155	101,963	
City Hall - Registrar	Kyocera ECOSYS M2535dn	1,204 b/w	72,493	84,641	
Fire Department	Sharp MX-3640N	2,485 b/w 400 Color	138,732	162,812	18,322 – 21,207
Parks and Recreation	Kyocera TASKalfa 3010i	3,887 b/w	156,512	212,626	
Police Chief	Sharp MX-M356N	872 b/w	38,791	52,740	
Police Dept. - Detectives	Kyocera KM-3060	906 b/w	100,997	109,727	
Police - Patrol Hallway	Kyocera TASKalfa 3010i	2,750 b/w	215,151	248,477	
Police Records	Kyocera TASKalfa 4501i	6,694 b/w	479,211	537,474	
Police Records	Lexmark XM-3150	414 b/w	17,237	21,852	
Street Department/ Equip. Maint.	Kyocera KM-3060	864 b/w	181,953	201,599	
Sullivan Senior Center	Sharp MX-M365N	2,489 b/w	97,404	127,760	



CANON SOLUTIONS AMERICA

imageCLASS
MF525dw

imageCLASS MF525dw

Black and White | Compact | Multifunction

Print up to 45 ppm

Print up to 8-1/2" x 14"

2,300-sheet maximum paper capacity

Supports uniFLOW and uniFLOW Online



Designed for small to mid-size workgroups within an enterprise environment, the imageCLASS MF525dw balances speedy performance, minimal maintenance, and the ability to expand paper capacity for busy groups. A 5" color touchscreen delivers an intuitive user experience and can be customized by a device administrator to simplify many daily tasks.



WORKFLOW EFFICIENCY

- 5" intuitive color touchscreen with smartphone-like usability.
- A unique, customized device experience with Application Library.
- Supports certain mobile solutions for printing and scanning.
- Scan and convert documents to searchable digital files through a single-pass, duplex document feeder.
- Designed for smaller print jobs with first-print-out time as fast as six seconds.



SECURITY

- Helps mitigate risk of confidential information loss, as documents are only stored in short-term memory.
- Security settings can be set behind an administrator log-in. When used in conjunction with imageWARE Enterprise Management Console Device Configuration Manager Plug-in, these settings can be captured and exported to other devices on the same network.¹
- Remotely control device access and set rules via optional uniFLOW.²
- Limit document distribution by implementing Send-to-Myself-only.



COST MANAGEMENT

- Leverage optional uniFLOW for full accounting and reporting for Canon and third-party devices, follow-me printing, and job routing.
- Service parts are designed for machine's life cycle to help minimize need for proactive maintenance and reduce service calls.
- High-capacity, all-in-one cartridge helps reduce overall supply costs.



CANON SEE IMPOSSIBLE



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics for rapid service response.
- Easily monitor device status and consumable levels, observe meter readings, manage settings, and implement security settings.



QUALITY AND RELIABILITY

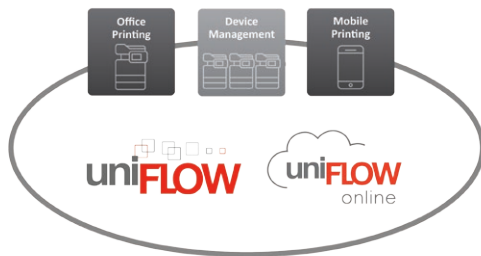
- Canon's signature reliability and engine technologies keep productivity high and minimize the impact on support resources.
- Designed to achieve maximum uptime with status notifications to help keep supplies replenished.
- Intuitive animations for common tasks like consumables replacement.



SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low-energy consumption.
- Encourage environmentally conscious work practices by enabling settings that can help save paper and energy.
- ENERGY STAR® certified and rated EPEAT® Silver.³

KEY FEATURES



MANAGE OUTPUT WITH uniFLOW

The optional uniFLOW portfolio offers an on-premise or cloud solution that imageCLASS devices can utilize with flexible authentication. With either card-based or PIN code-based authentication, imageCLASS devices can secure output management, track costs with reporting, and operate mobile printing.



EASY TO USE WITH APPLICATION LIBRARY

Unique to the Canon imageCLASS product line, the Application Library platform allows for one-touch button creation of seven key functions: Print Template, Standby Slide (screen saver), Scan-to-Preset Destination, ID Card Copy, Consumables Information, Copy (Eco), and Copy (Bleed Reduce).



FLEET MANAGEMENT TOOLS

imageWARE Enterprise Management Console can be used by a device administrator to centrally manage the Canon printer fleet, including consumables, status notifications, meters, and configuration settings. imageWARE Remote allows for the service provider to manage devices proactively, including remote diagnosis and reporting. Local Content Delivery System facilitates remote firmware download at the device level.



FAST, SINGLE-PASS DUPLEX SCANNING

The imageCLASS MF525dw leverages a single-pass document feeder for two-sided scanning at up to 70 images per minute (ipm) in black and white or 26 ipm in color. Scanned files can be converted into multiple file formats, including Hi-Compression PDF and Searchable PDF (OCR).



SPECIFICATIONS

Main Unit

Core Functions

Standard: Print, Copy, Scan, Send, Fax

Processor

Canon Custom Processor

Control Panel

5" Color Touch Panel

Memory

1 GB

Standard Interface Connection

USB 2.0 x2 (Host), USB 2.0 x1 (Device) High-Speed,
10/100/1000Base-T Ethernet (Network), Wi-Fi
802.11b/g/n, Wi-Fi® Direct Connection, Near Field
Communication

Paper Capacity (Letter, 20 lb. Bond)

Standard: 650 Sheets
Maximum: 2,300 Sheets

Paper Sources (Letter, 20 lb. Bond)

Standard: 550-sheet Paper Cassette, 100-sheet
Stack Bypass
Optional (up to 550-sheet Paper Cassettes
three): (Paper Feeder PF-CI)

Paper Output Capacity (Letter, 20 lb. Bond)

Standard: 150 Sheets

Supported Media Types

Cassettes: Thin, Plain, Recycled, Color, Thick, Bond
Stack Bypass: Thin, Plain, Recycled, Color, Thick, Bond,
Label, Envelope (10 Envelopes)

Supported Media Sizes

Cassettes: Letter, Legal, Statement, Executive
Custom (Min. 4.1" x 5.8" to Max. 8.5" x 14")
Stack Bypass: Letter, Legal, Statement, Executive
Envelope: COM10, Monarch, C5, DL
Custom (Min. 3" x 5" to Max. 8.5" x 14")

Supported Media Weights

Cassettes: 16 lb. Bond to 32 lb. Bond (52 to 120 g/m²)
Stack Bypass: 16 lb. Bond to 53 lb. Bond (52 to 199 g/m²)

Warm-up Time

From Power On: 14 Seconds or Less
From Sleep Mode: 4 Seconds or Less

Dimensions (W x D x H)

Standard: 19.5" x 18.3" x 17.8"
(Desktop): (494 mm x 464 mm x 452 mm)

Installation Space (W x D x H)

Standard: 23.4" x 39.6" x 28.6"
(Desktop): (594 mm x 1005 mm x 724 mm)
Fully Configured: 24.0" x 39.6" x 60.9"
(634 mm x 1005 mm x 1547 mm)

Weight

Machine Only: Approx. 41.9 lb. (19.0 kg)
Boxed Weight: Approx. 54.0 lb. (24.8 kg)

Print Specifications

Printing Method

Laser Beam Printing

Print Speed⁴

Up to 45 ppm (Letter); Up to 36 ppm (Legal)

First-Print-Out Time

Approx. 6 Seconds

Recommended Monthly Page Volume

2,000 - 7,500 Pages

Print Resolution (dpi)

600 x 600

Standard Page Description Languages

UFR II, PCL®6, PCL®5, Adobe PostScript 3®

Double-Sided Printing

Automatic (Standard)

Direct Print

Available from USB Memory (JPEG, TIFF, PDF)

Printing from Mobile and Cloud-based Services⁵

Apple® AirPrint®, Canon PRINT Business, Mopria™ Print
Service, Google Cloud Print™, uniFLOW Secure Mobile
Printing

Fonts

PCL: 93 Fonts
PS: 136 Fonts

Operating System

UFR II/
PCL/PS: Windows® 7/Windows 8.1/Windows 10/
Windows Server 2008/Windows Server
2008 R2/Windows Server 2012/Windows
Server 2012 R2/Windows Server 2016/Mac
OS X v10.8.5 (or later)

Copy Specifications

Copy Speed

Up to 45 ppm (Letter); Up to 36 ppm (Legal)

First-Copy-Out Time (Letter)

Approx. 6.0 Seconds

Copy Resolution (dpi)

600 x 600

Copy Size

Platen and ADF: Up to Legal

Multiple Copies

Up to 999 Copies

Magnification

25% - 400% (1% Increments)

Preset Reductions

25%, 50%, 64%, 78%

Preset Enlargements

129%, 200%, 400%

Copy Features

Paper Setting, Favorite Settings, Two-sided, Original Type
Selection, Cancel, N-on-1, Density Adjustment, Sharpness,
Erase Frame, Collate, Copy ID Card

Scan Specifications

Type

Single-Pass Duplexing Automatic Document Feeder

Document Feeder Paper Capacity

50 Sheets (20 lb. Bond)

Document Feeder Supported Media Sizes

Legal, Letter, Statement

Document Feeder Supported Media Weights

Single and Double-sided scanning: 13-28 lb. Bond (50-105 g/m²)

Platen Acceptable Originals

Sheet, Book

Pull Scan

ScanGear MF for TWAIN, WIA, and ICA

Supported OS

Windows 7/Windows 8.1/Windows 10/Windows Server2008/
Windows Server2008 R2/Windows Server2012/Windows
Server2012 R2/Windows Server2016/ Mac OS X v10.8.5
(or later)

Scan Resolution (dpi)

300 x 600, 600 x 600

Scan-to-Mobile Devices

Canon PRINT Business

Scan Speed (Letter)

Single-sided: 13/38 ipm (300 x 600 dpi) (Color/BW)
Double-sided: 26/70 ipm (300 dpi) (Color/BW)

Memory Media

Standard USB Memory (JPEG, TIFF, PDF)

Send Specifications

Destination

Email/Internet FAX (SMTP), SMB, FTP, Super G3 FAX

Address Book

LDAP (50)/Local (300)/Speed dial (281)

Send Resolution (dpi)

600 x 600 (Pull Scan), 196 x 204 (iFax), 300 x 300 (Other)

Communication Protocol

File: FTP, SMB
Email/iFax: SMTP, POP3, iFax (Simple)

File Format

Standard: TIFF, JPEG, PDF (Compact, Searchable)
Optional: PDF (Encrypted, Digital Signature)

Fax Specifications

Modem Speed

Super G3: 33.6 kbps
G3: 14.4 kbps

Compression Method

MH, MR, MMR, JBIG

Resolution (dpi)

400 x 400, 200 x 400, 200 x 200, 200 x 100

Sending/Recording Size

Statement to Legal

Fax Memory

Up to 512 Pages

Speed Dials

Max. 281

Group Dials/Destinations

Max. 299 Dials

Sequential Broadcast

Max. 310 Addresses

Memory Backup

Yes

Fax Features

RX Mode, Resolution, Two-sided Original, Density,
Sharpness, Favorite Settings, Duplex Fax

Security Specifications

Authentication

Standard: Embedded Universal Login Manager,
Department ID Authentication
Optional: uniFLOW, uniFLOW Online

Network

Standard: IP/MAC Address Filtering, IPSEC, TLS
Encrypted Communication, SNMP V3.0, IEEE
802.1X, IPv6, SMTP Authentication, POP
Authentication before SMTP

Document

Standard: Secure Print
Optional: Encrypted PDF, User and Device Signatures

Wi-Fi Authentication Methods

Wi-Fi
Infrastructure: WEP 64/128 bit, WPA-PSK (TKIP/AES),
Mode: WPA2-PSK (AES)
Wi-Fi Access
Point: WPA2-PSK (AES)

Environmental Specifications

Operating Environment

Temperature: 50 to 86° F
Humidity: 20 to 80% RH (no condensation)

Power Requirements

AC 120-127 V:71 A, 60 Hz

Power Consumption

Maximum: Approx. 1390 W
Standby: Approx. 17 W
Sleep Mode: Approx. 0.9 W
Typical: 1.6 kWh

Electricity
Consumption
(TEC) Rating:

Standards

ENERGY STAR® Qualified, Rated EPEAT Silver

CONFIGURATION AND ACCESSORIES



Accessories

Card Readers*

MiCard Readers**

Proximity card reader designed to be used with uniFLOW for card authentication

Copy Card Reader-F1

Department ID authentication with Canon magnetic stripe cards

* Attachment kit required.
** Ask Dealer for reader compatibility information.

Print Accessories

Barcode Print Kit-E1

Installs bar code fonts for bar code printing

Send PDF Security Kit-E1

Send encrypted PDFs and add digital device signatures

Control Interface Kit-C1

Connects third-party card reader or coin operator system to device

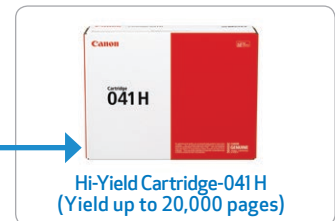
Extended Service Packs

Canon eCarePAK

Canon Extended Service Plans offer coverage beyond the standard one-year warranty⁷ up to four years.

GENUINE® CONSUMABLES

Always look for the Canon anti-counterfeiting hologram on your GENUINE Canon product packaging.



Hi-Yield Cartridge-041H
(Yield up to 20,000 pages)

Use of Canon GENUINE toner cartridges helps provide longer equipment life, high yields, reliable performance, high-quality output, and minimal jamming or issues.

CABINET STAND TYPE-S
(Floor Standing Option)

OPTIONAL CASSETTE PF-C1
(Up to three additional)

¹ Please reference user manuals for details on settings available to export.

² uniFLOW Scan not supported.

³ For current EPEAT rating (Gold/Silver/Bronze), please visit www.epeat.net.

⁴ Print speed is based on internal testing. Print speed may vary, depending on the number of copies selected as well as the settings for size, type, and orientation of paper.

⁵ Canon PRINT Business is a free app available on the App Store[®] and Google Play[™] Store. For more information, including compatibility, please visit <https://www.usa.canon.com/mobile-app>. Please see the respective websites for Apple AirPrint and Mopria Print Service for compatibility and additional information.

⁶ Subscription to a third-party cloud service required. Subject to third-party cloud service providers' terms and conditions.

⁷ Warranty program is subject to certain conditions and restrictions. See warranty card for details.

For more information, call or visit
1.800.815.4000 CSA.CANON.COM

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CANON SOLUTIONS AMERICA

imageRUNNER
ADVANCE DX
6870i/6860i

imageRUNNER ADVANCE DX 6800 Series

Print up to 70 ppm (BW)

Scan up to 270/270 ipm (300 dpi) (BW/color, duplex)

Print up to 12" × 18"

6,350-sheet maximum paper capacity

Canon's comprehensive portfolio of imageRUNNER ADVANCE multifunction printers and integrated solutions can help **simplify** the end user experience and management of technology, better **control** sensitive information and print-related costs, and help ensure that technology investments proactively **evolve** with changing needs.

Black-and-white
Mid- to High-volume
Multifunction



WORKFLOW EFFICIENCY

- 10.1" intuitive touchscreen with smartphone-like usability.
- A unique, customized experience tailored to individual preferences using My ADVANCE.
- Supports mobile solutions and integration with many popular cloud services like Google Drive.¹
- Scan and convert documents to searchable digital files in a variety of file formats.
- Integration with Canon and various third-party software with embedded application platform.
- Hot Folders allow users to drag and drop a file into a hot folder, and automatically print with predefined settings such as number of copies and finishing requirements.



SECURITY

- Advanced standard security feature set to help safeguard sensitive information and assist in regulatory compliance.
- Integrates with existing, third-party SIEM*² systems to help provide real-time, comprehensive insights into potential threats to the network and printers.
- Technology to verify that the device boot process, firmware, and applications initialize without alteration at startup. McAfee Embedded Control³ utilizes a whitelist to protect against malware and tampering of firmware and applications.
- Security policy settings can be controlled with a dedicated password, configured from a central location, and exported to other supported devices.
- Control access to the device and specific features, using a host of flexible authentication methods—PIN code, user name/password, or card access.⁴



QUALITY AND RELIABILITY

- Canon's signature reliability and engine technologies help keep productivity high and minimize the impact on support resources.
- Outstanding imaging technologies and toner allow for crisp text and consistent images in rich black-and-white tones.
- Designed to achieve maximum uptime with status notifications to help keep supplies replenished and intuitive maintenance videos for consumables replacement.
- imageRUNNER ADVANCE models have received many awards and recognition from leading industry analysts, often referencing strong reliability.

* Security Information and Event Management



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics and parts life management for proactive maintenance and rapid fixes.
- Easy and intuitive to monitor device status and consumable levels, turn off devices remotely, observe meter readings, manage settings, and implement security policies.
- Common firmware and regular updates with Unified Firmware Platform (UFP) for continuous improvements and consistency across a fleet.



COST MANAGEMENT

- Track and assess print, copy, scan, and fax usage and allocate costs to departments or projects.
- Apply print policies and restrict usage by user to help reduce unnecessary printing and contribute to cost efficiency.
- Standard cloud-based solution provides a centralized dashboard with up-to-the-minute insights into printer activity.
- Upgrade to uniFLOW server or cloud-based solutions for full accounting and reporting for compatible Canon and third-party devices, pull printing, job routing, and powerful scan workflows.



SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low energy consumption.
- Encourage environmentally conscious work practices by enabling multiple settings that can help save paper and energy.

CONFIGURATION OPTIONS

imageRUNNER ADVANCE DX 6800 Series



STAPLE FINISHER-AB1

- 2-tray, 3,250-sheet capacity
- Corner and double stapling up to 50 sheets
- Supports Staple-free Stapling and Staple On Demand
- Supports optional internal 2/3-hole puncher (2/3 Hole Puncher Unit-A1)



BOOKLET FINISHER-AB1

- 2-tray, 3,250-sheet capacity
- Corner and double stapling up to 50 sheets
- Booklet-making up to 20 sheets and saddle-folding up to 3 sheets
- Supports Staple-free Stapling and Staple On Demand
- Supports optional internal 2/3-hole puncher (2/3 Hole Puncher Unit-A1)



INNER FINISHER-L1*

- 2-tray, 550-sheet capacity
- Corner and double stapling up to 50 sheets within the footprint of the main unit
- Supports Staple-free** Stapling and Staple on Demand
- Supports optional internal 2/3-hole puncher (Inner 2/3 Hole Puncher-D1)



INNER 2-WAY TRAY-M1



HIGH CAPACITY CASSETTE FEEDING UNIT-C1

- 2,450-sheet capacity
- Supports up to Letter
- 14 lb. Bond to 140 lb. Index

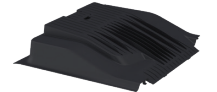


CASSETTE FEEDING UNIT-AQ1

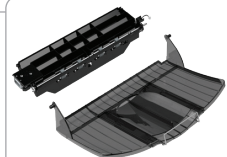
- Two 550-sheet cassettes
- Supports up to 12" x 18"
- 14 lb. Bond to 140 lb. Index



CABINET TYPE-V



INNER TRAY*



COPY TRAY KIT



PAPER DECK UNIT-F1

- 2,700-sheet capacity
- 14 lb. Bond to 140 lb. Index
- Supports Letter

* Inner Finisher-L1 not available on imageRUNNER ADVANCE DX 6870i.

** Staple-free stapling, up to ten pages of 17 lb. Bond.

▪ Required when Staple Finisher-AB1 or Booklet Finisher-AB1 is not installed.

Main Unit

Type

Monochrome Laser Multifunctional

Core Functions

Standard: Print, Copy, Scan, Send, Store
Optional: Fax

Control Panel

10.1" TFT LCD WSVGA Color Flat-panel

Memory

5.0 GB RAM

Solid State Drive

Standard: 256 GB
Optional: 1 TB

Interface Connection

Network: 1000Base-T/100Base-TX/10Base-T,
Wireless LAN (IEEE 802.11 b/g/n)
Optional: NFC, Bluetooth Low Energy

Others

Standard: USB 2.0 (Host) x1, USB 3.0 (Host) x1,
USB 2.0 (Device) x1
Optional: Copy Control Interface

Paper Output Capacity (LTR, 20 lb. Bond)

Standard: 250 Sheets
Maximum: 3,450 Sheets
(with Staple Finisher-AB1 or Booklet Finisher-AB1 and 3rd Copy Tray Kit-A1)

Paper Sources (LTR, 20 lb. Bond)

Standard: Dual 550-sheet Paper Cassettes,
100-sheet Stack Bypass
Optional: Dual 550-Sheet Paper Cassettes
(Cassette Feeding Unit-AM1), 2,450-Sheet
High Capacity Paper Cassette (High
Capacity Cassette Feeding Unit-C1),
2,700-Sheet Paper Deck
(Paper Deck Unit-F1)

Paper Capacity (LTR, 20 lb. Bond)

Standard: 1,200 Sheets
Maximum: 6,350 Sheets

Finishing Capabilities

Standard: Collate, Group
With Options: Collate, Group, Offset, Staple, Saddle-Stitch,
Hole Punch, Staple Free Stapling, Staple On
Demand⁶

Supported Media Types

Multi-Purpose Tray: Thin, Plain, Recycled, Color, Heavy, Coated,
Tracing, Bond, Transparency, Label,
Pre-punched, Letterhead, Tab, Envelope
Paper: Thin, Plain, Recycled, Color, Heavy, Bond,
Cassettes: Transparency, Pre-punched, Letterhead,
Envelope⁷

Supported Media Sizes

Upper Cassette: Letter, Executive, Statement-R, Envelope
[No.10 (COM10), Monarch, DL, ISO-C5],
Custom Size (3-7/8" x 5-7/8" to 11-3/4" x
8-1/2")
Lower Cassette: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement-R, Envelope
[No.10 (COM10), Monarch, DL, ISO-C5],
Custom Size (3-7/8" x 5-7/8" to 12" x 18")
Multi-Purpose Tray: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement, Statement-R,
Envelope [No.10 (COM10), Monarch, DL,
ISO-C5], Envelope Custom Size (3-7/8" x
3-1/2" to 12-5/8" x 18"), Custom Size/
Free Size (3-7/8" x 5-1/2" to 12-5/8" x 18")

Supported Media Weights

Cassettes: 14 lb. Bond to 140 lb. Index (52 to 256 g/m²)
Stack Bypass: 14 lb. Bond to 110 lb. Cover (52 to 300 g/m²)
Duplexing: 14 lb. Bond to 140 lb. Index (52 to 256 g/m²)

Print/Copy Speed (BW)

6870i: Up to 70 ppm (Letter), up to 42 ppm
(Letter-R), up to 40 ppm (Legal), up to
35 ppm (11" x 17")
6860i: Up to 60 ppm (Letter), up to 36 ppm
(Letter-R), up to 34 ppm (Legal), up to
32 ppm (11" x 17")

Warm-up Time

From Power On: Approx. 6 Seconds⁸
From Sleep Mode⁹
6870i: 7 Seconds or Less
6860i: 6 Seconds or Less
Quick Startup Mode: Approx. 4 Seconds¹⁰

Dimensions (W x D x H)

24-3/8" x 28-1/2" x 36-7/8" (620 x 722 x 937 mm)¹¹

Installation Space (W x D)

Basic: 44-7/8" x 45-3/4" (1,138 x 1,162 mm)
(Right Cover Open with Multi-purpose
tray extended + Cassette Drawers Open)
Fully Configured: 73-1/2" x 45-3/4" (1,866 x 1,162 mm)
(Staple Finisher-AB1 or Booklet Finisher-AB1
with the extension tray extended + Paper
Deck Unit-F1 + Cassette Drawers open)

Weight¹²

6870i: Approx. 205 lb. (93 kg)
6860i: Approx. 200 lb. (91 kg)

Print Specifications

Print Resolution (dpi)

1200 x 1200

Standard Page Description Languages

UFR II, PCL6, Adobe PS 3

Supported File Types

PDF, TIFF, JPEG, EPS,¹³ XPS

Printing from Mobile Devices and Cloud-based Services

A range of standard and optional software and MEAP-based solutions (including AirPrint, Mopria, Universal Print by Microsoft®, Canon PRINT Business, and uniFLOW Online) are available to provide printing from mobile devices or internet-connected devices and cloud-based services depending on your requirements. Please contact your sales representative for further information.

Fonts

PCL: 93 Roman, 10 Bitmap fonts, 2 OCR fonts,
Andalé Mono WT J/K/S/T (Japanese,
Korean, Simplified and Traditional Chinese),¹⁴
Barcode Fonts¹⁵
PS: 136 Roman

Operating System¹⁶

UFR II/PS: Windows® 7/8.1/10/Server2008/
Server2008 R2/Server2012/Server2012
R2/Server2016/Server2019, Mac OS X
(10.11 or later)
PCL: Windows® 7/8.1/10/Server2008/
Server2008 R2/Server2012/Server2012
R2/Server2016/Server2019
PPD: Windows® 7/8.1/10, Mac OS X(10.10 or later)

Copy Specifications

First-Copy-Out Time

6870i: Approx. 2.7 Seconds or Less
6860i: Approx. 2.9 Seconds or Less

Copy Resolution (dpi)

600 x 600

Multiple Copies

Up to 9,999

Magnification

25%-400% (1% Increments)

Preset Reductions/Enlargements

25%, 50%, 64%, 73%, 78%, 100% (1:1), 121%, 129%,
200%, 400%

Scan Specifications

Type

Single-Pass Duplexing Automatic Document Feeder

Document Feeder Paper Capacity

Up to 200 Sheets (20 lb. Bond)

Document Feeder Supported Media Sizes

11" x 17", Legal, Letter, Letter-R, Statement, Statement-R,
Custom Size: 2-3/4" x 5-1/2" to 12" x 17"

Document Feeder Supported Media Weights

Single-Sided: 13.3 lb. Bond to 80 lb. Cover (50 to 220 gsm)
Scanning: (BW, CL)
Double-Sided: 13.3 lb. Bond to 80 lb. Cover (50 to 220 gsm)
Scanning: (BW, CL)

Platen Acceptable Originals

Sheet, Book, 3-Dimensional Objects

Pull Scan

Color Network ScanGear2 for both Twain and WIA
Supported: Windows® 7/8.1/10/Server 2008/
OS: Server 2008 R2/Server 2012/
Server 2012 R2/Server 2016

Scan Resolution (dpi)

Scan for Copy: 600 x 600
Scan for Send: (Push) 600 x 600 (SMB/FTP/WebDAV/
IFAX), (Pull) 600 x 600
Scan for Fax: 600 x 600

Scan to Mobile Devices and Cloud-based Services

A range of solutions is available to provide scanning to compatible mobile devices and certain cloud-based services depending on your requirements.

Scan Speed (LTR) (BW/CL)

Single-sided: 135/135 (300 dpi), 80/80 (600 dpi)
Scanning:
Double-sided: 270/270 (300 dpi), 160/90 (600 dpi)
Scanning:

Send Specifications

Destination

Standard: E-mail/Internet FAX (SMTP), SMB3.0, FTP,
WebDAV, Mail Box
Optional: Super G3 FAX, IP Fax

Address Book

LDAP (2,000)/Local (1,600)/Speed Dial (200)

Send Resolution (dpi)

Push: Up to 600 x 600
Pull: Up to 600 x 600

Communication Protocol

File: FTP(TCP/IP), SMB3.0 (TCP/IP), WebDAV
Email: SMTP, POP3

File Format

Standard: TIFF, JPEG, PDF (Encrypted, Compact,
Searchable, Apply Policy, Optimize for
Web, User Signature, PDF A/1-b, Limited
Color, Device Signature, User Signature),
XPS (Compact, Searchable, Device Signature,
User Signature), Office Open XML
(PowerPoint, Word)

Fax Specifications (Optional)

Modem Speed

Super G3: 33.6 Kbps
G3: 14.4 Kbps

Compression Method

MH, MR, MMR, JBIG

Resolution (dpi)

400 x 400, 200 x 400, 200 x 200, 200 x 100

Sending/Recording Size

Statement-R to 11" x 17"

Fax Memory

Up to 30,000 Pages (2,000 jobs)

Speed Dials

Max. 200

Group Dials/Destinations

Max. 199 Dials

Sequential Broadcast

Max. 256 Addresses

Memory Backup

Yes

Store Specifications

Mail Box (Number Supported)

100 User In-boxes, 1 Memory RX In-box, 50 Confidential Fax In-boxes, Maximum 10,000 Pages (2,000 jobs) Stored

Advanced Box

Communication Protocol: SMB or WebDAV

Supported

Client PC: Windows (Windows 8.1/10)

Concurrent Connections (Max.)

SMB: 64

WebDAV: 3

Advanced Box Available Disc Space

Approx. 16 GB (Standard HDD)

Approx. 480 GB (With Optional 1 TB HDD)

Security Specifications

Authentication and Access Control

User Authentication (Picture Login, Picture and PIN Login, Card Login, Username and Password Login, Function Level Login, Mobile Login), Department ID Authentication (Department ID and PIN Login, Function Level Login), uniFLOW Online Express¹⁷ (PIN Login, Picture Login, Picture and PIN Login, Card Login, Card and PIN Login, Username and Password Login, Department ID and PIN Login, Function Level Login), Access Management System (Access Control)

Document Security

Print Security (Secure Print, Encrypted Secure Print, Forced Hold Printing, uniFLOW Secure Print¹⁸), Receive Data Security (Confidential Fax Inbox Forwarding Received Documents Automatically), Scan Security (Encrypted PDF, Device Signature PDF/XPS, User Signature PDF/XPS, Adobe LiveCycle® Rights Management ES2.5 Integration), BOX Security (Mail Box Password Protected, Advanced Box Access Control), Send Data Security (Setting for requesting password input per transmission, Restricted E-mail/File send functions, Confirming FAX number, Allow/Restrict Fax Driver Transmissions, Allow/Restrict Sending from History, S/MIME Support), Document Tracking (Secure Watermark)

Network Security

TLS 1.3, IPSec, IEEE802.1X authentication, SNMP V3.0, Firewall Functionality (IP/MAC Address Filtering), Dual Network Support (Wired LAN/Wireless LAN, Wired LAN/Wired LAN), Disabling Unused Functions (Enabling/Disabling Protocols/Applications, Enabling/Disabling Remote UI, Enabling/Disabling USB Interface), G3 FAX separation from LAN, USB Port separation from LAN, Prohibit the execution of files stored in Advanced Box in the MFP, Scan and Send-Virus Concerns for E-mail Reception

Device Security

Protecting SSD Data [SSD Data Encryption (FIPS140-2 Validated), SSD Lock], Standard SSD Initialize, Trusted Platform Module (TPM), Job Log Conceal Function, Protecting MFD Software Integrity, Checking MFD Software Integrity (Verify System at Startup, Runtime Intrusion Detection)

Device Management and Auditing

Administrator Password, Digital Certificate and Key Management, Audit Log, Cooperating with External Security Audit System (Security Information and Event Management), Image Data Logging, Security Policy Setting

Environmental Specifications

Operating Environment

Temperature: 50 to 86° F

Humidity: 20 to 80% RH (Relative Humidity)

Power Requirements

110-127V, 60Hz, 12A

Power Consumption

Maximum: Approx. 1,800 W

Standby: Approx. 48.4 W¹⁹

Sleep Mode: Approx. 0.8 W²⁰

Typical Electricity Consumption (TEC) Rating:²¹

6870i: 0.89 kWh

6860i: 0.74 kWh

Standards

ENERGY STAR® Certified

Rated EPEAT® Gold

Consumables

Toner

GPR-63 Toner BK

Toner Yield (Estimated @ 6% Coverage)

GPR-63 Toner: 71,500 Pages

¹ Subscription to a third-party cloud service required. Subject to third-party cloud service providers' Terms and Conditions.

² Third-party SIEM system required. Subject to third-party SIEM system's Terms and Conditions. Canon cannot ensure compatibility with all third-party SIEM systems.

³ This feature is off by default and must be turned on by the user. Warm-up times are affected once turned on.

⁴ Requires additional option.

⁵ For current EPEAT rating (Gold/Silver/Bronze), please visit www.epeat.net.

⁶ Finishing capabilities vary depending on the options connected.

⁷ Envelope Feeder Attachment (standard) is required.

⁸ Time from device power-on, until copy ready (not print reservation).

⁹ Time from exiting Sleep mode to when printing is operational.

¹⁰ Time from device power-on to when the copy icon appears and is enabled to operate on the touch panel display.

¹¹ Includes main unit and standard ADF.

¹² Includes main unit, consumables, and Cassette Feeding Unit-AQ1.

¹³ EPS can be printed directly only from the Remote User Interface.

¹⁴ Requires the optional PCL International Font Set-A1.

¹⁵ Requires the optional Barcode Printer Kit-D1.

¹⁶ Other operating systems and environments, including AS/400, UNIX, Linux, and Citrix may be supported. Some of these solutions are chargeable. SAP Device Types are available via the SAP Market Place. For more information, contact your sales representative.

¹⁷ No charge for this solution; however, activation is required.

¹⁸ Requires uniFLOW Online/uniFLOW.

¹⁹ Reference Value (measured one unit).

²⁰ 0.8 W Sleep mode not available in all circumstances due to certain settings.

²¹ Based on ENERGY STAR Product Specification for Imaging Equipment Version 3.0.

For more information,
call 1.800.815.4000
or visit csa.canon.com



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CANON SOLUTIONS AMERICA

imageRUNNER
ADVANCE DX
C5760i / C5750i
C5740i / C5735i

imageRUNNER ADVANCE DX C5700 Series

Print up to 60 ppm (BW/color)

Scan up to 270 ipm (300 dpi) (BW/color, duplex)

Print up to 12" × 18"

6,350-sheet maximum paper capacity

Canon's comprehensive portfolio of imageRUNNER ADVANCE DX multifunction printers and integrated solutions can help **simplify** the end user experience and management of technology, better **control** sensitive information and print-related costs, and help ensure that technology investments proactively **evolve** with changing needs.

Color
Mid-volume
Multifunction



WORKFLOW EFFICIENCY

- 10.1" intuitive touchscreen with smartphone-like usability.
- A unique, customized experience tailored to individual preferences using My ADVANCE.
- Supports mobile solutions and integration with many popular cloud services like Google Drive.¹
- Scan and convert documents to searchable digital files in a variety of file formats.
- Integration with Canon and various third-party software with embedded application platform.
- Hot Folders allow users to drag and drop a file into a hot folder and automatically print with pre-defined settings such as number of copies and finishing requirements.



SECURITY

- Advanced standard security feature set to help safeguard sensitive information and assist in regulatory compliance.
- Integrates with existing, third-party SIEM*² systems to help provide real-time, comprehensive insights into potential threats to the network and printers.
- Technology to verify that the device boot process, firmware, and applications initialize without alteration at startup. McAfee Embedded Control³ utilizes a whitelist to protect against malware and tampering of firmware and applications.
- Security policy settings can be controlled with a dedicated password, configured from a central location, and exported to other supported devices.
- Control access to the device and specific features, using a host of flexible authentication methods—PIN code, user name/password, or card access.⁴



QUALITY AND RELIABILITY

- Canon's signature reliability and engine technologies help keep productivity high and minimize the impact on support resources.
- Outstanding imaging technologies and toner allow for consistently striking images, thanks to Canon's V² color profile.
- Designed to achieve maximum uptime with status notifications that help keep supplies replenished and intuitive maintenance videos for consumables replacement.
- imageRUNNER ADVANCE models have received many awards and recognition from leading industry analysts, often referencing strong reliability.

* Security Information and Event Management



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics and parts life management for proactive maintenance and rapid fixes.
- Easy and intuitive to monitor device status and consumable levels, turn off devices remotely, observe meter readings, manage settings, and implement security policies.
- Common firmware and regular updates with Unified Firmware Platform (UFP) for continuous improvements and consistency across a fleet.



COST MANAGEMENT

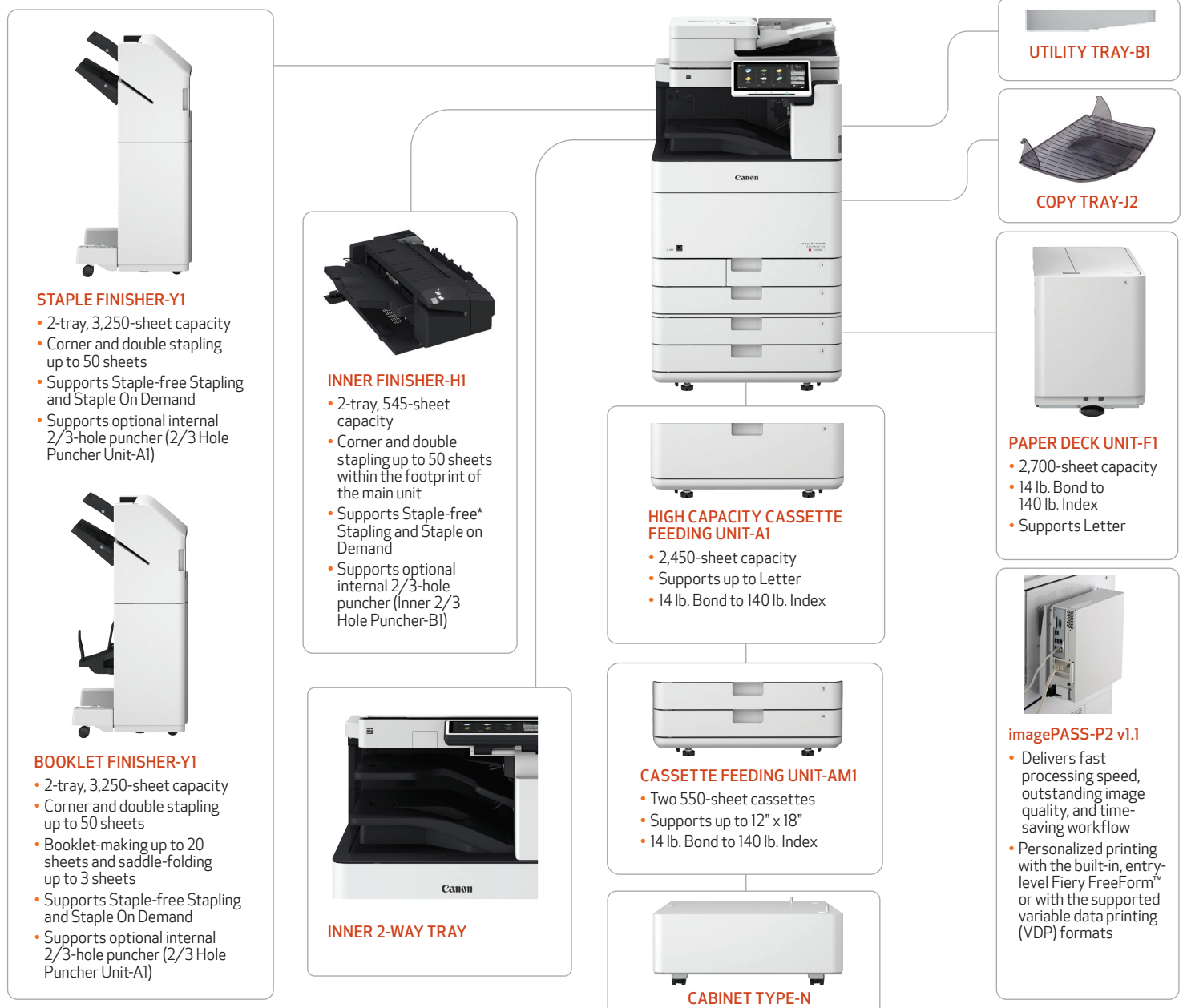
- Track and assess print, copy, scan, and fax usage and allocate costs to departments or projects.
- Apply print policies and restrict usage by user to help reduce unnecessary printing and contribute to cost efficiency.
- Standard cloud-based solution provides a centralized dashboard with up-to-the-minute insights into printer activity.
- Upgrade to uniFLOW server or cloud-based solutions for full accounting and reporting for compatible Canon and third-party devices, pull printing, job routing, and powerful scan workflows.



SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low energy consumption.
- Encourage environmentally conscious work practices by enabling multiple settings that can help save paper and energy.
- ENERGY STAR® certified and rated EPEAT® Gold⁵

CONFIGURATION OPTIONS



* Staple-free stapling, up to five pages of 17 lb. Bond.

SPECIFICATIONS

Main Unit

Type

Color Laser Multifunctional

Core Functions

Standard: Print, Copy, Scan, Send, Store

Optional: Fax

Processor

1.75GHz Dual Core Processor

Control Panel

10.1" TFT LCD WSVGA Color Flat-panel

Memory

4.0 GB RAM

Hard Disk Drive

Standard: 250 GB/Maximum: 1 TB

Interface Connection

Network: 1000Base-T/100Base-TX/10Base-T,
Wireless LAN (IEEE 802.11 b/g/n)

Others

Standard: USB 2.0 (Host) x1, USB 3.0 x1 (Host),
USB 2.0 x1 (Device)
Optional: Serial Interface, Copy Control Interface

Paper Output Capacity (LTR, 20 lb. Bond)

Standard: 250 Sheets

Maximum: 3,450 Sheets
(with External Finisher and Copy Tray)

Paper Sources (LTR, 20 lb. Bond)

Standard: Dual 550-sheet Paper Cassettes,
100-sheet Stack Bypass
Optional: Dual 550-Sheet Paper Cassettes
(Cassette Feeding Unit-AM1), 2,450-Sheet
High Capacity Paper Cassette (High
Capacity Cassette Feeding Unit-A1),
2,700-Sheet Paper Deck
(Paper Deck Unit-F1)

Paper Capacity (LTR, 20 lb. Bond)

Standard: 1,200 Sheets

Maximum: 6,350 Sheets

Finishing Capabilities

Standard: Collate, Group
With Options: Collate, Group, Offset, Staple, Saddle-Stitch,
Hole Punch, Eco Staple, Staple On Demand

Supported Media Types

Multi-Purpose Tray: Thin, Plain, Recycled, Color, Heavy, Coated,
Tracing, Bond, Transparency, Label,
Pre-punched, Letterhead, Tab, Envelope
Paper: Thin, Plain, Recycled, Color, Heavy, Bond,
Cassettes: Transparency, Pre-punched, Letterhead,
Envelope⁶

Supported Media Sizes

Upper Cassette: Letter, Executive, Statement-R, Envelope
[No.10 (COM10), DL, ISO-C5], Custom Size
(3-7/8" x 5-7/8" to 11-3/4" x 8-1/2")
Lower Cassette: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement-R, Envelope
[No.10 (COM10), Monarch, DL, ISO-C5],
Custom Size (3-7/8" x 7-1/8" to 12" x 18")
Multi-Purpose Tray: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement, Statement-R,
Envelope [No.10 (COM10), Monarch, DL,
ISO-C5], Envelope Custom Size (3-7/8" x
3-7/8" to 12-5/8" x 18"), Custom Size/
Free Size (3-7/8" x 5-1/2" to 12-5/8" x 18")

Supported Media Weights

Cassettes: 14 lb. Bond to 140 lb. Index (52 to 256 g/m²)
Stack Bypass: 14 lb. Bond to 110 lb. Cover (52 to 300 g/m²)
Duplexing: 14 lb. Bond to 80 lb. Cover (52 to 220 g/m²)

Print/Copy Speed (BW and Color)

C5760i: Up to 60 ppm (Letter); Up to 36 ppm
(Letter-R); Up to 34 ppm (Legal);
Up to 32 ppm (11" x 17")
C5750i: Up to 50 ppm (Letter); Up to 30 ppm
(Letter-R); Up to 29 ppm (Legal);
Up to 27 ppm (11" x 17")
C5740i: Up to 40 ppm (Letter); Up to 24 ppm
(Letter-R); Up to 23 ppm (Legal);
Up to 22 ppm (11" x 17")
C5735i: Up to 35 ppm (Letter); Up to 23 ppm
(Letter-R); Up to 21 ppm (Legal);
Up to 18 ppm (11" x 17")

Warm-up Time

From Power On: Approx. 10 Seconds⁷

From Sleep Mode: Approx. 10 Seconds⁸

Quick Startup Mode: Approx. 4 Seconds⁹

Mode:

Dimensions (W x D x H)

24-3/8" x 28-1/2" x 36-7/8" (620 x 722 x 937 mm)¹⁰

Installation Space (W x D)

Basic: 42-5/8" x 45-3/4" (1,083 x 1,162 mm)
(Right Cover Open with Multi-purpose
tray extended + Cassette Drawers Open)
Fully Configured: 73-1/2" x 45-3/4" (1,866 x 1,162 mm)
(Booklet Finisher-Y1 with the extension
tray extended + Paper Deck Unit-F1 +
Cassette Drawers open)

Weight

Approx. 310.9 lb. (141 kg)¹¹

Print Specifications

Print Resolution (dpi)

1200 x 1200

Standard Page Description Languages

UFR II, PCL6, Adobe PS 3

Supported File Types

PDF, TIFF, JPEG, EPS,¹² XPS

Printing from Mobile Devices and Cloud-based Services

A range of standard and optional software and MEAP-based solutions (including AirPrint, Mopria, Universal Print by Microsoft®, Canon PRINT Business, and uniFLOW Online) are available to provide printing from mobile devices or internet-connected devices and cloud-based services depending on your requirements. Please contact your sales representative for further information.

Fonts

PCL: 93 Roman, 10 Bitmap fonts, 2 OCR fonts,
Andalé Mono WT J/K/S/T (Japanese,
Korean, Simplified and Traditional Chinese),¹³
Barcode Fonts¹⁴
PS: 136 Roman

Operating System¹⁵

UFR II/PS: Windows® 7/8.1/10/Server2008/
Server2008 R2/Server2012/Server2012
R2/Server2016/Server2019, Mac OS X
(10.10 or later)
PCL: Windows® 7/8.1/10/Server2008/
Server2008 R2/Server2012/Server2012
R2/Server2016/Server2019
PPD: Windows® 7/8.1/10, Mac OS X(10.9 or later)

Copy Specifications

First-Copy-Out Time

C5760i: As fast as 2.9 seconds (BW)/
4.5 seconds (Color)
C5750i: As fast as 3.5 seconds (BW)/
5.2 seconds (Color)
C5740i: As fast as 4.1 seconds (BW)/
6.1 seconds (Color)
C5735i: As fast as 4.9 seconds (BW)/
7.4 seconds (Color)

Copy Resolution (dpi)

600 x 600

Multiple Copies

Up to 999

Magnification

25%-400% (1% Increments)

Preset Reductions/Enlargements

25%, 50%, 64%, 73%, 78%, 100% (1:1), 121%, 129%,
200%, 400%

Scan Specifications

Type

Single-Pass Duplexing Automatic Document Feeder

Document Feeder Paper Capacity

Up to 200 Sheets (20 lb. Bond)

Document Feeder Supported Media Sizes

11" x 17", Legal, Letter, Letter-R, Statement, Statement-R,
Custom Size: 2-3/4" x 5-1/2" to 12" x 17"

Document Feeder Supported Media Weights

Single-Sided Scanning: 13.3 lb. Bond to 80 lb. Cover (50 to 220 gsm)
(BW, CL)
Double-Sided Scanning: 13.3 lb. Bond to 80 lb. Cover (50 to 220 gsm)
(BW, CL)

Platen Acceptable Originals

Sheet, Book, 3-Dimensional Objects

Pull Scan

Color Network ScanGear2 for both Twain and WIA
Supported OS: Windows® 7/8.1/10/Server 2008/
Server 2008 R2/Server 2012/
Server 2012 R2/Server 2016

Scan Resolution (dpi)

Scan for Copy: 600 x 600
Scan for Send: (Push) 600 x 600 (SMB/FTP/WebDAV/
IFAX), (Pull) 600 x 600
Scan for Fax: 600 x 600

Scan to Mobile Devices and Cloud-based Services

A range of solutions is available to provide scanning to compatible mobile devices and certain cloud-based services depending on your requirements.

Scan Speed (LTR) (BW/CL)

Single-sided Scanning: 135/135 (300 dpi), 80/80 (600 dpi),
Double-sided Scanning: 270/270 (300 dpi), 160/90
(600 dpi)

Send Specifications

Destination

Standard: E-mail/Internet FAX (SMTP), SMB3.0, FTP,
WebDAV, Mail Box
Optional: Super G3 FAX, IP Fax

Address Book

LDAP (2,000)/Local (1,600)/Speed Dial (200)

Send Resolution (dpi)

Push: Up to 600 x 600
Pull: Up to 600 x 600

Communication Protocol

File: FTP(TCP/IP), SMB3.0 (TCP/IP), WebDAV
Email: SMTP, POP3

File Format

Standard: TIFF, JPEG, PDF (Encrypted, Compact,
Searchable, Apply Policy, Optimize for
Web, User Signature, PDF A/1-b, Limited
Color, Device Signature, User Signature),
XPS (Compact, Searchable, Device Signature,
User Signature), Office Open XML
(PowerPoint, Word)

Fax Specifications (Optional)

Modem Speed

Super G3: 33.6 Kbps
G3: 14.4 Kbps

Compression Method

MH, MR, MMR, JBIG

Resolution (dpi)

400 x 400, 200 x 400, 200 x 200, 200 x 100

Sending/Recording Size

Statement-R to 11" x 17"

Fax Memory

Up to 30,000 Pages (2,000 jobs)

Speed Dials

Max. 200

Group Dials/Destinations

Max. 199 Dials

Sequential Broadcast

Max. 256 Addresses

Memory Backup

Yes

Store Specifications

Mail Box (Number Supported)

100 User In-boxes, 1 Memory RX In-box, 50 Confidential Fax In-boxes, Maximum 10,000 Pages (2,000 jobs) Stored

Advanced Box

Communication Protocol: SMB or WebDAV

Supported

Client PC: Windows (Windows 8.1/10)

Concurrent Connections (Max.)

SMB: 64

WebDAV: 3

Advanced Box Available Disc Space

Approx. 16 GB (Standard HDD)

Approx. 480 GB (With Optional 1 TB HDD)

Security Specifications

Authentication

Standard: Universal Login Manager, uniFLOW Online Express,¹⁶ User Authentication, Department ID Authentication, Access Management System, Device and Function Level Log-in uniFLOW

Optional:

Data

Standard: Trusted Platform Module (TPM), Hard Disk Password Lock, Hard Disk Drive Erase, Mail Box Password Protection, Hard Disk Drive Encryption (FIPS140-2 Validated), Verify System at Startup,³ McAfee Embedded Control³

Optional: Hard Disk Drive Mirroring, IEEE 2600.2 Common Criteria Certification, Data Loss Prevention (Requires uniFLOW)

Network

Standard: Encrypted Secure Print, IP/Mac Address Filtering, IPsec, TLS Encrypted Communication (v1.0/1.1/1.2/1.3), SNMP V3.0, IEEE 802.1X, IPv6, SMTP Authentication, POP Authentication before SMTP, S/MIME, SIEM Integration

Document

Standard: Secure Watermark, Secure Print, Adobe LiveCycle® Rights Management ES2.5 Integration, Encrypted PDF, Encrypted Secure Print, Digital Signature User Signature

Environmental Specifications

Operating Environment

Temperature: 50 to 86°F

Humidity: 20 to 80% RH (Relative Humidity)

Power Requirements

C5760i/
C5750i: 110-127V, 60Hz, 11.5A
C5740i/
C5735i: 110-127V, 60Hz, 10A

Power Consumption

Maximum: Approx. 1,800 W
Standby: Approx. 63.1 W¹⁷
Sleep Mode: Approx. 0.8 W¹⁸
Typical Electricity Consumption (TEC) Rating¹⁹
C5760i: 0.84 kWh
C5750i: 0.68 kWh
C5740i: 0.57 kWh
C5735i: 0.47 kWh

Standards

ENERGY STAR® Certified
Rated EPEAT® Gold⁵

Consumables

Toner

GPR-55 Toner²⁰

Toner Yield (Estimated @ 5% Coverage)

Black: 69,000 Images
Color (C,M,Y): 60,000 Images

¹ Subscription to a third-party cloud service required. Subject to third-party cloud service providers' Terms and Conditions.

² Third-party SIEM system required. Subject to third-party SIEM system's Terms and Conditions. Canon cannot ensure compatibility with all third-party SIEM systems.

³ This feature is off by default and must be turned on by the user. Warm-up times are affected once turned on.

⁴ Requires additional option.

⁵ For current EPEAT rating (Gold/Silver/Bronze), please visit www.epeat.net.

⁶ Envelope Feeder Attachment (standard) is required.

⁷ Time from device power-on, until copy ready (not print reservation).

⁸ Time from exiting Sleep mode to when printing is operational.

⁹ Time from device power-on to when the copy icon appears and is enabled to operate on the touch panel display.

¹⁰ Includes main unit and either Cassette Feeding Unit-AM1, High Capacity Cassette Feeding Unit-A1, or Cabinet Type-N.

¹¹ Includes main unit, consumables, and Cassette Feeding Unit-AM1.

¹² EPS can be printed directly only from the Remote User Interface.

¹³ Requires the optional PCL International Font Set-A1.

¹⁴ Requires the optional Barcode Printer Kit-D1.

¹⁵ Other operating systems and environments, including AS/400, UNIX, Linux, and Citrix may be supported. Some of these solutions are chargeable. SAP Device Types are available via the SAP Market Place. For more information, contact your sales representative.

¹⁶ No charge for this solution; however, activation is required.

¹⁷ Reference Value (measured one unit).

¹⁸ 0.8 W Sleep mode not available in all circumstances due to certain settings.

¹⁹ Based on ENERGY STAR Product Specification for Imaging Equipment Version 3.0.

²⁰ GPR-55L Toner also available for Color (C, M, Y). Yield (estimated @ 5% coverage) is 26,000 images.

For more information,
call 1.800.815.4000
or visit csa.canon.com/enterprisesolutions



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CSA-20-1132-4747
1220R4-iRA5700SR5B-PDF-IH



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ess.csa.canon.com/awards.

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imageRUNNER
ADVANCE DX
C5870i / C5860i
C5850i / C5840i

imageRUNNER ADVANCE DX C5800 Series

Print up to 70 ppm (BW/color)

Scan up to 270 ipm (300 dpi) (BW/color, duplex)

Print up to 12" × 18"

6,350-sheet maximum paper capacity

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Color
Mid-volume
Multifunction



WORKFLOW EFFICIENCY

- 10.1" intuitive touchscreen with smartphone-like usability.
- A unique, customized experience tailored to individual preferences using My ADVANCE.
- Supports mobile solutions and integration with many popular cloud services like Google Drive.¹
- Scan and convert documents to searchable digital files in a variety of file formats.
- Integration with Canon and various third-party software with embedded application platform.
- Hot Folders allow users to drag and drop a file into a hot folder and automatically print with pre-defined settings such as number of copies and finishing requirements.



SECURITY

- Advanced standard security feature set to help safeguard sensitive information and assist in regulatory compliance.
- Integrates with existing, third-party SIEM*² systems to help provide real-time, comprehensive insights into potential threats to the network and printers.
- Technology to verify that the device boot process, firmware, and applications initialize without alteration at startup. McAfee Embedded Control³ utilizes a whitelist to protect against malware and tampering of firmware and applications.
- Security policy settings can be controlled with a dedicated password, configured from a central location, and exported to other supported devices.
- Control access to the device and specific features, using a host of flexible authentication methods—PIN code, user name/password, or card access.⁴



QUALITY AND RELIABILITY

- Canon's signature reliability and engine technologies help keep productivity high and minimize the impact on support resources.
- Outstanding imaging technologies and toner allow for consistently striking images, thanks to Canon's V² color profile.
- Designed to achieve maximum uptime with status notifications that help keep supplies replenished and intuitive maintenance videos for consumables replacement.
- imageRUNNER ADVANCE models have received many awards and recognition from leading industry analysts, often referencing strong reliability.

* Security Information and Event Management.



DEVICE AND FLEET MANAGEMENT

- Designed for quick, easy deployment.
- Remote diagnostics and parts life management for proactive maintenance and rapid fixes.
- Easy and intuitive to monitor device status and consumable levels, turn off devices remotely, observe meter readings, manage settings, and implement security policies.
- Common firmware and regular updates with Unified Firmware Platform (UFP) for continuous improvements and consistency across a fleet.



COST MANAGEMENT

- Track and assess print, copy, scan, and fax usage and allocate costs to departments or projects.
- Apply print policies and restrict usage by user to help reduce unnecessary printing and contribute to cost efficiency.
- Standard cloud-based solution provides a centralized dashboard with up-to-the-minute insights into printer activity.
- Upgrade to uniFLOW server or cloud-based solutions for full accounting and reporting for compatible Canon and third-party devices, pull printing, job routing, and powerful scan workflows.



SUSTAINABILITY

- A combination of fusing technologies and low-melting-point toner minimizes power requirements and helps achieve low energy consumption.
- Encourage environmentally conscious work practices by enabling multiple settings that can help save paper and energy.
- ENERGY STAR® certified and rated EPEAT® Gold⁵

CONFIGURATION OPTIONS



STAPLE FINISHER-AB1

- 2-tray, 3,250-sheet capacity
- Corner and double stapling up to 50 sheets
- Supports Staple-free Stapling and Staple On Demand
- Supports optional internal 2/3-hole puncher (2/3 Hole Puncher Unit-A1)



BOOKLET FINISHER-AB1

- 2-tray, 3,250-sheet capacity
- Corner and double stapling up to 50 sheets
- Booklet-making up to 20 sheets and saddle-folding up to 3 sheets
- Supports Staple-free Stapling and Staple On Demand
- Supports optional internal 2/3-hole puncher (2/3 Hole Puncher Unit-A1)



INNER FINISHER-L1*

- 2-tray, 550-sheet capacity
- Corner and double stapling up to 50 sheets within the footprint of the main unit
- Supports Staple-free** Stapling and Staple on Demand
- Supports optional internal 2/3-hole puncher (Inner 2/3 Hole Puncher-D1)



INNER 2-WAY TRAY-M1



HIGH CAPACITY CASSETTE FEEDING UNIT-C1

- 2,450-sheet capacity
- Supports up to Letter
- 14 lb. Bond to 140 lb. Index

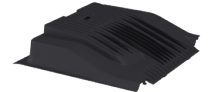


CASSETTE FEEDING UNIT-AQ1

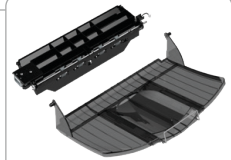
- Two 550-sheet cassettes
- Supports up to 12" x 18"
- 14 lb. Bond to 140 lb. Index



CABINET TYPE-V



INNER TRAY*



COPY TRAY KIT



PAPER DECK UNIT-F1

- 2,700-sheet capacity
- 14 lb. Bond to 140 lb. Index
- Supports Letter



imagePASS-R1

- Delivers fast processing speed, outstanding image quality, and time-saving workflow
- Personalized printing with the built-in, entry-level Fiery FreeForm™ or with the supported variable data printing (VDP) formats

* Inner Finisher-L1 not available on imageRUNNER ADVANCE DX C5870i.

** Staple-free stapling, up to ten pages of 17 lb. Bond.

▪ Required when Staple Finisher-AB1 or Booklet Finisher-AB1 is not installed.

SPECIFICATIONS

Main Unit

Type

Color Laser Multifunctional

Core Functions

Standard: Print, Copy, Scan, Send, Store
Optional: Fax

Control Panel

10.1" TFT LCD WSVGA Color Flat-panel

Memory

5.0 GB RAM

Solid State Drive

Standard: 256 GB
Optional: 1 TB

Interface Connection

Network: 1000Base-T/100Base-TX/10Base-T,
Wireless LAN (IEEE 802.11 b/g/n)
Optional: NFC, Bluetooth Low Energy

Others

Standard: USB 2.0 (Host) x1, USB 3.0 (Host) x1,
USB 2.0 (Device) x1
Optional: Copy Control Interface

Paper Output Capacity (LTR, 20 lb. Bond)

Standard: 250 Sheets
Maximum: 3,450 Sheets
(with Staple Finisher-AB1 or Booklet
Finisher-AB1 and 3rd Copy Tray Kit-A1)

Paper Sources (LTR, 20 lb. Bond)

Standard: Dual 550-sheet Paper Cassettes,
100-sheet Stack Bypass
Optional: Dual 550-Sheet Paper Cassettes
(Cassette Feeding Unit-AM1), 2,450-Sheet
High Capacity Paper Cassette (High
Capacity Cassette Feeding Unit-C1),
2,700-Sheet Paper Deck
(Paper Deck Unit-F1)

Paper Capacity (LTR, 20 lb. Bond)

Standard: 1,200 Sheets
Maximum: 6,350 Sheets

Finishing Capabilities

Standard: Collate, Group
With Options: Collate, Group, Offset, Staple, Saddle-Stitch,
Hole Punch, Staple Free Stapling, Staple On
Demand⁶

Supported Media Types

Multi-Purpose Tray: Thin, Plain, Recycled, Color, Heavy, Coated,
Tracing, Bond, Transparency, Label,
Pre-punched, Letterhead, Tab, Envelope
Paper: Thin, Plain, Recycled, Color, Heavy, Bond,
Cassettes: Transparency, Pre-punched, Letterhead,
Envelope⁷

Supported Media Sizes

Upper Cassette: Letter, Executive, Statement-R, Envelope
[No.10 (COM10), Monarch, DL, ISO-C5],
Custom Size (3-7/8" x 5-7/8" to 11-3/4" x
8-1/2")
Lower Cassette: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement-R, Envelope
[No.10 (COM10), Monarch, DL, ISO-C5],
Custom Size (3-7/8" x 5-7/8" to 12" x 18")
Multi-Purpose Tray: 12" x 18", 11" x 17", Legal, Letter, Letter-R,
Executive, Statement, Statement-R,
Envelope [No.10 (COM10), Monarch, DL,
ISO-C5], Envelope Custom Size (3-7/8" x
3-1/2" to 12-5/8" x 18"), Custom Size/
Free Size (3-7/8" x 5-1/2" to 12-5/8" x 18")

Supported Media Weights

Cassettes: 14 lb. Bond to 140 lb. Index (52 to 256 g/m²)
Stack Bypass: 14 lb. Bond to 110 lb. Cover (52 to 300 g/m²)
Duplexing: 14 lb. Bond to 140 lb. Index (52 to 256 g/m²)

Print/Copy Speed (BW and Color)

C5870i: Up to 70 ppm (Letter); Up to 42 ppm
(Letter-R); Up to 40 ppm (Legal);
Up to 35 ppm (11" x 17")
C5860i: Up to 60 ppm (Letter); Up to 36 ppm
(Letter-R); Up to 34 ppm (Legal);
Up to 32 ppm (11" x 17")
C5850i: Up to 50 ppm (Letter); Up to 30 ppm
(Letter-R); Up to 29 ppm (Legal);
Up to 27 ppm (11" x 17")
C5840i: Up to 40 ppm (Letter); Up to 24 ppm
(Letter-R); Up to 23 ppm (Legal);
Up to 21 ppm (11" x 17")

Warm-up Time

From Power On: Approx. 6 Seconds⁸

From Sleep Mode⁹

C5870i: Approx. 7 Seconds
C5860i/ C5850i/ C5840i: Approx. 6 Seconds

Quick Startup Mode: Approx. 4 Seconds¹⁰

Dimensions (W x D x H)

24-3/8" x 28-1/2" x 36-7/8" (620 x 722 x 937 mm)¹¹

Installation Space (W x D)

Basic: 44-7/8" x 45-3/4" (1,138 x 1,162 mm)
(Right Cover Open with Multi-purpose
tray extended + Cassette Drawers Open)
Fully Configured: 73-1/2" x 45-3/4" (1,866 x 1,162 mm)
(Staple Finisher-AB1 or Booklet Finisher-AB1
with the extension tray extended + Paper
Deck Unit-F1 + Cassette Drawers open)

Weight¹²

C5870i: Approx. 238.1 lb. (108 kg)
C5860i/ C5850i: Approx. 231.5 lb. (105 kg)
C5840i: Approx. 229.3 lb. (104 kg)

Print Specifications

Print Resolution (dpi)

1200 x 1200

Standard Page Description Languages

UFR II, PCL6, Adobe PS 3

Supported File Types

PDF, TIFF, JPEG, EPS,¹³ XPS

Printing from Mobile Devices and Cloud-based Services

A range of standard and optional software and MEAP-based solutions (including AirPrint, Mopria, Universal Print by Microsoft®, Canon PRINT Business, and uniFLOW Online) are available to provide printing from mobile devices or internet-connected devices and cloud-based services depending on your requirements. Please contact your sales representative for further information.

Fonts

PCL: 93 Roman, 10 Bitmap fonts, 2 OCR fonts,
Andalé Mono WT J/K/S/T (Japanese,
Korean, Simplified and Traditional Chinese),¹⁴
Barcode Fonts¹⁵
PS: 136 Roman

Operating System¹⁶

UFR II/PS: Windows® 7/8.1/10/Server2008/
Server2008 R2/Server2012/Server2012
R2/Server2016/Server2019, Mac OS X
(10.11 or later)
PCL: Windows® 7/8.1/10/Server2008/
Server2008 R2/Server2012/Server2012
R2/Server2016/Server2019
PPD: Windows® 7/8.1/10, Mac OS X(10.10 or later)

Copy Specifications

First-Copy-Out Time

C5870i: As fast as 2.7 seconds (BW)/
3.7 seconds (Color)
C5860i: As fast as 2.9 seconds (BW)/
4.2 seconds (Color)
C5850i: As fast as 3.3 seconds (BW)/
4.9 seconds (Color)
C5840i: As fast as 4.1 seconds (BW)/
6.1 seconds (Color)

Copy Resolution (dpi)

600 x 600

Multiple Copies

Up to 999

Magnification

25%-400% (1% Increments)

Preset Reductions/Enlargements

25%, 50%, 64%, 73%, 78%, 100% (1:1), 121%, 129%,
200%, 400%

Scan Specifications

Type

Single-Pass Duplexing Automatic Document Feeder

Document Feeder Paper Capacity

Up to 200 Sheets (20 lb. Bond)

Document Feeder Supported Media Sizes

11" x 17", Legal, Letter, Letter-R, Statement, Statement-R,
Custom Size: 2-3/4" x 5-1/2" to 12" x 17"

Document Feeder Supported Media Weights

Single-Sided Scanning: 13.3 lb. Bond to 80 lb. Cover (50 to 220 gsm)
(BW, CL)
Double-Sided Scanning: 13.3 lb. Bond to 80 lb. Cover (50 to 220 gsm)
(BW, CL)

Platen Acceptable Originals

Sheet, Book, 3-Dimensional Objects

Pull Scan

Color Network ScanGear2 for both Twain and WIA
Supported OS: Windows® 7/8.1/10/Server 2008/
Server 2008 R2/Server 2012/
Server 2012 R2/Server 2016

Scan Resolution (dpi)

Scan for Copy: 600 x 600
Scan for Send: (Push) 600 x 600 (SMB/FTP/WebDAV/
IFAX), (Pull) 600 x 600
Scan for Fax: 600 x 600

Scan to Mobile Devices and Cloud-based Services

A range of solutions is available to provide scanning to compatible mobile devices and certain cloud-based services depending on your requirements.

Scan Speed (LTR) (BW/CL)

Single-sided Scanning: 135/135 (300 dpi), 80/80 (600 dpi)
Double-sided Scanning: 270/270 (300 dpi), 160/90 (600 dpi)

Send Specifications

Destination

Standard: E-mail/Internet FAX (SMTP), SMB3.0, FTP,
WebDAV, Mail Box
Optional: Super G3 FAX, IP Fax

Address Book

LDAP (2,000)/Local (1,600)/Speed Dial (200)

Send Resolution (dpi)

Push: Up to 600 x 600
Pull: Up to 600 x 600

Communication Protocol

File: FTP(TCP/IP), SMB3.0 (TCP/IP), WebDAV
Email: SMTP, POP3

File Format

Standard: TIFF, JPEG, PDF (Encrypted, Compact,
Searchable, Apply Policy, Optimize for
Web, User Signature, PDF A/1-b, Limited
Color, Device Signature, User Signature),
XPS (Compact, Searchable, Device Signature,
User Signature), Office Open XML
(PowerPoint, Word)

Fax Specifications (Optional)

Modem Speed

Super G3: 33.6 Kbps
G3: 14.4 Kbps

Compression Method

MH, MR, MMR, JBIG

Resolution (dpi)

400 x 400, 200 x 400, 200 x 200, 200 x 100

Sending/Recording Size

Statement-R to 11" x 17"

Fax Memory

Up to 30,000 Pages (2,000 jobs)

Speed Dials

Max. 200

Group Dials/Destinations

Max. 199 Dials

Sequential Broadcast

Max. 256 Addresses

Memory Backup

Yes

Store Specifications

Mail Box (Number Supported)

100 User In-boxes, 1 Memory RX In-box, 50 Confidential Fax In-boxes, Maximum 10,000 Pages (2,000 jobs) Stored

Advanced Box

Communication Protocol: SMB or WebDAV

Supported

Client PC: Windows (Windows 8.1/10)

Concurrent Connections (Max.)

SMB: 64

WebDAV: 3

Advanced Box Available Disc Space

Approx. 16 GB (Standard HDD)

Approx. 480 GB (With Optional 1 TB HDD)

Security Specifications

Authentication and Access Control

User Authentication (Picture Login, Picture and PIN Login, Card Login, Username and Password Login, Function Level Login, Mobile Login), Department ID Authentication (Department ID and PIN Login, Function Level Login), uniFLOW Online Express¹⁷ (PIN Login, Picture Login, Picture and PIN Login, Card Login, Card and PIN Login, Username and Password Login, Department ID and PIN Login, Function Level Login), Access Management System (Access Control)

Document Security

Print Security (Secure Print, Encrypted Secure Print, Forced Hold Printing, uniFLOW Secure Print¹⁸), Receive Data Security (Confidential Fax Inbox Forwarding Received Documents Automatically), Scan Security (Encrypted PDF, Device Signature PDF/XPS, User Signature PDF/XPS, Adobe LiveCycle® Rights Management ES2.5 Integration), BOX Security (Mail Box Password Protected, Advanced Box Access Control), Send Data Security (Setting for requesting password input per transmission, Restricted E-mail/File send functions, Confirming FAX number, Allow/Restrict Fax Driver Transmissions, Allow/Restrict Sending from History, S/MIME Support), Document Tracking (Secure Watermark)

Network Security

TLS 1.3, IPsec, IEEE802.1X authentication, SNMP V3.0, Firewall Functionality (IP/MAC Address Filtering), Dual Network Support (Wired LAN/Wireless LAN, Wired LAN/Wired LAN), Disabling Unused Functions (Enabling/Disabling Protocols/Applications, Enabling/Disabling Remote UI, Enabling/Disabling USB Interface), G3 FAX separation from LAN, USB Port separation from LAN, Prohibit the execution of files stored in Advanced Box in the MFP, Scan and Send-Virus Concerns for E-mail Reception

Device Security

Protecting SSD Data [SSD Data Encryption (FIPS140-2 Validated), SSD Lock], Standard SSD Initialize, Trusted Platform Module (TPM), Job Log Conceal Function, Protecting MFD Software Integrity, Checking MFD Software Integrity (Verify System at Startup, Runtime Intrusion Detection)

Device Management and Auditing

Administrator Password, Digital Certificate and Key Management, Audit Log, Cooperating with External Security Audit System (Security Information and Event Management), Image Data Logging, Security Policy Setting

Environmental Specifications

Operating Environment

Temperature: 50 to 86°F

Humidity: 20 to 80% RH (Relative Humidity)

Power Requirements

C5870i/
C5860i/ 110-127V, 60Hz, 12A
C5850i:
C5840i: 110-127V, 60Hz, 10A

Power Consumption

Maximum: Approx. 1,800 W

Standby: Approx. 56.1 W¹⁹

Sleep Mode: Approx. 0.8 W²⁰

Typical Electricity Consumption (TEC) Rating²¹

C5870i: 0.86 kWh

C5860i: 0.71 kWh

C5850i: 0.57 kWh

C5840i: 0.47 kWh

Standards

ENERGY STAR® Certified

Rated EPEAT® Gold

Consumables

Toner²²

GPR-61 Toner BK/C/M/Y

GPR-61L Toner C/M/Y

Toner Yield (Estimated @ 5% Coverage)

GPR-61 Toner

BK: 71,000 Pages

GPR-61 Toner

C/M/Y: 60,000 Pages

GPR-61L Toner

C/M/Y: 26,000 Pages

¹ Subscription to a third-party cloud service required. Subject to third-party cloud service providers' Terms and Conditions.

² Third-party SIEM system required. Subject to third-party SIEM system's Terms and Conditions. Canon cannot ensure compatibility with all third-party SIEM systems.

³ This feature is off by default and must be turned on by the user. Warm-up times are affected once turned on.

⁴ Requires additional option.

⁵ For current EPEAT rating (Gold/Silver/Bronze), please visit www.epeat.net.

⁶ Finishing capabilities vary depending on the options connected.

⁷ Envelope Feeder Attachment (standard) is required.

⁸ Time from device power-on, until copy ready (not print reservation).

⁹ Time from exiting Sleep mode to when printing is operational.

¹⁰ Time from device power-on to when the copy icon appears and is enabled to operate on the touch panel display.

¹¹ Includes main unit and either Cassette Feeding Unit-AQ1, High Capacity Cassette Feeding Unit-C1, or Cabinet Type-V.

¹² Includes main unit, consumables, and Cassette Feeding Unit-AQ1.

¹³ EPS can be printed directly only from the Remote User Interface.

¹⁴ Requires the optional PCL International Font Set-A1.

¹⁵ Requires the optional Barcode Printer Kit-D1.

¹⁶ Other operating systems and environments, including AS/400, UNIX, Linux, and Citrix may be supported. Some of these solutions are chargeable. SAP Device Types are available via the SAP Market Place. For more information, contact your sales representative.

¹⁷ No charge for this solution; however, activation is required.

¹⁸ Requires uniFLOW Online/uniFLOW.

¹⁹ Reference Value (measured one unit).

²⁰ 0.8 W Sleep mode not available in all circumstances due to certain settings.

²¹ Based on ENERGY STAR Product Specification for Imaging Equipment Version 3.0.

²² GPR-61L Toner also available for Color (C, M, Y). Yield (estimated @ 5% coverage) is 26,000 images.

For more information,
call 1.800.815.4000
or visit csa.canon.com



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