

## **ATTACHMENT 2: SPECIFICATIONS OF EIGHT (8) MULTI-FUNCTIONAL PRINTERS FOR NEW LEASE**

**1. Planning, Permitting, & Assessing**

Multi-function printer: duplex, scan (to network folders), copy, B&W printing (no color)  
Paper size: 8 ½ x 11, 8 ½ x14, 11 x 17, envelopes  
45 page per minute

**2. Clerk**

Multi-function printer: duplex, scan (to network folders), copy, B&W printing, negative printing, cardstock printing & copying  
Paper size: 8 ½ x 11 (large capacity), 8 ½ x 14, 11 x 17  
Finishing: staple, hole punch  
45 page per minute

**3. Public Works**

Multi-function printer: duplex, scan (to network folders), copy, fax, color printing  
Paper size: 8 ½ x11, 11x17  
35 page per minute

**4. Public Works Wide Format**

Multi-function printer: duplex, scan (to network folders), copy, color printing, must process maps that have been aged and may be degraded  
Paper size: 36inch roll, 48 inch roll

**5. Public Works – Water Plant**

Multi-function printer: fax, copy, color printing  
Paper size: 8 ½ x11, 8 ½ x14  
21 page per minute

**6. Public Works – Waste Water**

Multi-function printer: fax, copy, color printing  
Paper size: 8 ½ x11, 8 ½ x14  
21 page per minute

**7. Buildings & Community Service**

Multi-function printer: duplex, scan (to network folders), copy, color printing  
Paper size: 8 ½ x11, 11x17, envelopes  
35 page per minute