



CITY OF CRESTVIEW

OFFICE OF THE CITY CLERK

P.O. DRAWER 1209, CRESTVIEW, FLORIDA 32536

Phone # (850) 682 - 1560 Fax # (850) 682-8077

September 14, 2020

6:00 PM

Council Chambers

REGULAR COUNCIL MEETING

The Public is invited to view our meetings on the City of Crestview Live stream a at <https://www.cityofcrestview.org> or the City of Crestview Facebook Page. You may submit questions on any agenda item in advance (by 3:00 PM the day of the meeting, please) to cityclerk@cityofcrestview.org.

1. Call to Order

2. Invocation, Pledge of Allegiance

3. Open Policy Making and Legislative Session

4. Approve Agenda

5. Presentations and Reports

5.1. Presentation to #HashtagSwing

6. Consent Agenda

6.1. Approval of Minutes from the August 10, 2020 City Council Meeting,

7. Public Hearings / Ordinances on Second Reading

7.1. Ordinance 1777 - Crestview East RV/Hwy 90 Annexation

7.2. Ordinance 1778 - Crestview East RV/Hwy 90 Comp Plan Amendment

7.3. Ordinance 1779 - Crestview East RV/Hwy 90 Rezoning

8. Ordinances on First Reading

9. Resolutions

10. Action Items

10.1. Cox Communications Contract

10.2. CivicHR Contract

10.3. Acceptance of Bid for Copier Lease and Maintenance Agreement

10.4. Selection of the Citizen of the Year Committee

11. City Clerk Report

11.1. Approval of 1st Quarter Meeting Schedule

12. City Manager Report

13. Comments from the Mayor and Council

14. Comments from the Audience

15. Adjournment

Note: The Presentations section is for items that were submitted by a citizen or group of Citizens no later than the Wednesday 2 weeks prior to the meeting to the Clerk's office for approval. These items will be scheduled under the section titles Presentations and Reports. Supporting documents must be submitted at this time to be on the regular agenda. All Action Item are for staff and elected officials only and must be submitted for approval no later than the Wednesday 10 days prior to the meeting. Those not listed on the regular agenda who wish to address the council should fill out a yellow card. The Card must be submitted to the City Clerk. Speaking time should be three minutes or less, large groups may designate a spokesperson. All remarks should be addressed to the Council as a whole and not to individual members. All meeting procedures are outlined in the Meeting Rules and Procedures brochure available outside the Chambers. If any person decides to appeal any decision made by the City Council with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. The City Council of the City of Crestview, Florida does not discriminate upon the basis of any individual's disability status. Anyone requiring reasonable accommodation as provided for in the American With Disabilities Act to insure access to and participation in the meeting should contact the Office of the City Clerk at (850)682-1560 prior to the meeting to make appropriate arrangements.

Any invocation that is offered before the official start of the City Council meeting shall be the voluntary offering of a private person, to and for the benefit of the City Council. The views or beliefs expressed by the invocation speaker have not been previously reviewed or approved by the City Council or the city staff, and the City is not allowed by law to endorse the religious beliefs or views of this, or any other speaker. Persons in attendance at the City Council meeting are invited to stand during the opening invocation and Pledge of Allegiance. However, such invitation shall not be construed as a demand, order, or any other type of command. No person in attendance at the meeting shall be required to participate in any opening invocation that is offered. A person may exit the City Council Chambers and return upon completion of the opening invocation if a person does not wish to participate in or witness the opening invocation.



Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Elizabeth Roy, City Clerk
DATE: 9/8/2020
SUBJECT: Approval of Minutes from the August 10, 2020 City Council Meeting,

BACKGROUND:

Minutes are presented for approval in regular or special City Council or CRA meetings.

DISCUSSION:

Minutes are accomplished as soon as possible after any meeting of the City Council or CRA Board.

Council and CRA members are requested to send any corrections to the City Clerk prior to the meeting so any corrections can be made.

Any amended minutes will be presented in the meeting for approval.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Communication- To engage, inform and educate public and staff

FINANCIAL IMPACT

There is no financial impact to the City.

RECOMMENDED ACTION

Staff respectfully requests the City Council approve the Minutes from the August 10, 2020 City Council Meeting.

Attachments

1. 2020.08.10 CCM

**City Council Meeting
August 10, 2020
6:00 PM
Council Chambers**

The Regular Meeting of the Crestview City Council was called to order at 6:00 P.M. Members present were Shannon Hayes, Joe Blocker, Andrew Rencich, Cynthia Brown (attended remotely) and Harry LeBoeuf. Also present were the honorable Mayor JB Whitten, City Clerk Elizabeth Roy, City Manager Tim Bolduc, City Attorney Mr. Holloway, department heads and members of the press.

REGULAR AGENDA

1. Called to Order

This meeting was called to order by the Honorable Mayor Whitten at 6:00 p.m.

2. Invocation and Pledge of Allegiance

The invocation was led by Reverend Cecil Williams with the pledge led by Mr. Rencich.

3. Open Policy making and legislative session

4. Approval of Agenda

Mayor Whitten requested that Council approve the Agenda with added Item 10.2 for discussion.

A motion made by Mr. Rencich to approve the Agenda with added item of 10.2 (pay raise for the City Manager). Seconded by Mr. LeBoeuf with 5 yeas from Mr. Rencich, Mr. LeBoeuf, Mr. Hayes, Mr. Blocker, Ms. Brown with 0 nays, motion carried.

5. Presentations

**5.1 Presentation by Mr. Cecil Williams, Director of Diversity and Inclusion, Eglin
Air Force Base**

Mr. Williams, the Director of Diversity and Inclusion on Eglin Air Force Base presented Council with information 20.28

6. Consent Agenda

6.1 Approval of minutes from the January 30, 2020 Workshop, March 2, 2020 Executive Session, March 23, 2020 Council Meeting, April 13, 2020 City Council Meeting and the April 27, 2020 Council Meeting.

6.2 Lift Station #11 New2 Control Panel Purchase

Mayor Whitten asked for a motion on the Consent Agenda.

A motion made by Ms. Brown to approve the Consent Agenda. Seconded by Mr. Hayes with 5 yeas from Mr. Hayes, Mr. Blocker, Ms. Brown, Mr. LeBoeuf, Mr. Rencich with 0 nays, motion carried.

7. Public Hearings- Ordinances on Second Reading

7.1 Ordinance 1770- Garden Street Annexation

Mr. Dule, City Planner stated that from the three ordinances are for the same property and asked that the City Clerk read Ordinance 1770 by title.

Ms. Roy, City Clerk stated “Ordinance 1770 reads by title

ORDINANCE 1770

AN ORDINANCE ANNEXING TO THE CITY OF CRESTVIEW, FLORIDA, ± 0.72 ACRES OF CONTIGUOUS LANDS LOCATED IN SECTION 4, TOWNSHIP 3 NORTH, RANGE 23 WEST, AND BEING DESCRIBED AS SET FORTH HEREIN; PROVIDING FOR AUTHORITY; PROVIDING FOR LAND DESCRIPTION; PROVIDING FOR BOUNDARY; PROVIDING FOR LAND USE AND ZONING DESIGNATION; PROVIDING FOR AMENDMENT TO THE BASE, LAND USE AND ZONING MAPS; PROVIDING FOR A COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR FILING WITH THE CLERK OF CIRCUIT COURT OF OKALOOSA COUNTY, THE CHIEF ADMINISTRATIVE OFFICER OF OKALOOSA COUNTY AND THE FLORIDA DEPARTMENT OF STATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER’S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

This is the Second Reading of Ordinance 1770.”

Mayor Whitten asked for action by Council.

A motion was made by Mr. Blocker to adopt Ordinance 1770 on Second Reading and send for signatures. Seconded by Mr. LeBoeuf with 5 yeas from Mr. Rencich, Mr. Blocker, Mr. LeBoeuf, Ms. Brown, Mr. Hayes with 0 nays, motion carried.

7.2 Ordinance 1771- Garden Street Comp Plan Amendment

Mr. Duley, City Planner asked the City Clerk to read by title Ordinance 1771.

Ms. Roy, City Clerk stated “Ordinance 1771 reads by title

ORDINANCE 1771

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR PURPOSE; PROVIDING FOR CHANGING THE FUTURE LAND USE DESIGNATION FROM OKALOOSA COUNTY MIXED USE (MU) TO LOW DENSITY RESIDENTIAL (LDR) ON APPROXIMATELY 0.72 ACRES, MORE OR LESS, IN SECTION 4, TOWNSHIP 3 NORTH, RANGE 23 WEST; PROVIDING FOR FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER’S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

This is the Second Reading of Ordinance 1771.”

Mayor Whitten asked for action by Council.

A motion made by Mr. Hayes to adopt Ordinance 1771 on Second Reading and send for signatures. Seconded by Mr. Blocker with 5 yeas from Mr. Hayes, Mr. Blocker, Mr. Rencich, Ms. Brown, Mr. LeBoeuf with 0 nays, motion carried.

7.3 Ordinance 1772- Garden Street Rezoning

Mayor Whitten noted that the nature of Ordinance 1772 requires that the City Attorney, Mr. Holloway, swear in all participants in the quasi-judicial segments of the meeting.

Mr. Holloway, City Attorney swore in all participants for Ordinances 1772.

Mr. Duley, City Planner reviewed the Ordinance and then asked the City Clerk to read Ordinance 1772 by title.

Ms. Roy, City Clerk stated, “Ordinance 1772 reads by title,

ORDINANCE 1772

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 0.72 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 4, TOWNSHIP 3 NORTH, RANGE 23 WEST, FROM THE OKALOOSA COUNTY MIXED USE (MU) ZONING DISTRICT TO THE SINGLE FAMILY DWELLING DISTRICT (R-1); PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR

SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

This is the Second Reading of Ordinance 1772.”

Mayor Whitten asked for action by Council.

A motion made by Mr. LeBoeuf to adopt Ordinance 1772 on Second Reading and send for signatures. Seconded by Mr. Hayes with 5 yeas from Mr. Rencich, Mr. LeBoeuf, Ms. Brown, Mr. Hayes, Mr. Blocker with 0 nays, motion carried.

7.4 Ordinance 1780-Annexation Fee Moratorium

Mr. Duley, City Planner asked the City Clerk to read Ordinance 1780 by title.

Ms. Roy, City Clerk stated “Ordinance 1780 reads by title

ORDINANCE 1780

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR A SIX-MONTH WAIVER PERIOD FOR THE COLLECTION OF ANNEXATION APPLICATION FEES; PROVIDING FOR ADMINISTRATIVE PROCEDURES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HEREWITH AND PROVIDING FOR AN EFFECTIVE DATE.

This is the Second Reading of Ordinance 1780.”

Mayor Whitten asked for action by Council.

A motion made by Mr. Rencich to adopt Ordinance 1780 on Second Reading and send for signatures. Seconded by Mr. Blocker with 5 yeas from Mr. Rencich, Mr. Hayes, Ms. Brown, Mr. Blocker, Mr. LeBoeuf with 0 nays, motion carried.

7.5 Ordinance 1781-Rescind all fees within Code Of Ordinances and provide for Resolution to create new Comprehensive Fee Schedule

Mr. Bolduc, City Manager asked the City Clerk to read Ordinance 1781 by title.

Ms. Roy, City Clerk stated, “Ordinance 1781 reads by title,

ORDINANCE 1781

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, REPEALING ALL FEES WITHIN THE CITY OF CRESTVIEW PART II - CODE OF ORDINANCES; PROVIDING FOR A RESOLUTION TO CREATE AND ADOPT A COMPREHENSIVE FEE SCHEDULE TO REPLACE ALL EXISTING FEES; PROVIDING FOR AUTHORITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF ALL ARTICLES OR PARTS OF ARTICLES, ORDINANCES OR PARTS

OF ORDINANCES IN CONFLICT HEREWITH; AND PROVIDING FOR AN EFFECTIVE DATE.

This is the Second Reading of Ordinance 1781.”

Mayor Whitten asked for action by Council.

A motion made by Mr. Hayes to adopt Ordinance 1781 on Second Reading and send for signatures. Seconded by Mr. Blocker with 5 yeas from Mr. Rencich, Mr. Blocker, Ms. Brown, Mr. Hayes, Mr. LeBoeuf with 0 nays, motion carried.

7.6 Ordinance 1782- Charter Change Referendum

Mr. Bolduc, City Manager stated that Ordinance 1782 asked the City Clerk to read Ordinance 1782 by title.

Ms. Roy, City Clerk stated, “Ordinance 1782 reads by title,

ORDINANCE 1782

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CRESTVIEW, FLORIDA, CALLING AN ELECTION ON PROPOSED CHARTER REVISIONS TO BE HELD ON NOVEMBER 3, 2020; PROVIDED FOR SUBMISSION TO THE ELECTORS FOR APPROVAL OR DISAPPROVAL OF A PROPOSAL TO REPEAL AND REPLACE PORTIONS THEREOF OF THE EXISTING CHARTER WITH THE PROVISIONS STATED HEREIN BELOW, PROVIDING THAT THE SUPERVISOR OF ELECTIONS BE APPOINTED AS ELECTIONS OFFICER; PROVIDING THAT THE CITY SHALL BEAR ALL COSTS OF ELECTION; ESTABLISHING BALLOT TITLES AND SUMMARIES; PROVIDING CLARIFICATION OF DUTIES OF THE CITY MANAGER, CITY CLERK, AND CHANGES TO LANGUAGE REGARDING ORDINANCES AND RESOLUTIONS; PROVIDING FOR A CHANGE TO VOTING PRECINCTS IN THE CITY OF CRESTVIEW, PROVIDING FOR A CHANGE OF DATES FOR CITY ELECTIONS TO THE GENERAL ELECTION DATES IN NOVEMBER; PROVIDING FOR CONFORMANCE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER’S ERRORS; PROVIDING FOR THE REPEAL OF CONFLICTING ORDINANCES; AND PROVIDING AN EFFECTIVE DATE.

This is the Second Reading of Ordinance 1782.”

Mr. Bolduc, City Manager noted that there is one change to Section 4.02, under the “City Council Duties and Authorities” to reflect a correction.

Mayor Whitten asked for action by Council.

A motion made by Mr. Rencich to adopt Ordinance 1782 on Second Reading and send for signatures. Seconded by Mr. LeBoeuf with 5 yeas from Mr. Hayes, Mr. LeBoeuf, Ms. Brown, Mr. Blocker, Mr. Rencich with 0 nays, motion carried.

8. Ordinances on First Reading

8.1 Ordinance 1783- An Ordinance of the City of Crestview establishing a Stormwater Utility

Mr. Bolduc, City Manager stated that this Ordinance establishing a Stormwater Utility. He then asked the City Clerk to read Ordinance 1783 by title.

Ms. Roy, City Clerk stated "Ordinance 1783 reads by title,

ORDINANCE NO. 1783

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA RELATING TO STORMWATER MANAGEMENT; PROVIDING FOR A STORMWATER UTILITY; SPECIFYING TERMS AND PROCEDURES FOR SAID UTILITY; PROVIDING FOR RATES AND CHARGES; PROVIDING FOR AUTHORITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith AND PROVIDING FOR AN EFFECTIVE DATE.

This the First Reading of Ordinance 1783."

Mr. Bolduc, City Manager reviewed the details of the Ordinance with Council.

Discussion ensued.

Mayor Whitten asked for action by Council.

A motion was made by Mr. LeBoeuf to adopt Ordinance 1783 on First Reading and send to Second Reading. Seconded by Mr. Blocker with 5 yeas from Mr. Rencich, Mr. LeBoeuf, Mr. Hayes, Mr. Blocker, Ms. Brown with 0 nays, motion carried.

9. Resolutions

9.1 Resolution to establish a Citizen of the Year Committee

Mayor Whitten stated that there needs to be some updating to the Citizen of the Year Program in the following ways: The Citizen of the Year will be determined in November (by a committee of staff and citizens). Approved by the City Council in December. Presented in January, and the Citizen of the Year would hold that title for the entire Calendar year. This resolution re-establishes the committee, criteria, and timing of the Citizen of the Year award. He then asked the City Clerk to read Resolution 2020-14 by title.

Ms. Roy, City Clerk stated "Resolution 2020-14 reads by title,

RESOLUTION: 2020-14

A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, REESTABLISHING THE MAE REATHA COLEMAN CITIZEN OF THE YEAR AWARD, ESTABLISHING A

COMMITTEE FOR THE SELECTION OF THE RECIPIENT, ESTABLISHING CRITERIA, ESTABLISHING A TIMELINE FOR THE NOMINATION, SELECTION AND PRESENTATION OF THE AWARD, AND PROVIDING FOR AN EFFECTIVE DATE.

This is Resolution 2020-14.”

A lengthy discussion ensued.

A motion made by Mr. LeBoeuf to adopt Resolution 2020-14. Seconded by Ms. Brown with 5 yeas from Mr. LeBoeuf, Ms. Brown, Mr. Blocker, Mr. Hayes, Mr. Rencich with 0 nays, motion carried.

9.2 Resolution 2020-15 Reserve Utility

Mr. Bolduc, City Manager asked the City Clerk to read Resolution 2020-15 by title.

Ms. Roy, City Clerk stated, “Resolution 2020-15 reads by title,

RESOLUTION 2020-15

A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, ESTABLISHING A RESERVE POLICY AND PROVIDING FOR AN EFFECTIVE DATE.

This is Resolution 2020-15.”

Mr. Bolduc, City Manager stated that the purpose of this policy is to establish guidelines that allow the City to maintain sufficient levels of undesignated reserves in the general funds, utility fund and the building fund to mitigate current and future risks such as revenue shortfalls, unanticipated expenditures, natural disasters or other unforeseen circumstances.

Therefore, it is the policy of the City of Crestview that undesignated reserves will be budgeted at a level necessary to maintain the funds as follows:

1. General Fund-Unrestricted net reserves will be maintained at 25% of operating expenses to include labor costs, debt service and general operating expenses.
2. Utility Fund- Unrestricted net reserves will be maintained at 25% of operating expenses to include labor costs, debt service and general operating expenses.
3. Building Fund- Unrestricted net reserves will be maintained at 100% of operating expenses to include labor costs, debt service and general operating expenses.
4. The Utility Fund will also maintain a renewal, replacement and improvements reserve of 10%.

A brief discussion ensued.

Mayor Whitten asked for action by Council.

A motion made by Mr. Blocker to adopt Resolution 2020-15. Seconded by Mr. LeBoeuf with 5 yeas from Mr. Blocker, Mr. LeBoeuf, Mr. Hayes, Ms. Brown, Mr. Rencich with 0 nays, motion carried.

10. Action Items

10.1 Discussion and Approval of Resolutions for the 2020 FLC Conference

There was a discussion concerning the resolutions presented by the 2020 Florida League of Cities Conference.

A discussion ensued by Ms. Brown concerning Resolution 5 asking for federal funds.

A motion made by Ms. Brown to approve the resolutions and to instruct Mr. LeBoeuf to vote the same at the Meeting on Friday, August 17th. Seconded by Mr. Hayes with 4 yeas from Mr. LeBoeuf, Mr. Hayes, Mr. Blocker, Mr. Rencich with 1 nay from Ms. Brown, motion carried.

10.2 City Manager Salary Increase (added Agenda item)

Mayor Whitten discussed the subject with Council of increasing the City Manager's salary by 2%.

Discussion ensued.

A motion made by Mr. Blocker to approve a 2% pay raise in the upcoming budget for the City Manager. Seconded by Mr. LeBoeuf, vote 5 yeas from Mr. Blocker, Mr. LeBoeuf, Mr. Hayes, Mr. Rencich, Ms. Brown with 0 nays, motion carried.

11. City Clerk Report

12. City Manager Report

Mr. Bolduc, City Manager updated the Council on various ongoing projects such as closing on the Foxwood Country Club, there will be an upcoming with the residents on August 20th, a decision was made to cancel Youth Sports for the remainder of the seasons.

Discussion ensued concerning the master plan and redistricting.

13. Comments from the Mayor and Council

Ms. Brown encouraged citizens to go out and vote.

Mayor Whitten stated that the Citizens Advisory Council will have their first meeting on Thursday at 6 pm in the Council Chambers.

14. Comments from the Audience

15. Adjournment

This meeting was adjourned by Mayor Whitten at 7:37 p.m.

Elizabeth M. Roy
City Clerk

J B Whitten
Mayor

Minutes approve this__14th__ day of September. 2020.



Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 9/9/2020
SUBJECT: Ordinance 1777 - Crestview East RV/Hwy 90 Annexation

BACKGROUND:

On June 15, 2020 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 1641 Highway 90 East.

The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Mixed Use.

The Planning and Development Board recommended approval on August 3, 2020 and the first reading was on August 24, 2020.

DISCUSSION:

The property description is as follows:

Property Owner: Crestview East RV, LLC
Parcel ID: 16-3N-23-0000-0039-0000
Site Size: 2.78 Acres
Current FLU: Mixed Use
Current Zoning: Mixed Use
Current Land Use: Former mobile home park

The following table provides the surrounding land use designations, zoning districts, and existing uses.

Direction	FLU	Zoning	Existing Use
North	County LDR	County R-1	Residential
East	County Mixed Use	County Mixed Use	Commercial
South	County LDR	County R-1	Residential
West	Commercial	Commercial	Commercial

The subject property was previously used as a mobile home park and is now unused. A development application has not been submitted. Base on the requested land-use and zoning designations, the property will be developed as a commercial business.

Staff has reviewed the application based on the criteria detailed in Florida statute 171.043 for annexations and finds the following:

- The property is contiguous to the city limits;
- The property is comprised of one (1) lot in unincorporated Okaloosa County, and is therefore considered compact;
- The annexation of the property would not create an enclave
- The subject property is not included in the boundary of another municipality; and,
- The subject property meets the definition of urban purposes.

Courtesy notices were mailed to property owners within 300 feet of the subject property on July 13, 2020. A letter was sent via certified mail to the Okaloosa Board of County Commissioners on July 13, 2020. The property was posted on July 20, 2020. An advertisement ran in the Crestview News Bulletin on July 22, 2020.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational – these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability – Achieve long term financial sustainability.

Organizational Capacity, Effectiveness & Efficiency – To efficiently & effectively provide the highest quality of public services.

Quality of Life – these six areas focus on the overall experience when provided by the city.

Community Character – Promote desirable growth with a hometown atmosphere.

Opportunity – Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

The fees for annexation have been waived for this application as it was received during the moratorium on annexation fees.

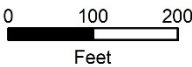
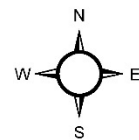
The cost of advertising was \$260.82.

The successful annexation of this property will have positive future impacts, including ad valorem revenue based on future taxable assessed value, development and building permit fees, and utility usage fees.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1777 on second reading.

**Subject Parcel
Aerial Exhibit**



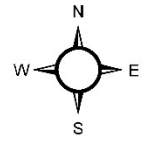
Legend

- 16-3N-23-0000-0039-0000
- City Limits



PREPARED BY CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PARCEL INFORMATION PROVIDED BY
OKALOOSA COUNTY GIS DEPARTMENT
NAD 1983 STATE PLANE, NORTH ZONE
U.S. SURVEY FEET

Subject Parcel Existing Use

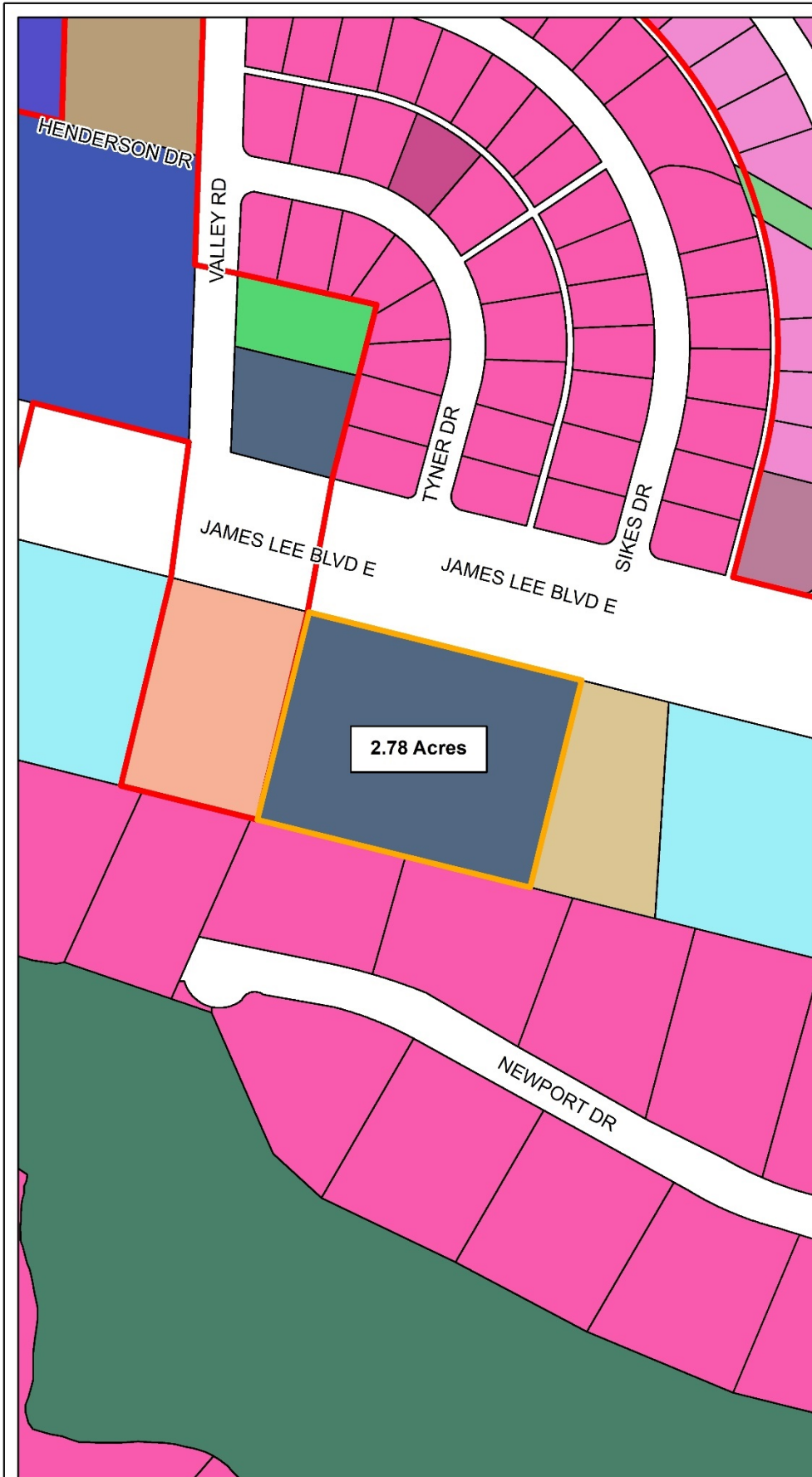


0 100 200
Feet

Legend

- Subject Parcel
- City Limits
- FEDERAL
- LIGHT MANU
- MFR HOME
- MUNICIPAL
- OFFICE BUI
- PRVT SCHL/
- RES COMMON
- SERVICE SH
- SINGLE FAM
- STORES, 1
- SUPERMARKE
- VACANT
- VACANT COM
- VACANT/COM

PREPARED BY CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PARCEL INFORMATION PROVIDED BY
OKALOOSA COUNTY GIS DEPARTMENT
NAD 1983 STATE PLANE, NORTH ZONE
U.S. SURVEY FEET



Attachments

None

ORDINANCE: 1777

AN ORDINANCE ANNEXING TO THE CITY OF CRESTVIEW, FLORIDA, ± 2.78 ACRES OF CONTIGUOUS LANDS LOCATED IN SECTION 16, TOWNSHIP 3 NORTH, RANGE 23 WEST, AND BEING DESCRIBED AS SET FORTH HEREIN; PROVIDING FOR AUTHORITY; PROVIDING FOR LAND DESCRIPTION; PROVIDING FOR BOUNDARY; PROVIDING FOR LAND USE AND ZONING DESIGNATION; PROVIDING FOR AMENDMENT TO THE BASE, LAND USE AND ZONING MAPS; PROVIDING FOR A COMPREHENSIVE PLAN AMENDMENT; PROVIDING FOR FILING WITH THE CLERK OF CIRCUIT COURT OF OKALOOSA COUNTY, THE CHIEF ADMINISTRATIVE OFFICER OF OKALOOSA COUNTY AND THE FLORIDA DEPARTMENT OF STATE; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1 – AUTHORITY. The authority for enactment of this ordinance is Chapter 171, Florida Statutes, and Section 2 of the City Charter.

SECTION 2 – LAND DESCRIPTION. The following described unincorporated area contiguous to the City of Crestview, Florida, is hereby annexed to the City:

PIN # 16-3N-23-0000-0039-0000 (Deed recorded in Book 3457, page 1465, dated April 14, 2020)

Commencing at the Northwest corner of the SW 1/4 of NE 1/4 of Section 16, Township 3 North, Range 23 West, Okaloosa County, Florida; thence run South on forty line a distance of 723.9 feet to a point on the South side of State Road #1; thence turn left 77 degrees 34' and run Southeasterly along the South right of way line of said State Road #1 for a distance of 630 feet to the POINT OF BEGINNING; thence turn right 90 degrees and run Southwesterly 300 feet; thence turn left 90 degrees and run Southeasterly 597 feet; thence run in a Northeasterly direction a distance of 300 feet to a point on the South right of way line of State Road #1, which point is 597 feet as measured along said right of way line from the Point of Beginning; thence run in a Northwesterly direction along said right of way line a distance of 597 feet, more or less, to the Point of Beginning. LESS the West 200 feet thereof.

SECTION 3 – BOUNDARY. The existing boundary line of the City of Crestview, Florida, is modified to include the herein referenced tract of land and the base, zoning and land use maps shall be updated to reflect these changes pursuant to law.

SECTION 4 – LAND USE AND ZONING. Pursuant to general law, the property hereby annexed was subject to Okaloosa County land development, land use plan, and zoning or subdivision regulations, which shall remain in full force and effect until rezoning and land use changes are finalized by the City in compliance with the Comprehensive Plan.

SECTION 5 – COMPREHENSIVE PLAN UPDATE. Pursuant to Chapter 163.011, et seq. petitioner for annexation shall apply through the City for a Comprehensive Plan change which will designate the future land use category for the parcel as Commercial (C) with Commercial (C-1) to be assigned and run concurrent with the approval and adoption of the Comprehensive Plan amendment by the proper authorities.

SECTION 6 – MAP UPDATE. The Base, Zoning and Future Land Use Maps shall be updated at the earliest possible date.

SECTION 7 – FILING. Upon passage, the City Clerk is directed to file a copy of this ordinance with the Clerk of Circuit Court of Okaloosa County and with the Florida Department of the State.

SECTION 8 – SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 9 – SCRIVENER’S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager’s designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 10 – ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 11 – REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 12 – EFFECTIVE DATE. This ordinance shall take effect immediately upon its adoption.

PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ON THE _____ DAY OF _____, 2020.

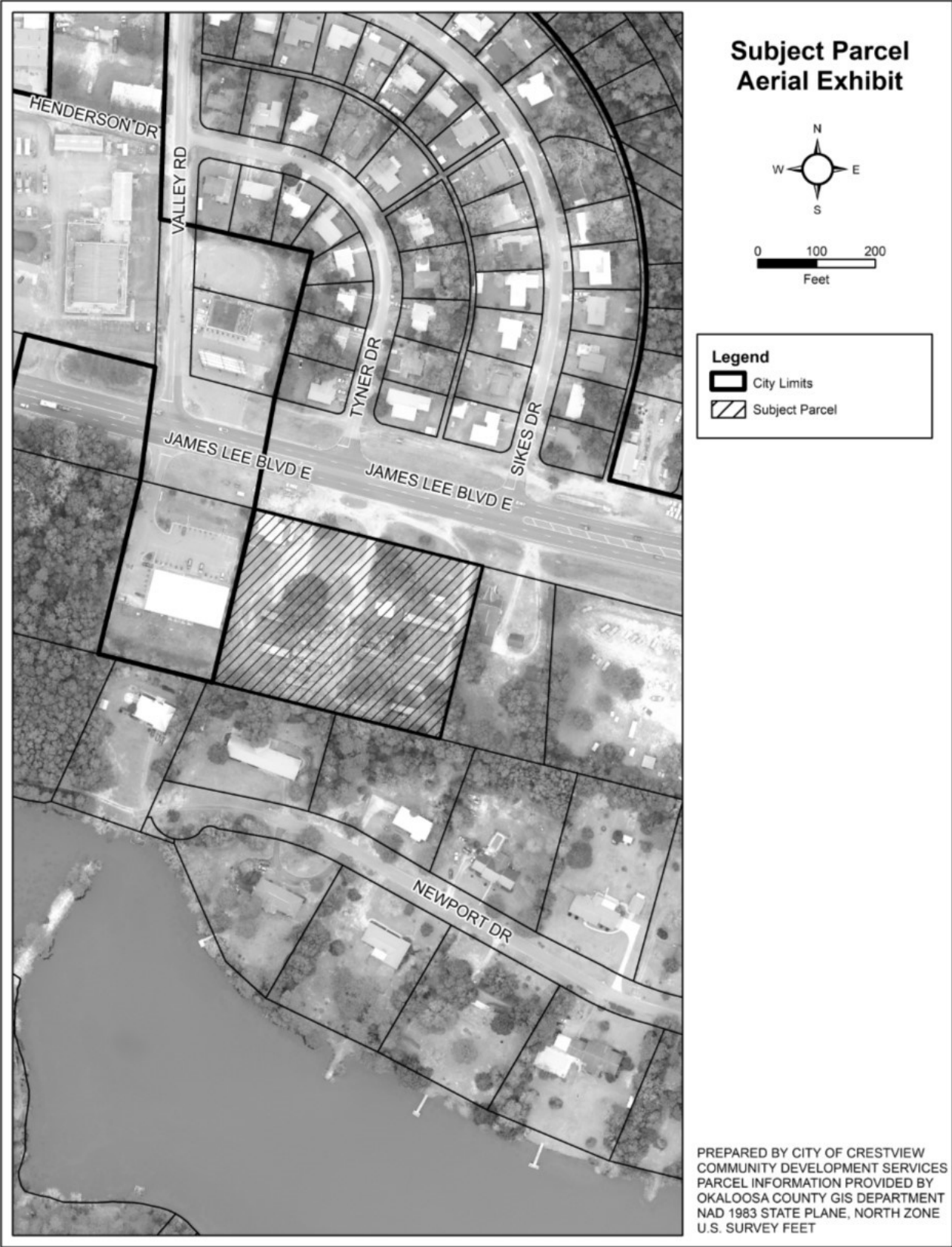
ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor

EXHIBIT A





Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 9/9/2020
SUBJECT: Ordinance 1778 - Crestview East RV/Hwy 90 Comp Plan Amendment

BACKGROUND:

On June 15, 2020 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 1641 Highway 90 East.

The application requests the Commercial future land use designation for the property.

The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Mixed Use.

The Planning and Development Board recommended approval on August 3, 2020 and the first reading was on August 24, 2020.

DISCUSSION:

The property description is as follows:

Property Owner: Crestview East RV, LLC
Parcel ID: 16-3N-23-0000-0039-0000
Site Size: 2.78 Acres
Current FLU: Mixed Use
Current Zoning: Mixed Use
Current Land Use: Former mobile home park

The following table provides the surrounding land use designations, zoning districts, and existing uses.

Direction	FLU	Zoning	Existing Use
North	County LDR	County R-1	Residential
East	County Mixed Use	County Mixed Use	Commercial
South	County LDR	County R-1	Residential
West	Commercial	Commercial	Commercial

The subject property was previously used as a mobile home park and is now unused. A development application has not been submitted. Based on the requested land-use and zoning designations, the property will be developed as a commercial business.

Staff reviewed the request for a comprehensive plan amendment and finds the following:

- The proposed future land use map designation of Commercial is compatible with the surrounding area.
- The proposed future land use map designation of Commercial is consistent with the city's comprehensive plan and land development code.
- The process for adoption of the future land use map amendment follows all requirements of Florida statute sections 163.3184 (3) and (5).
- The proposed amendment involves less than 10 acres.
- The proposed amendment does not involve a text change to goals, policies, and objectives of the comprehensive plan. It only proposes a land use change to the future land use map for a site-specific small-scale development.
- The subject property is not located within an area of critical state concern.

Courtesy notices were mailed to property owners within 300 feet of the subject property on July 13, 2020. A letter was sent via certified mail to the Okaloosa Board of County Commissioners on July 13, 2020. The property was posted on July 20, 2020. An advertisement ran in the Crestview News Bulletin on July 22, 2020.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational – these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability – Achieve long term financial sustainability.

Organizational Capacity, Effectiveness & Efficiency – To efficiently & effectively provide the highest quality of public services.

Quality of Life – these six areas focus on the overall experience when provided by the city.

Community Character – Promote desirable growth with a hometown atmosphere.

Opportunity – Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

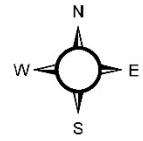
The fees for the comprehensive plan amendment have been waived for this application as it was received during the moratorium on annexation fees.

There is no additional cost of advertising as the comprehensive plan amendment request was included in the advertisement for annexation.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1778 on second reading.

Subject Parcel Current FLU



0 100 200
Feet

Legend

16-3N-23-0000-0039-0000

City Limits

City Future Land Use

- Commercial (C)
- Industrial (IN)
- Low Density Residential (LDR)
- Medium Density Limited Residential (MDLR)
- Medium Density Residential (MDR)
- High Density Residential (HDR)
- Mixed Use (MU)
- Downtown Mixed Use
- Public Lands (PL)
- Conservation (CON)
- Pending Comp Plan Amendment

County MU

NEWPORT DR

JAMES LEE BLVD E

JAMES LEE BLVD E

TYNER DR

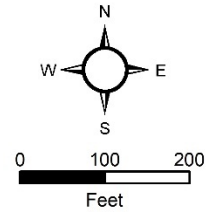
SIKES DR

VALLEY RD

HENDERSON DR

PREPARED BY CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PARCEL INFORMATION PROVIDED BY
OKALOOSA COUNTY GIS DEPARTMENT
NAD 1983 STATE PLANE, NORTH ZONE
U.S. SURVEY FEET

Proposed Future Land Use



Legend

16-3N-23-0000-0039-0000

City Limits

City Future Land Use

- Commercial (C)
- Industrial (IN)
- Low Density Residential (LDR)
- Medium Density Limited Residential (MDLR)
- Medium Density Residential (MDR)
- High Density Residential (HDR)
- Mixed Use (MU)
- Downtown Mixed Use
- Public Lands (PL)
- Conservation (CON)
- Pending Comp Plan Amendment

2.78+/- acres of land
Ex FLU = County MU
Prop FLU = Commercial (C)

PREPARED BY CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PARCEL INFORMATION PROVIDED BY
OKALOOSA COUNTY GIS DEPARTMENT
NAD 1983 STATE PLANE, NORTH ZONE
U.S. SURVEY FEET

Attachments

None

ORDINANCE: 1778

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, AMENDING ITS ADOPTED COMPREHENSIVE PLAN; PROVIDING FOR AUTHORITY; PROVIDING FOR FINDINGS OF FACT; PROVIDING FOR PURPOSE; PROVIDING FOR CHANGING THE FUTURE LAND USE DESIGNATION FROM OKALOOSA COUNTY MIXED USE TO COMMERCIAL (C) ON APPROXIMATELY 2.78 ACRES, MORE OR LESS, IN SECTION 16, TOWNSHIP 3 NORTH, RANGE 23 WEST; PROVIDING FOR FUTURE LAND USE MAP AMENDMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA, AS FOLLOWS:

SECTION 1 – AUTHORITY. The authority for enactment of this Ordinance is Section 2 of the City Charter, §163.3187 F.S., §166.021 F.S., §166.041 F.S. and the adopted Comprehensive Plan.

SECTION 2 – FINDINGS OF FACT. The City Council of the City of Crestview finds the following:

- A. This amendment will promote compact, orderly development and discourage urban sprawl; and
- B. A public hearing has been conducted after "due public notice" by the Crestview Planning Board sitting as the Local Planning Agency with its recommendations reported to the City Council; and
- C. A public hearing has been conducted by the City Council after "due public notice"; and
- D. This amendment involves changing the future land use designation from Okaloosa County Mixed Use to Commercial (C) on a parcel of land containing 2.78 acres, more or less, lying within the corporate limits of the City; and
- E. This amendment is consistent with the adopted Comprehensive Plan and is in the best interests of the City and its citizens.

SECTION 3 – PURPOSE. The purpose of this Ordinance is to adopt an amendment to the "City of Crestview Comprehensive Plan: 2020." The amendment is described in Section 4 below.

SECTION 4 – FUTURE LAND USE MAP AMENDMENT. The Future Land Use Map is amended by changing the future land use category of a parcel containing approximately 2.78 acres of land, more or less, from Okaloosa County Mixed Use to Commercial (C). For the purposes of this Ordinance and Comprehensive Plan Amendment, the 2.78 acres, more or less, is known as Parcel 16-3N-23-0000-0039-0000 and commonly described as:

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 16, TOWNSHIP 3 NORTH,

RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Commencing at the Northwest corner of the SW 1/4 of NE 1/4 of Section 16, Township 3 North, Range 23 West, Okaloosa County, Florida; thence run South on forty line a distance of 723.9 feet to a point on the South side of State Road #1; thence turn left 77 degrees 34' and run Southeasterly along the South right of way line of said State Road #1 for a distance of 630 feet to the POINT OF BEGINNING; thence turn right 90 degrees and run Southwesterly 300 feet; thence turn left 90 degrees and run Southeasterly 597 feet; thence run in a Northeasterly direction a distance of 300 feet to a point on the South right of way line of State Road #1, which point is 597 feet as measured along said right of way line from the Point of Beginning; thence run in a Northwesterly direction along said right of way line a distance of 597 feet, more or less, to the Point of Beginning. LESS the West 200 feet thereof.

The Commercial (C) Future Land Use Category is hereby imposed on Parcel 16-3N-23-0000-0039-0000. Exhibit A, which is attached hereto and made a part hereof by reference, graphically depicts the revisions to the Future Land Use Map and shows Parcel 16-3N-23-0000-0039-0000 thereon.

SECTION 5 – SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 6 – SCRIVENER’S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager’s designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 7 – ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 8 – REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 9 – EFFECTIVE DATE. The effective date of this plan amendment and ordinance shall be thirty-one (31) days after adoption on second reading by the City Council, unless the amendment is challenged pursuant to §163.3187, F.S. If challenged, the effective date shall be the date a Final Order is issued by the State Land Planning Agency or the Administration Commission finding the amendment in compliance with §163.3184, F.S.

PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ON THE _____ DAY OF _____, 2020.

ATTEST:

ELIZABETH M. ROY

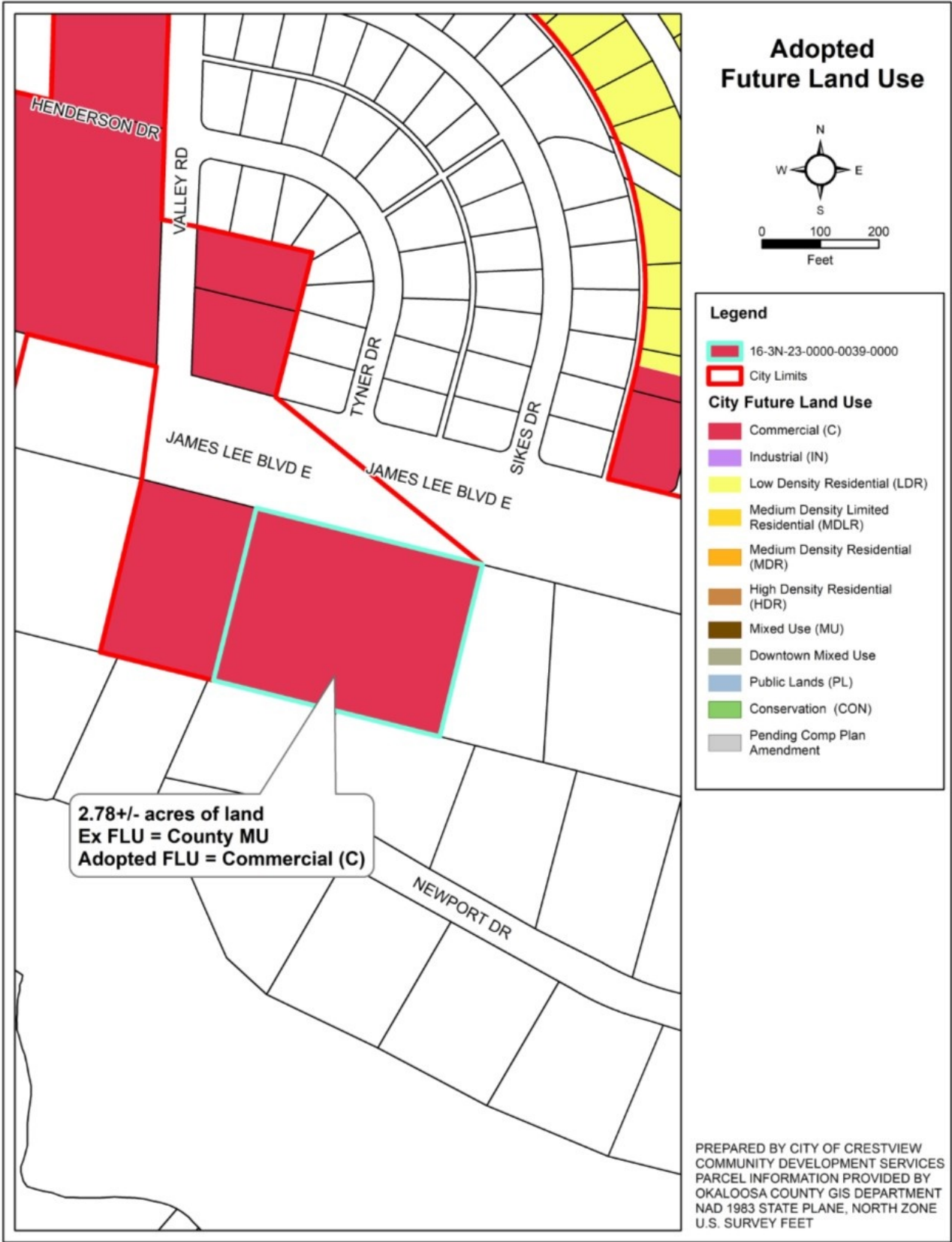
City Clerk

APPROVED BY ME THIS _____ **DAY OF** _____, 2020.

J. B. WHITTEN

Mayor

EXHIBIT A





Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Ordinance

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Dawn Barnes
DATE: 9/9/2020
SUBJECT: Ordinance 1779 - Crestview East RV/Hwy 90 Rezoning

BACKGROUND:

On June 15, 2020 staff received an application to annex and to amend the comprehensive plan and zoning designations for property located at 1641 Highway 90 East.

The application requests the Commercial (C-1) zoning designation for the property.

The subject property is currently located within unincorporated Okaloosa County with a future land use and zoning designation of Mixed Use.

The Planning and Development Board recommended approval on August 3, 2020 and the first reading was on August 24, 2020.

DISCUSSION:

The property description is as follows:

Property Owner: Crestview East RV, LLC
Parcel ID: 16-3N-23-0000-0039-0000
Site Size: 2.78 Acres
Current FLU: Mixed Use
Current Zoning: Mixed Use
Current Land Use: Former mobile home park

The following table provides the surrounding land use designations, zoning districts, and existing uses.

Direction	FLU	Zoning	Existing Use
North	County LDR	County R-1	Residential
East	County Mixed Use	County Mixed Use	Commercial
South	County LDR	County R-1	Residential
West	Commercial	Commercial	Commercial

The subject property was previously used as a mobile home park and is now unused. A development application has not been submitted. Based on the requested land-use and zoning designations, the property will be developed as a commercial business.

Staff reviewed the request for rezoning and finds the following:

- The proposed zoning is consistent with the proposed future land use designation.
- The uses within the requested zoning district are compatible with uses in the adjacent zoning districts.
- The requested use is not substantially more or less intense than allowable development on adjacent parcels.

Courtesy notices were mailed to property owners within 300 feet of the subject property on July 13, 2020. A letter was sent via certified mail to the Okaloosa Board of County Commissioners on July 13, 2020. The property was posted on July 20, 2020. An advertisement ran in the Crestview News Bulletin on July 22, 2020.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational – these are the four areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability – Achieve long term financial sustainability.

Organizational Capacity, Effectiveness & Efficiency – To efficiently & effectively provide the highest quality of public services.

Quality of Life – these six areas focus on the overall experience when provided by the city.

Community Character – Promote desirable growth with a hometown atmosphere.

Opportunity – Promote an environment that encourages economic and educational opportunity.

FINANCIAL IMPACT

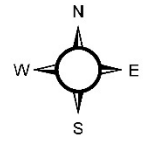
The fees for the rezoning request have been waived for this application as it was received during the moratorium on annexation fees.

There is no additional cost of advertising as the comprehensive plan amendment request was included in the advertisement for annexation.

RECOMMENDED ACTION

Staff respectfully requests adoption of Ordinance 1779 on second reading.

Subject Parcel Current Zoning



0 100 200
Feet

Legend

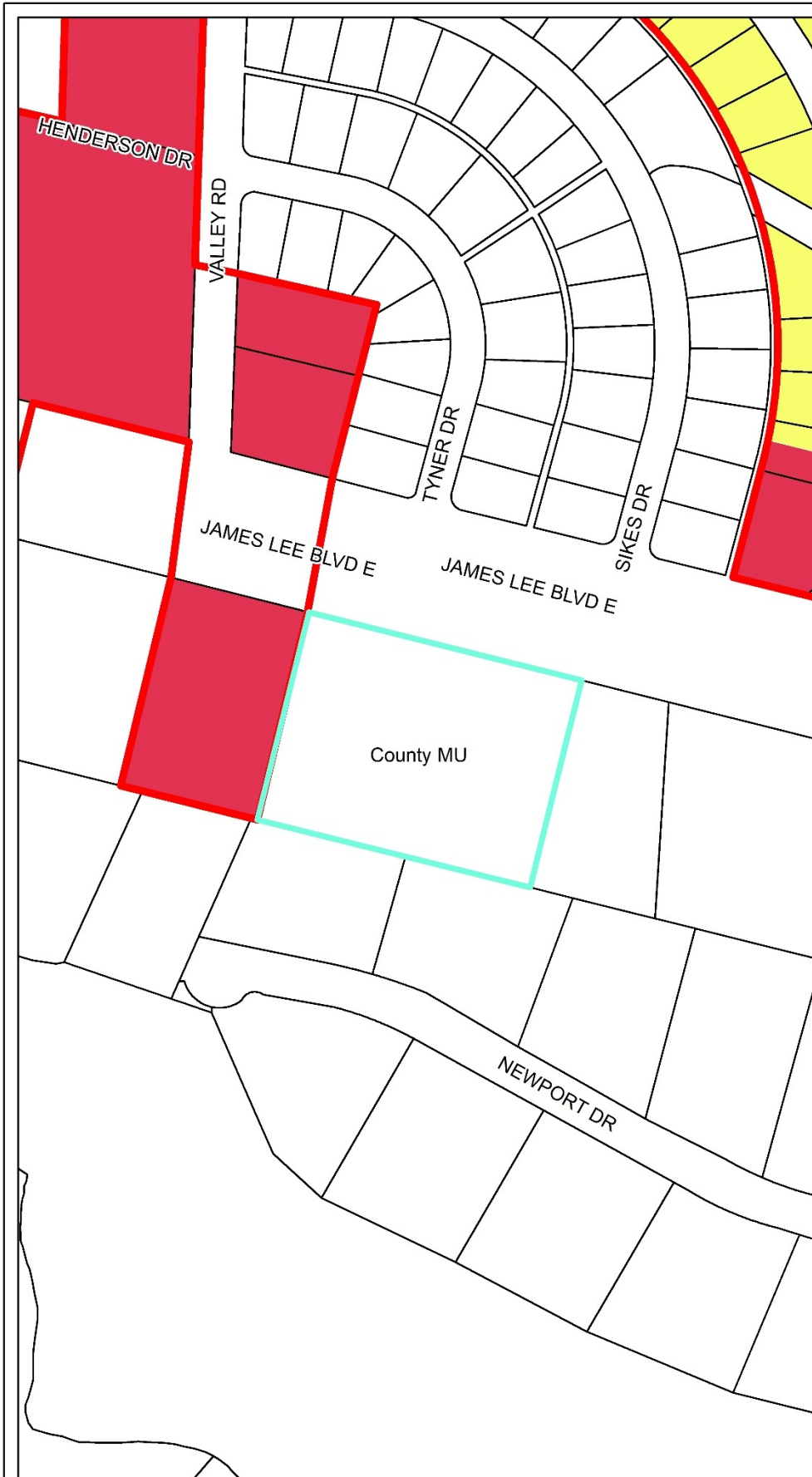
16-3N-23-0000-0039-0000

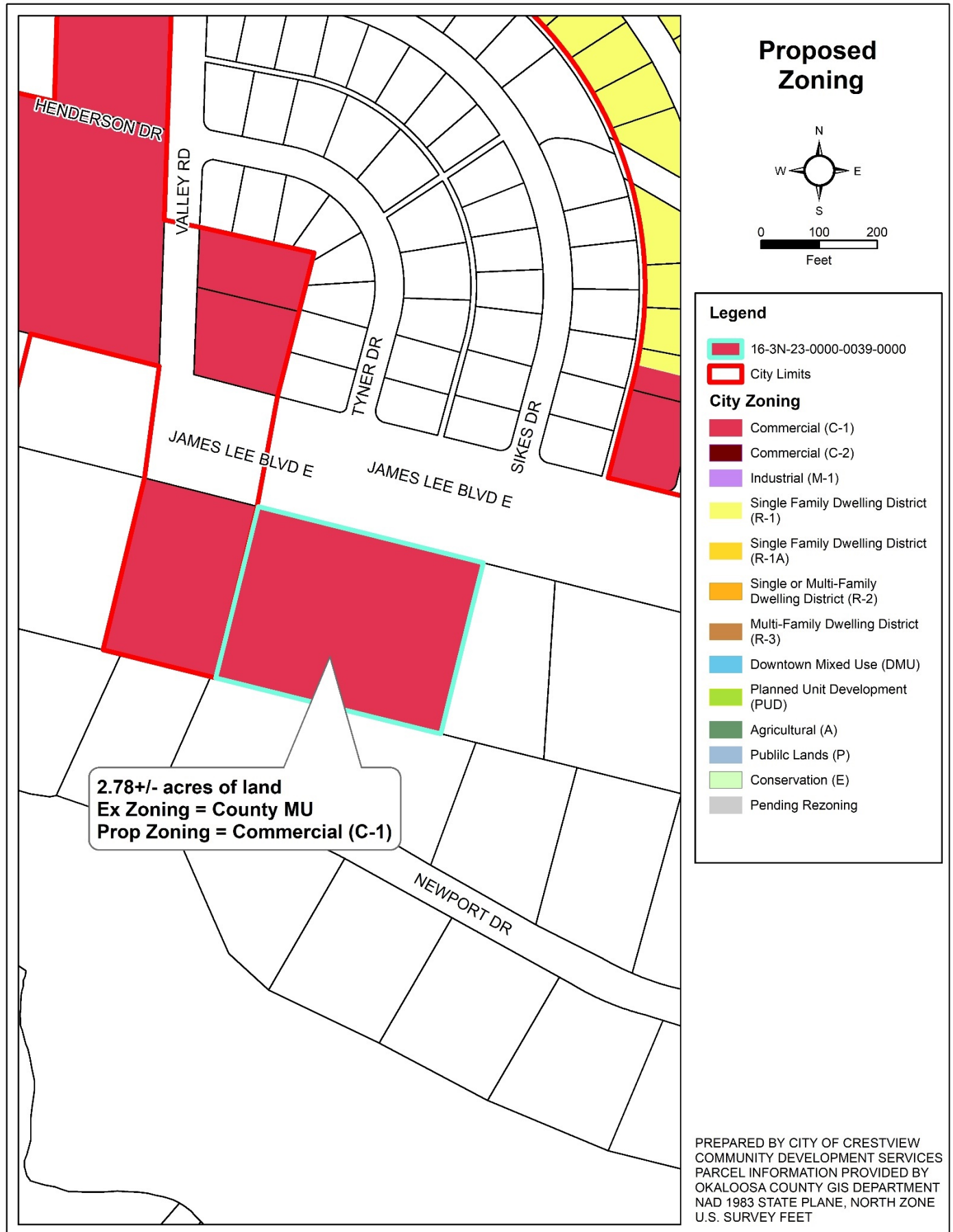
City Limits

Zoning

- Commercial (C-1)
- Commercial (C-2)
- Industrial (M-1)
- Single Family Dwelling District (R-1)
- Single Family Dwelling District (R-1A)
- Single or Multi-Family Dwelling District (R-2)
- Multi-Family Dwelling District (R-3)
- Downtown Mixed Use (DMU)
- Planned Unit Development (PUD)
- Agricultural (A)
- Public Lands (P)
- Conservation (E)
- Pending Rezoning

PREPARED BY CITY OF CRESTVIEW
COMMUNITY DEVELOPMENT SERVICES
PARCEL INFORMATION PROVIDED BY
OKALOOSA COUNTY GIS DEPARTMENT
NAD 1983 STATE PLANE, NORTH ZONE
U.S. SURVEY FEET





Attachments

None

ORDINANCE: 1779

AN ORDINANCE OF THE CITY OF CRESTVIEW, FLORIDA, PROVIDING FOR THE REZONING OF 2.78 ACRES, MORE OR LESS, OF REAL PROPERTY, LOCATED IN SECTION 16, TOWNSHIP 3 NORTH, RANGE 23 WEST, FROM THE OKALOOSA COUNTY MIXED USE ZONING DISTRICT TO THE COMMERCIAL (C-1) ZONING DISTRICT; PROVIDING FOR AUTHORITY; PROVIDING FOR THE UPDATING OF THE CRESTVIEW ZONING MAP; PROVIDING FOR SEVERABILITY; PROVIDING FOR SCRIVENER'S ERRORS; PROVIDING FOR LIBERAL INTERPRETATION; PROVIDING FOR REPEAL OF CONFLICTING CODES AND ORDINANCES; AND PROVIDING FOR AN EFFECTIVE DATE.

BE IT ORDAINED BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA AS FOLLOWS:

SECTION 1 – AUTHORITY. The authority for enactment of this ordinance is Section 166.041, Florida Statutes and Chapter 102, City Code.

SECTION 2 – PROPERTY REZONED. The following described 2.78 acres, more or less, of real property lying within the corporate limits of Crestview, Florida, with 2.78 acres, more or less, being formerly zoned Okaloosa County Mixed Use with the Commercial (C) Future Land Use Map designation recently ratified by the City Council through adoption of Ordinance 1778, is hereby rezoned to Commercial (C-1) to wit:

PIN # 16-3N-23-0000-0039-0000

A PARCEL OF LAND ("the LAND") LOCATED IN SECTION 16, TOWNSHIP 3 NORTH, RANGE 23 WEST, OKALOOSA COUNTY, FLORIDA BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

Commencing at the Northwest corner of the SW 1/4 of NE 1/4 of Section 16, Township 3 North, Range 23 West, Okaloosa County, Florida; thence run South on forty line a distance of 723.9 feet to a point on the South side of State Road #1; thence turn left 77 degrees 34' and run Southeasterly along the South right of way line of said State Road #1 for a distance of 630 feet to the POINT OF BEGINNING; thence turn right 90 degrees and run Southwesterly 300 feet; thence turn left 90 degrees and run Southeasterly 597 feet; thence run in a Northeasterly direction a distance of 300 feet to a point on the South right of way line of State Road #1, which point is 597 feet as measured along said right of way line from the Point of Beginning; thence run in a Northwesterly direction along said right of way line a distance of 597 feet, more or less, to the Point of Beginning. LESS the West 200 feet thereof.

SECTION 3 – MAP UPDATE. The Crestview Zoning Map, current edition, is hereby amended to reflect the above changes concurrent with passage of this ordinance, which is attached hereto.

SECTION 4 – SEVERABILITY. If any word, phrase, sentence, paragraph or provision of this ordinance or the application thereof to any person or circumstance is held invalid or unconstitutional, such finding shall not affect the other provisions or applications of this ordinance which can be given effect without the invalid or

unconstitutional provision or application, and to this end the provisions of this ordinance are declared severable.

SECTION 5 – SCRIVENER’S ERRORS. The correction of typographical errors which do not affect the intent of this Ordinance may be authorized by the City Manager or the City Manager’s designee, without public hearing, by filing a corrected or re-codified copy with the City Clerk.

SECTION 6 – ORDINANCE TO BE LIBERALLY CONSTRUED. This Ordinance shall be liberally construed in order to effectively carry out the purposes hereof which are deemed not to adversely affect public health, safety, or welfare.

SECTION 7 – REPEAL OF CONFLICTING CODES, ORDINANCES, AND RESOLUTIONS. All Charter provisions, codes, ordinances and resolutions or parts of charter provisions, codes, ordinances and resolutions or portions thereof of the City of Crestview, in conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

SECTION 8 – EFFECTIVE DATE. The effective date of this Ordinance shall be the date Comprehensive Plan Amendment is adopted by Ordinance # 1778 and becomes legally effective.

PASSED AND ADOPTED ON SECOND READING BY THE CITY COUNCIL OF CRESTVIEW, FLORIDA ON THE _____ DAY OF _____, 2020.

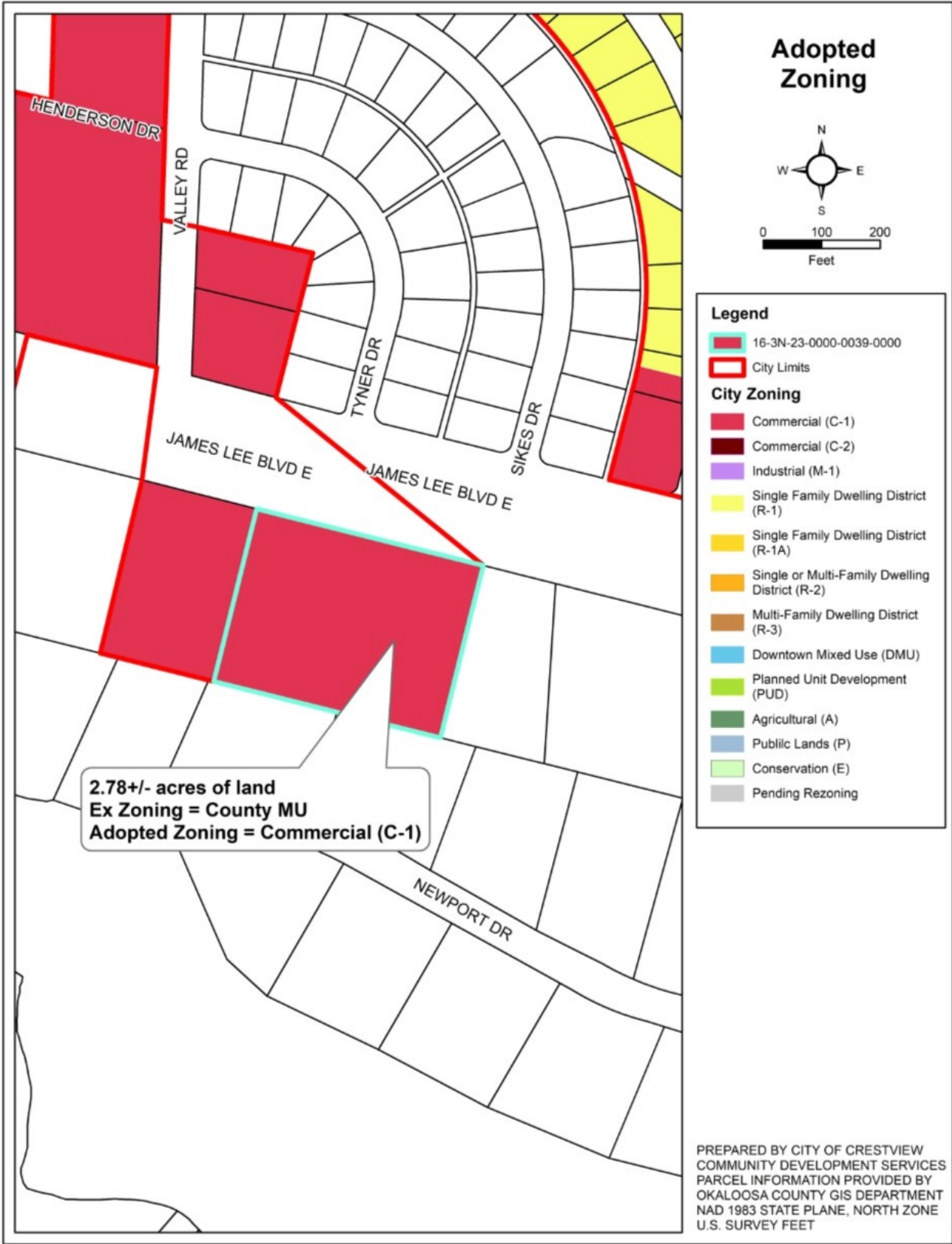
ATTEST:

ELIZABETH M. ROY
City Clerk

APPROVED BY ME THIS _____ DAY OF _____, 2020.

J. B. WHITTEN
Mayor

EXHIBIT A





Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Purchase / Contract

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Jessica Leavins, HR Specialist
DATE: 9/9/2020
SUBJECT: Cox Communications Contract

BACKGROUND:

Cox Communications provides the city with internet services, phone services, and managed wireless internet services. The current contract is set to expire in February 2021. Cox Communications is currently the only cable internet provider in Crestview.

The city does not currently have backup internet services when there is a Cox network outage.

Currently, the Twin Hills Gym facility functions on services similar to a home, which does not support secure commercial usage. The city's library facility functions only on the county's network, without secure access to the city network.

An upgrade to internet services is needed in the Community Recreation and Enrichment Services (CRES) department to support more efficient registration and promotion of sports. Additionally, this upgrade will allow better utilization by all CRES staff of the city's finance software used for purchase orders and point of sale.

DISCUSSION:

While evaluating our current needs and services it was determined it would be most efficient to renew our contract with Cox Communications before moving forward with the updates to the Community Recreation and Enrichment Services facilities.

The upgrades will include cloud firewall, site to site VPN services, and backup LTE data service for when there is a Cox fiber network outage. The contract renewal is for five years.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Communication- To engage, inform and educate public and staff

FINANCIAL IMPACT

The financial impact to the city for the one time upgrade is \$3,499 which will be paid through the city's Cares Grant allocation.

The total monthly reoccurring cost for the Cox Communications contract is \$10897.70. This amount is included in the communications portion of the 2020-2021 budget.

RECOMMENDED ACTION

Staff respectfully requests council approve the new 5 year contact with Cox Communications and approve the service agreement with RapidScale, a Cox Business Company for cyber security upgrades.

Attachments

1. CityOfCrestview_SOW_08142020
2. Quote for City of Crestview - SD-WAN, Cloud Firewall_quote
3. city of crestview renewal



City of Crestview Florida

SD-WAN Statement of Work

Section A: Executive Overview

Business Requirements

City of Crestview (Customer) is engaging with RapidScale to implement SD-WAN managed services for 8 locations leveraging the RapidScale Dallas, TX (DAL01) datacenter gateway. The services will include:

- Maintenance, monitoring & patching of VeloCloud infrastructure by RapidScale
- Eliminate applicable hardware in current environment
- Cover all VMware VeloCloud licensing
- Reduce IT systems/management costs via optimized traffic management
- Improve network redundancy and performance

Customer Contact:

Contact Name: [Cesar Damiani](#)
Street Address: [198 N Wilson Street](#)
City, ST, Zip: [Crestview, FL 32536](#)
Email: cesardamiani@cityofcrestview.org
Phone: Office: [850-682-1560](#)

RapidScale Contacts:

CSC-CEM: [Jeff Willard](#)
Solutions Engineer: [Tony Engel](#)
Project Manager: [to be determined upon contract execution](#)

Statement of Work Objectives

The purpose of this SoW is to communicate customer requirements for this service including service locations, establish a process for implementation of the service and highlight customer requirements that result in efforts beyond the standard setup fees.

Standard Setup Includes:

- Drop-ship to a single customer location
- Remote assistance with power on and activation of physical/virtual appliance
- Change of internal/LAN gateway IP to the SDWAN solution
- Standard Edge configurations (see reference documentation)

Examples of items not included in Standard Setup fees:

- Configuration of external or internal dynamic routing protocols
- Extensive firewall policy translation
- Changes to any LAN configuration such as (DHCP, VLANs, etc)
- Layer 2 (non-routed) circuits
- Non-standard setup may result in additional Professional Service Fees and should be outlined in this Statement of Work

Section B: Scope of Work

The following are services required to accomplish the *Business Requirements* outlined above in the Executive Overview/Business Requirements section. Any deviation or change to the scope, requirements, deliverables, or level of effort will be addressed through written communication (email from Customer to RapidScale ticketing system) between RapidScale and the Customer. Written communication will outline all changes to scope requested as well as any additional costs to the Customer. This includes changes precipitated as a result of materialized risks or inaccurate assumptions.

Customer is responsible for all on-site equipment including but not limited to firewalls, switches, access points, desktops, thin clients, and printers, except for equipment specifically provided and managed by RapidScale. RapidScale will make a best effort to remotely assist with configuration(s) as required/proposed.

Locations

If location list is provided in a different format, reference document name and provide in conjunction with this SoW. Please capture the current circuit type and if new circuits are being procured as a part of this process. ZIP codes are required for ordering/shipping.

RapidScale can only ship to a single location. Please identify which location should be used as the shipping location identified by a *.

Address	Circuit Provider	Circuit Type	Speed (up/down)	LTE/Carrier?
Public Services 715 N Ferdon Blvd Crestview, FL 32536	Cox	Fiber (COI)	100/100	Yes - Verizon
Community Center 1446 Commerce Dr Crestview, FL 32536	Cox	Coax	100/20	Yes - Verizon
*Fire Department 321 Woodruff Ave Crestview, FL 32536	Cox	Coax	100/20	Yes - Verizon
Fire Department 585 Brookmeade Dr Crestview, FL 32536	Cox	Coax	25/5	Yes - Verizon
Fire Department 2106 PJ Adams Pkwy Crestview, FL 32536	Cox	Coax	25/5	Yes - Verizon
Parks and Rec 100 N Hathaway St Crestview, FL 32536	Cox	Coax	50/10	Yes - Verizon

SD-WAN - Statement of Work

Allen Park Center 903 McClelland Crestview, FL 32536	Cox	Coax	25/5	Yes - Verizon
Library 1445 Commerce Dr Crestview, FL 32536	Cox (NEW)	Coax	50/10	Yes - Verizon

Firewall: Currently, all *CUSTOMER* locations have Cisco ASA firewalls provided by Cox Business as Managed Firewalls. The VeloCloud Edge appliances will replace these and act as a basic, SPI firewall. Each location will backhaul internet traffic to the virtual firewall in the RapidScale data center in Dallas, TX (DAL01), with Edge tunnels established between all sites. The virtual firewall at RapidScale will scrub internet traffic and provide content management filtering.

Topology (diagrams in Appendix):

RapidScale Gateway(s): **DAL**

Branch topology: **Edge Replacement** for all (see Appendix A)

Internet egress flow: **Multi-Path via Gateway with Cloud Firewall** (see Appendix B)

Internet ingress flow: **Multi-Path via Gateway with Cloud Firewall** (see Appendix C)

Phase I – Preparation

- Perform discovery of applications with Customer IT team
- Create migration documentation
 - Critical-paths
 - Timelines
 - Team Contacts
- Create administrator accounts for RapidScale Professional Services Team for remote access where applicable
- Translate current firewall policies to RapidScale solution
 - If scope of current firewall policies exceeds 20 rules per location, additional fees may apply based on additional scope
- Ensure any local network IP scheme changes have been completed by customer

Phase II – Provisioning

Below appliances will be provisioned new and delivered to a customer location:

Address	Device
RapidScale Dallas, TX (DAL)	Fortinet VM-00 with FortiGuard CloudFirewall
715 N Ferdon Blvd, Crestview, FL 32536	Edge 610 (200Mb license)
1446 Commerce Dr, Crestview, FL 32536	Edge 610 (200Mb license)
321 Woodruff Ave, Crestview, FL 32536	Edge 610 (200Mb license)
585 Brookmeade Dr, Crestview, FL 32536	Edge 610 (30Mb license)
2106 PJ Adams Pkwy, Crestview, FL 32536	Edge 610 (30Mb license)
100 N Hathaway St, Crestview, FL 32536	Edge 610 (100Mb license)
903 McClelland, Crestview, FL 32536	Edge 610 (30Mb license)
1445 Commerce Dr, Crestview, FL 32536	Edge 610 (100Mb license)

Phase III – Implementation/Migration

- All physical circuits exist now except for the Public Library where a new Cox Business Internet (50M/10M) is being installed.
- Verify network connectivity at each location
- Assist customer with connecting the SD-WAN appliance to the network
- Activate VeloCloud licensing
- Configure network settings on the SD-WAN appliance and central orchestration portal
- Schedule migration of primary routes to SD-WAN solution
- Move additional connections per site to SD-WAN solution
- Create optimization settings and rules for the customer's applications on the SD-WAN appliances
- Schedule power off of legacy solution to ensure full migration is complete

Phase IV – Post Cutover Optimization

- Provide consultancy services around environment optimization
- Eliminate unnecessary network devices if possible

Section C: Assumptions / Customer Responsibilities

In order to effectively complete the project and satisfy time estimates, the following requirements must be met. The RapidScale Project Manager will review these requirements with the customer or their technical lead during the project kick-off meeting:

- Provide RapidScale access to a technical project sponsor who will coordinate all Customer responsibilities
- Provide RapidScale access to technical IT management as needed who will assist in reviewing, further defining, and prioritizing the business objectives driving the project
- Provide onsite technical install support unless otherwise accounted for by RapidScale (not standard)
- Provided as needed access to project sponsor and/or technical contact
- Provide RapidScale information regarding the current network design as it relates to this project
- Provide RapidScale required security access and passwords to gain access to existing systems as applicable
- Install and verify operation of all relevant systems and devices not identified as RapidScale's responsibility
- Provide RapidScale with a resource to test application functionality
- Project delays by customer may result in triggering billing milestones prior to services being available to customer

Failure to comply with these minimum requirements may result in materialized risks, increase the level of effort required to accomplish the objectives outlined in Section B and make an item being considered out of scope. In addition, requests to perform activities that are not in the scope of work will be considered out of scope. Such requests may result in additional charges and will require prior approval by the Customer and RapidScale.

Implementation Timeline Expectations:

- Timelines listed begin from the date implementation forms are completed and accepted
- Timelines only apply to devices that are active and current OEM supported devices
- Supply chain availability may impact projected timelines and are outside of RapidScale/CBCS control
- Large qty of sites and phased implementation may extend beyond 90 days
- Unexpected changes to customer LAN equipment may extend implementation
- Standard implementation is 60-90 days
 - This assumes there are no other projects that could impact the implementation such as circuit installs, etc.

Section D: Third Party Software

RapidScale offers best-effort support and support-facilitation for Third Party Software. Unless specified in writing, RapidScale is not responsible for the license fees, non-RapidScale-environment installation or configuration of third-party applications. It is the responsibility of the Customer to provide adequate license keys, instructions, documentation, or supply direct contact with the software vendor to address all concerns by RapidScale prior to performing any work.

There are several solutions RapidScale provides that may require the purchase of one or more SSL Certificates from a trusted Certificate Authority. This component is not quoted by RapidScale nor provided by RapidScale and will be an additional cost (while nominal) to the Customer if the Customer does not already possess the necessary certificate(s).

Section E: Testing & Acceptance

At each project activities outlined in Section B, Customer will have the opportunity to perform testing to their satisfaction. All deliverables will be considered complete and successfully delivered when the following criteria have been met and confirmed by RapidScale. Certain billing milestones may be met prior to final environment acceptance.

- Has the environment been enabled and tested?
- Does the customer have access to the environment (if desired)?
- Has the environment been documented?

Section F: Terms & Conditions

Please refer to the RapidScale agreement for payment terms.

The project services rendered to the Customer by RapidScale, Inc. are based upon a fixed fee engagement for the activities outlined in this Statement of Work. All prices are in U.S. Dollars. The fees listed in the following table reflects RapidScale, Inc. current understanding of the level of effort for the project definition and are also represented in the Sales Order.

Item	Fee
VeloCloud SD-WAN Standard Setup Fees	\$1,800
CradlePoint Setup Fees	\$400
Firewall (UTM) Setup Fees	\$1,299
Total	\$3,499

If RapidScale, Inc. identifies additional requirements beyond those described in this document, or if a change in the assumptions used in the pricing model occurs, a change order will be written and submitted.

The above service pricing is based upon the assumption that the Customer is able to fulfill its responsibilities in a timely and effective manner. Should the Customer not be able to satisfy these responsibilities, additional labor may be incurred due to delay for the completion of additional work.

TERM AND TERMINATION

Effective Date. The Agreement becomes effective when the Services Agreement that incorporates these T&C's by reference is accepted in writing by RapidScale (the "Effective Date"). Upon approval of your credit application (if any), we will begin, as soon as practicable, the provisioning, installation, connection, billing and testing necessary to provide the Services. For the avoidance of doubt, billing for some or all Services may begin before full implementation of the Services. The "Preliminary Period" begins on the Effective Date and continues until the first date billing for all Services (i.e. completion of implementation) provided under the Agreement commences (the "Full Billing Date"). Thereafter, the term of this Agreement continues for the Initial Term period set forth in the applicable Service Agreement, unless earlier terminated as described in these T&Cs. The "Term" begins on the Effective Date and includes the Preliminary Period, the Initial Term and any Renewal Term(s).

Both Parties understand and agree to all Terms & Conditions written in this Statement of Work and those declared at <https://rapidscale.net/terms-and-conditions>. Customer authorizes RapidScale, Inc., to immediately initiate the project activities associated with the client strategic business initiatives.

I, acting as a duly authorized agent of client, request the services described below and agree to the Customer responsibilities and payment terms as outlined in the RapidScale agreement. RapidScale agrees to perform all its duties, obligations, and responsibilities outlined herein. Both Parties' signatures below will enact the project time commitments and processes, as described.

Continue to next page for signature fields.

Accepted by the Customer

Signature: _____

Name: _____

Title: _____

Date: _____

Authorized by RapidScale

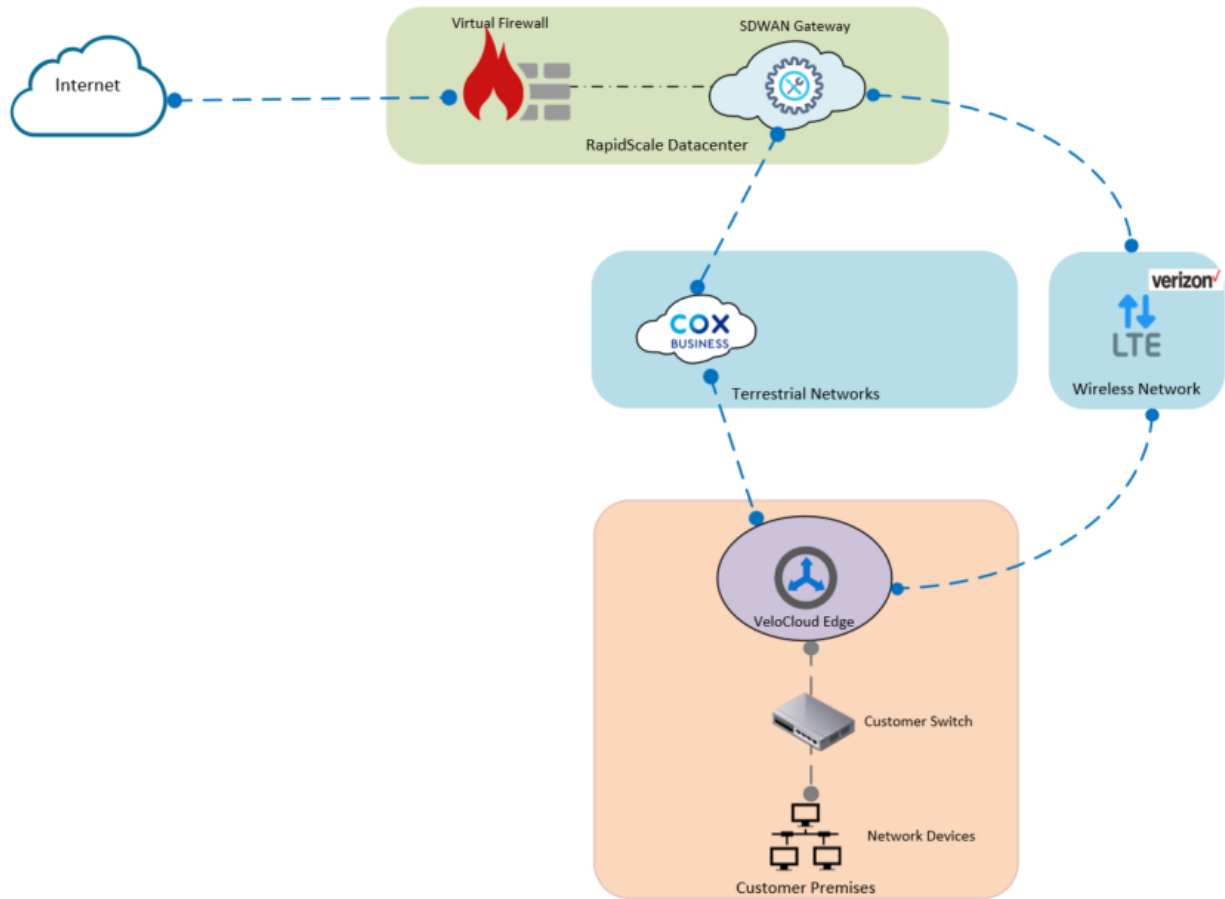
Signature: _____

Name: _____

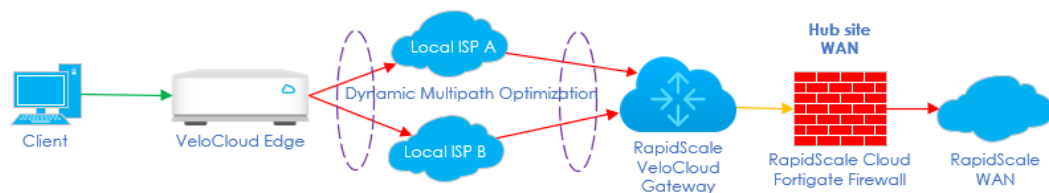
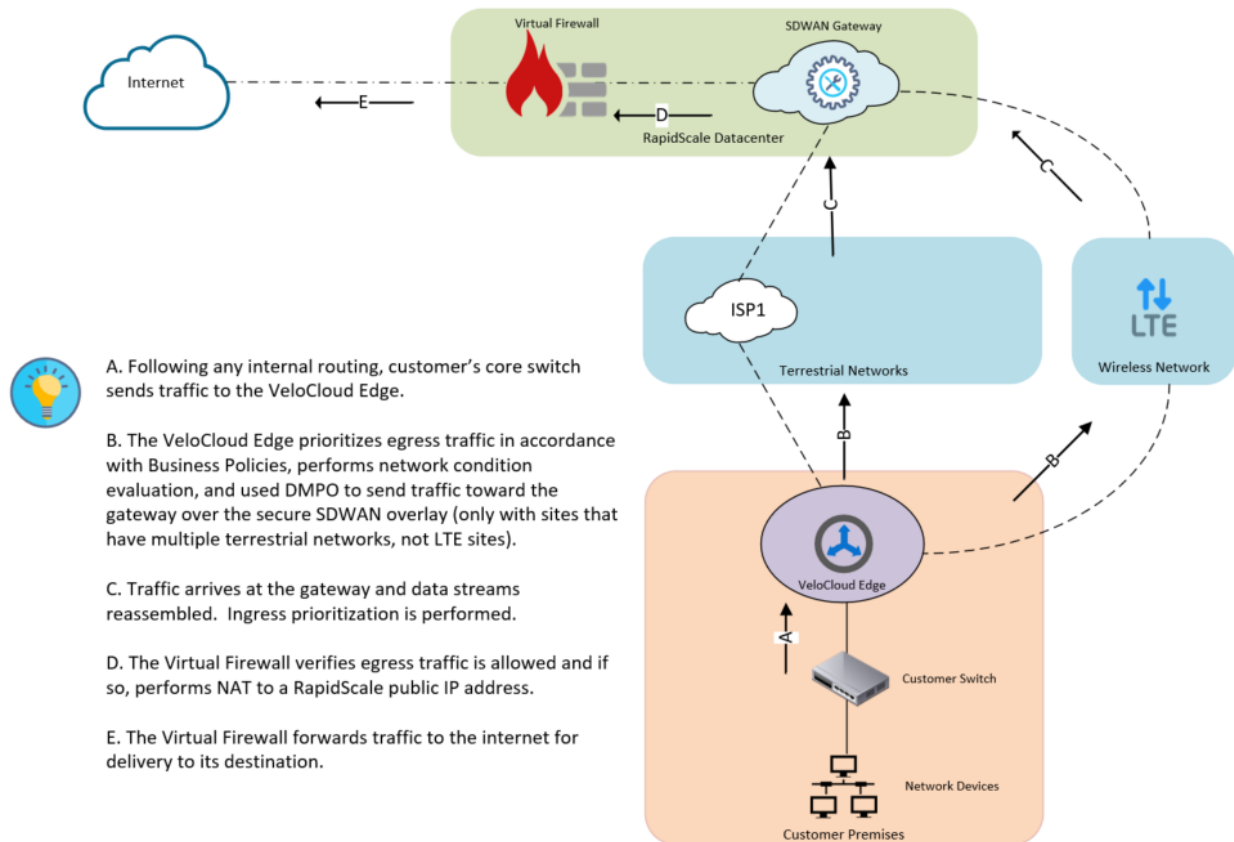
Title: _____

Date: _____

Appendix A: Branch Topology

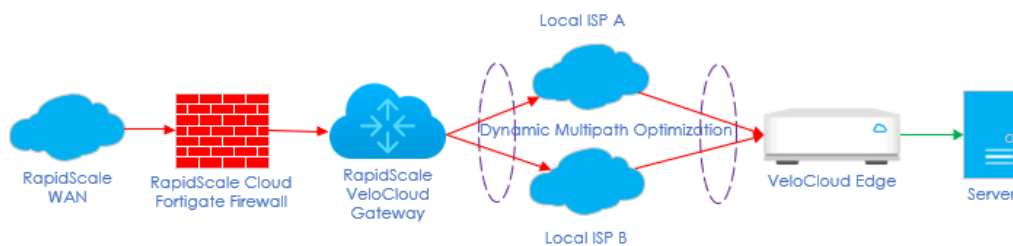
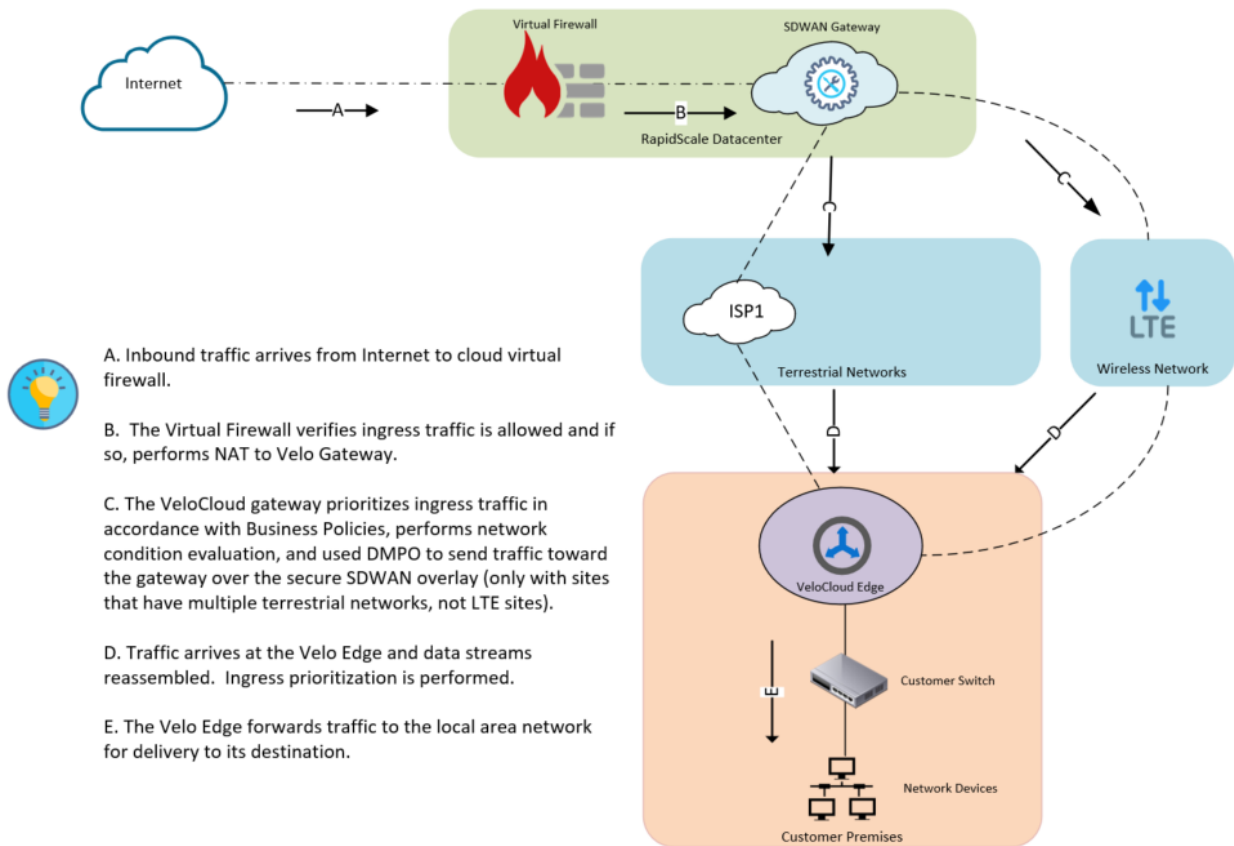


Appendix B: Internet Egress

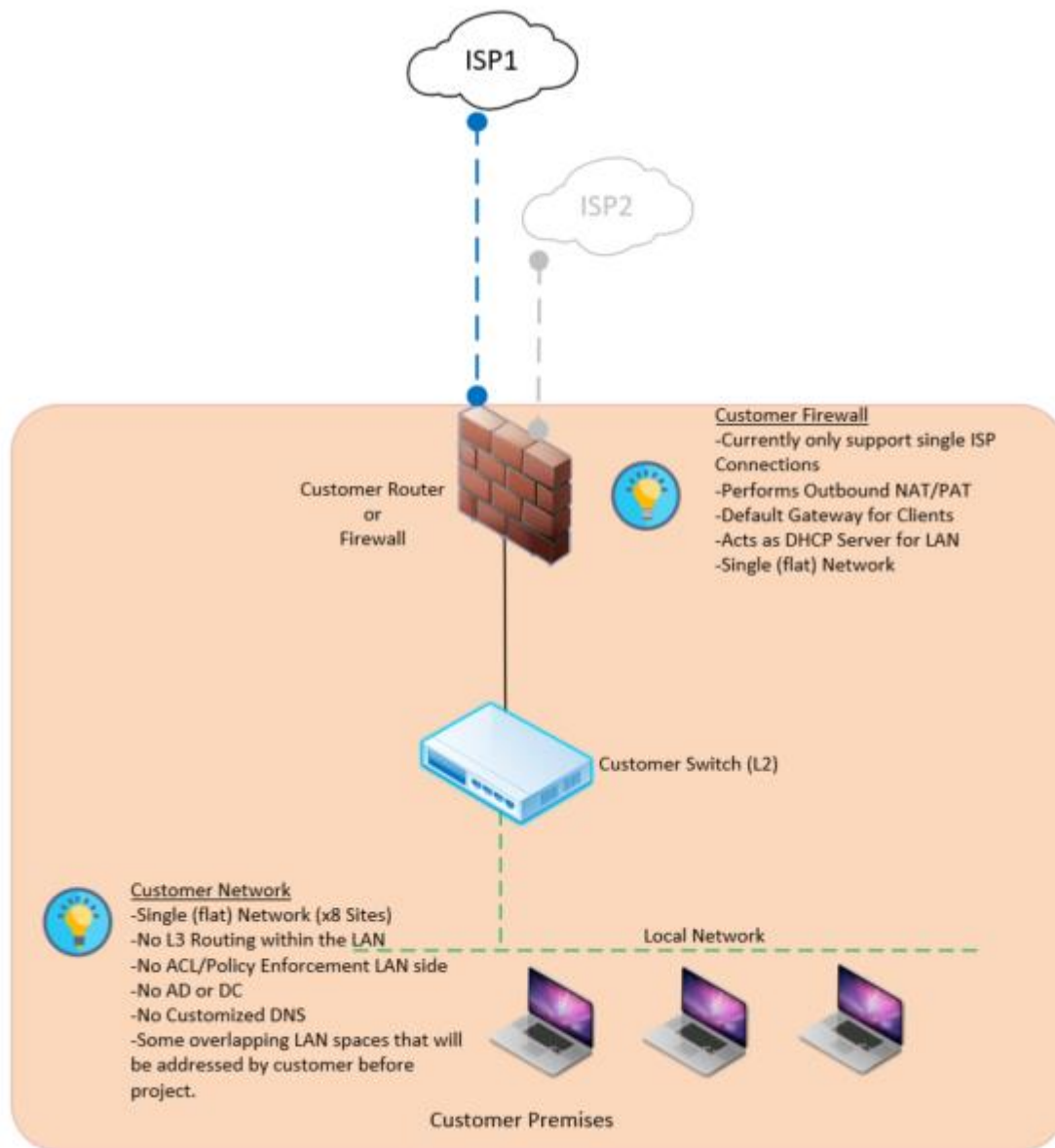


*The preferred architecture is "Multi Path via Gateway with Cloud Firewall"

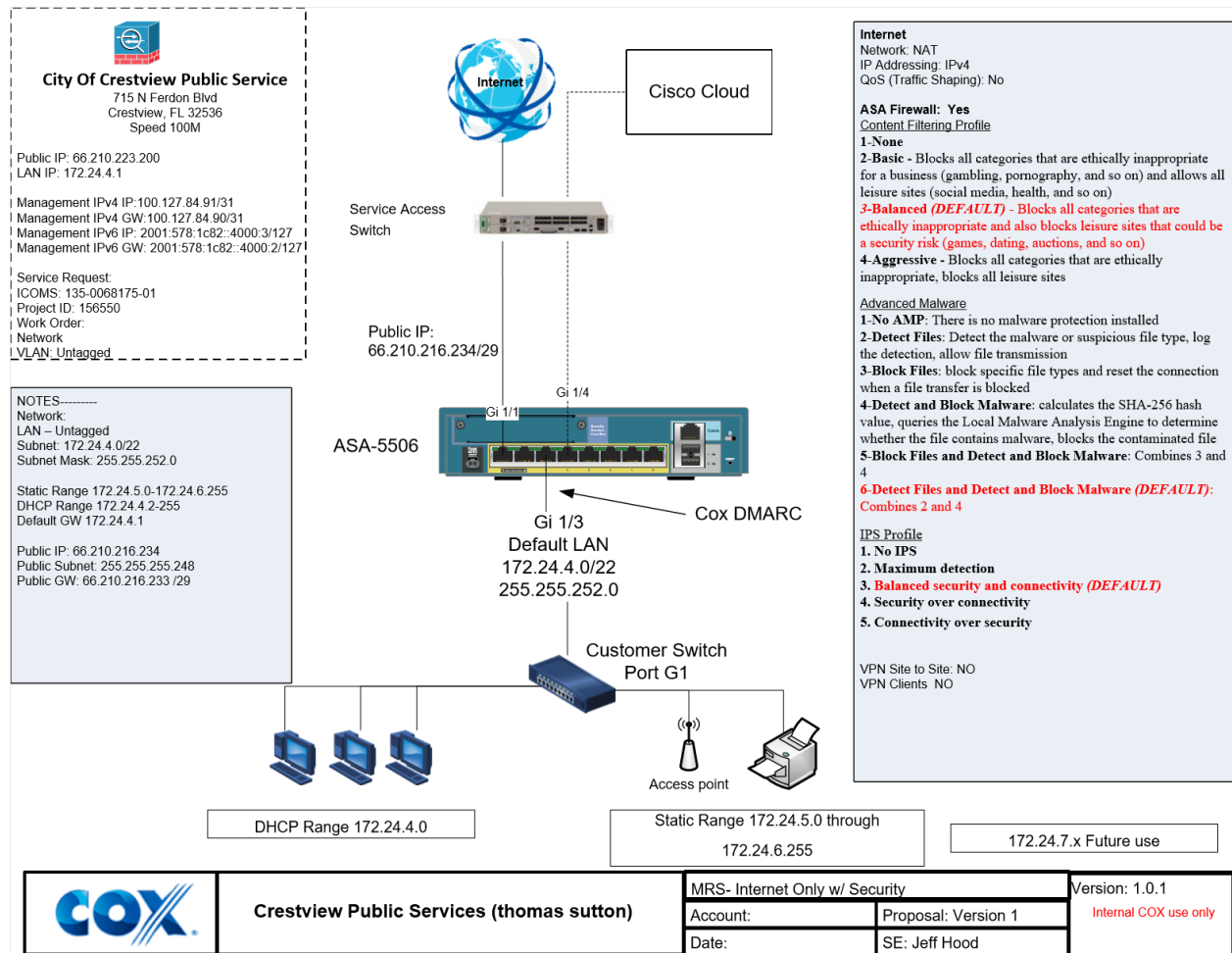
Appendix C: Internet Ingress

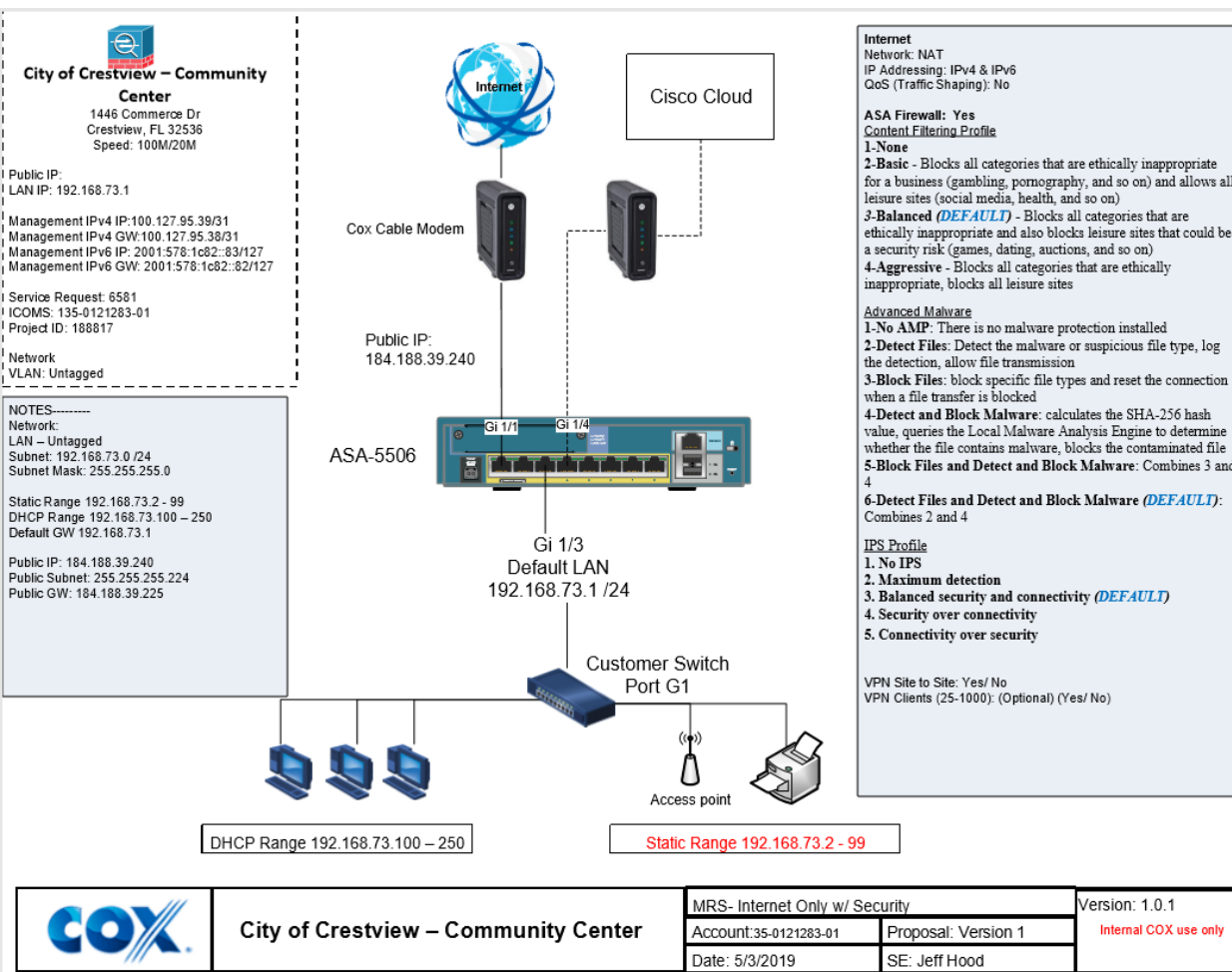


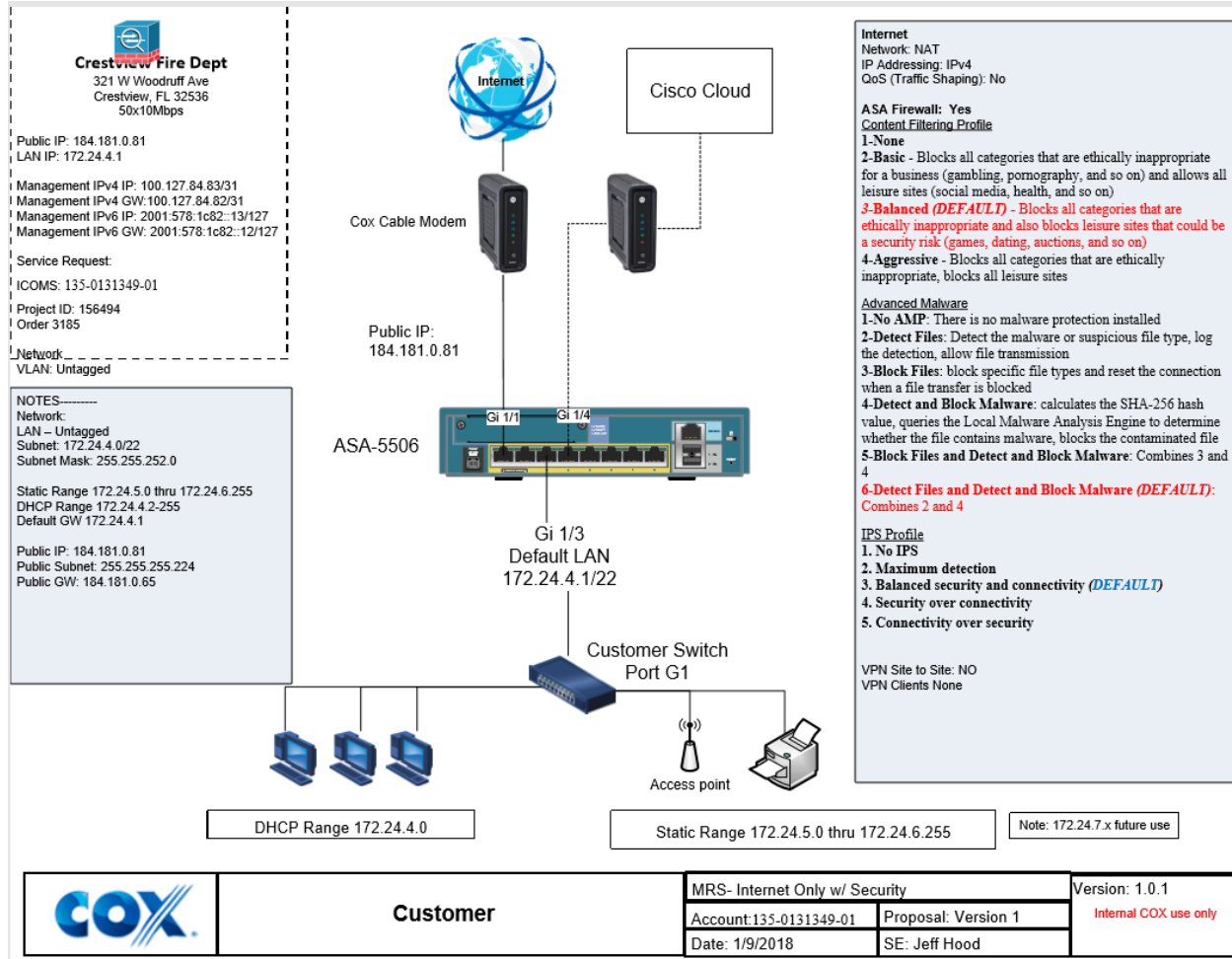
Current State Diagram (same for each of the 8 sites):



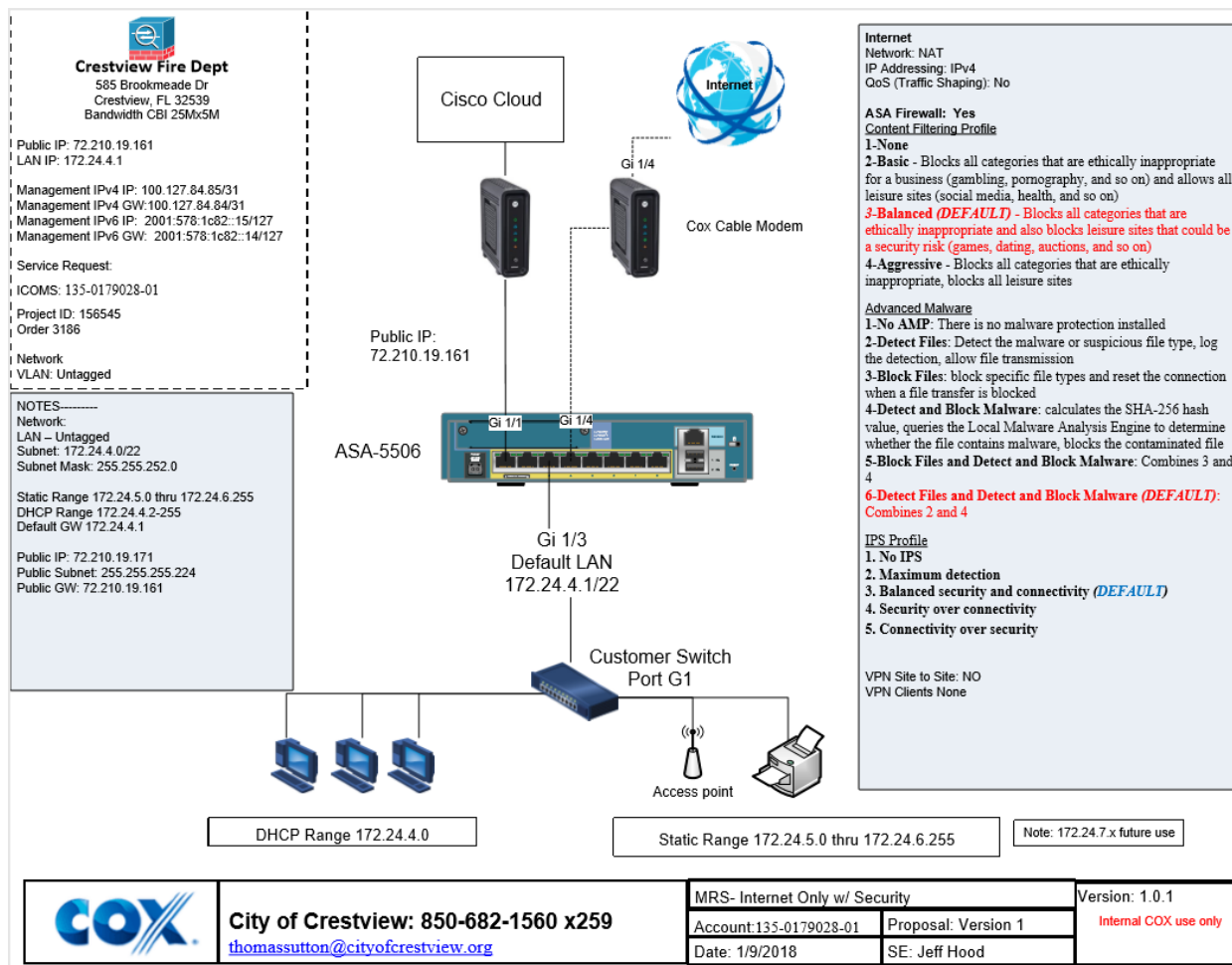
Current State from Cox Business:



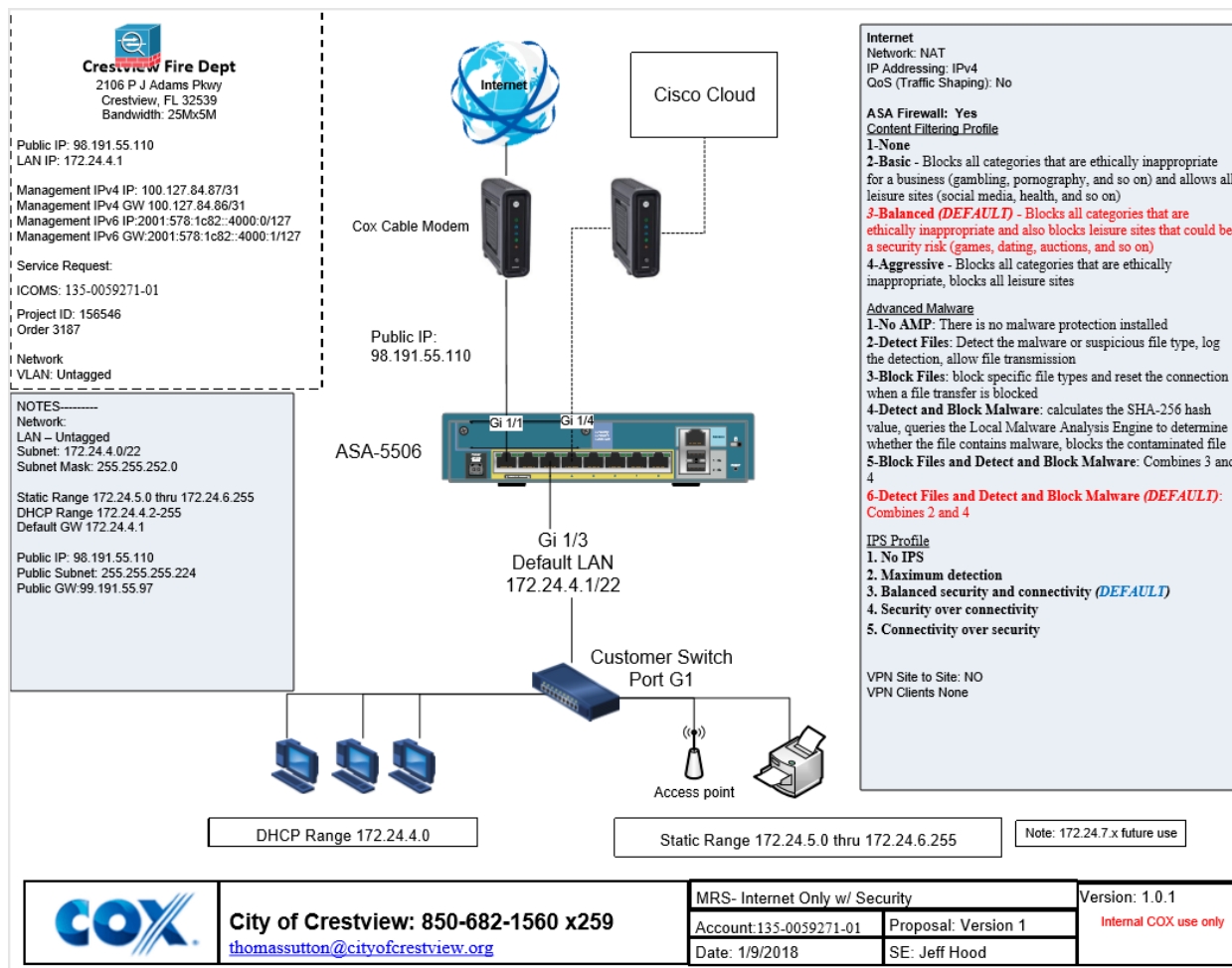


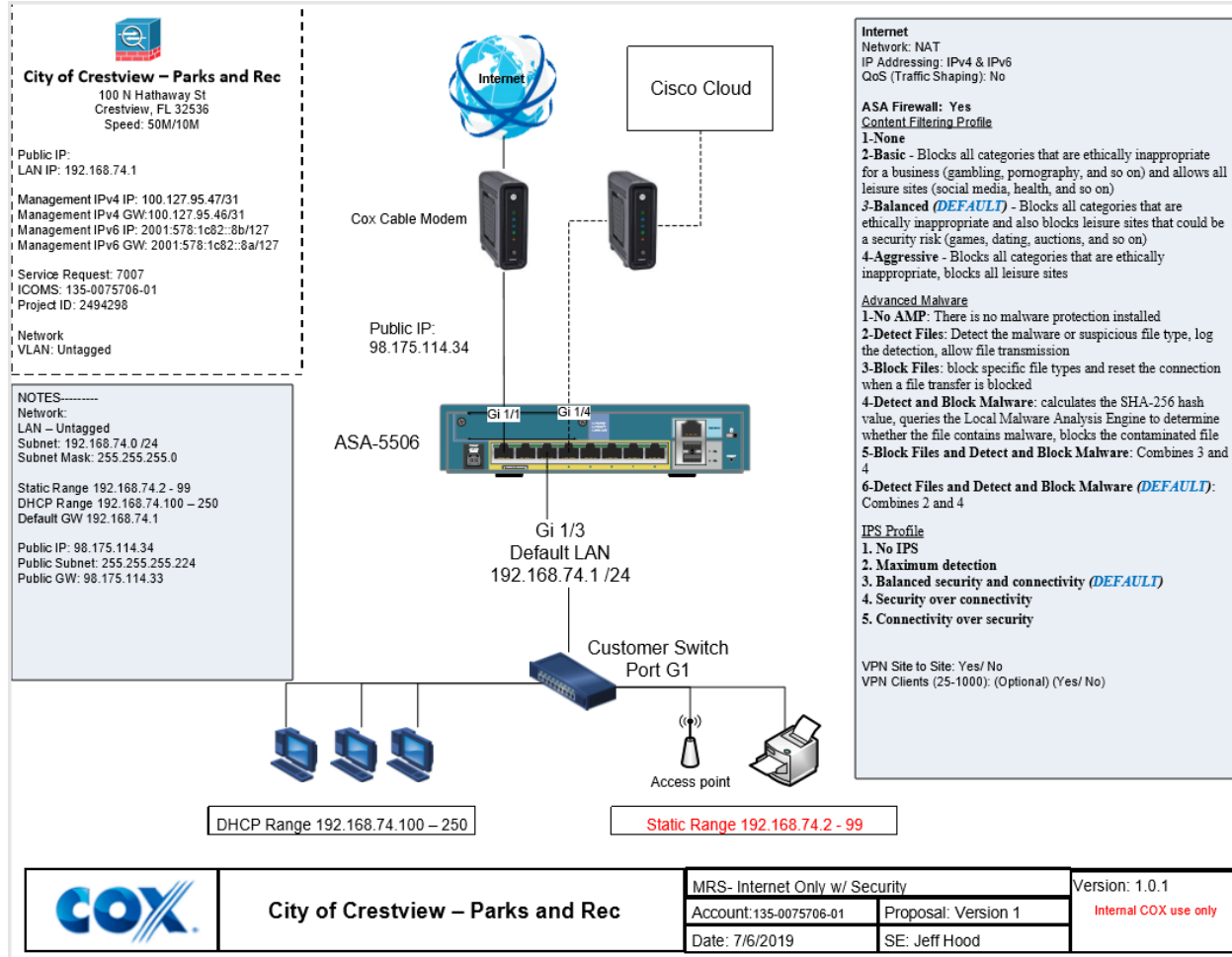


SD-WAN - Statement of Work



SD-WAN - Statement of Work





City of Crestview

Cesar Damiani
City of Crestview
198 N Wilson Street
Crestview FL 32536
United States

RapidScale, Inc

17872 Gillette Ave. Suite 450
Irvine, CA 92614

ID Number: Q006473

Term (Months): 36

Contact Name	Contact Phone	Contact Email
J.B. Whitten	+18506821560	jbwhitten@cityofcrestview.org

This sets forth the terms of the Service Agreement ('Agreement') by and between RapidScale as defined in the RapidScale Standard Terms and Conditions of Service ('RapidScale') and Customer listed above as of the signature date by RapidScale, which appears on the last page of this Service Agreement.

Qty	Type	Product Details	Memo	Price	Total
1	Recurring	Internet Bandwidth - Fully Managed Redundant Internet - Multiple Tier 1 Providers - Global Backbone / Single AS - Public IP Addresses Included		\$0.00	\$0.00
1	Recurring	Cloud Firewall - Fortigate VM-00 – UTM Bundle - Fully Managed - 1CPU-2GB RAM Virt FW - 24x7 FortiCare with updates - 5K Policies - Unlimited Users - Client-to-Site IPSec and SSL VPN - Site-to-Site IPSec VPN - UTM (Web Filter-SSO-AVAM-IPS-App Cnt-DNS Sec	Non-Active/Active	\$210.00	\$210.00
1	One-Time	FortiGate with FortiGuard - Setup - Kickoff Mtg - FW Setup - Customer Rule Migration - Setup UTM (Web Filter, SSO, AV-AM, IPS, App Cntrl, DNS Sec) - Testing - Transition to Support - On-site not incl.		\$1,299.00	\$1,299.00
2	Recurring	VeloCloud SD-WAN - Edge 610-100Mb - 100Mbps Agg. Virtual WAN Bandwidth - RS Mngd - Prem. Edn, Prod. Software, NBD - (6) WAN/LAN Ports, (2) SFP+	Parks/Rec (50x10 CBI) and Library (50x10 CBI)	\$188.00	\$376.00

		- 802.11 a/b/g/n/ac - Single External AC Power Supply - Billing commences 30 days following receipt of hardware			
2	One-Time	VeloCloud SD-WAN Edge 610 - 100Mb - Setup Fee - Quick ship - Remote assisted installation - No local network reconfiguration - Standard edge configurations - Out-of-scope work may require additional PS fees and SoW	Parks/Rec (50x10 CBI) and Library (50x10 CBI)	\$225.00	\$450.00
3	Recurring	VeloCloud SD-WAN - Edge 610 - 200Mb - 200Mbps Agg. Virtual WAN - RS Managed - Prem. Edition, Prod. Software, NBD - (6) WAN/LAN Ports, (2) SFP+ - 802.11 a/b/g/n/ac - Single External AC Power Supply - Billing commences 30 days following receipt of hardware	Public Works (100x100 Fiber), Fire Department Woodruff (100x20 CBI) and Community Center (100x20 CBI)	\$278.00	\$834.00
3	One-Time	VeloCloud SD-WAN Edge 610 - 200Mb - Setup Fee - Quick ship - Remote assisted installation - No local network reconfiguration - Standard edge configurations - Out-of-scope work may require additional PS fees and SoW	Public Works (100x100 Fiber), Fire Department Woodruff (100x20 CBI) and Community Center (100x20 CBI)	\$225.00	\$675.00
3	Recurring	VeloCloud SD-WAN - Edge 610 - 30Mb - 30Mbps Aggregate Virtual WAN Bandwidth - RS Managed - Prem. Edition, Prod. Software, NBD - (6) WAN/LAN Ports, (2) SFP+ - 802.11 a/b/g/n/ac - Single Ext. AC PS - Billing commences 30 days following receipt of hardware	Fire Dept Brookmeade (25x5 CBI), Fire Department PJ Adams (25x5 CBI) and Allen Center (25x5 CBI)	\$115.00	\$345.00
3	One-Time	VeloCloud SD-WAN Edge 610 - 30Mb - Setup Fee - Quick ship - Remote assisted installation - No local network reconfiguration - Standard edge configurations - Out-of-scope work may require additional PS fees and SoW	Fire Dept Brookmeade (25x5 CBI), Fire Department PJ Adams (25x5 CBI) and Allen Center (25x5 CBI)	\$225.00	\$675.00
1	Recurring	VeloCloud SD-WAN - RapidScale Gateway - IAD - RapidScale Managed - Ingress/Egress Bandwidth Included in IAD Datacenter		\$0.00	\$0.00
8	Recurring	CradlePoint 850 LTE Modem w/LTE Service - Dual 4G LTE SIM Slots - Dual 10/100/1000 Ethernet Ports - 1GB of Pooled LTE Data Included per Site - \$15 per additional GB		\$35.00	\$280.00

- For use in RapidScale SD-WAN or Managed Firewall Services

8	One-Time	CradlePoint w/LTE Backup Service - Setup Fee	\$50.00	\$400.00
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Total One-Time Charge	\$3,499.00
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Total Monthly Charge	\$2,045.00
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Description:

By signing this Agreement, the Customer hereby authorizes RapidScale to provide the Services listed herein and on any/all attachments. This Agreement is subject to and controlled by RapidScale's Standard Terms and Conditions of Service located at www.rapidscale.net/terms-conditions. Terms and Conditions may be modified from time to time and all of which are hereby expressly incorporated by reference.

Accepted by Customer

Signature: _____

Name: _____

Title: _____

Date: _____

Accepted by RapidScale

Signature: _____

Name: Robert Buchanan

Title: EVP Sales

Date: _____

This offer is voidable by RapidScale if not signed and returned to RapidScale by: 08/31/2020

Cox Account Rep:	Carol Knight	Cox System Address:
Phone Number:	850-393-5478	3405 McLemore Drive
Fax Number:	877-873-7044	Pensacola, FL 32514

Customer Information		Authorized Customer Representative Information	
Legal Company Name:	CITY OF CRESTVIEW - City Hall	Full Name:	Cesar Damiani
Street Address:	198 N WILSON ST	Billing Contact:	850-682-1560 Ext.225
City/State/Zip:	Crestview, FL 32536	Fax:	
Billing Address:		Contact Number:	(850) 682-1560 Ext. 259
City/State/Zip:		Email Address:	cesardamiani@cityofcrestview.org
Cox Account #:	135-0062833-02, 135-0071355-01, 135-0084342-02, 135-0204658-00		
Merge Bill	No		
Taxes and Fees Not Included			

Service Address: 198 N WILSON ST, Crestview, FL, 32536	Phone: 850-682-1560 Ext.225 Cox Account ID: 135-0062833-02, 135-0071355-01, 135-0084342-02, 135-0204658-00
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Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Cox Optical Internet 200 Mbps	1	1	\$1,010.00	60	RN	\$1,010.00	
Static IPv4 WAN Address Block - /30	1	1	\$0.00	M-M	RN	\$0.00	
COI 50,100,200,400 upgrade	1	1	\$0.00	60	RN	\$0.00	
VoiceManager Utility Package	5	5	\$15.00	60	RN	\$75.00	
VoiceManager Flat Rated Local Line	5	5	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	5	5	\$2.00	60	RN	\$10.00	
Directory Listing - Pub Name Only	1	1	\$0.00	60	RN	\$0.00	
Access Recovery Fee - Multi Line	5	5	\$2.00	M-M	RN	\$10.00	
Network Interface Fee - Multi-Line	5	5	\$9.25	M-M	RN	\$46.25	
IP Centrex Complete	49	45	\$28.00	60	Amendment	\$1,260.00	
IP Centrex Shared Line 10	1	45	\$0.00	M-M	Amendment	\$0.00	
Cox Service Assurance Plan	49	47	\$2.00	60	Amendment	\$94.00	
Individual Business Mailbox	49	45	\$0.00	60	Amendment	\$0.00	
VoiceManager Unified Messaging	49	45	\$0.00	60	Amendment	\$0.00	
Cox Business Unlimited	49	45	\$0.00	60	Amendment	\$0.00	
Lease Cisco 508	49	45	\$0.00	60	Amendment	\$0.00	
IP Centrex Traditional	2	2	\$15.00	60	RN	\$30.00	
IP Centrex Pilot Number Hunting	1	1	\$0.00	60	RN	\$0.00	
Group Paging	1	1	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	2	2	\$0.00	60	RN	\$0.00	
Polycom 5000 IP Conf. Phone Leased		2	\$8.00	60	New	\$16.00	
IP Centrex Additional Line	7	7	\$0.00	60	RN	\$0.00	
Individual Business Mailbox	7	7	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	7	7	\$0.00	60	RN	\$0.00	
IP Centrex Call Path	49	47	\$0.00	60	RN	\$0.00	
Network Interface Fee - Bulk Facility	3	2	\$46.25	M-M	RN	\$92.50	
Access Recovery Fee - Bulk	3	2	\$5.00	M-M	RN	\$10.00	
DTA Package - Cox Business TV	7	7	\$0.00	60	RN	\$0.00	
Cox Business TV Bulk Starter	7	7	\$3.47	60	RN	\$24.29	
Business TV Bulk Essential	7	7	\$6.52	60	RN	\$45.64	

Service Address1: 198 N WILSON ST, Crestview, FL, 32536						Phone: 850-682-1560 Ext.225	
						Cox Account ID: 135-0062833-02, 135-0071355-01, 135-0084342-02, 135-0204658-00	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
Digital Adapter	7	7	\$2.99	60	RN	\$20.93	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for CITY OF CRESTVIEW - City Hall:	MRC:	\$2,744.61	NRC:	\$0.00	Equipment Cost:		\$0.00

Service Address: 903 McClelland ST, Crestview, FL, 32536						Phone: (850) 682-1560 Ext.225	
						Cox Account ID: 135-0041533-02	
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Enhanced Package	1	1	\$29.99	60	Amendment	\$29.99	
VoiceManager Flat Rated Local Line	1	1	\$0.00	60	Amendment	\$0.00	
Cox Service Assurance Plan	1	1	\$2.00	60	RN	\$2.00	
Individual Business Mailbox	1	1	\$0.00	60	RN	\$0.00	
Directory Listing - Pub Name Only	1	1	\$0.00	60	RN	\$0.00	
CBI 25 - 25Mbps x 5Mbps	1	1	\$40.00	60	RN	\$40.00	
Static IP Address	1	1	\$0.00	60	RN	\$0.00	
Security Suite - 25 PC	1	1	\$0.00	60	RN	\$0.00	
Cox Business Email - 1 Mailbox	2	2	\$0.00	60	RN	\$0.00	
CBI Modem		1	\$4.99	60	New	\$4.99	
Managed WiFi Total Package	1	1	\$199.00	60	RN	\$199.00	
Managed WiFi Backhaul - 100Mbps	1	1	\$105.00	60	RN	\$105.00	
Basic Content Filtering	1	1	\$49.99	60	RN	\$49.99	
Two IPv4 Static IP Addresses	1	1	\$5.00	60	RN	\$5.00	
Managed WiFi Customer Portal	1	1	\$0.00	60	RN	\$0.00	
Managed WiFi Customer Reporting	1	1	\$0.00	60	RN	\$0.00	
DTA Package - Cox Business TV	1	1	\$0.00	60	RN	\$0.00	
Digital Adapter	1	1	\$2.99	60	RN	\$2.99	
Cox Business TV Bulk Starter	1	1	\$3.47	60	RN	\$3.47	
Business TV Bulk Essential	1	1	\$6.52	60	RN	\$6.52	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Crestview - Allen Park:	MRC:	\$448.95	NRC:	\$0.00	Equipment Cost:		\$0.00

Service Address: 715 N FERDON BLVD, Crestview, FL, 32536

Phone: (850) 682- 6132

**Cox Account ID: 135-0068175-01,
135-0176952-01**

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
IP Centrex Complete Seat	25	25	\$28.00	60	RN	\$700.00	
IP Centrex Flat Rate Line	25	25	\$0.00	60	RN	\$0.00	
10Mb SIP Trunk Group Port	1	1	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	25	25	\$2.00	60	RN	\$50.00	
Individual Business Mailbox	24	24	\$0.00	60	RN	\$0.00	
VoiceManager Unified Messaging	24	24	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	25	25	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	24	24	\$0.00	60	RN	\$0.00	
Cisco SPA 508 IP Phone Lease	24	24	\$0.00	60	RN	\$0.00	
Polycom 6000 IP Conf. Phone Lease	1	1	\$10.00	60	RN	\$10.00	
IP Centrex Multi-Level Auto Attendant -Advanced	1	1	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	1	1	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Pilot Number Hunting	1	1	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	1	1	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Additional Line	4	4	\$0.00	60	RN	\$0.00	
IP Centrex Flat Rate Line	4	4	\$0.00	60	RN	\$0.00	
Individual Business Mailbox	1	1	\$0.00	60	RN	\$0.00	
VoiceManager Unified Messaging	1	1	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	4	4	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	3	3	\$0.00	60	RN	\$0.00	
Directory Listing - Published	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Call Path	25	25	\$0.00	60	RN	\$0.00	
Cox Optical Internet 100 Mbps	1	1	\$800.00	60	RN	\$800.00	
Static IPv4 WAN Address Block - /30	1	1	\$0.00	60	RN	\$0.00	
DTA Package - Cox Business TV	7	7	\$0.00	60	RN	\$0.00	
Digital Adapter	7	7	\$2.99	60	RN	\$20.93	
Cox Business TV Bulk Starter	7	7	\$3.47	60	RN	\$24.29	
Business TV Bulk Essential	7	7	\$6.52	60	RN	\$45.64	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for CITY OF CRESTVIEW-PUBLIC SERVICES:	MRC:	\$1,650.86	NRC:	\$0.00	Equipment Cost:		\$0.00

Service Address: 100 N HATHAWAY ST, CRESTVIEW, FL, 32539					Phone: (850) 682- 4715		
					Cox Account ID: 135-0176953-01		
Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Enhanced Package	2	2	\$29.99	60	RN	\$59.98	
VoiceManager Flat Rated Local Line	2	2	\$0.00	60	RN	\$0.00	
Individual Business Mailbox	2	2	\$0.00	60	RN	\$0.00	
VoiceManager Unified Messaging	2	2	\$0.00	60	RN	\$0.00	
Cox Nickel 250 - Inter/Intra	2	1	\$5.00	60	RN	\$5.00	
CBI 50 - 50Mbps x 10Mbps	1	1	\$55.00	60	RN	\$55.00	
Static IP Address	1	1	\$0.00	60	RN	\$0.00	
Security Suite - 25 PC	1	1	\$0.00	60	RN	\$0.00	
CBI Modem	1	1	\$4.99	60	RN	\$4.99	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for City of Crestview - Parks & Recreation:	MRC:	\$124.97	NRC:	\$0.00	Equipment Cost:	\$0.00	

Service Address: 1445 Commerce DR, Crestview, FL, 32539

Phone: (850) 682-4432

**Cox Account ID: 135-0076269-02,
135-0177081-01,
135-0186065-01, 135-0186144-01**

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Enhanced Package		2	\$29.99	60	New	\$59.98	
VoiceManager Flat Rated Local Line		2	\$0.00	60	New	\$0.00	
VoiceManager Series Completion Group		1	\$0.00	60	New	\$0.00	
Cox Service Assurance Plan		2	\$2.00	60	New	\$4.00	
Individual Business Mailbox		2	\$0.00	60	New	\$0.00	
VoiceManager Unified Messaging		2	\$0.00	60	New	\$0.00	
Cox Nickel 250 - Inter/Intra		1	\$5.00	60	New	\$5.00	
VoiceManager Utility Package	3	3	\$15.00	60	RN	\$45.00	
VoiceManager Flat Rated Local Line	3	3	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	3	3	\$2.00	60	RN	\$6.00	
IP Centrex Complete Seat	11	11	\$28.00	60	RN	\$308.00	
IP Centrex Flat Rate Line	11	11	\$0.00	60	RN	\$0.00	
5Mb SIP Trunk Group Port	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Shared Line 10	2	2	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	11	11	\$2.00	60	RN	\$22.00	
Individual Business Mailbox	11	11	\$0.00	60	RN	\$0.00	
VoiceManager Unified Messaging	6	6	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	11	11	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	11	11	\$0.00	60	RN	\$0.00	
Cisco SPA 508 IP Phone Lease	11	11	\$0.00	60	RN	\$0.00	
IP Centrex Additional Line	6	6	\$0.00	60	RN	\$0.00	
IP Centrex Flat Rate Line	6	6	\$0.00	60	RN	\$0.00	
IP Centrex Shared Line 10	4	4	\$0.00	60	RN	\$0.00	
Individual Business Mailbox	4	4	\$0.00	60	RN	\$0.00	
VoiceManager Unified Messaging	4	4	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	6	6	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	5	5	\$0.00	60	RN	\$0.00	
Directory Listing - Published	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Call Path	10	10	\$0.00	60	RN	\$0.00	
CBI 50 - 50Mbps x 10Mbps		1	\$55.00	60	New	\$55.00	
Static IP Address		1	\$0.00	60	New	\$0.00	
Security Suite - 25 PC		1	\$0.00	60	New	\$0.00	
CBI Modem		1	\$4.99	60	New	\$4.99	
DTA Package - Cox Business TV	3	3	\$0.00	60	RN	\$0.00	
Digital Adapter	3	3	\$2.99	60	RN	\$8.97	
Cox Business TV Bulk Starter	3	3	\$3.47	60	RN	\$10.41	
Business TV Bulk Essential	3	3	\$6.52	60	RN	\$19.56	
CBI Modem Activation		1	\$25.00				\$25.00
Cox Business Internet Install		1	\$100.00				\$100.00
Equipment Description			Quantity		Unit Price		Total Fee
Totals for CITY OF CRESTVIEW PUBLIC LIBRARY:			MRC:	\$548.91	NRC:	\$125.00	Equipment Cost: \$0.00

Service Address: 1446 COMMERCE DR, CRESTVIEW, FL, 32539

Phone: (850) 682- 4715

Cox Account ID: 135-0185966-01

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Utility Package	2	2	\$0.00	60	RN	\$0.00	
VoiceManager Flat Rated Local Line	2	2	\$15.00	60	RN	\$30.00	
Cox Service Assurance Plan	2	2	\$2.00	60	RN	\$4.00	
Directory Listing-Non Published	2	2	\$0.00	60	RN	\$0.00	
IP Centrex Complete Seat	2	2	\$28.00	60	RN	\$56.00	
IP Centrex Flat Rate Line	2	2	\$0.00	60	RN	\$0.00	
3Mb SIP Trunk Group Port	1	1	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	2	2	\$2.00	60	RN	\$4.00	
Individual Business Mailbox	2	2	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	2	2	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	1	1	\$0.00	60	RN	\$0.00	
Cisco SPA 508 IP Phone Lease	2	2	\$0.00	60	RN	\$0.00	
IP Centrex Call Path	2	2	\$0.00	60	RN	\$0.00	
CBI 100 - 100Mbps x 20Mbps	1	1	\$85.00	60	Amendment	\$85.00	
Static IP Address	1	1	\$0.00	60	RN	\$0.00	
Security Suite - 25 PC	1	1	\$0.00	60	RN	\$0.00	
Cox Mail Premium - 5 Mailboxes - 10GB	2	2	\$0.00	60	RN	\$0.00	
CBI Modem	1	1	\$4.99	60	RN	\$4.99	
Managed WiFi Total Package	1	1	\$199.00	60	RN	\$199.00	
Managed WiFi Backhaul - 300 Mbps	1	1	\$205.00	60	RN	\$205.00	
Basic Content Filtering	1	1	\$49.99	60	RN	\$49.99	
Two IPv4 Static IP Addresses	1	1	\$5.00	60	RN	\$5.00	
Managed WiFi Customer Portal	1	1	\$0.00	60	RN	\$0.00	
Managed WiFi Customer Reporting	1	1	\$0.00	60	RN	\$0.00	
DTA Package - Cox Business TV	1	1	\$0.00	60	RN	\$0.00	
Digital Adapter	1	1	\$2.99	60	RN	\$2.99	
Cox Business TV Bulk Starter	1	1	\$3.47	60	RN	\$3.47	
Business TV Bulk Essential	1	1	\$6.52	60	RN	\$6.52	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for CITY OF CRESTVIEW COMMUNITY CENTER:	MRC:	\$655.96	NRC:	\$0.00	Equipment Cost:		\$0.00

Service Address: 321 W WOODRUFF AVE, CRESTVIEW, FL, 32536

Phone: (850) 682- 6121

**Cox Account ID: 135-0074321-02,
135-0131349-01,
135-0186089-01, 135-0203355-01**

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Essential Package	1	1	\$24.99	60	Amendment	\$24.99	
VoiceManager Flat Rated Local Line	1	1	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	1	1	\$2.00	60	RN	\$2.00	
VoiceManager Utility Package	1	1	\$15.00	60	RN	\$15.00	
VoiceManager Flat Rated Local Line	1	1	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	1	1	\$2.00	60	RN	\$2.00	
IP Centrex Complete Seat	6	6	\$28.00	60	RN	\$168.00	
IP Centrex Flat Rate Line	6	6	\$0.00	60	RN	\$0.00	
3Mb SIP Trunk Group Port	1	1	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	6	6	\$2.00	60	RN	\$12.00	
Individual Business Mailbox	6	6	\$0.00	60	RN	\$0.00	
VoiceManager Unified Messaging	4	4	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	6	6	\$0.00	60	RN	\$0.00	
Cisco SPA 508 IP Phone Lease	6	6	\$0.00	60	RN	\$0.00	
IP Centrex Additional Line	2	2	\$0.00	60	RN	\$0.00	
IP Centrex Flat Rate Line	2	2	\$0.00	M-M	RN	\$0.00	
IP Centrex Shared Line 10	2	2	\$0.00	M-M	RN	\$0.00	
Cox Business Unlimited	2	2	\$0.00	60	RN	\$0.00	
IP Centrex Additional Line	2	2	\$0.00	M-M	RN	\$0.00	
IP Centrex Flat Rate Line	2	2	\$0.00	M-M	RN	\$0.00	
IP Centrex Shared Line 10	2	2	\$0.00	M-M	RN	\$0.00	
Cox Business Unlimited	2	2	\$0.00	M-M	RN	\$0.00	
IP Centrex Call Path	6	6	\$0.00	60	RN	\$0.00	
CBI 100 - 100Mbps x 20Mbps	1	1	\$85.00	60	Amendment	\$85.00	
Static IP Address	1	1	\$0.00	60	RN	\$0.00	
Security Suite - 25 PC	1	1	\$0.00	60	RN	\$0.00	
Cox Mail Premium - 5 Mailboxes - 10GB		2	\$0.00	60	New	\$0.00	
CBI Modem	1	1	\$4.99	60	RN	\$4.99	
Cox Business Additional Email	1	1	\$0.00	M-M	RN	\$0.00	
DTA Package - Cox Business TV	8	8	\$0.00	60	RN	\$0.00	
Digital Adapter	8	8	\$2.99	60	RN	\$23.92	
Cox Business TV Bulk Starter	8	8	\$3.47	60	RN	\$27.76	
Business TV Bulk Essential	8	8	\$6.52	60	RN	\$52.16	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for CITY OF CRESTVIEW - Fire Department:	MRC:	\$417.82	NRC:	\$0.00	Equipment Cost:		\$0.00

Service Address: 585 BROOKMEADE DR, CRESTVIEW, FL, 32539

Phone: (850) 682- 6121

**Cox Account ID: 135-0135575-02,
135-0179028-01**

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Utility Package	1	1	\$0.00	60	RN	\$0.00	
VoiceManager Flat Rated Local Line	1	1	\$15.00	60	RN	\$15.00	
Cox Service Assurance Plan	1	1	\$2.00	60	RN	\$2.00	
Directory Listing-Non Published	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Complete Seat	2	2	\$28.00	60	RN	\$56.00	
IP Centrex Flat Rate Line	2	2	\$0.00	60	RN	\$0.00	
3Mb SIP Trunk Group Port	1	1	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	2	2	\$2.00	60	RN	\$4.00	
Individual Business Mailbox	1	1	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	2	2	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	2	2	\$0.00	60	RN	\$0.00	
Cisco SPA 508 IP Phone Lease	2	2	\$0.00	60	RN	\$0.00	
IP Centrex Additional Line	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Flat Rate Line	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Shared Line 10	1	1	\$0.00	M-M	RN	\$0.00	
Cox Business Unlimited	1	1	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Call Path	2	2	\$0.00	60	RN	\$0.00	
CBI 25 - 25Mbps x 5Mbps	1	1	\$40.00	60	RN	\$40.00	
Static IP Address	1	1	\$0.00	60	RN	\$0.00	
1 Additional IP Address	1	1	\$5.00	60	RN	\$5.00	
Security Suite - 25 PC	1	1	\$0.00	60	RN	\$0.00	
Cox Business Email - 1 Mailbox	2	2	\$0.00	60	RN	\$0.00	
DTA Package - Cox Business TV	5	5	\$0.00	60	RN	\$0.00	
Digital Adapter	5	5	\$2.99	60	RN	\$14.95	
Cox Business TV Bulk Starter	5	5	\$3.47	60	RN	\$17.35	
Business TV Bulk Essential	5	5	\$6.52	60	RN	\$32.60	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for CITY OF CRESTVIEW - Fire Department:	MRC:	\$186.90	NRC:	\$0.00	Equipment Cost:		\$0.00

Service Address: 2106 P J ADAMS PKWY, CRESTVIEW, FL, 32536

Phone: 850-682-2130

**Cox Account ID: 135-0059271-01,
135-0062807-02**

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Utility Package	1	1	\$0.00	60	RN	\$0.00	
VoiceManager Flat Rated Local Line	1	1	\$15.00	60	RN	\$15.00	
Cox Service Assurance Plan	1	1	\$2.00	60	RN	\$2.00	
Directory Listing-Non Published	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Complete Seat	1	1	\$28.00	60	RN	\$28.00	
IP Centrex Flat Rate Line	1	1	\$0.00	60	RN	\$0.00	
3Mb SIP Trunk Group Port	1	1	\$0.00	60	RN	\$0.00	
Cox Service Assurance Plan	1	1	\$2.00	60	RN	\$2.00	
Individual Business Mailbox	1	1	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	1	1	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	1	1	\$0.00	60	RN	\$0.00	
Cisco SPA 508 IP Phone Lease	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Additional Line	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Flat Rate Line	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Shared Line 10	1	1	\$0.00	M-M	RN	\$0.00	
Cox Business Unlimited	1	1	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	1	1	\$0.00	60	RN	\$0.00	
IP Centrex Call Path	1	1	\$0.00	60	RN	\$0.00	
CBI 25 - 25Mbps x 5Mbps	1	1	\$40.00	60	Amendment	\$40.00	
Static IP Address		1	\$0.00	60	New	\$0.00	
Security Suite - 25 PC	1	1	\$0.00	60	RN	\$0.00	
Cox Mail Premium - 5 Mailboxes - 10GB		1	\$0.00	60	New	\$0.00	
CBI Modem	1	1	\$4.99	60	RN	\$4.99	
DTA Package - Cox Business TV	5	5	\$0.00	60	RN	\$0.00	
Digital Adapter	5	5	\$2.99	60	RN	\$14.95	
Cox Business TV Bulk Starter	5	5	\$3.47	60	RN	\$17.35	
Business TV Bulk Essential	5	5	\$6.52	60	RN	\$32.60	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for CItY of Crestview - Fire Department #3:	MRC:	\$156.89	NRC:	\$0.00	Equipment Cost:		\$0.00

Service Address: 201 Stillwell BLVD, Crestview, FL, 32536

Phone: (850) 682-1560

**Cox Account ID: 135-0103637-02,
135-0185964-01, 135-0185965-01**

Service Description	Prev QTY	New QTY	Unit Price	Term (Months)	Type	Service Charges	
						Monthly Recurring	One Time Activation & Setup Fees
VoiceManager Utility Package	4	4	\$0.00	60	RN	\$0.00	
VoiceManager Flat Rated Local Line	4	4	\$15.00	60	RN	\$60.00	
Directory Listing-Non Published	4	4	\$0.00	60	RN	\$0.00	
IP Centrex Complete Seat	30	31	\$28.00	60	Amendment	\$868.00	
IP Centrex Multi-Level Auto Attendant -Advanced	2	2	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	2	2	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	2	2	\$0.00	60	RN	\$0.00	
IP Centrex Pilot Number Hunting	2	2	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	2	2	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	2	2	\$0.00	60	RN	\$0.00	
IP Centrex Additional Line	6	6	\$0.00	60	RN	\$0.00	
IP Centrex Flat Rate Line	6	6	\$0.00	60	RN	\$0.00	
Group Paging	1	1	\$0.00	60	RN	\$0.00	
Individual Business Mailbox	2	2	\$0.00	60	RN	\$0.00	
VoiceManager Unified Messaging	2	2	\$0.00	60	RN	\$0.00	
Cox Business Unlimited	6	6	\$0.00	60	RN	\$0.00	
Directory Listing-Non Published	3	3	\$0.00	60	RN	\$0.00	
Directory Listing - Pub Name Only	3	3	\$0.00	60	RN	\$0.00	
IP Centrex Call Path	15	22	\$0.00	60	Amendment	\$0.00	
CBI 50 - 50Mbps x 10Mbps	1	1	\$55.00	60	Amendment	\$55.00	
Static IP Address	1	1	\$0.00	60	RN	\$0.00	
5 Additional IP Addresses	1	1	\$25.00	60	RN	\$25.00	
Security Suite - 25 PC	1	1	\$0.00	60	RN	\$0.00	
Cox Business Email - 1 Mailbox	2	2	\$0.00	60	RN	\$0.00	
CBI Modem		1	\$4.99	60	New	\$4.99	
Cox Optical Internet 100 Mbps	1	1	\$800.00	60	RN	\$800.00	
DTA Package - Cox Business TV	8	8	\$0.00	60	RN	\$0.00	
Digital Adapter	8	8	\$2.99	60	RN	\$23.92	
Cox Business TV Bulk Starter	8	8	\$3.47	60	RN	\$27.76	
Business TV Bulk Essential	8	8	\$6.52	60	RN	\$52.16	
Equipment Description			Quantity		Unit Price		Total Fee
Totals for CITY OF CRESTVIEW POLICE DEPT:	MRC:	\$1,916.83	NRC:	\$0.00	Equipment Cost:		\$0.00

Totals for all Accounts :	MRC:	\$8,852.70	NRC:	\$125.00	Equipment Cost:	\$0.00
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Special Conditions

Customer is removing the following handsets and disconnecting these numbers.:

850-306-3660 ext 118 ♦ Cisco SPA 508 - Serial #: CCQ19240TDJ and MAC: 84802D41D297 ♦ ICOMS OCC 17

850-306-3661 ext 119 ♦ Cisco SPA 508 - Serial #: CCQ19240TDK and MAC: 84802D41D298 ♦ ICOMS OCC 18

850-306-3662 ext 121 ♦ Cisco SPA 508 - Serial #: CCQ19240TFM and MAC: 84802D41D2E2 ♦ ICOMS OCC 19

850-306-3663 ext 122 ♦ Cisco SPA 508 - Serial #: CCQ19240TEQ and MAC: 84802D41D2C2 ♦ ICOMS OCC 20

60 month renewal

Promotion Details

Customer Authorized Signature	Cox Communications Gulf Coast, LLC; Cox Florida Telcom, LP
Signature:	Signature:
Print:	Print:
Title Position:	Title Position:
Date:	Date:

1. E911 Services FOR IMPORTANT INFORMATION ABOUT COX'S 911 PRACTICES, PLEASE REVIEW THE INFORMATION ABOUT E911 SERVICE IN THE GENERAL TERMS AND ON THE WEBSITE <http://ww2.cox.com/business/voice/regulatory.cox>.

2. Service Start Date and Term The "Initial Term" shall begin upon installation of Service and shall continue for the applicable Term commitment set forth above in the Service Terms. However, if Customer delays installation or is not ready to receive Services on the agreed-upon installation date, Cox may begin billing for Services on the date Services would have been installed. Cox shall use reasonable efforts to make the Services available by the requested service date. Cox shall not be liable for damages for delays in meeting service dates due to install delays or reasons beyond Cox's control. If Customer delays installation for more than ninety (90) days after Customer's execution of this Agreement, Cox reserves the right to terminate this Agreement by providing written notice to Customer and Customer shall be liable for Cox's reasonable costs incurred. AFTER THE INITIAL TERM, THIS AGREEMENT SHALL AUTOMATICALLY RENEW FOR ONE (1) YEAR TERMS (EACH AN "EXTENDED TERM") UNLESS A PARTY GIVES THE OTHER PARTY WRITTEN TERMINATION NOTICE AT LEAST THIRTY (30) DAYS PRIOR TO THE EXPIRATION OF THE INITIAL TERM OR THEN CURRENT EXTENDED TERM. "Term" shall mean the Initial Term and Extended Term (s), if any. Cox reserves the right to increase rates for all Services by no more than ten percent (10%) during any Extended Term by providing Customer with at least sixty (60) days written notice of such rate increase. This limitation on rate increases shall not apply to video Services or Services for which rates, terms and conditions are governed by a Cox tariff or SG. Upon notice to Customer, Cox may change the rates for video Services periodically during the Term. Cox may change the rates for telephone Service subject to a Cox tariff or SG periodically during the Term. For the avoidance of doubt, promotional rates and promotional discounts provided to Customer will expire at the end of the Initial Term or earlier as set forth in the promotion language. Customer's payment for Service after notice of a rate increase will be deemed to be Customer's acceptance of the new rate.

3. Termination Customer may terminate any Service before the end of the Term selected by Customer above in the Service Terms upon at least thirty (30) days written notice to Cox; provided, however, if Customer terminates any such Service before the end of the Term (except for breach by Cox), unless otherwise expressly stated in the General Terms, Customer will be obligated to pay Cox a termination fee equal to the nonrecurring charges (if unpaid) and One Hundred Percent (100%) of the monthly recurring charges for the terminated Service(s) multiplied by the number of months, including partial months, remaining in the Term. Cox may terminate this Agreement without liability at any time prior to installation of Services if Cox determines that Customer's location is not reasonably serviceable or there is signal interference with any Cox Service(s) according to Cox's standard practices. If Customer terminates or decreases any Service that is part of a bundle offering, the remaining Service(s) shall be subject to price increases for the remaining Term. If Customer terminates this Agreement prior to installation of Service by Cox, Customer shall be liable for Cox's costs incurred. This provision survives termination of the Agreement.

4. Payment Customer shall pay Cox all monthly recurring charges ("MRCs") and all non-recurring charges ("NRCs"), if any, by the due date on the invoice. Any amount not received by the due date shown on the applicable invoice will be subject to interest or a late charge no greater than the maximum rate allowed by law. If Cox terminates this Agreement due to Customer's breach, or if Customer fails to pay any amounts when due and fails to cure such non-payment upon receipt of written notice of non-payment from Cox, Customer will be deemed to have terminated this Agreement and will be obligated to pay the termination fee described above. If applicable to the Service, Customer shall pay sales, use, gross receipts, and excise taxes, access fees and all other fees, universal service fund assessments, 911 fees, franchise fees, bypass or other local, State and Federal taxes or charges, and deposits, imposed on the use of the Services. Taxes will be separately stated on Customer's invoice. No interest will be paid on deposits unless required by law.

5. Service and Installation Cox shall provide Customer with the Services identified above in the Service Terms and may also provide

related facilities and equipment, the ownership of which shall be retained by Cox (the "Cox Equipment"), or for certain Services, Customer, may purchase equipment from Cox ("Customer Purchased Equipment"). Customer is responsible for damage to any Cox Equipment. If Cox Equipment is not returned to Cox after termination or disconnection of Services, Customer shall be liable for the Cox Equipment costs. Customer may use the Services for any lawful purpose, provided that such purpose: (i) does not interfere or impair the Cox network or Cox Equipment; (ii) complies with the AUP; and (iii) is in accordance with the terms and conditions of this Agreement. Customer shall use the Cox Equipment only for the purpose of receiving the Services. Customer shall use Customer Purchased Equipment in accordance with the terms of this Agreement and any related equipment purchase agreement. Unless provided otherwise herein, Cox shall use commercially reasonable efforts to maintain the Services in accordance with applicable performance standards. Cox network management needs may require Cox to modify upstream and downstream speeds. Use of the Services shall be subject to the AUP at <http://ww2.cox.com/aboutus/policies/business-policies.cox>, which is incorporated herein by reference. Cox may change the AUP from time to time during the Term. Customer's continued use of the Services following an AUP amendment shall constitute acceptance of the revised AUP.

6. General Terms The General Terms are hereby incorporated into this Agreement by reference. BY EXECUTING THIS AGREEMENT AND/OR USING OR PAYING FOR THE SERVICES, CUSTOMER ACKNOWLEDGES THAT IT HAS READ, UNDERSTOOD, AND AGREED TO BE BOUND BY THE GENERAL TERMS.

7. LIMITATION OF LIABILITY IN ADDITION TO ANY OTHER LIMITATIONS ON LIABILITY CONTAINED IN THE AGREEMENT, NEITHER COX NOR ANY COX RELATED PARTY SHALL BE LIABLE FOR DAMAGES FOR FAILURE TO FURNISH OR INTERRUPTION OF ANY SERVICES, OR FOR ANY LOSS OF DATA OR STORED CONTENT, IDENTITY THEFT, OR FOR ANY PROBLEM WITH THE SERVICES OR EQUIPMENT OF ANY THIRD PARTY, NOR SHALL COX NOR ANY COX RELATED PARTY BE RESPONSIBLE FOR FAILURE OR ERRORS OF ANY COX SERVICE, COX EQUIPMENT, SIGNAL TRANSMISSION, LICENSED SOFTWARE, LOST DATA, FILES OR SOFTWARE DAMAGE REGARDLESS OF THE CAUSE. NEITHER COX NOR ANY COX RELATED PARTY WILL BE LIABLE FOR DAMAGE TO PROPERTY OR FOR PHYSICAL INJURY TO ANY PERSON ARISING FROM THE INSTALLATION OR REMOVAL OF EQUIPMENT UNLESS CAUSED BY THE NEGLIGENCE OF COX. UNDER NO CIRCUMSTANCES WILL COX OR ANY COX RELATED PARTY BE LIABLE FOR ANY INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING LOST PROFITS, ARISING FROM THIS AGREEMENT OR PROVISION OF THE SERVICES.

8. WARRANTIES EXCEPT AS PROVIDED IN THIS AGREEMENT, THERE ARE NO OTHER AGREEMENTS, WARRANTIES OR REPRESENTATIONS, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, STATUTORY OR OTHERWISE, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, RELATING TO THE SERVICES. SERVICES PROVIDED ARE A BEST EFFORTS SERVICE AND COX DOES NOT WARRANT THAT THE SERVICES, EQUIPMENT OR SOFTWARE SHALL BE ERROR-FREE OR WITHOUT INTERRUPTION. COX DOES NOT GUARANTEE THAT SERVICE CAN BE PROVISIONED TO CUSTOMER'S LOCATION, OR THAT INSTALLATION OF SERVICE WILL OCCUR IN A SPECIFIED TIMEFRAME. COX DOES NOT WARRANT THAT ANY SERVICE OR EQUIPMENT WILL MEET CUSTOMER'S NEEDS, PERFORM AT A PARTICULAR SPEED, BANDWIDTH OR THROUGHPUT RATE, OR WILL BE UNINTERRUPTED, ERROR-FREE, SECURE, OR FREE OF VIRUSES, WORMS, DISABLING CODE OR THE LIKE. INTERNET AND WIFI SPEEDS WILL VARY. COX MAKES NO WARRANTY AS TO TRANSMISSION OR UPSTREAM OR DOWNSTREAM SPEEDS OF THE NETWORK.

9. Public Performance If Customer engages in a public performance of any copyrighted material contained in any of the Services, Customer, and not Cox, shall be responsible for obtaining any public performance licenses at Customer's expense. The Video Service that Cox provides under this Agreement does not include a public performance license.



Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Purchase / Contract

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Jessica Leavins, HR Specialist
DATE: 9/9/2020
SUBJECT: CivicHR Contract

BACKGROUND:

Currently the city utilizes a paper filing system in conjunction with the financial software to keep employee data.

In addition to paper job applications, we utilize the city website to take in job applications. Currently, our website only allows for one standard application form; this form does not meet the needs of our public safety divisions.

DISCUSSION:

Staff is requesting to enter into a contract with CivicPlus to purchase and implement CivicHR. CivicHR is an addition to the city's current CivicPlus software. This product will greatly enhance the city's recruiting efforts as it will allow for the City to accept specialized applications through the website and simplifies digital marketing of employment opportunities.

In addition to applicant tracking and recruitment this software will provide the ability track training, performance, and provide simplified on-boarding for new employees. This will increase efficiency and provided better communication both internally and externally.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Communication- To engage, inform and educate public and staff

FINANCIAL IMPACT

The financial impact to the city is \$13,638. The initial implementation costs are \$7,513. The total amount also includes a renewal cost of \$6,638. The funds for this purchase will come from the city's Cares Grant

allocation.

RECOMMENDED ACTION

Staff respectfully requests the Council to approve the purchase subject to the City Manager and City Attorney working with the CivicPlus to finalize contract terms acceptable to the City.

Attachments

1. Crestview, FL CivicHR Updated Proposal
2. Crestview FL - CivicHR SOW
3. Crestview FL - MSA



Crestview, Florida

Human Resource Management System

Presented by | Hannah Meadows, Account Executive

July 13, 2020

302 South 4th Street, Suite 500
Manhattan, Kansas 66502
888-228-2233



Cesar Damiani
Jessica Leavins
Crestview, Florida

RE: Human Resource Management System

Dear Cesar and Jessica:

Thank you for considering CivicHR as a partner for Crestview's human resource system needs. I am excited to present an integrated solution that is comprehensive, easy-to-use, and allows human resource managers to recruit, identify, hire talent, and on-board new employees while growing government leaders.

Crestview's Human Resource Management System should offer an intuitive way to quickly and efficiently populate information, while also including the latest innovations in government functionality that top candidates will seek to use when applying for your career opportunities.

CivicHR is part of CivicPlus, LLC (CivicPlus) the integrated technology platform built for local government, connecting municipal employees and elected officials with the citizens they represent and serve. Today, CivicPlus has more than 350 staff members and continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our more than 4,000 clients with over 100,000+ users. For over 20 years we have worked exclusively with local governments, allowing us to develop solutions uniquely tailored to improving civic engagement.

The following proposal details how the CivicHR solution will reduce your staff's workload, respect budget constraints, and, most importantly, provide your community with a powerful online resource that promotes open and transparent access to your municipality's career opportunities.

I sincerely welcome the opportunity to elaborate further on our proposal and answer any additional questions you may have about partnering with CivicHR.

Sincerely,

A handwritten signature in blue ink that reads "Hannah Meadows".



Hannah Meadows
Account Executive
meadows@civicplus.com
Direct Line 785-370-7814



Table of Contents

1	CivicPlus Company Overview
2	Project Team
3	Overview of CivicHR
4	Case Study
8	Applicant Tracking
11	Employee Onboarding
13	Performance Management
15	Project Timeline/Development
17	Project Timeline/Development
20	Support, Hosting, and Security
22	Investment Proposal

CivicPlus Company Overview



20+

years of experience with a focus to help local governments

350+

employees, many with experience in local government

4,000+

local government clients across the United States and Canada



[9-time Inc. 5000 Honoree](#)



www.govtech.com/100

At CivicPlus, we have one goal: to empower the public sector to accomplish impactful initiatives using innovative solutions that save them time while connecting them to the citizens they serve. We began in 1998 when our founder, Ward Morgan, decided to focus on helping local governments work better and engage their citizens through their web environment. CivicPlus continues to implement new technologies and services to maintain the highest standards of excellence and efficiency for our clients, including solutions for citizen engagement, administrative services, constituent services, and recreation management.

As we have grown, the pathway to achieving this goal became clear. We need to build groundbreaking software and host them on a single, robust platform that enables convenient collaboration and streamlined operations. This led to the development of the CivicPlus Platform which enables single sign-on capabilities, strengthened identity management, and API access for our clients across our solutions.

Our commitment to deliver the right solutions in design and development, end-user satisfaction, and secure hosting has been instrumental in making us a world leader in government web technology. We consider it a privilege to partner with our clients and provide them with solutions that will serve their needs today and well into the future.

Company & Contact Information

Point of Contact

Hannah Meadows
Account Executive
meadows@civicplus.com
Direct Line 785-370-7814

Primary Office

302 S. 4th Street, Suite 500
Manhattan, KS 66502
Toll Free: 888-228-2233
Fax: 785-587-8951
www.CivicPlus.com

Legal Information

CivicPlus, LLC
Converted in State of Kansas,
January 2019
f/k/a CivicPlus, Inc. Incorporated
State of Kansas, June 1998

Overview of CivicHR



Mission

CivicHR specifically focuses on helping local governments engage high performing employees to achieve the goals of their community. Our solutions are easy to use tools that help our clients:

- Increase the quality of employees
- Reduce administrative costs associated with HR processes
- Ensure the compliance of HR practices

Overview

CivicHR is the easiest-to-use local government human resource management solution. Our cloud-based software consolidates and organizes data, automates job postings, collects applications, and simplifies employee onboarding. Serving as an automated end-to-end solution, CivicHR acts as a force multiplier for human resource departments and communities of any size. Our CivicHR solution has been designed to specifically enable our clients to:

- Meet compliance requirements of public entities
- Source and screen for the qualified, civic-minded candidates
- Manage high volumes of job applications
- Mitigate per hire costs
- Streamline and modernize paper-based workflows
- Meet record retention requirements

The CivicHR product suite includes the following optional modules:

- Applicant Tracking
- Employee Onboarding
- Performance Management
- HR Professional Services

Functionality Disclosure

As CivicPlus continues to evolve and improve our solution to support our clients' needs and goals, we reserve the right to upgrade, replace, modify, or terminate any of the features and functionality elements listed, at our sole discretion, and when feasible, providing reasonable notice to our clients of any changes. These features and functionality are offered on a gratuitous basis to our clients (no monetary value per feature) and should any changes be enacted, will not affect any terms in a signed agreement with CivicPlus.

Case Study

Spartanburg County, South Carolina



Before CivicHR

The human resource department at Spartanburg County was operating an entirely paper-based recruitment, talent screening, and hiring process. "For those who wanted to complete or hand in their applications in person, they would have to physically come to our office during business hours," indicated Director of Human Resources, Tony Bell. "For many, that meant taking time off from their current job. For others, if they weren't able to come to our office in person during business hours, they weren't able to apply. We were potentially missing out on qualified talent, or asking a significant time commitment of some applicants who didn't even meet our hiring criteria."

Beyond the inconveniences of obtaining paper applications, tracking, and managing applicants through the review process between the Human Resource staff and departments was also a challenge.

"At times, a qualified applicant would apply but, in the hustle, and bustle of our other daily responsibilities, an application would inadvertently get misplaced or sent to the wrong department. It didn't happen often, but with such a manual process, human error can occur. We also knew that we were losing out on qualified candidates due to our turn-around time. Our previous process took weeks to complete. We had to compile paper applications, mail them to the applicable department's hiring manager, and from there they had to be individually reviewed. If, during that time, a qualified candidate didn't hear anything from us, even a confirmation that we received their application, they may move on to another position, which meant we were losing qualified candidates. Even for those applicants who came down to our office in person, we didn't have a way to follow-up with them on the status of their application. It was very discouraging for many applicants."

-Tony Bell, Director of Human Resources

"Before CivicHR, we couldn't notify a citizen if their application was received, or if they were not going to be scheduled for an interview. Now, using just one tab in the CivicHR Applicant Tracking system, we can select all applicable candidates to notify them that they were not selected for an interview. It gives these citizens the information they need to move on in their job search, and provides them with a better experience interacting with our administration."

-Lisa Hart, Assistant Director of Human Resources

Case Study: Spartanburg County, South Carolina

After CivicHR

According to Bell, even though the process of moving from a paper-based talent management system to an online system was a paradigm shift for both the administration and the community, the transition was well-received.

"I was pleasantly surprised. I hoped it would be a success, but I was hesitant that people wouldn't like the idea of solely working through an online system. On the contrary, it has been a huge success. Our citizens appreciate that they can apply for open positions at anytime from anywhere. They can apply at 9 a.m., or 2 a.m., or on weekends, or any time during the hiring timeframe. Our hiring managers can look at application immediately so they don't need to wait for human resources to collect all the applications and provide them in bulk. It's also cut down on our lobby traffic. The transition to CivicHR has been a really, really, good thing for Spartanburg County."

-Tony Bell, Director of Human Resources

"The new process that we have devised for our Sheriff's Department using CivicHR works much better than our previous paper-based process," said Bell. "Before, we would give our Sheriff's Department a pile of paperwork with every applicant, regardless of whether the applicant was qualified. Now, only qualified candidates are passed on to the Sheriff's Department. It has significantly cut down on the number of documentation being reviewed for each applicant, making the screening process much easier for everyone."

According to Hart, one of the greatest benefits of the CivicHR Applicant Tracking system from both a workflow and a citizen communication perspective, is the system's ability to automatically pre-screen applicants, and send notifications when an applicant has not been selected for an interview. Using CivicHR's dynamic candidate assessment feature, job specific criteria can be defined to require specific baseline criteria such as years of experience or educational accomplishments. The system can then flag those applicants that do not meet the required criteria, alleviating the need for human resource departments to manually complete this step. The candidate assessments feature is a significant time saver for positions in which hundreds of applications are received.

In addition, CivicHR provides an automated solution that allows human resource managers to bulk notify applicants at various steps in the process, such as when their application has been received, if they have been selected for interviews, and when it has been determined that they will not be moving forward in the application process, or any other status changes the county deems appropriate.

Applicant Tracking



For local governments looking to bring talent into their administrations, CivicHR offers an easy-to-use applicant tracking software (ATS) solution. CivicHR helps local government human resource managers to more efficiently receive, screen, track, and hire job candidates, while more efficiently communicating and collaborating with hiring departments. Human resource departments of any size can more efficiently fill open positions by automating aspects of the documentation, application routing, candidate communication, and job posting processes.

DID YOU KNOW?...

Traditional hiring processes spend most of the time targeting the 17% that are actively looking, but ignore the other 83% which contain the top candidates.

An application and resume provide experience and skills data, but on their own offer little indication of a candidate's interest, willingness, and fit for a position. Performance Profiles, Benchmarking, and Trending Skills identify future top performers who will go above and beyond their duties and be committed to your organization.

Performance-Based Approach to Hiring

CivicHR allows local government human resource departments to find and hire talent using a performance-based approach. With its customizable job descriptions, sourcing channels, and basic minimum qualification assessment and candidate scoring, CivicHR helps HR managers to create a profile for an ideal candidate for each open position. Managers can then identify that candidate from among the applicant pool using built-in intuitive pre-screening tools. This automation saves HR managers time while identifying a more qualified pool of applicants to be interviewed and assessed by the hiring department.

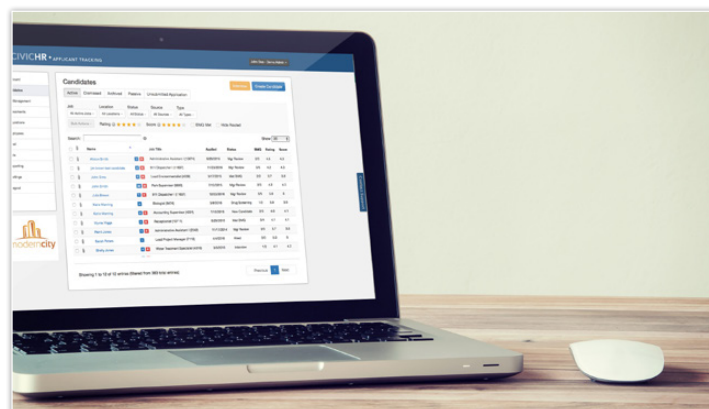


Applicant Tracking

An Easy-to-Use Approach to Talent Acquisition

CivicHR offers HR management teams customizable tools to easily manage job descriptions, publish open positions, accept online applications, and screen candidates. CivicHR's talent acquisition functionality allows local government HR managers to:

- Streamline the hiring process, helping you quickly find and select the best candidates.
- Standardize your hiring process with easy-to-use templates.
- Hire faster with standardized metrics and access to a searchable database of all applicants.
- Track, manage, and reduce your cost-per-hire.
- Save time reviewing resumes.
- Fill positions faster by automating the pre-screening and ranking of applicants against baseline specified job criteria.
- Meet Equal Employment Opportunity Commission (EEOC) and Office of Federal Contract Compliance Programs (OFCCP) compliance requirements for applicant record retention.
- Reduce the costs associated with manual paperwork, and limit the number of hours spent screening applicants and mailing applications to individual departments.
- Attract more qualified candidates for each open position through integration with social media profiles such as LinkedIn and Facebook.
- Expedite job postings to multiple third-party employment websites with a single integrated solution.
- Accelerate application submissions through the mobile-optimized career portal.
- Proactively identify qualified talent by searching previously submitted applicant profiles and encourage new applications using the invite-to-apply tool.
- Improve the applicant experience with expedited communications sent via automated mass notifications.
- Optimize the recruiting process by using integrated ROI reports.



Time-Saving Features

Create Job Requisitions

Create and manage job requisitions to help departments communicate their hiring needs and stay right-sized. Track the status of each requisition from creation, to review, to approval, to submission, and posting.

Job Description Management and Integration

Create job postings in less than a minute by starting with one of our job profile templates. Instead, write and manage job descriptions from a single system that integrates with your employee management solution. This integration ensures employees are continually evaluated against the exact criteria for which they were hired. The job management module also allows you to manage all the details for your many positions in one single repository, making it easy to keep postings updated based on collaborative feedback as positions and expectations evolve and change.

Create Job Applications

Create standard application versions based on department, title, or any other criteria from one location.

Build Custom Applicant Measurement Criteria

Set criteria that will be used to pre-screen applications, saving you the time and effort of manually reviewing the submissions of applicants who are not qualified.

Social Network Integration

Post open positions to local government website career pages and social media channels, including Facebook, Twitter, and LinkedIn, extending your reach and maximizing your applicant pool.

Interview Schedules

Track candidate interview schedules within CivicHR for consistent inter-departmental communications and process management.

Job Sourcing

Manage future open positions and learn where applicants are finding out about positions using the job sourcing channel feature.

Automated Pre-Screening of Required Qualifications

Automatically screen initial application submissions to ensure baseline qualifications are met. This process expedites the application review process for both HR administrators and hiring managers by only moving applicants through the hiring workflow if they meet the position's baseline education and experience requirements.

Custom Candidate Assessment Criteria

Create job criteria based on competencies you've identified in your top employees. The CivicHR system will then search for candidates that exhibit those identified qualities.

Candidate Scoring

CivicHR helps make scoring an actionable evaluation step by allowing administrators to establish basic minimum qualifications (BMQ). Candidates that the system determines do not meet BMQs, based on identifiable criteria, may be excluded from advancement in the hiring process.

Detailed Reporting

Analyze candidate sourcing as well as identify candidates by status type, job description, and career portal metrics. CivicHR also enables Equal Employment Opportunity (EEO-1) compliance reports to ensure you are meeting federal requirements.

Candidate Communications

Craft specified email communications that are automatically sent when a candidate's status changes. Such communications eliminate candidate confusion as to their application status, which minimizes phone calls and walk-ins.

Application Keyword Searches

CivicHR analyzes resumes and stores data allowing you to search for specific qualifications, experiences, or traits by keyword. You can even search previously submitted applications, expanding your candidate pool to include passive job seekers.

Employee Onboarding



CivicHR's employee onboarding solution is a web-based for new hire documentation and communication. This platform streamlines your workflows for new employee transitions and enables new hires to more quickly assimilate into their position and their department. With effective onboarding, new employees become impactful team players faster, improving overall team production and success.

DID YOU KNOW?...

According to Michael Watkins, author of The First 90 Days, the breakeven point for a new hire is greater than 6 months and the cost of turnover for an employee earning less than \$100k can equal 14 times their salary.

An Engagement-Based Approach to Employee Orientation

CivicHR allows local government human resource departments to reach newly hired staff prior to day one and introduce them to the critical role they will play as an employee of the community. The onboarding tools ensure a consistent and engaging first impression for new staff and leverages technology to reduce administrative tasks and paperwork so orientation can focus on a more lasting experience that inspires new members of your team.

The easy-to-use CivicHR onboarding solution allows you to:

- Create, distribute, and collect all necessary new employee forms, such as payroll forms, compliance documents, internal policy forms and more, electronically streamlining the orientation process and eliminating stacks of paperwork.
- Assign new hire preparation and setup tasks to workflow agents for completion, to ensure employees are fully equipped on day one.
- Create and distribute surveys to gather feedback from new hires that can help you inform and improve the talent acquisition and onboarding process in the future.
- Enable employees to comply with company policies and procedures from day one with effective training and communication of expectations.
- Manage training plans by department and role, eliminating the need for managers to recreate training programs with each new hire.
- Improve retention and job satisfaction. Employees are more likely to enjoy their job and remain with their team when expectations are clearly outlined.

Employee Onboarding

Time-Saving Features

Custom Workflow Management

Hiring and onboarding requires coordination across multiple departments. Ensure no steps are missed by streamlining workflows using CivicHR. Assign tasks to administrative support staff across departments. For example, request that business cards be ordered by your administrative team, an email account be set-up by your IT team, and an office space be prepared by your facilities team. Then track each request through to completion.

Employee Onboarding Portal

Our integrated, government-branded employee portal allows new employees to access forms, videos, health and dental insurance information, policy manuals, facility maps, organization charts, and other essential new hire forms and onboarding procedure documents all from a single, convenient location. Our online portal reduces paper and automates manual onboarding steps to free-up your human resource administrators and department managers for other projects and tasks.

Form Automation

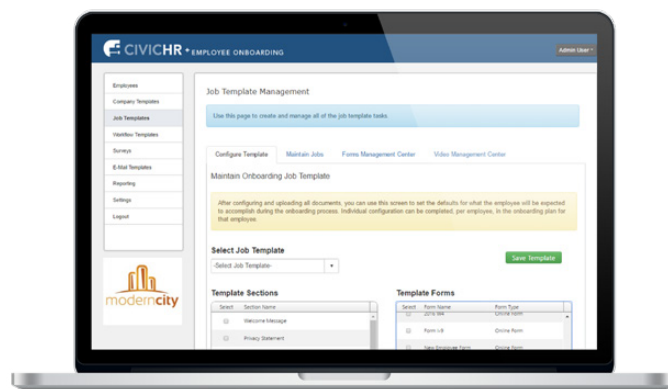
Expedite new employee form completion and store forms in a single, integrated system. Use our online W-4 and I-9 forms to automate data gathering for these critical new hire requirements before the employee's first day on the job. You can even use customize forms for automatic payroll deposit, benefits enrollment, employee personal information, or emergency contacts.

New Hire Onboarding Surveys

Survey your new employees for actionable feedback on their first day, first week, or first month. Our surveys make it easy to add this important data gathering step into your onboarding process without requiring continual manual intervention.

Custom Onboarding Plans

Create custom onboarding plans for both new hires and internally promoted employees using our online tools. Start with one of our job-specific templates that is aligned with the title or department to which you are hiring. Then tailor it as needed to quickly publish and promote the relevant packet for each employee. Detailed onboarding plans help ensure manager and employee expectations are met and new hires can acclimate quickly, increasing job satisfaction and performance.



Implementation



Typical Project Timeline: 12 – 17 weeks

Crestview's proactive vision to develop a user-friendly, self-service human resources environment for its community and employees is commendable. You can have complete confidence that the professionals at CivicPlus will become your strategic, trusted partners in achieving this vision.

Phase 1: Initiate

During this phase, we will initiate the project with a kickoff meeting. During this initial meeting, you will meet your implementation consultant to establish your project timeline, review the startup kit, and discuss the takeaway items that need to be completed. Your implementation consultant will discuss the implications of deadlines and the expectations required to keep the project on track.

1

Initiate

~4 – 6 Weeks

2

Design & Configure

~2 – 4 Weeks

3

Optimize

~2 Weeks

4

Educate

~3 – 4 Weeks

5

Launch

~1 Week

Phase 2: Design & Configure

Based on the results and goals outlined during your kickoff meeting, your project team will collaborate and review all your deliverables and begin data configuration. During this phase, we will import your jobs, users, and create forms and workflows.

Phase 3: Optimize

Your implementation consultant will schedule a meeting with you to review the development process and system functionality. At this time, you will have the opportunity to add and create additional information in your system.

Phase 4: Educate

Our CivicHR training team provides multiple levels of training to your team to ensure that your staff has a full understanding of the system. CivicTraining® sessions include:

- **Administrative Training:** Training for all Module System Administrators preparing your team for successful user acceptance testing period and launch.
- **System User Training:** Training for your staff providing all the necessary tools to utilize the system for all aspects of the hiring continuum.
- **Video Tutorials/Manuals:** Video tutorials of new features and how-to guides on a regular basis. These can be accessed directly from within the module.
- **Post Go-Live Refresher Training:** Monthly webinar sessions are available for all clients. You can also build in tailored refresher training blocks as part of your CivicHR package.

We will support you every step of the way. Whenever questions arise, our highest priority is your ongoing satisfaction.

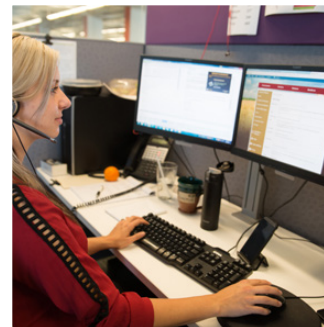
Phase 5: Launch

This is an exciting time; it is the last step before your new system launches! Your implementation consultant will schedule a go-live check-in phone call 24-48 hours before your scheduled launch. During this call, user acceptance testing is conducted to verify all information input, functionality, as well as ensure overall satisfaction with your system. Upon completion of a collaborative final review with your implementation consultant, your system will go-live.

Once your system is launched, we won't leave you to fend for yourself. The week after go-live is critical for project success so we will have an open line of communication and scheduled check points to ensure everything will continue to meet your expectations.



Support, Hosting, & Security



Around-the-Clock Service & Support

With technology, unlimited support is crucial. Our live support personnel based in the United States are ready to answer your staff members' questions and ensure their confidence. When you choose CivicPlus, our knowledgeable staff is available from 7 a.m. to 7 p.m. (CST) to field your calls, emails, and live chat. Emergency services are available free of charge after regular hours with our on-call staff 24-hours a day.

CivicPlus is also proactive in identifying any potential system issues. Through regularly scheduled reviews of site logs, error messages, servers, router activity, and the internet in general, our personnel often identify and correct issues before they ever affect our clients' websites.

Technical Support

- Dedicated support personnel available 7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays)
- 4-hour response during normal hours
- 24/7 emergency support

Maintenance

- Full backups performed daily
- Regularly scheduled upgrades, including fixes and other enhancements, and OS system patches

For the last two years, CivicPlus Technical Support has won multiple Stevie® Awards, which are the world's top honors for customer service, contact center, business development, and sales professionals.

2020 – Silver for Front-Line Customer Service Team of the Year – Technology Industries & Bronze for Customer Service Training or Coaching Program of the Year – Technology Industries

2019 – Bronze award in the Front-Line Customer Service Team of the Year – Technology Industries

www.civicplus.help - The CivicPlus Help Center

CivicPlus clients have 24/7 access to our online Help Center where users can review articles, user guides, FAQs, and can get tips on best practices. The Help Center also provides our release notes to keep you in the loop on upcoming enhancements and maintenance. The Community Forum allows your staff to interact with each other, send CivicPlus feedback and suggestions for future system enhancements, and view trending topics.

Continuing Partnership

CivicPlus has a dedicated Client Success team to help you implement the tools needed to successfully meet the level of community engagement that you desire. Upon launch, you will have a dedicated member of this team to provide you with further information on how to utilize the tools in your new human resource management system. Your Client Success Manager will keep you informed of new CivicPlus products and ways to optimize your HRMS.

Hosting & Security

Redundant power sources and internet access ensures consistent and stable connections. We invest over \$1.0M annually to ensure we adapt to the ever-changing security landscape while providing maximum availability. Your system is monitored 24/7/365. CivicPlus' extensive, industry-leading process and procedures for protecting and hosting your site is unparalleled.

Our Platinum package protects your site through all of our included hosting and security features, but also adds the peace of mind of comprehensive and continuous DDoS protection. Our team has been pressure tested by high-profile events and has the experience and expertise to handle any situation. From our secure data center facilities to constant and vigilant monitoring and updating of your system, including 99.9% guaranteed up-time (excluding maintenance), we've got you covered.

Platinum Hosting & Security Features	
Data Center	Bandwidth
■ Highly reliable data center & secure facility ■ Managed network infrastructure ■ On-site power backup & generators ■ Multiple telecom/network providers ■ Fully redundant network ■ System monitoring - 24/7/365	■ Multiple network providers in place ■ Unlimited bandwidth usage for normal business operations (does not apply in the event of a cyber attack) ■ Burst bandwidth - 55 Gb/s
Hosting	
■ Automated CivicHR software updates ■ Server management & monitoring ■ Multi-tiered software architecture ■ Server software updates & security patches ■ Database server updates & security patches	■ Antivirus management & updates ■ Server-class hardware from nationally recognized provider ■ Redundant firewall solutions ■ High performance SAN with N+2 reliability
Disaster Recovery	
■ Emergency after-hours support, live agent (24/7) ■ On-line status monitor by Data Center ■ 4-hour guaranteed recovery TIME objective (RTO)	■ 4-hour guaranteed recovery POINT objective (RPO) ■ Pre-emptive monitoring for disaster situations ■ Multiple, geographically diverse data centers
DDoS Mitigation	DDoS Advanced Security Coverage
■ Defined DDoS Attack Process ■ Identify attack source and type ■ Monitor attack for threshold* engagement	■ Continuous DDoS mitigation coverage ■ Content Distribution Network support ■ Proxy server support ■ Live User Detection service

***THRESHOLDS:** Traffic exceeds 25 Mb/s sustained for 2+ hours. Traffic over 1 Gb/s at any point during attack

Investment Proposal



CivicPlus understands the budgetary and limited resource burdens most local governments experience on a daily basis. To assist in easing these burdens, and to help set your community up for success now and in the future, for a limited time only, we are offering special pricing and payment alternatives. To take advantage of the offer outlined in this proposal, your contract signing must be signed within 60 days of July 13, 2020.

Applicant Tracking

Implementation - Full provisioning of your system with support for job detail import (if applicable), development of up to two custom applications, user setup, and system configuration

Subscription

- Custom internal application
- Job & Candidate Routing
- Approval Workflow
- Job Alerts
- Base Minimum Qualifications
- Email Templates
- Client Control Settings
- Multiple User Roles (Permission Based)
- Unlimited number of Admin Users
- Unlimited number of Hiring Manager Users
- Unlimited storage

Employee Onboarding

Implementation - Full provisioning of your system with support for job detail import (if applicable), development of up to six custom onboarding forms, user setup, and system configuration

Subscription

- Standard Tax Forms
- New Hire Task Assignment
- Organization Wide Templates
- Job Specific Templates
- Form & Video Manager
- Employee Orientation Portal
- Unlimited number of Admin Users
- Unlimited storage

Professional Services

- Eight Hours of virtual CivicTraining®

Annual Services

Each year of your contract, you'll receive CivicHR upgrades, maintenance, and hosting, so your solution stays secure and up-to-date with our latest features and functionality. You'll also receive 24/7/365 live emergency support and access to online help resources. Annual Services are subject to a cumulative annual 5% technology fee increase beginning Year 3 and beyond.

	One-Time Implementation & Development Fees	Annual Fees
Standard List Price	\$7,875	\$7,375
Crestview's Discount	(\$7,513) lump sum of all discounts	(\$737) lump sum of all discounts
Total Year 1 Investment (One-Time Fees + Year 1 Annual)	\$7,000	
Annual Fees Beginning Year 2	\$6,638	

Your CivicPlus purchase may be eligible for CARES reimbursement. Consult with your administration to determine if this is an opportunity for your community, and please inform CivicPlus if you will be seeking reimbursement so we can help with any of your documentation needs.

Project Pricing & Invoicing

CivicPlus prices on a per-project, all-inclusive basis. This type of pricing structure eliminates surprise costs, the uncertainty of paying by the hour, and is overall more cost effective for our clients. It provides you with a price based on the products and features listed in this proposal that only varies if additional functionality of work, outside of the original project scope, is requested. We understand that local governments must look beyond just functionality and that multiple factors come into play when determining which vendor can meet not only your functional needs, but also your budgetary needs. CivicPlus offers:

- **Standard CivicHR Invoicing** – Your Total Investment – Year 1 fees (detailed on the previous page) are due at contract signing.
- **CPA Invoicing** – The CivicPlus Advantage (CPA) provides zero interest, level payments that divides the Year 1 expense of your project over the first three years of your contract. Each payment also includes your Annual Hosting/Maintenance Services and any technology fees if applicable. This option may not be available with all products offered by CivicPlus.
- **Customized Billing/Invoicing** – Although not available with all products offered by CivicPlus, we will be happy to discuss other billing options with you prior to contract signing and if feasible, develop a plan that works for both of us. Please contact your sales representative for more details.
- **Annual Services** – Your first-year annual fee is included with your Total Investment – Year 1 total cost. Subsequent annual invoicing occurs on the anniversary of the contract signing date, subject to a 5% technology fee uplift each year starting in Year 3 of your contract.

CivicPlus wants our clients to succeed in delivering a viable, sustainable, and flexible web environment for their communities and we will work with you prior to contract signing to determine which of our billing processes will meet both your needs for budget planning and our accounting processes.

Right to Negotiate

A successful project begins with a contract that meets the needs of both parties. This proposal is intended as a non-binding document, and the contents hereof may be superseded by an agreement for services. Its purpose is to provide information on a proposed project we believe will meet your needs based on the information available. If awarded the project, CivicPlus reserves the right to negotiate the contractual terms, obligations, covenants, and insurance requirements before a final agreement is reached. We look forward to developing a mutually beneficial contract with Crestview.

**CivicPlus**

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Quote #:

Q-10349-1

Date:

7/9/2020 8:37 AM

Expires On:

10/7/2020

Product:

CivicHR

Ship To

Cesar Damiani
Crestview FL - CivicHR

Bill To

Crestview FL - CivicHR

SALESPERSON	Phone	EMAIL	DELIVERY METHOD	PAYMENT METHOD
Hannah Meadows	x	meadows@civicplus.com		Net 30

Exhibit A.1 - Statement of Work

QTY	PRODUCT NAME	DESCRIPTION	PRODUCT TYPE
1.00	CivicHR Applicant Tracking System Premium Annual Fee	CivicHR Applicant Tracking System Premium Annual Fee	Renewable
1.00	CivicHR Applicant Tracking System Premium Implementation Fee	CivicHR Applicant Tracking System Premium Implementation Fee	One-time
1.00	CivicHR Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours	One-time
1.00	CivicHR Onboarding Premium Annual Fee	CivicHR Onboarding Premium Annual Fee	Renewable
1.00	CivicHR Onboarding Premium Implementation Fee	CivicHR Onboarding Premium Implementation Fee	One-time
1.00	CivicHR Virtual Training (Half Day Block)	Training (Virtual) - half day, up to 4 hours	One-time

List Price - Year 1 Total	USD 15,250.00
Actual Investment - Year 1	USD 7,000.01
Annual Services – Year 2	USD 6,638.00

Total Days of Quote:365

- Performance and payment under this Statement of Work ("SOW") shall be subject to the terms & conditions of the Agreement by and between Client and CivicPlus, to which this SOW is hereby attached as Exhibit A.1.
- This SOW shall remain in effect for an initial term equal to 365 days of quote above. In the event that neither party gives 60 days' notice to terminate prior to the end of the initial or any subsequent renewal term, this Agreement will automatically renew for an additional 1-year Renewal Term.

3. Actual Investment - Year 1 will be invoiced at signing of this SOW.
4. Annual Services shall be invoiced on the date of signature of relevant calendar years. Annual services, including but not limited to hosting, support and maintenance services, shall be subject to a 5% annual increase beginning in Year 3 of service.
5. CivicPlus will use commercially reasonable efforts to perform the Services in a manner consistent with applicable industry standards including, maintaining Services availability 24 hours a day, 7 days a week and responding to Client's requests for support during the hours of 7:00 AM to 7:00PM CT, Monday through Friday and any critical support requests 24 hours per day, 7 days a week.
6. Client shall have sole control and responsibility over the determination of which data and information shall be included in the content that is to be transmitted to CivicPlus. Client shall not provide to CivicPlus or allow to be provided to CivicPlus any content that (a) infringes or violates any 3rd party's Intellectual Property rights, rights of publicity or rights of privacy, (b) contains any defamatory material, or (c) violates any federal, state, local, or foreign laws, regulations, or statutes.
7. The service(s) are provided on an "as is" basis, and Client's use of the service(s) is at its own risk. CivicPlus does not warrant that the service(s) will be uninterrupted or error-free or unaffected by force majeure events.
8. The Client will be invoiced electronically through email. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.

Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

Client

By: _____

Name: _____

Title: _____

Date: _____

CivicPlus

By: _____

Name: _____

Title: _____

Date: _____

Contact Information

*all documents must be returned: Master Service Agreement, Statement of Work, and Contact Information Sheet.

Organization

URL

Street Address

Address 2

City

State

Postal Code

CivicPlus provides telephone support for all trained clients from 7am –7pm Central Time, Monday-Friday (excluding holidays).
Emergency Support is provided on a 24/7/365 basis for representatives named by the Client. Client is responsible for
ensuring CivicPlus has current updates.

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Emergency Contact & Mobile Phone

Billing Contact

E-Mail

Phone

Ext.

Fax

Billing Address

Address 2

City

State

Postal Code

Tax ID #

Sales Tax Exempt #

Billing Terms

Account Rep

Info Required on Invoice (PO or Job #)

Are you utilizing any external funding for your project (ex. FEMA, CARES): Y [] or N []

Please list all external sources: _____

Contract Contact

Email

Phone

Ext.

Fax

Project Contact

Email

Phone

Ext.

Fax

Addendum 1 to Exhibit A.1 - Project Development Division of Work

Phase 1 – Introduction and Initial Configuration

CLIENT RESPONSIBILITY	CIVICPLUS RESPONSIBILITY
• Complete the implementation questionnaire • Provide Word versions of your agendas and item reports	• Create a production site request and assign a PL request in JIRA • Reach out to Client to explain the Implementation plan • Schedule and conduct a kick-off call with Client, if requested • Once supplied Word versions of the agendas and item reports, configure the templates in the system • Input questionnaire data

Phase 2 – Initial Review

CLIENT RESPONSIBILITY	CIVICPLUS RESPONSIBILITY
• Be prepared to schedule a call for system review • Provide feedback on any needed changes	• Schedule and conduct a first look call with Client. • Provide any template changes needed to CivicPlus.

Phase 3 – Final Configuration and Review

CLIENT RESPONSIBILITY	CIVICPLUS RESPONSIBILITY
• Provide a list of users • Provide any additional feedback and changes	• Enter user list with appropriate security settings • Make necessary changes to templates and configuration

Phase 4 – Training

CLIENT RESPONSIBILITY	CIVICPLUS RESPONSIBILITY
• Schedule a presentation for administrator training • Schedule a presentation for end user training	• Schedule and conduct administrator and end user trainings

Phase 5 (As Needed) – Additional Services

CLIENT RESPONSIBILITY	CIVICPLUS RESPONSIBILITY
• Provide Word versions of your most recent minutes • Provide a list of your Board/Council members • Schedule a 30 minute call for minutes training • Schedule a 30 minute call for BoardView training	• Once supplied Word versions of the minutes, configure the templates in the system • Schedule and conduct minutes training • Schedule and conduct BoardView training



CivicPlus

302 South 4th St. Suite 500
Manhattan, KS 66502
US

Master Services Agreement:
City of Crestview

THIS Master Services Agreement (“Agreement”) is agreed to by and between CivicPlus, LLC., d/b/a CivicPlus (“CivicPlus”) and City of Crestview; (“Client”) (referred to individually as “Party” and jointly as “Parties”) and shall be effective as of the later date of signing indicated at the end of this Agreement (“Effective Date”).

RECITALS

I. WHEREAS, CivicPlus is engaged in the business of developing, marketing and selling custom community engagement and government management platforms and services that include but are not limited to web sites, web interfaces and portals and proprietary software systems and associated modules; in addition to project development, design, implementation, support and hosting services for same;

II. WHEREAS, Client wishes to engage in a relationship with CivicPlus for such services and/or license for the development and use of proprietary software developed and owned by CivicPlus;

III. WHEREAS, Client and CivicPlus have agreed to certain terms as set forth in this Agreement by this written instrument duly executed by the Parties;

NOW, THEREFORE, Client and CivicPlus agree as follows:

Term & Termination

1. This Agreement shall commence on the date set forth below and shall remain in full force and effect during the term of any associated or attached Statement of Work (“SOW”) between CivicPlus and Client. This Agreement and any associated or attached SOW will continue under the conditions set forth herein until terminated by either Party as specifically authorized herein.
2. Either Party may terminate this Agreement or any associated SOW at the end of the SOW term by providing the other Party with 60 days’ written notice prior to the SOW renewal date.
3. Upon termination of this Agreement or any associated or attached SOW, the licenses granted for such relevant SOW by Section 15, below, will terminate; Client shall cease all use of the CivicPlus Property (as defined herein) associated with the terminated SOW.
4. Notwithstanding the above, in the event this Agreement or any SOW is terminated, for any reason, prior to payment in full being made by Client for work completed by CivicPlus, any outstanding invoices or future planned billing for the development of Client’s chosen government management platform and/or services, as defined in the SOW (“Project Development”), shall immediately become due in full.

Statements of Work

5. CivicPlus agrees to perform services and/or produce deliverables in accordance with the SOW in consideration of the fees owed by Client in described in the same SOW. Multiple and successive SOW may be entered into and shall be attached hereto. Such SOWs are incorporated into this Agreement by reference and subject to the terms & conditions contained herein pursuant to Section 27.

Invoicing & Payment Terms

6. Invoices shall be sent electronically to the individual/entity designated in the SOW's contact sheet, to be filled out and submitted by Client. Client shall provide accurate, current and complete information of Client's legal business name, address, email address, and phone number, and maintain and promptly update this information if it should change. Upon request CivicPlus will mail invoices, and the Client will be charged a \$5.00 convenience fee.

7. Payment is due 30 days from date of invoice. Unless otherwise limited by law, a finance charge of 1.5 percent (%) per month or \$5.00, whichever is greater, will be added to past due accounts. Payments received will be applied first to finance charges, then to the oldest outstanding invoice(s).

8. If the Client's account exceeds 60 days past due, support will be discontinued until the Client's account is made current. If the Client's account exceeds 90 days past due, Annual Services will be discontinued, and the Client website, modules, interfaces or portals will no longer be active until the Client's account is made current. Client will be given 30 days' notice prior to discontinuation of services for non-payment.

9. If the Client requests a change in the timeline set forth and agreed upon at the beginning of the services, and such change causes CivicPlus to incur additional expenses (i.e. airline change fees, consultant fees), Client agrees to reimburse CivicPlus for those fees. Not to exceed \$1,000 per CivicPlus resource per trip. CivicPlus shall notify Client prior to incurring such expenses and shall only incur those expenses which are approved by Client.

Ownership & Content Responsibility

10. Upon full and complete payment of submitted invoices for any SOW Project Development Fees, Client will own the website graphic designs, webpage or software content, module content, importable/exportable data, and archived information as created by CivicPlus on behalf of Client pursuant to this Agreement ("Customer Content").

11. Upon completion of any SOW Project Development, Client will assume full responsibility for website, software or module content maintenance and administration. Client, not CivicPlus, shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership or right to use of all Customer Content.

12. Client agrees that CivicPlus shall not migrate, convert, or port content or information that could reasonably be construed to be time-sensitive, such as calendar or blog content, in any Project Development.

13. Client will make a reasonable attempt to work with CivicPlus, if requested, to create a news item to be released in conjunction with their project Go-Live date. Client will provide CivicPlus with contact information for local and regional media outlets. CivicPlus may use the press release in any marketing materials as desired throughout the term of this Agreement.

Intellectual Property & Ownership

14. Intellectual Property of any software or other original works created by or licensed to CivicPlus prior to the execution of this Agreement ("CivicPlus Property") will remain the property of CivicPlus. Client shall not (i) license, sublicense, sell, resell, reproduce, transfer, assign, distribute or otherwise commercially exploit or make available to any third party any CivicPlus Property in any way; (ii) modify or make derivative works based upon any CivicPlus Property; (iii) create Internet "links" to the CivicPlus Property software or "frame" or "mirror" any CivicPlus Property administrative access on any other server or wireless or Internet-based device; or (iv) reverse engineer or access any CivicPlus Property in order to (a) build a competitive product or service, (b) build a product using similar ideas, features, functions or graphics of any CivicPlus Property, or (c) copy any ideas, features, functions or graphics of

any CivicPlus Property. The CivicPlus name, the CivicPlus logo, and the product and module names associated with any CivicPlus Property are trademarks of CivicPlus, and no right or license is granted to use them.

15. Provided Client complies with the terms and conditions herein, the relevant SOW, and license restrictions set forth in Section 14, CivicPlus hereby grants Client a limited, nontransferable, nonexclusive, license to access and use the CivicPlus Property associated with any valid and effective SOW associated with this Agreement, for the term of the respective SOW.

Indemnification

16. To the extent permitted by the law of Client's state, Client and CivicPlus shall defend, indemnify and hold the other Party, its partners, employees, and agents harmless from and against any and all lawsuits, claims, demands, penalties, losses, fines, liabilities, damages, and expenses including attorney's fees of any kind, without limitation, arising out of the negligent actions and omissions, or intentionally malicious actions or omissions of the indemnifying Party or its partners, employees, and agents, directly associated with this Agreement and the operations and installation of software contemplated by this Agreement. This section shall not apply to the extent that any lawsuits, claims, demands, penalties, losses, fines, liabilities, damages, and expenses is caused by the negligence or willful misconduct on the part of the other Party.

Client Responsibilities

17. CivicPlus will not be liable for any act, omission of act, negligence or defect in the quality of service of any underlying carrier, licensor or other third-party service provider whose facilities or services are used in furnishing any portion of the service received by the Client.

18. CivicPlus will not be liable for any failure of performance that is caused by or the result of any act or omission by Client or any entity employed/contracted on the Client's behalf.

19. Client agrees that it is solely responsible for any solicitation, collection, storage, or other use of end-users' personal data on any website or online service provided by CivicPlus. Client further agrees that CivicPlus has no responsibility for the use or storage of end-users' personal data in connection with the website or the consequences of the solicitation, collection, storage, or other use by Client or by any third party of personal data.

20. To the extent it may apply to any service or deliverable of any SOW, user logins are for designated individuals chosen by Client ("Users") and cannot be shared or used by more than one User. Client will be responsible for the confidentiality and use of User's passwords and User names. Client will also be responsible for all electronic communications, including those containing business information, account registration, account holder information, financial information, Client data, and all other data of any kind contained within emails or otherwise entered electronically through any CivicPlus Property or under Client's account. CivicPlus will act as though Client will have sent any electronic communications it receives under Client's passwords, user name, and/or account number. Client shall use commercially reasonable efforts to prevent unauthorized access to or use of any CivicPlus Property and shall promptly notify CivicPlus of any unauthorized access or use of any CivicPlus Property and any loss or theft or unauthorized use of any User's password or name and/or user personal information.

21. Client shall comply with all applicable local, state, and federal laws, treaties, regulations, and conventions in connection with its use of any of the services or CivicPlus Property.

Limitation of Liability

22. CivicPlus' liability arising out of or related to this Agreement, or any associated SOW, will not exceed the Annual Services Fee paid by Client in the year prior to such claim of liability.

23. In no event will CivicPlus be liable to Client for any consequential, indirect, special, incidental, or punitive damages arising out of or related to this Agreement.

24. The liabilities limited by Section 22 and 23 apply: (a) to liability for negligence; (b) regardless of the form of action, whether in contract, tort, strict product liability, or otherwise; (c) even if Client is advised in advance of the possibility of the damages in question and even if such damages were foreseeable; and (d) even if Client's remedies fail of their essential purposes. If applicable law limits the application of the provisions of this Limitation of Liability section, CivicPlus' liability will be limited to the maximum extent permissible.

Force Majeure

25. No party shall have any liability to the other hereunder by reason of any delay or failure to perform any obligation or covenant if the delay or failure to perform is occasioned by force majeure, meaning any act of God, storm, fire, casualty, unanticipated work stoppage, strike, lockout, labor dispute, civic disturbance, riot, war, national emergency, act of public enemy, or other cause of similar or dissimilar nature beyond its control.

Taxes

26. It is CivicPlus' policy to pass through sales tax in those jurisdictions where such tax is required. If the Client is tax-exempt, the Client must provide CivicPlus proof of their tax-exempt status, within fifteen (15) days of contract signing, and the fees owed by Client under this Agreement will not be taxed. If the Client's state taxation laws change, the Client will begin to be charged sales tax in accordance with their jurisdiction's tax requirements and CivicPlus has the right to collect payment from the Client for past due taxes.

Other Documents

27. The following, if applicable, are to be attached to and made part of this Agreement:

- a. Any Addendum and/or Amendments to this Agreement signed by both Parties;
- b. Exhibit A - Statement(s) of Work;
- b. Service Agreement Sales Forms;
- c. Service Agreements previously executed between the Parties; and
- d. Custom Development / Retainer Agreement

28. In the event of conflict with an attachment to this Agreement, this main body of this Agreement will govern. Notwithstanding the foregoing, no SOW or other attachment incorporated into this Agreement after execution of this main body of this Agreement will be construed to amend this main body unless it specifically states its intent to do so and cites the section or sections amended.

29. This Agreement and all attachments hereto sets forth the entire agreement of the Parties and supersedes all prior or contemporaneous writings, negotiations, and discussions with respect to its subject matter.

Interlocal Purchasing Consent

30. With the prior approval of CivicPlus, which may be withheld for any or no reason within CivicPlus' sole discretion, this Agreement and any attached SOWs may be extended to any public entity in Client's home-state to purchase at the SOW prices and specifications in accordance with the terms stated herein.

Miscellaneous Provisions

31. The invalidity, in whole or in part, of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.

32. No amendment, assignment or change to this Agreement or any included SOW shall be effective unless by a written instrument executed by each of the Parties.

33. This Agreement may be executed in one or more counterparts. Each counterpart will be an original, but all such counterparts will constitute a single instrument.

34. Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each Party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such Party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on such Party and enforceable in accordance with its terms.

Acceptance

We, the undersigned, agreeing to the conditions specified in this document, understand and consent to the terms & conditions of this Agreement.

Client	CivicPlus
By: _____	By: _____
Name: _____	Name: _____
Title: _____	Title: _____
Date: _____	Date: _____

Please sign and email to Hannah Meadows at meadows@civicplus.com or fax to

Sign and E-mail the
entire
contract with exhibits to:

<mailto:contracts@civicplus.com>

Signature pages sent without the entire contract attached will not be accepted. We will e-mail a counter-signed copy of the contract back to you once we begin your project.

CivicPlus does not require a physical copy of the contract, however, if you would like a physical copy of the contract, mail one (1) copy of the contract with original signature to:

CivicPlus Contract Manager

302 S. 4th Street, Suite 500
Manhattan, KS 66502

Upon receipt of signed original, we will counter-sign and return the copy for your files.



Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Purchase / Contract

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Elizabeth Roy, City Clerk
DATE: 9/9/2020
SUBJECT: Acceptance of Bid for Copier Lease and Maintenance Agreement

BACKGROUND:

On July 28, 2020 The City of Crestview released a request for proposals (RFP) for copier lease and maintenance agreement.

The RFP was published in the local paper, on the website, on Vendor registry, and was sent to interested parties who had requested to receive.

DISCUSSION:

There was a pre-bid conference held on August 18, 2020 for interested vendors and an amendment to the bid was published on Friday, August 21st and sent to the interested vendors.

On Monday, August 31, 2020 at 2:00 PM the proposals were opened in the council chambers at City Hall.

There were 4 proposals Received:

American Business Center

RJ Young

Copy Products

Dex Imaging

On Thursday, September 3, the evaluation committee met to discuss and rank the proposals. The members of the committee were: Police Chief Steve McCosker, Senior Planner Trae Duley, Administrative Director Jessica Leavins, Finance Department representative Wendy Buttke, and Assistant Public Services Director Carlos Jones.

The rankings from this committee are attached.

The Committee recommends the selection of DEX Imaging proposal for Copier lease and Maintenance for the City of Crestview.

Dex Imaging is the copier supplier for several of the surrounding Cities, to include Destin, Defuniak Springs and Ft Walton.

The second place choice was RJ Young. Copies of these proposals are attached. Copy Products and American Business Center are available if council wishes a copy.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Infrastructure- Satisfy current and future infrastructure needs

FINANCIAL IMPACT

The cost proposal from DEX imaging is within the budgeted amount of the City of Crestview 2020-2021 Budget for the Copier Lease and Maintenance for all departments of the City.

The expected amount is projected to be approximately \$2000 a Month, plus any overages (differs every month)

RECOMMENDED ACTION

Staff respectfully requests that the City Council accept the recommendation of the evaluation committee and allow the City Manager, City Clerk and Attorney to formulate the agreement with Dex Imaging and send to Mayor and City Clerk for signatures.

Attachments

1. Copier Lease and Maintenance RFP
2. Addendum Form 1
3. Scoring Sheet
4. DEX Imaging - City of Crestview RFP 20-8-31
5. City of Crestview RFP No. 20-8-31 (RJ Young Response)

CITY OF CRESTVIEW, FLORIDA

REQUEST FOR PROPOSAL NO. 20-8-31

PROPOSAL FOR LEASE AND MAINTENANCE OF COPIERS FOR THE CITY OF CRESTVIEW, FLORIDA



City of Crestview, Florida
July 2020

Elizabeth M Roy

Elizabeth M Roy

City Clerk

Phone (850) 682-1560 x 250

Fax (850) 682-8077

PO Box 1209/198 N Wilson Street

Crestview, FL 32536

cityclerk@cityofcrestview.org

NOTICE TO PROPOSERS

The City of Crestview, Florida, is currently seeking sealed competitive submittals for Proposal for Copier lease and maintenance services. The Firm with the successful proposal will be required to supply the City with copies of current Liability Insurance and Workmen's Compensation coverage, as well as comply with all contract standards as outlined in the City of Crestview purchasing manual and all Florida State Statute requirements.

The Scope of Work is to provide Copiers, ink and maintenance of same to any Departments in the City as requested.

Sealed proposals must be received by the City Clerk's office at the City of Crestview City Hall, 198 N. Wilson Street/PO Box 1209, Crestview, Florida 32536, in a sealed envelope clearly marked **"RFP No. 20-8-31 "** no later than 2:00 p.m. CST on Monday, August 31, 2020 when they will be opened and read aloud. The City reserves the right to reject any and all proposals or portions thereof, to waive minor defects and informalities in the process, to accept the Proposal(s) or take any actions deemed by the City to be in the City's best interest.

Copies of the Proposal are available at the City Clerk's office at 198 N. Wilson Street, or by email request to cityclerk@cityofcrestview.org.

Elizabeth M Roy
City Clerk

CITY OF CRESTVIEW, FLORIDA

REQUEST FOR PROPOSAL NO. 20-08-31

**"PROPOSAL FOR COPIERS LEASE AND
MAINTENANCE"**

Inquiries about this Request for Proposal
should be directed to:

Elizabeth Roy
City Clerk
City of Crestview
198 North Wilson St
Crestview, Florida 32536
Phone: (850) 682-1560
E-mail: (questions only)
elizabethroy@cityofcrestview.org

OVERVIEW

The City of Crestview is seeking to contract with a Copier services company to provide leased equipment, to include ink, toner and Maintenance to any departments in the City of Crestview as requested.

There are multiple offices in the City that currently have leased copiers. A listing of the current products is attached as Appendix A.

The City of Crestview seeks the assistance of an experienced company or individual that can accomplish all the functionality identified in this RFP with the flexibility of providing this functionality over time, if needed due to budgetary constraints. The City is looking for a Company or individual that has the capability of working with various departments of the City with unique requests and unique time frames. The firm with the successful proposal will be required to supply the City with copies of current liability insurance and Workmen's compensation coverage, as well as comply with all contract standards as outlined in the City of Crestview purchasing manual and all Florida State Statute requirements.

The City reserves the right to reject any one or all bids, or any part of any bid, to waive any informality in any bid, and to award a contract deemed to be in the best interests of the City

BACKGROUND

The City of Crestview has a population of approximately 25,000. It is located in Okaloosa County in the Panhandle of Florida. The City has approximately 240 full time employees and 5 Part time employees.

The City of Crestview has determined that entering into a continuing contract for leased copier services is consistent with the purchasing policy and will serve to provide a consistent standard of copy, printing and scanning services to the City of Crestview

The City of Crestview will evaluate vendor experience, qualifications and capabilities for providing copier services to the City. The desired qualifications are outlined below. Responders are required to submit a written narrative corresponding to each of the underlined section items:

Introduction

- Overview and summary of how your company will assist the City

Company Profile

- Individual/Company overview and history
 - How long has the company been in business
 - Number of current employees
 - Number of clients in the past 5 years (?)
 - Years of Experience
- Capabilities of company - Why should your company be chosen

Scope of Work

What will be expected of the City (please include in proposal)

What the City can expect from the company (See Below)

Copy Service Experience

References (minimum three references, including all contact information below)

Client name

Client contact person and title

Phone

Email address

Project Pricing Estimate/Cost for Services Outlined

Required Features

Scope of work

- The Vendor should supply any copy, printing and scanning equipment as needed and required by various departments within the City of Crestview.
- The vendor should be able to provide consistent and readily available service and maintenance to the leased equipment used by the City of Crestview.
- The interested vendors will be expected to attend a Pre-Bid Conference with possible tour of facilities on Tuesday, August 18, 2020 at 10:00 AM in the Council Chambers at City Hall, 198 Wilson Street N, Crestview, FL 32536

Other Requested Features

- Monthly lease cost of equipment by type (based on the types listed in Appendix A)
- Any suggested upgrades to the existing types.
- Estimated response time for any maintenance issues

Insurance Requirements:

City of Crestview, Florida
RFP 20-8- 31 Copier Services

- Minimum Requirement for liability insurance is \$1,000,000 with the City of Crestview as additional insured.

Legal Requirements:

- The agreement with the selected vendor will include a Public Access form which outlines the legal aspects of the Florida Public Records law as it applies to entities doing business with municipalities. (see attachment A)

Submittal Requirements

A digital copy and one (1) signed and sealed original proposal, including all executed documents and needed attachments, shall be placed in a sealed envelope, marked "20-8-31 and delivered prior to the proposal opening deadline, **2:00 PM CDT on Monday, August 31, 2020. The digital copy should be in the proposal envelope only. No email proposals or information will be accepted and will cause rejection of the bid Proposal.**

Submittals that are not received on or before the specified deadline will not be accepted (no exceptions). The City reserves the right to request follow-up information or clarification from vendors in consideration. Vendor is responsible to ensure delivery by the date and time included.

The City of Crestview reserves the right to reject any or all submittals, to compare the relative merits of the respective responses, and to choose a vendor, which will best serve the interests of the City.

Each response to this RFP shall be done at the sole cost and expense of each proposing vendor and with the express understanding that no claims against the City for reimbursement will be accepted.

Evaluation Team and Evaluation Criteria

The evaluation team will consist of not less than five (5) members to include the following

- The IT Manager
- The Public services Director
- The Finance Director
- The Human Resources Specialist
- Representative from the Police Department

The City Clerk shall act as the 6th member of the team, as well as conduct the meeting.

Responses to this RFP will help the City identify the most qualified vendor and will be indicative of the level of the firm's commitment. The City will evaluate the proposals using the following criteria;

- | | |
|-----------------------------------|--------------|
| • Demonstration of qualifications | 10% of score |
| • Provided references | 10% of score |
| • Pricing | 40% of Score |
| • Response time for Service Calls | 30% of Score |
| • Business presence and location | 10% of score |

The committee will use the above scoring system to evaluate the overall fit with the City of Crestview to determine the most appropriate and qualified vendor.

Selection Process

The selection process will involve the following phases:

Phase 1: Evaluation

- The committee will evaluate vendor submittals and complete the scoring sheet at an open meeting to be scheduled. Vendors will be notified of the meeting date at the opening of the proposals.

Phase 2: Interviews (optional)

- The committee reserves the option to select two finalists and hold interviews if necessary. The interview scores will be added to the initial evaluation and account for 50% of the score.

Phase 3: The committee will make a recommendation to City Council for final approval.

Phase 4: The City will enter into negotiations leading to a professional services agreement.

Schedule

The approximate RFP schedule is summarized below:

- Issuance of RFP: July 28, 2020
- Pre Bid meeting/Tour of facilities with vendors Tuesday, August 18, 2020 10:00 AM, Council Chambers at City Hall, 198 Wilson Street N, Crestview, FL 32536.
- Sealed Vendor submittals due: Monday, August 31, 2020 2:00 PM CST at City Hall mail or personal delivery
- Committee Meeting: September 3, 2020 Council Chambers of City Hall
- City Council Meeting: September 14, 2020
- Execute professional services agreement: To be Determined.

* Dates and times are subject to change

Attachment A**PUBLIC RECORDS ADDENDUM**

_____ as Contractor, shall comply with the requirements of Florida's Public Records law. In accordance with Section 119.0701, Florida Statutes, Contractor shall:

- a. Keep and maintain public records required by the public agency in order to perform the service.
- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided under Florida's Public Records Law or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if Contractor does not transfer the records to the public agency: and
- d. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of Contractor or keep and maintain public records required by the public agency to perform the service. If Contractor transfers all public records to the public agency upon completion of the contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.
- e. If Contractor has questions regarding the application of Chapter 119, Florida Statutes, to Contractor's duty to provide public records relating to this Agreement, Contractor shall contact the Custodian of Public Records at:**

**City Clerk, City of Crestview
198 North Wilson Street
P.O. Box 1209
Crestview, Florida 32536
(850) 682-1560 Extension 250
cityclerk@cityofcrestview.org**

- f. In the event the public agency must initiate litigation against Contractor in order to enforce compliance with Chapter 119, Florida Statutes, or in the event of litigation filed against the public agency because Contractor failed to provide access to public records responsive to a public record request, the public agency shall be entitled to recover all costs, including but not limited to reasonable attorneys' fees, costs of suit, witness, fees, and expert witness fees extended as part of said litigation and any subsequent appeals.

Copy Services Score Sheet							
Reviewer:						Date:	
Each category for review should receive a score between 1-5 based on the reviewer assessment of the provided proposal. The scores will be weighted based on the percentages. The company with the highest score will be the recommended vendor.							
Company Name	Qualifications 10%	References 10%	Pricing 40%	Response time 30%		Location Presence 10%	Total

Appendix A

LOCATION	MODEL / SN
Crestview PD - Training	MXM283N 15021016
Twin Hills Park	MX2610N 15122637
City of Crestview	MPW5100 W812G500015
City of Crestview Community Center	MX2640N 35038213
City of Crestview Planning And Zoning	MX4141 45132482
City of Crestview Finance	MXC300P 45082323
Bob Sike Library	MX2640N - 45085835
City of Crestview Acct Payables	MXM354N 55050246
Fire Department	MXM365N 55007858
Public Works (UPSTAIRS)	MXM365N 55007868
Mayor's Office	MXM365N 55007978
Clerk's Office	MX4141N 55093477
Bob Sikes Library	MXM365N 55008038
Crestview PD - Investigations	MX2640N 55056557
Public Works	MPC4503 E175M510030
City of Crestview Hallway	MXM4141N 55094457
City of CV Growth Manage.	MXM4141N 55092557
Crestview PD	MXM754N 55005858
City of Crestview E. Roys office	MXC250 45040504
City of Crestview Accounting	35S6830 XM3150 70167PHH0C0HY
City of Crestview	40C9054 C4150 5028744011ZC0
City of Crestview City Manager	SPC320DN S9938901096
City of Crestview Mayor's Office	SPC320DN S9939500287

PROPOSAL FOR LEASE AND MAINTENANCE OF COPIERS FOR THE CITY OF CRESTVIEW, FLORIDA 20-8-31

ADDENDUM NO. 1

This addendum forms a part of the Contract Documents and further identifies additional requested information from proposers. Information in this addendum must be included in the bid documents.

SPECIFICATIONS:

1. Number of Black/White and Color copies included in overall contract. (Currently 70,000/5,000 respectively) Increase in allowable usage by B/W or Color may be included but are not necessary
2. Charges for overages
3. Other costs as outlined below

Accessories

- All machines (if available) should include stapling function (not necessary if not available on Desktop machines)
 - All machines (if available) should have fax and scanning capabilities
 - Are there charges for oversized prints (i.e. 11/17)
 - All machines should have duplex capabilities
 - All machines must be compatible with our current office (Microsoft 365) and Financial Software (Central Square, H5)
 - Machines must be able to be networked to City systems to allow for multiple user access.
 - All information as requested in Bid Documents
 - Monthly least cost of equipment by type with requested accessories Add-in should be noted separately by machine. Lease cost should include ink and toners.
 - Suggested upgrades and costs to existing types
 - Estimated response time for any maintenance issues
-

-END OF ADDENDUM-

Copier Lease and Maintenance Score Sheet

Reviewer Trae Duley

Date: 9/3/2020

Each category for review should receive a score between 1-5 based on the reviewer assesment of the provided proposal. The scores will be weighted based on the percentages. The company with the highest score will be the recommended vendor.

Company Name	Qualifications 10%	References 10%	Pricing 40%	Response Time 30%	Location/Presence 10%	Total	
American Business Center	5	4	2	1	1	2.10	
RJ Young	5	4	4	3	3	3.70	
Copy Products	4	4	3	5	5	4.00	
Dex Imaging	5	5	5	5	4	4.90	
						0.00	

Copier Lease and Maintenance Score Sheet

Reviewer Steve McCosker

Date: 9/3/2020

Each category for review should receive a score between 1-5 based on the reviewer assesment of the provided proposal. The scores will be weighted based on the percentages. The company with the highest score will be the recommended vendor.

Company Name	Qualifications 10%	References 10%	Pricing 40%	Response Time 30%	Location/Presence 10%	Total	
American Business Center	5	2	3	2	1	2.60	
RJ Young	4	3	4	3	2	3.40	
Copy Products	3	4	2	4	5	3.20	
Dex Imaging	4	5	5	5	4	4.80	
						0.00	

Copier Lease and Maintenance Score Sheet

Reviewer Carlos Jones

Date: 9/3/2020

Each category for review should receive a score between 1-5 based on the reviewer assesment of the provided proposal. The scores will be weighted based on the percentages. The company with the highest score will be the recommended vendor.

Company Name	Qualifications 10%	References 10%	Pricing 40%	Response Time 30%	Location/Presence 10%	Total	
American Business Center	2	2	2	2	2	2.00	
RJ Young	3	3	5	3	3	3.80	
Copy Products	5	5	3	5	5	4.20	
Dex Imaging	4	5	4	4	4	4.10	
						0.00	

Copier Lease and Maintenance Score Sheet

Reviewer					Date: 9/3/2020		
Each category for review should receive a score between 1-5 based on the reviewer assesment of the provided proposal. The scores will be weighted based on the percentages. The company with the highest score will be the recommended vendor.							
Company Name	Qualifications 10%	References 10%	Pricing 40%	Response Time 30%	Location/Presence 10%	Total	
American Business Center	5	3	1	2	3	2.10	
RJ Young	5	2	4	3	3	3.50	
Copy Products	2	1	1	1	2	1.20	
Dex Imaging	5	5	5	5	4	4.90	
						0.00	

Copier Lease and Maintenance Score Sheet

Reviewer Jessica Leavins

Date: 9/3/2020

Each category for review should receive a score between 1-5 based on the reviewer assesment of the provided proposal. The scores will be weighted based on the percentages. The company with the highest score will be the recommended vendor.

Company Name	Qualifications 10%	References 10%	Pricing 40%	Response Time 30%	Location/Presence 10%	Total	
American Business Center	5	1	3	2	1	2.50	
RJ Young	4	3	5	3	2	3.80	
Copy Products	3	3	2	4	5	3.10	
Dex Imaging	4	5	5	5	4	4.80	
						0.00	

Copier Lease and Maintenance Score Sheet

Reviewer					Date: 9/3/2020		
Each category for review should receive a score between 1-5 based on the reviewer assesment of the provided proposal. The scores will be weighted based on the percentages. The company with the highest score will be the recommended vendor.							
Company Name	Qualifications 10%	References 10%	Pricing 40%	Response Time 30%	Location/Presence 10%	Total	
American Business Center	22	12	11	9	8	11.30	
RJ Young	21	15	22	15	13	18.20	
Copy Products	17	17	11	19	22	15.70	
Dex Imaging	22	25	24	24	20	23.50	
American Business Center	4.4	2.4	2.2	1.8	1.6	11.3	
RJ Young	4.2	3	4.4	3	2.6	18.2	
Copy Products	3.4	3.4	2.2	3.8	4.4	15.7	
Dex Imaging	4.4	5	4.8	4.8	4	23.5	

DEX *imaging*



**CITY OF CRESTVIEW - 2020
PROPOSAL FOR LEASE AND
MAINTENANCE OF COPIERS FOR
THE CITY OF CRESTVIEW, FLORIDA
RESPONSE TO RFP 20-8-31**

TODD DEVENEY

NORTHWEST FLORIDA SALES MANAGER

1855 HURLBURT ROAD

FT. WALTON BEACH, FL 32547

(850) 376-5067

TODD.DEVENEY@DEXIMAGING.COM

INTELLIGENT DOCUMENT SOLUTIONS
COPIERS | PRINTERS | DATA MANAGEMENT



Table of Contents:

DEX	Page 2-3:	Executive Summary / Get To Know DEX
DEX	Page 4:	Professional Services / IT Services & DEX Differentiators
DEX	Page 5:	Advantages As A Managed Services Provider
DEX	Page 6:	Structure of DEX & Geographical Coverage
DEX	Page 7:	Break/Fix & Performance Guarantees
DEX	Page 8:	Setting Expectations
DEX	Page 9-10:	References
DEX	Page 11-18:	Proposed Equipment
DEX	Page 19:	Pricing Summary
DEX	Page 20:	Equipment/Software Recommendations
DEX	Page 21:	Highlights of Respondent's Services
DEX	Page 22:	DEX Patrol Box Technology: Communication Module For Meter Reads
DEX	Page 23:	Liability Insurance
DEX	Page 24:	Public Records Addendum
DEX	Page 25:	DEX Imaging's Organizational Structure
DEX	Page 26:	DEX Imaging Disaster Plan



Executive Summary / Company History:

DEX Imaging is the largest independent dealer of document imaging equipment and ancillary software in the eastern United States, with 2016 revenues exceeding \$250 million. From a start-up based in Tampa with only 8 employees in 2002, Dan Doyle Jr. has grown the company to 36 branch locations and more than 1,000 employees. The company is now expanding rapidly through acquisition with the goal of becoming the preeminent independent office imaging dealer in the nation by 2020.

DEX has been instrumental in conceiving and overseeing innovative business strategies, such as its Employee Profit Sharing Program, which awards bonuses based on exceptional job performances, and DEX' Community Outreach Program, which donates one third of the company's profits to charities within the communities it serves.

DEX Imaging has received numerous industry awards, including the Diamond Premier Dealer award by Kyocera for the last 15 years consecutively; the ProTech Service award by Konica Minolta for the last 10 years consecutively; the Elite Dealer awards by OfficeDEALER magazine and The Week In Imaging magazine; and the ITEX Perfect Image Award three years consecutively. DEX's CEO, Dan Doyle Jr, was awarded the prestigious Ernst & Young Entrepreneur of the Year award in 2014 for the Technology Industries category, and the company has also been recognized by JD Power & Associates for Best Customer Experience. Other accolades include being named Best Place to Work by business journals in various markets where DEX is located.

Ultimately, what makes DEX different is the vision of its leaders and the loyalty of its sales and service teams. The company is technology-driven and people-focused. Here is the DEX Formula:

Local Controls

Every region operates autonomously, giving local leadership control over its own destiny and guaranteeing that customers are getting the very best service possible at the local level.

Regionalized Warehouses

Local DEX warehouses are fully stocked at all times with new parts and supplies so customers do not have to wait for service.

Proprietary Service Tools

A companywide dispatch system utilizes GPS tracking to ensure that service technicians are time-efficient and that customers are receiving immediate help.

Proprietary Patrol™ Technology: Managed Print Tracking System

DEX Imaging holds 13 patents for developing new technology that tracks customers document output. This software helps customers manage their printer fleet and reduce toner and paper waste.

Cutting-Edge Sales Tools

DEX Imaging's IT division has developed new technology that decreases the turnaround time for product delivery—order processing that used to take 10 to 12 days now takes 3 days. DEX' leaders continually analyze and search for better solutions. If the tools don't exist today that could make DEX' sales and service people more successful, DEX' IT team will invent the technology themselves.



Executive Summary / Company History:

Integrity Made Us The Largest in The Nation

You'll find few companies in the document imaging industry that last for long, and none with our pedigree and track record of industry innovation. Starting in 1977, our chairman created Danka Business Systems, later selling it to Konica Minolta Business Systems before founding DEX Imaging with his son. Since 2002, we've been a locally-focused, family-owned company with the footprint of a national firm.

We've stayed independent and privately held since our inception so we can chart our own course and stay free to innovate without the usual restrictions imposed by shareholders and corporate interests. Our business model is unique but simple: to offer the broadest selection of best-in-class imaging technology combined with award-winning service on ALL copier/printer makes and models. No other dealer or manufacturer can boast this broad scope of skill, expertise and commitment to service excellence.

Experience:

Experience matters. For over four decades we've pioneered countless innovations to help you do more with print. Our industry-wide depth of perspective is due in large part to the combined experience of our employees. We value their learning and trouble-solving skills and reward them for helping you. As a privately held company we are free to focus on you, staying independent of shareholders or the whims of Wall Street.

Integrity:

We value the trust you show in us with every page you print. From the equipment we select from the world's top manufacturers to the care in installation, the staff training, exclusive support and supplies we manufacture, we value quality at every level.

Service:

We don't just offer service, we redefine it. With a best-in-class training program, industry-leading employee compensation programs, and the largest inventory of parts, supplies, and dispatch resources, we minimize downtime to ensure your business runs smoothly.

Doing business with DEX means doing business better. We offer several unique benefits you can't get anywhere else, each designed to get you ahead.

Our **DEX**clusive Benefits:

- DEX** Not limited to just one manufacturer's brand, we offer the best equipment from the world's leading manufacturers, tested to our stringent specifications.
- DEX** Service for all makes and models of imaging equipment, not just one manufacturer's line of products, making us a one stop shop for service.
- DEX** Custom-built regional headquarters fully stocked with supplies to keep you up and running.
- DEX** Vast in-house service expertise with high employee retention and an industry-leading Profit Sharing Program.
- DEX** In-house R&D developing industry-defining technology exclusively for our customers.
- DEX** Proprietary document management and MPS solutions help you control costs, leverage efficiencies and better manage your workflow.
- DEX** Giving back to the community where you live with every page you print.





Core Capabilities & Business Approach:

Professional Services / IT Services:

DEX Imaging employs a team of field engineers in support of its document production systems. There are two general categories of specialized service involved that include: Break/fix engineers, and Network Engineers who specialize in the integration of our systems to the Baptist network.

These professionals undergo continuous training and experience with the latest system technologies and the proper integration of our systems. DEX Imaging is a factory authorized Training and Certification Center that manufacturers have established as regional operation locations. Classroom and field training exercises and other educational curricula are carried out. This benefits our customers by insuring the most current methods and means of analysis and repair are available on all their systems.

This three-part approach (*First Responder, Field break-fix Engineers, and Network Engineers*) to system maintenance and support provide DEX Imaging the true competitive advantage and our customers the comfort that their business will operate reliably.

What Differentiates DEX From The Competition?:

First and foremost, we are not perfect. We do, however, believe that striving for perfection on a daily basis is critical as well as always looking for ways to be better at what we do each & every day. What sets us apart, is how we overcome obstacles of all sizes, how we react to them, and how we put measures in place to prevent those obstacles in the future. We strive to be proactive vs reactive, and we realize that your organization depends on it. We believe in honesty, integrity & transparency.

The most noticeable differential is the DEX Imaging employee. DEX Imaging compensates its employees well, offers a clear career path within our growing company, and includes all its non-commissioned employees in our profit-sharing program. Paid three times each year, employees receive cash bonuses for their participation. This results in an ownership of results, which translates into a happy and motivated employee who cares about their work and the satisfaction of its customers. The DEX employee is proud to work with a successful and prosperous company.

The success and competitive advantage DEX Imaging enjoys is also a product of mastering the 4 major areas of operation:

- DEX An enterprise-wide focus on Customer Service.**
- DEX Being a direct provider of the systems and service included in a support service program.**
- DEX Single source provider- Equipment, Staffing, and Service.**
- DEX Experience. DEX Imaging employs the most talented and capable professionals in the industry, who commit to the cause and mission of the Team.**

The DEX Imaging customer base reflects the experience and success in Copy Center operations. Our professionals are fully qualified in the legal industry, corporate production, healthcare communities, as well as government and educational environments. This diversity provides us a perspective unique to others by forming new challenges and opportunities.

Our attention to detail begins with the analytical assessment of current conditions, customer expectations, and work-space. The eventual design of the onsite support service program relies on efficiency, and productivity while maintaining an inviting and comfortable setting. Workflow is managed practically and naturally. Attention is given to supply storage, convenience, and economy.

Implementation planning is an organic process highlighted by organization. A comprehensive team including system engineers, installation experts, technology integration specialists, staffing coordinators, and eventual operators all contribute to the process. The resulting program is well organized and ready for business from Service Day one.



Core Capabilities & Business Approach:

Our advantage as a managed service provider:

DEX We are a full-service alternative as we provide staffing, systems, system maintenance and supply, as well as other related components to customers that need them.

DEX DEX is a direct equipment provider, not reliant on third-party sources for service, supply, and support. We never have to apologize for being unable to respond quickly to a service need.

DEX Scope of Services: We offer a wide range of onsite services including offsite production options for reprographics, document imaging and indexing, as well as storage and retrieval, distribution services, US Mail management, systems support, and more...

DEX A few of the services that we offer:

+ Managed Print Through Our PrintCounts Program



+ Facilities Management & On-Site Staffing



+ Back-file scanning & Cloud Solutions



+ Mailing Solutions



+ Traditional MFP's, Fax, & Scanners



+ Workflow Solutions, Cost Accounting & Bill-Back Solutions



+ Store-Front Applications / Web-To-Print Solutions



+ Large Format Printing Solutions



+ Production Print & Copy With Advanced Finishing



DEX Over 25 years of direct and continuous experience in support service provision.



Core Capabilities & Business Approach:

How DEX Is Structured Locally & Nationally Related To Abilities To Provide The Services Proposed:

DEX Imaging is a privately-held company owned solely by The Doyle family. We operate as a private company so that we can keep our focus on customer service. **We answer to Main Street, not Wall Street.** Typically the mandate for publicly-held companies is to squeeze as much profit out of the company as possible to pay shareholders and investors. We do not have this conflicting agenda. We pour our profits back into the company, our employees and into the community.

Geographical Coverage

DEX Imaging is a regional organization structured for local service responsiveness. We have over **40** branch locations throughout the eastern United States, with regional warehouses in all of our major markets fully stocked with new parts and supplies. What sets us apart is that each DEX branch operates autonomously so it can be prompt at servicing its local customers. It's simple, straight forward, and it works.

Current Number of Employees: **1,500+**





Core Capabilities & Business Approach:

Break / Fix Service On All Equipment For All Equipment:

DEX Imaging has the direct responsibility to provide break/fix support to all systems contained in our solution. Using our award winning Service and Supply division resources, services and supplies will all be organized from a single source. This insures all systems realize the same fast response, and first class attention to reliable and efficient production.

In summary, all requests are managed by our centralized dispatch network which tracks technical repairs and preventive calls as well as rapid supply replenishment services.

Requests may be submitted by either: web-entry, phone call, or email correspondence, with the customer or user deciding on which is easiest for them.

DEX Performance Guarantee – It Works Or It's Replaced, Period:

We guarantee our products to work or we replace it, simple as that. It's the right thing to do for a better end-user experience and it's less costly to us internally to replace it vs working on an issue for an extended period of time, ultimately costing us more valuable time than necessary. We put our guarantee in writing and we stand by it.

INTRODUCING
DEX IMAGING'S
PERFORMANCE
GUARANTEE

AWARD-WINNING, BEST-IN-CLASS DOCUMENT IMAGING SOLUTIONS

**DEX
imaging**

PERFORMANCE GUARANTEE OF A LIFETIME

At DEX, we are united in the pursuit of one goal: to make each customer's document imaging equipment and workflow processes the most reliable (and effortless) part of their business, guaranteed.

It's not just our mantra. It is part of our corporate mission, which is supported by the industry's best Product Performance Guarantee.

When you put your trust in us, we guarantee the results...

- 1) Lifetime Performance:
- 2) Free Freight on product replacement
- 3) DEX Covers labor costs for replacement installation
- 4) Fast response with no red tape waiting for approvals

**DEX
imaging**

Digital Document Imaging: Copiers | Printers | Document Management
www.deximaging.com



Setting Expectations:

What is expected of the City of Crestview:

The only request DEX Imaging would have of the City of Crestview, should we be chosen, is to have a clear path of communication. The relationship between DEX Imaging and the City of Crestview is that of a partnership. Communication is key to any good partnership. We need to know when there are issues. We need to know when things are great. This feedback makes sure that we are all on the same page, working to make sure the City of Crestview is effective with their office equipment working at optimal performance.

What can be expected of DEX Imaging:

Whether selected by the committee or not, you can expect professionalism and integrity. DEX Imaging employees, and more precisely the people of this local area that work for DEX Imaging, are hired for these traits and are held to a standard of maintaining them. Business is business, but we all survive off the local economy and relationships.

DEX Imaging will always do what is in the best interest of the customer/partner to make sure they are up and running. We provide a service that keeps operations and business moving forward. Office equipment plays a pivotal role in the workflow of an office, whether on a regular business day or during a catastrophic event. We understand this essentialness and pride ourselves on keeping customers running, happy and informed.



Government/County/City References:





References for Contacting:

DEX City of Fort Walton Beach

Giuliana Scott, Purchasing Agent
Tel: 850-833-9523
gscott@fwb.org

DEX Bay County Board of County Commissioners

Chris Fox, IT & GIS Services, Director
Tel: 850-248-8004
cfox@baycountyfl.gov

DEX Bay County Sheriff's Office

Wayne Wilkes, IT Director
Tel: 850-248-2122
wwilkes@bayso.org

DEX City of Destin

Matthew Pace, IT Manager
Tel: 850-837-4242
mpace@cityofdestin.com

DEX Walton County Sheriff's Office

Josh Sconiers, Information Technology Manager
Tel: 850-892-8111
jsconiers@waltonso.org

Number of Customers

Along with this short list of happy customers, the Northwest Florida branch of DEX Imaging maintains a relationship with more than 1100 local businesses, churches, non profits, and government agencies.



Proposed Equipment: 36 PPM B/W MFP

Specifications:

**KONICA MINOLTA**

Konica Minolta 368e (36 PPM Black & White)

- DEX** Single Pass Dual Scan 100 Sheet Document Feeder
- DEX** 160 Images Per Minute(IPM) Scanning Speed
- DEX** 150 Sheet Manual Bypass
- DEX** 2x 500 Sheet Paper Drawers
- DEX** 50 Sheet Inner Stapling Finisher
- DEX** Included FAX Capabilities
- DEX** Surge Suppression with Protective Insurance
- DEX** Connects to Mobile Devices – Apple AirPrint / Android
- DEX** Advanced Security Features
- DEX** ADA Compliant Features
- DEX** Total Paper Capacity On Board = **1,150** Sheets
- DEX** Handles Paper Sizes Up To 12 X 18
- DEX** 9" Color Touchscreen
- DEX** User Friendly / Customizable User Interface For Shortcuts & Quick Buttons
- DEX** Additional Options – Extra Paper Drawers, Booklet Making Finisher, Hole Punch, etc.



Proposed Locations for Use:

Police Department – Training
City of Crestview – Accounts Payable
Fire Department
Public Works – Upstairs
Mayor's Office
Bob Sikes Library

Monthly Cost Each - \$65.38



Proposed Equipment: 80 PPM B/W MFP

Specifications:

Konica Minolta 808 (80 PPM Black & White)

- DEX Single Pass Dual Scan 300 Sheet Document Feeder
- DEX 240 Images Per Minute(IPM) Scanning Speed
- DEX 150 Sheet Manual Bypass
- DEX 2x 500, 1x 1,500, and 1x 1,000 Sheet Paper Drawers
- DEX 50 Sheet Inner Stapling Finisher
- DEX Included FAX Capabilities
- DEX Surge Suppression with Protective Insurance
- DEX Connects to Mobile Devices – Apple AirPrint / Android
- DEX Advanced Security Features
- DEX ADA Compliant Features
- DEX Total Paper Capacity On Board = **3,650** Sheets
- DEX Handles Paper Sizes Up To 12 X 18
- DEX 9" Color Touchscreen
- DEX User Friendly / Customizable User Interface For Shortcuts & Quick Buttons
- DEX Additional Options – Extra Paper Drawers, Booklet Making Finisher, Hole Punch, etc.



KONICA MINOLTA



Proposed Location for Use:

Police Department

Monthly Cost Each - \$136.78



Proposed Equipment: 25 PPM Color MFP

Specifications:

**KONICA MINOLTA**

Konica Minolta C250i (25 PPM Color and Black & White)

- DEX** Single Pass Dual Scan 100 Sheet Document Feeder
- DEX** 200 Images Per Minute(IPM) Scanning Speed
- DEX** 150 Sheet Manual Bypass
- DEX** 2x 500 Sheet Paper Drawers
- DEX** 50 Sheet Inner Stapling Finisher
- DEX** Included FAX Capabilities
- DEX** Surge Suppression with Protective Insurance
- DEX** Connects to Mobile Devices – Apple AirPrint / Android
- DEX** Advanced Security Features
- DEX** ADA Compliant Features
- DEX** Total Paper Capacity On Board = **1,150** Sheets
- DEX** Handles Paper Sizes Up To 12 X 18
- DEX** 10.1" Color Touchscreen
- DEX** User Friendly / Customizable User Interface For Shortcuts & Quick Buttons
- DEX** Additional Options – Extra Paper Drawers, Booklet Making Finisher, Hole Punch, etc.



Proposed Locations for Use:

Twin Hills Park
Community Center
Bob Sikes Library
Police Department – Investigations

Monthly Cost Each - \$64.42



Proposed Equipment: 45 PPM Color MFP

Specifications:

**KONICA MINOLTA**

Konica Minolta C458 (45 PPM Color and Black & White)

- DEX** Single Pass Dual Scan 300 Sheet Document Feeder
- DEX** 240 Images Per Minute(IPM) Scanning Speed
- DEX** 150 Sheet Manual Bypass
- DEX** 2x 500 Sheet Paper Drawers
- DEX** 50 Sheet Inner Stapling Finisher
- DEX** Included FAX Capabilities
- DEX** Surge Suppression with Protective Insurance
- DEX** Connects to Mobile Devices – Apple AirPrint / Android
- DEX** Advanced Security Features
- DEX** ADA Compliant Features
- DEX** Total Paper Capacity On Board = **1,150** Sheets
- DEX** Handles Paper Sizes Up To 12 X 18
- DEX** 10.1" Color Touchscreen
- DEX** User Friendly / Customizable User Interface For Shortcuts & Quick Buttons
- DEX** Additional Options – Extra Paper Drawers, Booklet Making Finisher, Hole Punch, etc.



Proposed Locations for Use:

Planning and Zoning
Clerk's Office
Public Works
City Hall – Hallway
Growth Management

Monthly Cost Each - \$88.15



Proposed Equipment: Color Desktop MFP

Specifications:

**KONICA MINOLTA**

Konica Minolta C3320i (33 PPM Color and Black & White) Desktop MFP

- DEX** Single Pass Dual Scan 100 Sheet Document Feeder
- DEX** 60 Images Per Minute(IPM) Scanning Speed
- DEX** 100 Sheet Manual Bypass
- DEX** 1x 500 Sheet Paper Drawer
- DEX** Included FAX Capabilities
- DEX** Surge Suppression with Protective Insurance
- DEX** Connects to Mobile Devices – Apple AirPrint / Android
- DEX** Advanced Security Features
- DEX** ADA Compliant Features
- DEX** Total Paper Capacity On Board = **600** Sheets
- DEX** Handles Paper Sizes Up To 8 ½ X 14
- DEX** 7" Color Touchscreen
- DEX** User Friendly / Customizable User Interface For Shortcuts & Quick Buttons
- DEX** Additional Options – Extra Paper Drawers, Offline Stapler, etc.



Proposed Location for Use:

Elizabeth Roy's Office

Monthly Cost Each - \$20.67



Proposed Equipment: B/W Desktop MFP

Specifications:

**KONICA MINOLTA**

Konica Minolta 4052 (42 PPM Black & White) Desktop MFP

- DEX** Single Pass Dual Scan 100 Sheet Document Feeder
- DEX** 100 Images Per Minute(IPM) Scanning Speed
- DEX** 100 Sheet Manual Bypass
- DEX** 1x 550 Sheet Paper Drawer
- DEX** Included FAX Capabilities
- DEX** Surge Suppression with Protective Insurance
- DEX** Connects to Mobile Devices – Apple AirPrint / Android
- DEX** Advanced Security Features
- DEX** ADA Compliant Features
- DEX** Total Paper Capacity On Board = **650** Sheets
- DEX** Handles Paper Sizes Up To 8 ½ X 14
- DEX** 7" Color Touchscreen
- DEX** User Friendly / Customizable User Interface For Shortcuts & Quick Buttons
- DEX** Additional Options – Extra Paper Drawers, Offline Stapler, etc.



Proposed Location for Use:

Accounting

Monthly Cost Each - \$19.49



Proposed Equipment: Color Desktop Printer

Specifications:



Hewlett Packard M454dn (28 PPM Color and Black & White) Desktop Printer

- DEX** 50 Sheet Manual Bypass
- DEX** 1x 250 Sheet Paper Drawer
- DEX** Surge Suppression with Protective Insurance
- DEX** Prints from Mobile Devices – Apple AirPrint / Android
- DEX** Duplexing Standard
- DEX** Network Connectivity
- DEX** Total Paper Capacity On Board = **300** Sheets
- DEX** Handles Paper Sizes Up To 8 ½ X 14
- DEX** 2 Line LCD Display
- DEX** Additional Option – Extra Paper Drawer



Proposed Locations for Use:

Finance

City of Crestview – Unlabeled

City Manager

Mayor's Office

Monthly Cost Each - \$7.04



Proposed Equipment: B/W Wide Format

Specifications:

KIP 7580 (8 D PM Black & White) Wide Format

- DEX** 600 dpi CIS Scanner
- DEX** Cut Sheet Capable
- DEX** 2x 500' Roll Paper Drawers
- DEX** Surge Suppression with Protective Insurance
- DEX** Connects to Mobile Devices – Apple AirPrint / Android
- DEX** Total Paper Capacity On Board = **1,000** Feet
- DEX** Handles Paper Rolls from 11" to 36"
- DEX** 12" Color Touchscreen with Multi Gesture Control
- DEX** User Friendly / Customizable User Interface For Shortcuts & Quick Buttons
- DEX** Requires 220V-240V, 50/60Hz, 13A
- DEX** Additional Options – Extra Paper Drawers, Speed Increase, Stacker, etc.



Proposed Location for Use:

City of Crestview

Monthly Cost Each - \$323.77



Pricing Summary:

<u>Make</u>	<u>Model</u>	<u>Location</u>	<u>Monthly Lease</u>	<u>Maintenance Rates</u>	
				<u>Black/White</u>	<u>Color</u>
Konica Minolta	368e	Police Department - Training	\$65.38	\$0.0045	-
	368e	City of Crestview – Accounts Payable	\$65.38	\$0.0045	-
	368e	Fire Department	\$65.38	\$0.0045	-
	368e	Public Works – Upstairs	\$65.38	\$0.0045	-
	368e	Mayor’s Office	\$65.38	\$0.0045	-
	368e	Bob Sikes Library	\$65.38	\$0.0045	-
	808	Police Department	\$136.78	\$0.0045	-
	C250i	Twin Hills Park	\$64.42	\$0.0045	\$0.045
	C250i	Community Center	\$64.42	\$0.0045	\$0.045
	C250i	Bob Sikes Library	\$64.42	\$0.0045	\$0.045
	C250i	Police Department – Investigations	\$64.42	\$0.0045	\$0.045
	C458	Planning and Zoning	\$88.15	\$0.0045	\$0.045
	C458	Clerk’s Office	\$88.15	\$0.0045	\$0.045
	C458	Public Works	\$88.15	\$0.0045	\$0.045
	C458	City Hall – Hallway	\$88.15	\$0.0045	\$0.045
	C458	Growth Management	\$88.15	\$0.0045	\$0.045
	C3320i	Elizabeth Roy’s Office	\$20.67	\$0.0045	\$0.045
	4052	Accounting	\$19.49	\$0.0045	-
HP	M454dn	Finance	\$7.04	\$0.0075	\$0.060
	M454dn	City of Crestview – Unlabeled	\$7.04	\$0.0075	\$0.060
	M454dn	City Manager	\$7.04	\$0.0075	\$0.060
	M454dn	Mayor’s Office	\$7.04	\$0.0075	\$0.060
KIP	7580	City of Crestview	\$323.77	\$0.035 sqft	-
Total Monthly Lease Payment			\$1,619.58		

Lease pricing based off 63 Month lease term.

11x17 or 12x18 are counted as 2 pages.

All devices will work with Microsoft 365 and Central Square, H5.

All devices, with the exception of the wide format printer, support duplexing.

All devices can be networked.

Service Pricing:

While other companies “provide” an allotment of pages for use within the fleet, DEX Imaging only charges for what pages are actually used. The allotment method is not the best use of the City of Crestview’s money, as allotment costs are added on top of lease fees and can lead the customer to pay for pages that are not printed. The DEX Imaging policy of only paying for what you print provides a much more cost effective printing strategy.



Equipment/Software Recommendations:

To make any effective recommended suggestions, we would need to go a little more in depth into each location's individual monthly paper usage and specific requirements. Some locations might not need as fast a unit, some might need a faster one. Some locations might have a need for trifold and/or booklet making. Others might also benefit from hole punch capabilities.

Looking at the whole picture, there might be other items that would greatly benefit the entire organization by adding features or reducing costs. FAX cards, as an example, plus the cost of the lines, might be better handled by a software fax solution that is more portable and cost efficient.

DEX Imaging offers a wide range of software and hardware solutions.



Highlights of Respondent's Service Offerings:

Response Time for Service Calls:

When a call is placed with dispatch, they will first determine if they think it can be handled immediately by a help desk technician. They might be able to fix an issue or answer a question immediately, not requiring an onsite technician.

If an onsite technician is required, a call is placed and assigned to whichever technician is physically closest to the requesting entity. Our technicians are GPS tracked for efficiency. That technician will call within 30 minutes to give an estimated time of arrival. While we guarantee a 4 hour response time, reviewing historical data that is monitored weekly, **the current average response time for Crestview calls is 1.39 hours from the time the call is placed.**

Our service staff:

In the panhandle, we have a total of 8 technicians servicing the area, 1 dedicated software connectivity solutions service technician, and 1 pre & post sale software solutions specialist.

All of our technicians and dedicated solutions personnel are each manufacturer trained on all of the products that we sell & service across all of the manufacturer brands that we represent.

Our service staff operates on a compensation program based on "call-backs" meaning if we send a technician to a location to repair a device and we get another call-back related to the same issue in a short time frame, this affects their ratings and ultimately their income as well. It's our job to ensure a first call fix each and every time. So rest assured that if a repair is needed, all the right parts will be utilized and all of the correct procedures will be followed to ensure long-term operation of your device(s).

Our service staff is also eligible for the DEX profit sharing program. DEX dedicates 1/3 of all profits to go towards this incentive program and it's based on the quality of service provided to customers as well as the number of call-backs, if any should occur. Another 1/3 of all of DEX's profits go towards charitable organizations across the footprint that we cover.

Implementation:

We are very experienced with large implementations of your size. Our service staff will work with you to ensure a smooth transition to new equipment and to ensure that our devices are plug & play as much as possible before we ever do an install.

This includes gathering IT information and data related to IP addresses, Subnet Masks, SMB Paths, Shortcut Paths, LDAP Address Books, and some other common settings that we have the ability to preload on to devices to ensure a smooth transition.

Training:

We provide in-person training for every single user you may have from pre-install to post-install so that the transition is seamless and uninterrupted for the end users. Our goal is to minimize the downtime as much as possible.

Helpdesk:

We also provide phone based support to handle some connectivity and driver issues. This allows customers to get immediate support when a physical technician is not needed onsite. When placing a service call, the dispatcher will offer the services of helpdesk if they think it is appropriate based on the call's details.



DEX PATROL Box: Communication Module for Meters & Supplies

Automated and accurate billing time after time with no phone calls. This allows DEX to accurately pull meters at the correct time each month, and supply checks daily. This is how we achieve the automated toner shipments as well. This is a secure, patented design by DEX created in-house just for us to use. There is no security issue to worry with as this patrol box has no operating system. These are provided by DEX at no charge.

PATROL BOX & PATROL Wi-Fi

The Patrol Box is a completely self-contained, embedded appliance designed to monitor networked printers and copiers. Patrol simplifies end user-involvement by offering automated supply level monitoring, automated supply ordering and automated meter reporting on print devices.



Technical Overview:

As a self-contained network device, Patrol requires only power and an IP address to operate. Patrol uses the SNMP Protocol to collect information from networked print devices and communicates this information as an XML document to a secure server over the HTTP/S protocol. Patrol Wi-Fi securely collects and communicates SNMP protocol data from non-networked devices, without exposing the print device to the network. The device hardware, firmware and server application were developed by DEX Imaging's internal R&D department. To date, over 10 patents are held or pending relating to the Patrol device, Patrol Wi-Fi device and the requisite software.

The Patrol device is initially configured on the PrintCounts server web application and is then connected to any client network segment containing imaging equipment. Once powered up, Patrol gathers metadata on printing equipment as it is discovered within the IP configurations specified. The printing equipment information is uploaded to the PrintCounts servers where the data is processed, staged and provided a unique asset ID. Patrol will repeat a scan at a specified interval or specific time daily to gather the required information and update the database.

Patrol Device Minimum Requirements:

Power—NEMA 1-15 electrical outlet (15A /125V). A surge protector is highly recommended.

Network—Ethernet connection via wall or router. Static IP or DHCP. One Patrol per each WAN.

Proxy Server—If a proxy server is in use, the server addresses and port must be provided.

Firewall Minimum Requirements:

Port Exceptions— Inbound/ Outbound TCP/IP exception to/from the PrintCounts server on port 443. Inbound/ Outbound UDP exception on port 161 for SNMP communication on any internal firewall that has the NSDP plug-in installed.

IP White-list— PrintCounts server IP: 216.139.194.164. Ping response is disabled on the server.

In customer environments where strict firewall policies are implemented, a rule is required to allow it to connect to the PrintCounts.net server.



Insurance:

DEX Imaging will secure the \$1,000,000 liability insurance with the City of Crestview as an additional insured, following the selection process.



Public Records Addendum:

Attachment A

PUBLIC RECORDS ADDENDUM

DEX Imaging as Contractor, shall comply with the requirements of Florida's Public Records law. In accordance with Section 119.0701, Florida Statutes, Contractor shall:

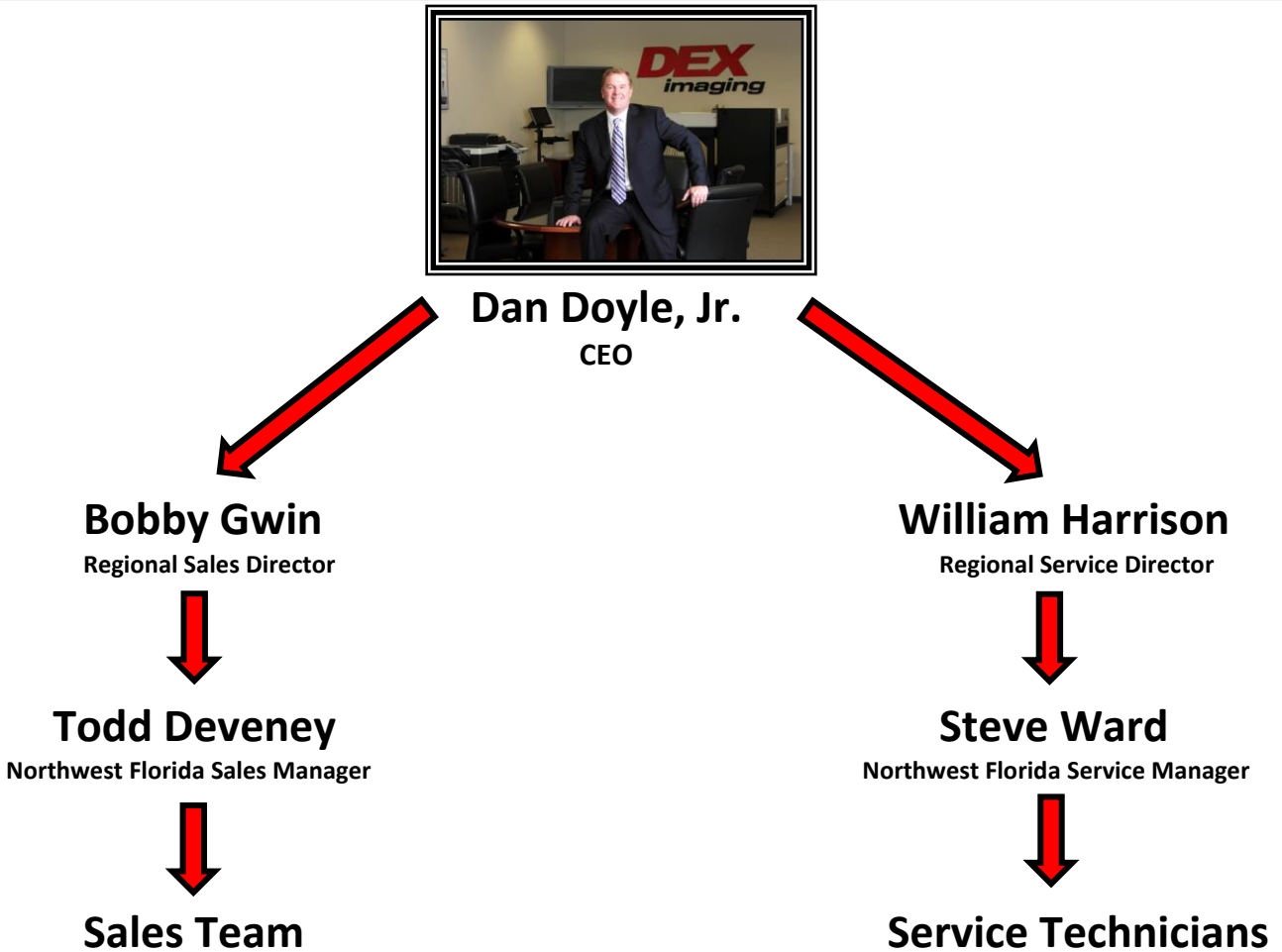
- a. Keep and maintain public records required by the public agency in order to perform the service.
- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided under Florida's Public Records Law or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if Contractor does not transfer the records to the public agency; and
- d. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of Contractor or keep and maintain public records required by the public agency to perform the service. If Contractor transfers all public records to the public agency upon completion of the contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.
- e. If Contractor has questions regarding the application of Chapter 119, Florida Statutes, to Contractor's duty to provide public records relating to this Agreement, Contractor shall contact the Custodian of Public Records at:**

City Clerk, City of Crestview
198 North Wilson Street
P.O. Box 1209
Crestview, Florida 32536
(850) 682-1560 Extension 250
cityclerk@cityofcrestview.org

- f. In the event the public agency must initiate litigation against Contractor in order to enforce compliance with Chapter 119, Florida Statutes, or in the event of litigation filed against the public agency because Contractor failed to provide access to public records responsive to a public record request, the public agency shall be entitled to recover all costs, including but not limited to reasonable attorneys' fees, costs of suit, witness, fees, and expert witness fees extended as part of said litigation and any subsequent appeals.



DEX Imaging's Organizational Structure:



Other Support Roles



Regional Administrative Director
Dede Alexander Ext. 3905
dalexander@deximaging.com

- Credit applications
- Lease processing - entire region
- Upgrade/buyout payment inquiries
- Upgrade/buyout quotes
- Leasing inquiries
- Release credit holds



Contract Billing/Meters
Ashley Clark Ext. 3928
aclark@deximaging.com

- Contract billing (meter readings)
- Maintenance contract inquiries
- Volume requests



Controller
Keith Blount Ext. 3904
kblount@deximaging.com

- Warehouse/Inventory
- Financial information
- Sales tax issues
- Release credit holds
- Commission related questions/issues



Accounts Receivable
Keri Murdough Ext. 3925
keri.murdough@deximaging.com

- AR collections
- Release credit holds
- Payment research
- Print Counts AR collections



DEX Imaging Disaster Plan

When Plan "A" Becomes Plan "B":

At DEX, we are very conscious of disasters considering the areas that we do business in.



Power:

- ❖ In each regional office location, we have utilized stand-by generators with automatic transfer switches that automatically transfer our power loads to the Kohler generators within about 10 seconds of power failure detection. These generators are designed to run for weeks at a time and will allow us to continue to do business in the worst case scenarios.

Information Back-Up:

- ❖ DEX has grown over the years to more than 40 locations throughout the United States.
- ❖ With this growth came the need for IT upgrades for information security & back-up. Our corporate office is headquartered in Tampa, FL and each DEX location is connected via an MPLS / VPLS Network with Point-To-Point Circuits all pointed back to home office and then backed up to the cloud via Azure and Amazon Web Services.
- ❖ We also utilize Disaster Recovery as-a-Service with Azure and AWS along with Colocation points with PEAK 10 in Nashville, TN and SunGard in New Jersey. These are Tier 3 and Tier 4 rated datacenters.
- ❖ So in the event that any of our facilities do not exist anymore, rest assured that we will not have lost any vital information that will keep us from doing business as normal.



Potential Disasters In Your Areas:

- ❖ We have the ability to pull resources from other offices in Columbus, MS, Jackson, MS, Pensacola, FL, Nashville, TN, Birmingham, AL, Tuscaloosa, AL, Panama City, Tallahassee, Ft. Walton Beach and Mobile, AL.
- ❖ These resources involve human and hardware resources.
- ❖ In each of our offices, we keep a complete stock of inventory which includes toner, parts, vehicles, supplies, as well as new and pre-owned MFP's.
- ❖ In the case of a disaster, we would pull staff from other offices and also have the ability to have replacement machines in place very quickly from our own inventory and (if need be) other office locations as well. We are very well stocked in every office location.
- ❖ This would be an all-hands-on-deck event and will ensure that all resources needed are provided quickly.

Manufacture Support:

- ❖ DEX is one of Canon and Konica Minolta's largest partners and is committed to help provide resources to end users if the need arises. They have both been great partners for us.

Request for Proposal **RESPONSE**



PROPOSAL FOR LEASE AND MAINTENANCE OF COPIERS

RFP NO. 20-8-31

Prepared for
CITY OF CRESTVIEW

Submitted on
August 31, 2020



Prepared by
Tim Fitzgerald
Sales Representative
(850) 266-3224 • tim.fitzgerald@rjyoung.com

RJ Young
33 Brent Lane Unit# 101 • Pensacola, FL 32503

RJ Young
33 Brent Lane Unit 101
Pensacola, FL 32503

August 31, 2020

City of Crestview
Elizabeth Roy – City Clerk
198 North Wilson St
Crestview, FL 32536

RE: Proposal for Copiers Lease and Maintenance

To Whom It May Concern:

RJ Young has a flexible and modular approach to managing print environments, coupled with tried-and-true processes that brings high value to our educational partners. We understand a copier fleet is not a one size fits all platform. Instead, a good partner will have the capabilities to encompass all areas of the printing environment.

Through our partnership, RJ Young will alleviate any-and-all burdens associated with managing a copier, including a true proactive start-to-finish process. We remove the need to continually return to decisions centered around purchasing, networking, output management, supplies and service (and many other associated areas); therefore, allowing City of Crestview to focus on providing government services.

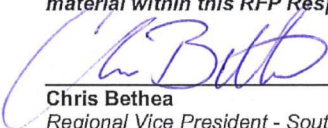
RJ Young has successfully created and implemented the following support model for City of Crestview:

Support Model

- Technicians
- Help Desk
- Fleet Management
- Account Management

Our main focus has been—and will always be—taking care of the customer. RJ Young is trustworthy, offers consistency with a local history and no third-party leasing or service. Above all, we stand by every product and service with our We Make It Right Guarantee™.

I am a qualified signing officer and have verified and accounted for all expected material within this RFP Response.


Chris Bethea
Regional Vice President - South

Date

August 31, 2020

Table of Contents

Company Profile	1
Copy Service Experience	7
Project Pricing Estimate/Cost for Services Outlined	8
Product Brochures	10

Company Profile

Since 1955, RJ Young has been a valued business partner in the Southeast, helping businesses achieve maximum efficiency and productivity with the latest in office technology, all backed by award-winning service. Today the company is the third largest independent dealer of its kind in the United States, with over 600 employees, and has been recognized by numerous industry insiders, publications and manufacturers for leadership and excellence.

It's our mission to constantly be on the lookout for the best people, services, equipment, software and tools for managing your campus printing needs and document information. We are proud to work with the top equipment manufacturers and software companies in the industry as well as continually invest in retaining and developing top talent to ensure we are adding strategic value to your organization.

RJ Young is a strategic partner with resources aligned to fit your best interests, specialists to design custom solutions, and industry leading partners to ensure that your office buildings are operating at its full efficiency from a technology/productivity standpoint. Our portfolio contains leading brands and manufacturers which allow us to offer your office buildings best practice solutions.

Because we are an industry leader, we have buying power which brings our manufacturers' best support as well as priority service. RJ Young has independent ownership and has built an infrastructure to support small businesses to enterprise-level organizations.

With our **We Make It Right Guarantee™**, customer service is at the pinnacle of our focus. RJY leads your campuses to a greater ease of day-to-day workflows, efficiency, green initiatives and full coverage process improvement and change management through accountability of promised services and cost savings.

WE MAKE IT RIGHT GUARANTEE

Careful attention to customer satisfaction is the reason we've been in business since 1955.

“Our policy is very simple. If you are not happy with our equipment, service, supplies, billing - anything - let us know and we'll make it right, right away.”



Chip Crunk
President & CEO



RJYoung.com • 800-347-1955

Environmental Impact and Service

As an industry-leader in office equipment, RJ Young is dedicated to protecting and preserving valuable environmental resources. To meet this commitment, RJ Young has put in place an Environmental Management System. We are always seeking ways to conserve energy and resources and reduce hazardous substances.

We look for manufacturers who restrict or eliminate hazardous chemical substances from its products. We partner with state-of-the-art manufacturers who use technology that is engineered into lighter, compact body designs that use fewer materials and save space, thereby reducing the amount of packaging and fuel required for transport.

When the products we offer have completed their full-service life, they're effectively collected and remanufactured whenever possible. We can also partner with you on depot recycling containers in wanted. Our innovative green technologies also include bio-based plastic, a plant-derived compound that replaces certain petroleum-based plastic parts. RJ Young believes in living and working together into the future. We're committed to bringing you the most advanced technologies that run your business while respecting the global environment.

RJ Young incorporates preventative and predictive maintenance service approaches. Technicians are incentivized to minimize customer downtime. Machines are cleaned and adjusted as a part of ongoing preventative maintenance. The key to our call minimization approach is end-/user understanding and training.

All RJ Young technical personnel are factory trained and certified on all manufacturer products we represent. We employ two factory certified full-time trainers to keep our 160+ technical staff fully versed on products as they are released.

SUPERIOR SERVICE

CUSTOMERS



EMPLOYEES



SERVICE



Scope of Work

What will be expected of the City (please include in proposal).

Upon contract awarding, RJ Young will work with the City of Crestview to create an implementation plan that meets both party's needs. This plan will include how to access the buildings and network, as well as setting detailed delivery and training dates.

What the City can expect from the company (See Below).

- ***The Vendor should supply any copy, printing and scanning equipment as needed and required by various departments within the City of Crestview.***

RJ Young understands & Acknowledges

- ***The vendor should be able to provide consistent and readily available service and maintenance to the leased equipment used by the City of Crestview.***

RJ Young understands & Acknowledges

- ***The interested vendors will be expected to attend a Pre-Bid Conference with possible tour of facilities on Tuesday, August 18, 2020 at 10:00 AM in the Council Chambers at City Hall, 198 Wilson Street N, Crestview, FL 32536.***

RJ Young understands & Acknowledges

Certificate of Insurance

Client#: 19956		RJYOU		DATE (MM/DD/YYYY) 8/25/2020															
ACORD™ CERTIFICATE OF LIABILITY INSURANCE																			
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER. IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).																			
PRODUCER HUB/The Crichton Group 3011 Armory Drive Suite 250 615-383-9761 Nashville, TN 37204			CONTACT NAME: Beth Hugenberger PHONE (A/C, No, Ext): 615 687-2974 FAX (A/C, No): 615 383-4628 E-MAIL ADDRESS: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : Cincinnati Insurance Company</td> <td>10677</td> </tr> <tr> <td>INSURER B : Cincinnati Casualty Company</td> <td>28665</td> </tr> <tr> <td>INSURER C : Beasley Insurance Company, Inc.</td> <td>37540</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>			INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Cincinnati Insurance Company	10677	INSURER B : Cincinnati Casualty Company	28665	INSURER C : Beasley Insurance Company, Inc.	37540	INSURER D :		INSURER E :		INSURER F :	
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INSURER D :																			
INSURER E :																			
INSURER F :																			
INSURED R J Young Company, Inc. 730 Freeland Station Road Nashville, TN 37228																			

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC ☐ OTHER:	X	X	COP2321272	01/01/2020	01/01/2021	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO ☐ ALL OWNED AUTOS ☒ HIRED AUTOS ☐ SCHEDULED AUTOS ☒ NON-OWNED AUTOS	X	X	COA2321272	01/01/2020	01/01/2021	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			COP2321272	01/01/2020	01/01/2021	EACH OCCURRENCE \$10,000,000 AGGREGATE \$10,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		X	EWC0418459	01/01/2020	01/01/2021	☒ PER STATUTE ☐ OTHER E L EACH ACCIDENT \$1,000,000 E L DISEASE - EA EMPLOYEE \$1,000,000 E L DISEASE - POLICY LIMIT \$1,000,000
C	Cyber Liability			V26AA1200201	04/01/2020	04/01/2021	\$2,000,000 Limit \$15,000 Retention
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The Certificate Holder, when required in written contract documents executed prior to loss, is included as Additional Insured for General Liability, Automobile Liability, and Umbrella Liability, as provided within the policy forms referenced below. Additional Insured status is not applicable to Workers Compensation. As respects General Liability: (See Attached Descriptions)							

CERTIFICATE HOLDER City of Crestview 198 N Wilson Street Crestview, FL 32536	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

ACORD 25 (2014/01) 1 of 2
#S882025/M868653

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BLT



Copy Service Experience

Out of courtesy, we have established a reference policy that respects the confidentiality and time of our customers. The policy is intended to limit the potential for inconvenience that may result from numerous reference information requests that may occur from the volume of RFPs handled by the RJY Bid/RFP desk.

Consequently, we respectfully request the opportunity to coordinate a mutually agreeable time for RJY to contact the listed references. At the point in the evaluation process when City of Crestview is ready to interview business references, please contact Tim Fitzgerald, who will arrange direct contact with the listed references at that time.

	Gulf Coast Healthcare <i>Pensacola, FL</i>
	Jackson Hospital <i>Marianna, FL</i>
	Council on Aging <i>St. Augustine, FL</i>

Project Pricing Estimate/Cost for Services Outlined

Monthly cost for the proposed equipment listed in the RFP Specifications and addendum with requested accessories, maintenance, service & supplies to include 70,000 B/W & 5,000 color images*

\$1,941.63 – Monthly price for all equipment types

Monthly lease cost of equipment by type with requested accessories

\$658.15 – B/W machines monthly cost

\$1,283.48 – Color machines monthly cost

Please see Appendix A on page 50 for machine make & models of proposed equipment

***Exception & Recommendation:**

RJ Young's recommendation would be for the City of Crestview not to include any images in the contract for B/W or Color, so the City only pays for the images that are used. Please see the example below.

Based on the recent CPC Office Technologies Invoice for June 2020 the City of Crestview ran 32,951 - B/W & 15,223 – Color Images. 37,049 B/W Images paid for that were not used.

With CPC Office Technologies the City of Crestview spent - \$4,257.76

- Current Lease Payment - \$3,654.60
- Color overages - $$.059 \times 10,223 = \underline{\$603.15}$

With RJ Young running the same volume on the June 2020 invoices with the suggested recommendation and the proposed equipment included in this RFP the City of Crestview would have spent - \$2,015.25. The effect on the City's budget from an annual perspective would be a decrease of \$26,910.12

SPECIFICATIONS:

1. Number of Black/White and Color copies included in overall contract. (Currently 70,000/5,000 Respectively) Increase in allowable usage by B/W or Color may be included but are not necessary.
2. Charges for overages
B/W Overages - \$.007 & Color Overages - \$.0459
3. Other costs as outlined below

Accessories

- All machines (if available) should include stapling function (not necessary if not available on desktop machines)

RJ Young understands & acknowledges

Project Pricing Estimate/Cost for Services Outlined (Continued)

- All machines (if available) should have fax and scanning capabilities

RJ Young understands & acknowledges

- Are there charges for oversized prints (i.e. 11/17)?

Yes

- All machines should have duplex capabilities

RJ Young understands & acknowledges

- All machines must be compatible with our current office (Microsoft 365) and Financial Software (Central Square, H5)

RJ Young understands & acknowledges

- Machines must be able to be networked to City systems to allow for multiple user access.

RJ Young understands & acknowledges

- All information as requested in Bid Documents

Monthly least cost of equipment by type with requested accessories Add-in should be noted separately by machine. Lease cost should include ink and toners.

RJ Young understands & acknowledges

Suggested upgrades and costs to existing types

RJ Young understands & acknowledges

Estimated response time for any maintenance issues

Guaranteed under 1-hour phone response time & 4-hours or less on-site response time

Product Brochures

Data sheet

HP LaserJet Managed MFP E82540d-E82560d series

Premium quality, maximum uptime, and the strongest security from a secure, streamlined MFP.

Maximize your productivity with the E82540d-E82560d series of HP LaserJet Managed MFPs. From premium quality, maximum uptime, and the strongest security.

Optimize security-enabled printer. Only intended to be used with cartridges using all-encrypted data. Cartridges with a secure chip may not work, and those that may not work in the future.

HP LaserJet Managed MFP E82540d

HP LaserJet Managed MFP E82550d

HP LaserJet Managed MFP E82560d

High quality, low cost

- High quality, commercial quality documents with every page and every color as intended
- 120 pages per minute (ppm) print speed
- 1200 x 1200 dpi resolution
- 100% duty cycle (100,000 copies per month)
- 100% duty cycle (100,000 copies per month)
- 100% duty cycle (100,000 copies per month)

Maximized uptime, maximum uptime

- 24/7/365 availability
- 24/7/365 availability
- 24/7/365 availability
- 24/7/365 availability
- 24/7/365 availability
- 24/7/365 availability

The world's most secure printing*

- 100% secure printing
- 100% secure printing
- 100% secure printing
- 100% secure printing
- 100% secure printing
- 100% secure printing

*Based on a comparison of HP LaserJet Managed MFPs with other HP LaserJet Managed MFPs. HP LaserJet Managed MFPs are the only HP LaserJet Managed MFPs that are 100% secure printing. HP LaserJet Managed MFPs are the only HP LaserJet Managed MFPs that are 100% secure printing. HP LaserJet Managed MFPs are the only HP LaserJet Managed MFPs that are 100% secure printing.

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HP LaserJet Managed MFP E62665 series

The HP LaserJet MFP with intelligence combines performance, energy efficiency, and security.*

This HP LaserJet MFP with intelligence combines performance and energy efficiency with performance-savvy documents right when you need them—all while protecting your network from attacks with the industry's strongest security.

Print with confidence

Print with confidence. The HP LaserJet MFP with intelligence combines performance and energy efficiency with performance-savvy documents right when you need them—all while protecting your network from attacks with the industry's strongest security.

HP LaserJet Managed MFP E62665 series

The world's most secure printing*

- **Secure print** – Print sensitive data in a secure way and delete it from the printer's memory. Securely transfer data to the cloud and delete it from the printer's memory.
- **Secure print** – Print sensitive data in a secure way and delete it from the printer's memory. Securely transfer data to the cloud and delete it from the printer's memory.
- **Secure print** – Print sensitive data in a secure way and delete it from the printer's memory. Securely transfer data to the cloud and delete it from the printer's memory.

High-speed performance means energy efficiency

- **Print through paper and over paper** – This can reduce paper consumption by as much as 50%.
- **Print through paper and over paper** – This can reduce paper consumption by as much as 50%.
- **Print through paper and over paper** – This can reduce paper consumption by as much as 50%.

Pages, Performance, and Protection.

- **Print through paper and over paper** – This can reduce paper consumption by as much as 50%.
- **Print through paper and over paper** – This can reduce paper consumption by as much as 50%.
- **Print through paper and over paper** – This can reduce paper consumption by as much as 50%.

Get work done at the speed you need

- **Print through paper and over paper** – This can reduce paper consumption by as much as 50%.
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- **Print through paper and over paper** – This can reduce paper consumption by as much as 50%.

HP LaserJet Managed MFP E62665 series

HP LaserJet Managed MFP E62665 series

HP LaserJet Managed MFP E62665 series

*Based on the HP LaserJet MFP with intelligence. Performance, energy efficiency, and security are relative to the HP LaserJet MFP with intelligence. Performance, energy efficiency, and security are relative to the HP LaserJet MFP with intelligence.

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Download
HP Color LaserJet Managed MFP
E57540 series

*Help conserve energy and boost productivity with MFP that delivers
 multi-task device security.*

Ideal for enterprises and medium businesses that need a secure, highly productive,
 energy-efficient color MFP.

HP Color LaserJet Managed MFP
 E57540 series

HP Color LaserJet Managed MFP
 E57540 series

Help conserve energy and boost productivity

- **Print on demand** to reduce the amount of paper and toner used
- **Low power** mode to reduce energy consumption
- **Auto sleep** mode to reduce energy consumption
- **Energy efficient** mode to reduce energy consumption
- **Energy efficient** mode to reduce energy consumption

Multi-task device security and control

- **Secure print** to protect sensitive information
- **Secure print** to protect sensitive information
- **Secure print** to protect sensitive information
- **Secure print** to protect sensitive information
- **Secure print** to protect sensitive information

Help. Performance and productivity

- **Print on demand** to reduce the amount of paper and toner used
- **Low power** mode to reduce energy consumption
- **Auto sleep** mode to reduce energy consumption
- **Energy efficient** mode to reduce energy consumption
- **Energy efficient** mode to reduce energy consumption

Help. Performance and productivity

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HP LaserJet Managed MFP E82540du-E82560du series

Premium quality, maximum uptime, and the strongest security¹ from a smart, streamlined MFP.

Businesses that stay ahead don't slow down. It's why HP built the next generation of HP LaserJet MFPs—to power productivity with a streamlined design that delivers premium quality, maximum uptime, and the strongest security.¹

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future.
<http://www.hp.com/go/learnaboutsupplies>



HP LaserJet Managed MFP E82540du - Bundle Product 40 ppm



HP LaserJet Managed MFP E82550du - Bundle Product 50 ppm



HP LaserJet Managed MFP E82560du - Bundle Product 60 ppm

High quality, low cost

- Print premium, professional-quality documents with sharp text and crisp graphics for a low cost.
- Get consistent, professional quality and performance you count on with Original HP toner cartridges and drums.
- Choose from a range of modular accessories designed to adapt to the needs of workgroups of all sizes.
- Load up to 100 pages into the automatic document feeder for fast, unattended scanning.

Minimal interruptions. Maximum uptime.

- Avoid interruptions with an HP LaserJet Managed MFP designed to be streamlined for maximum productivity.
- Tailor this MFP to the needs of your business with a wide range of paper-handling accessories.
- Scan files directly to Microsoft® SharePoint, plus email, USB, and network folders.²
- Grab pages and go, without waiting. This HP LaserJet wakes up quickly and prints fast—up to 60 ppm.³

The world's most secure printing¹

- Each printer in your fleet checks its operating code and repairs itself from attacks.
- Your printer's outgoing network connections are inspected to stop suspicious requests and thwart malware.
- Memory activity is monitored to continually detect and stop attacks.
- Firmware is automatically checked during startup to determine if it's authentic code—digitally signed by HP.

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit <http://www.hp.com/go/PrintersThatProtect>. For more information: <http://www.hp.com/go/printersecurityclaims>

² Requires an internet connection to the printer. Services may require registration. App availability varies by country, language, and agreements. For details, see <http://www.hpconnected.com>

³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

Product walkaround

1. Hardware Integration Pocket (for connecting accessory and third-party devices)¹
2. Flatbed scanner handles sheets up to 11 x 17 inches (A3)
3. Easy-access USB port²
4. 500-sheet output bin
5. Front door access to toner cartridges
6. Automatic two-sided printing
7. HP High-Performance Secure Hard Disk³
8. Slot for cable-type security lock, 2 Hi-Speed USB 2.0 Host ports, Gigabit Ethernet port, Hi-Speed USB 2.0 device port
9. 100-sheet ADF supports media sizes up to 11 x 17 inches (A3)
10. 8.0-inch (20.3 cm) color touchscreen control panel tilts up for easier viewing
11. Right door (access to the print path)
12. 100-sheet multipurpose tray 1 supports media sizes up to 11 x 17 inches (A3)
13. 520-sheet tray 2 supports media sizes up to letter (A4)
14. 520-sheet tray 3 supports media sizes up to 11 x 17 inches (A3)
15. Optional 2,000-sheet high-capacity input (HCI) tray supports media sizes up to letter (A4)



Series at a glance



Model	HP LaserJet Managed MFP E82540du - Bundle Product 40 ppm	HP LaserJet Managed MFP E82550du - Bundle Product 50 ppm	HP LaserJet Managed MFP E82560du - Bundle Product 60 ppm
Functions	Print, copy, and scan (fax and wireless optional)(all models)		Print, copy, and scan (fax and wireless optional) (all models)
Print speed (letter and A4, black) ⁴	Up to 40 pages per minute (ppm)	Up to 50 ppm	Up to 60 ppm
Scan speeds (letter and A4, black) ⁵	80 ppm/160 images per minute (ipm), simplex/duplex	80 ppm/160 ipm, simplex/duplex	
100-sheet ADF with single-pass, two-sided scanning		✓	
100-sheet multipurpose tray 1, 2x520-sheet trays 2, 3		✓	
Optional input accessories: dual cassette (2x520-sheet), cabinet, 2,000-sheet HCI, 3,000-sheet HCI		✓	
Input capacity	Standard: 1,140 sheets; Maximum: 6,140 sheets (all models)		
Optional finishing accessories: Inner finisher, Stapler/stacker finisher, Booklet finisher		✓	
Recommended monthly print volume ⁷	Up to 100,000 pages		
Managed Cartridge yields ⁸	Black: ~69,000 pages		
Advanced workflow features	Send to Microsoft® SharePoint®		
Optional wireless networking ⁹ /NFC touch-to-print ¹⁰		✓	

¹ Solutions deployed through the Hardware Integration Pocket (HIP) may require additional purchase.

² An administrator must enable the easy-access USB port before use.

³ Two 320 GB Standard, embedded HP High-Performance Secure Hard Disk, totaling 640 GB.

⁴ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

⁵ Scan speeds measured from ADF. Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software.

⁶ Selection of optional paper-handling accessories required to reach maximum input capacity.

⁷ Recommended Monthly Page Volume (RMPV): HP recommends that the number of printed pages per month be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period.

⁸ Stated yield is based on 5% coverage and may vary based on coverage and media type used, media size, short edge feed on A3 devices, and job size. Toner not included in box.

⁹ All models can add wireless networking with selection of the optional HP Jetdirect 2900nw Print Server (J8031A). If selected, you cannot also select the HP Jetdirect 3000w NFC/Wireless Accessory (J8030A). Wireless performance is dependent on physical environment and distance from access point and may be limited during active VPN connections.

¹⁰ Touch-to-print capability is optional for all models and can be added by selecting the optional HP Jetdirect 3000w NFC/Wireless Direct Accessory (J8030A). If selected, you cannot also select the HP Jetdirect 2900nw Print Server (J8031A). Mobile device must support Near Field Communication (NFC)-enabled printing. For more information, see hp.com/go/businessmobileprinting.

HP Services

Downtime can have serious consequences, so HP provides support beyond the standard warranty. You benefit from reduced risk, maximized uptime, predictable service delivery and no unbudgeted repair costs. HP Care Pack Services provide a comprehensive suite of protection services designed to keep HP hardware and software up and running so employees can stay productive.

For carepack availability visit: hp.com/go/cpc.

Top features

Quality printing for a great value is a smart choice for any business. Produce premium, professional-quality documents at a competitive low cost with an HP LaserJet MFP built to make your work—and your business—look its best.

Annoying interruptions and complex maintenance can slow down printing, and ultimately, the pace of business. Avoid pauses in productivity with an HP LaserJet MFP designed for maximum uptime, so you can count on reliable results day in and day out.

HP printers have the industry's strongest security¹ because they're always on guard, continually detecting and stopping threats while adapting to new ones. And only HP printers automatically self-heal from attacks, so IT doesn't need to intervene.



Accessories

Y1G16A	HP Cabinet Department
Y1F98A	Dual Cassette Feeder (2x520) Department
Y1G21A	2000 Sheet HCI Department
Y1G20A	3000 Sheet side HCI Department
Y1G00A	Inner Finisher
Y1G02A	Inner Finisher Hole Punch 2/3
Y1G18A	Stapler/Stacker Finisher
Y1G14A	Stapler/Stacker Finisher Staples
Y1G13A	Inner Finisher & Booklet Maker Staples
Y1G07A	Booklet Finisher
Y1G10A	Hole Punch 2/3
Y1G01A	Job Separator Department
B5L31A	FIH USB Foreign Interface Harness
B5L28A	Two internal USB ports for solutions
B5L29A	HDD HP Secure High Performance Hard Disk Drive
J8031A	HP JetDirect USB Wireless Print Server
J8030A	HP JetDirect Wireless Print Server with NFC
CZ208A	HPAC Card Reader - HIP1
X3D03A	HPAC Card Reader - HIP1
X3D03A	HPAC Card Reader - HIP2
CC487A	Analog Fax Accessory
Y1G22A	HP LaserJet Paper Tray Heaters Accessor (Optional)

Supplies

W9014MC	HP Black Managed LJ Toner Cartridge (ISO Yield 69,000)
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Services

U9LR0E	HP 1 year Next business day Service w/Defective Media Retention for LaserJet E825xx MFP Managed
U9LR0E	HP 3 year Next business day Service w/Defective Media Retention for LaserJet E825xx MFP Managed
U9LR0E	HP 4 year Next business day Service w/Defective Media Retention for LaserJet E825xx MFP Managed
U9LR0E	HP 5 year Next business day Service w/Defective Media Retention for LaserJet E825xx MFP Managed

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit <http://www.hp.com/go/PrintersThatProtect>. For more information: <http://www.hp.com/go/printersecurityclaims>.

² Requires an Internet connection to the printer. Services may require registration. App availability varies by country, language, and agreements. For details, see <http://www.hpconnected.com>.

³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

HP LaserJet Managed MFP E82540du-E82560du series

Model	HP LaserJet Managed MFP E82540du - Bundle Product 40 ppm	HP LaserJet Managed MFP E82550du - Bundle Product 50 ppm	HP LaserJet Managed MFP E82560du - Bundle Product 60 ppm
AIO functions	Print, Copy, Scan (fax and wireless optional)		
Print			
Print speed	Letter: Up to 40 ppm Black, first page out black: As fast as 7.5 sec		
Print resolution	Black (normal): Up to 600 x 600 dpi, Black (fine line): Up to 1200 x 1200 dpi		
Print technology	Laser		
Print cartridges number	1 (1 black cartridge)		
Standard print languages	HP PCL 6, HP Postscript level 3 emulation, PDF (v1.7), AirPrint™ compatible, PCL5, GCP compatible, BMP, TIFF		
Printer smart software features	Businesses that stay ahead don't slow down. It's why HP built the next generation of HP LaserJet MFPs—to power productivity with a streamlined design that delivers professional quality, maximum uptime, and the strongest security. Quality printing for a great value is a smart choice for any business. Produce premium, professional-quality documents at a competitive low cost with an HP LaserJet MFP built to make your work—and your business—look its best. Annoying interruptions and complex maintenance can slow down printing, and ultimately, the pace of business. Avoid pauses in productivity with an HP LaserJet MFP designed for maximum uptime, so you can count on reliable results day in and day out. Only HP Enterprise printers repair themselves from attacks in real time, delivering built-in security to help keep your network safe. Automatically monitor threats, detect intrusions, and validate operating software with security offered only by HP. Accelerate workflow, improve accuracy, and easily connect people throughout your organization. Complete high-volume scan jobs fast—up to 160 ppm ¹ —and avoid extra steps with a MFP designed for maximum productivity.		
Printer management	HP Printer Assistant, HP Utility (Mac), HP Device Toolbox, HP Web JetAdmin Software, HP JetAdvantage Security Manager, HP SNMP Proxy Agent, HP WS Pro Proxy Agent, Printer Administrator Resource Kit for HP Universal Print Driver (Driver Configuration Utility - Driver Deployment Utility - Managed Printing Administrator)		
Scan			
Scan type / Technology	Type: Flatbed, ADF, Technology: Platen Scanner CCD Digital-CIS		
Scan resolution	Up to 600 x 600 dpi, Optical: Up to 600 x 600 dpi		
Scan file format	Digital Send: PDF, Hi-Compression PDF, JP6, TIFF, NTFR, XPS, PDF/A; Scan to easy access USB: PDF, Hi-Compression PDF, JP6, TIFF, NTFR, XPS, PDF/A		
Scan input modes	Front panel applications: Copy, E-mail, Fax, Save to Network Folder, Save to USB; Save to Device Memory; Open Extensibility Platform (XPP) applications		
Scan size	ADF: 11.7 x 17 in Maximum, 5 x 5.5 in Minimum; Flatbed: Up to 80 cm		
Scan speed ²	Up to 80 ppm Duplex: Up to 160 ppm		
Scanner advanced features	Scan-to-E-mail, Scan-to-network folder (stand alone solution), Scan to Cloud, Scan to USB, Scan-to-SharePoint, Windows HP Scan SW supports PDF, searchable PDF, JRG, RTE, TXT, BMP, PNG, TIFF, Mac HP Easy Scan SW supports PDF, searchable PDF, JRG, RTE, TXT, JPG-2000, PNG, TIFF,		
Bit depth / Grayscale levels	24-bit / 256		
Digital sending standard features	Scan to E-mail, Save-to-Network Folder, Save-to-USB drive, Send to SharePoint, Send to FTP, Send to a FTP, Send to LAN Fax, Send to Internet Fax, Local Address Book, SMTP over SSL, Blank Page Removal, Edge Crease, Auto Color Sense, Compact PDF		
Copy			
Copy speed	Black (50%): Up to 40 ppm		
Copy resolution	Color (text and graphics): Up to 1200 x 1200 dpi reduced speed		
Maximum Number of Copies	Up to 9999 copies		
Copy/resize	25 to 400%		
Copy settings	Two-sided copying, scalability, image adjustment (darkness, contrast, background cleanup, sharpen), optimized text/picture/text, moved, printed picture, photograph, N-Up, N or Z-ordering, content orientation, collation, booklet, ID Scan, job build, job Storage, watermark, stamps, book mode scans, erase edges, automatically detect color/mono, image Preview		
Fax			
Fax speed ³	Up to 31.6 kbps / Letter: 2 sec per page		
Fax resolution	Black (text): Up to 300 x 300 dpi (600 x 600 dpi for received faxes only); Black (standards): 300 x 98 dpi		
Fax features	For remote faxing: Yes (up to 500 pages); Auto fax reduction supported: Yes; Auto redialing: Yes; Fax redialing: Yes; Fax detection supported: Yes; Disruptive ring detection supported: Yes; Fax forwarding supported: Yes; Fax phone TMM interface supported: No; Fax polling supported: Yes (poll to receive only); Fax telephone mode supported: No; Annular support: Yes; Medium speed dialing numbers: Up to 1000 numbers (each with 210 destinations); PC interface supported: Yes; Remote retrieval capability supported: No; Telephone handset supported: No		
Connectivity			
Standard connectivity	3 Hi-Speed USB 2.0 Host, 1 Hi-Speed USB 2.0 Device, 1 Gigabit Ethernet 10/100/1000 network, 1 Hardware Integration Pocket		
Network capabilities	Standard (built-in Gigabit 10/100/1000 Ethernet)		
Wireless capability	No wireless capabilities standard. There are optional accessories (common to all current Jet products) that support wireless. These are listed in the accessories section, above.		
Mobile printing capability ⁴	Apple AirPrint™, HP ePrint, Mobile Apps, Wireless Direct Printing		
Memory	Standard: 768 Maximum: 7 GB		
Processor speed	1.2 GHz ⁵ Hard disk: Two 500 GB Standard, embedded HP High-Performance Secure Hard Disk, Total 1000 GB, AES 256-bit hardware encryption or greater; Secure erase capabilities (Secure File Erase-Temporary Job Files, Secure Erase-Job Data, Secure File Erase-Disk). Note: U.S. government users use 500 GB HPFS 160-2 validated hard disk accessory instead.		
Duty cycle (monthly)	Letter: Up to 300,000 pages; Recommended monthly page volume: Up to 100,000		
Paper handling			
Input	100-sheet multi-purpose tray, 2 x 5.20-sheet input tray, 100 sheet ADF, Up to 1,140 sheets Standard		
Output	Automatic feed-down output bin, Up to 500 sheets Standard		
Duplex Options	Automatic (standard)		
Auto document feeder capacity	Standard, 100 sheets		
Envelope feeder	No		
Standard paper trays	Plain, HP EcoFRIEND, HP Matte 90g, Light 60-74g, Bond, Recycled, HP Matte 105g, HP Matte 120g, HP Soft Gloss 120g, HP Glossy 120g, Mid-Weight 96-110g, Heavy 111-130g, Mid-Weight 96-110g, Heavy 111-130g, Mid-Weight 96-110g, Heavy 111-130g, HP Matte 150g, HP Glossy 150g, Extra Heavy 131-175g, XHrGlossy 131-175g, HP Matte 200g, HP Glossy 200g, Cardstock 176-220g, Card Glossy 176-220g, Light Paperboard 221-255g, Paperboard 256-300g, Heavy Paperboard, Color		
Media types	Tray 1: 2.5 to 16 to 78 lb bond (166 lb bond)		
Media weight	Tray 1: 1 Letter, Letter R, Legal, Executive, Statement, Office, 11 x 17, 12 x 18, 4 x 6, 5 x 7.5 x 8.10 x 15, 8k, 16k, envelope #9, Envelope #10, Envelope Monarch, Tray 2: Letter, Letter R, Legal, Executive, Statement, Office, 4 x 6, 5 x 7.5 x 8.10 x 15, 16k, envelope #9, Envelope #10, Envelope Monarch, Tray3: Letter R, Legal, Executive, Statement, Office, 11 x 17, 12 x 18, 8k, 16k		
Media sizes	Tray 1: 3.6 x 5.5 to 12.5 x 18 in, Tray 2: 3.6 x 5.5 to 11.69 x 15.35 in, Tray 3: 5 x 7.17 to 12.59 x 18 in		
Media sizes Custom	3.3 x 5 to 34.8 in; Maximum: 61.8 x 30.1 x 44.9 in 645 x 785 x 1190 mm		
Dimensions (w x d x h)	185.85 lb		
Weight	Engine, TCU, Drums, ADF, Color, WIG, Hameplate and Label, Power Cards, Hardware install and setup documentation, Support flyers, DOES NOT INCLUDE TONER		
What's in the box¹⁰	90 day parts only. Extended Warranty and support options vary by product, country and local legal requirements. Go to http://www.hp.com/support to learn about HP award winning service and support options in your region.		
Warranty features	ENERGY STAR® qualified, EPEAT® Silver, CEC, Blue Angel		
Energy efficiency compliance	8.0 in (20.3 cm) Color Graphics Display (CGD) with touchscreen, rotating (adjustable angle) display, illuminated Home button (for quick return to the Home menu), USB High-speed 2.0 port, Hardware Integration Pocket		
Control panel	8.0 in (20.3 cm) touchscreen, SVGA Color Graphic Display (CGD)		
Display	No software solutions are included in the box, only on http://hp.com , http://17123.hp.com		
Software included	95 scalable TrueType fonts		
Fonts and typefaces	Windows Client OS (32/64 bit), Win10, Win8.1, Win 8 Basic, Win8 Pro, Win8 Enterprise, Win8 Enterprise N, Win7 Starter Edition SP1, UFD Win7 Ultimate, Mobile OS - iOS, Android, Mac - Apple® macOS Sierra v10.12, Apple® macOS High Sierra v10.13, Apple® macOS Mojave v10.14, Discrete PCL6 Printer Driver. For more information on the supported operating systems go to http://support.hp.com . Enter your product name and search. Click on User Guides and enter your product name and search for User Guide, Search for your Product Name - User Guide, Search for the Supported Operating Systems section, UFD PCL6 / PS Printer Drivers - Supported Operating Systems, For more information on the supported operating systems, see www.hp.com/go/learn .		
Compatible operating systems	Windows Server 2008 R2 64-bit, Windows Server 2008 R2 64-bit SP1, Windows Server 2012 R2 64-bit, Windows Server 2012 R2 64-bit, Windows Server 2016 64-bit, Failover Cluster 2008 R2 Failover Cluster 2012 R2, Terminal server 2008 R2, Remote Desktop server 2012 R2, Citrix XenApp & XenDesktop 7.6, Novell Print server, Citrix Ready Kit Certification - Up to Citrix Server 7.18 for more information see http://citrixready.citrix.com , Unix- For more information see http://developers.hp.com/hp-linux-magazine-and-printing , Unix- For more information see http://hp.com/go/linuxmodelscripts , UFD PCL6 / PS Printer Drivers - Supported for Compatible Network Operating systems please see http://hp.com/go/learn .		
Compatible network operating systems	PC: 64-bit available hard disk space, Internet connection, USB port, Internet browser. For additional OS hardware requirements see microsoft.com ; Mac: 64-bit available hard disk space, Internet connection or USB port, OS hardware requirements see apple.com .		
Minimum system requirements	Power supply type: Internal (Built-in) power supply. Power supply required: Input voltage: 110 to 127 Vac (+/- 10%), 220 to 240 Vac (+/- 10%), 50/60 Hz (+/- 3%). Power consumption: 867 watts (on-line), 65 watts (ready), 11 watts (sleep), 0.5 watts (auto-off), 0.1 watts (off).		
Power	Power supply type: Internal (Built-in) power supply. Power supply required: Input voltage: 110 to 127 Vac (+/- 10%), 220 to 240 Vac (+/- 10%), 50/60 Hz (+/- 3%). Power consumption: 996 watts (on-line), 65 watts (ready), 11 watts (sleep), 0.5 watts (auto-off), 0.1 watts (off).		
Acoustics	Acoustic power emissions: 7.5 B(A) printing color simplex using A4 paper at 40 ppm		
Operating environment	Operating temperature range: 15 to 30°C; Recommended operating temperature: 15 to 30°C; Storage temperature range: -10 to 40°C; Operating humidity range: 20 to 80% RH; Recommended operating humidity range: 20 to 80% RH		
Security management	Management security: SNMPv3, Web Services over port 7627, SSL/TLS TLS 1.0/1.1/2, PFS 140-2, Certificate Management, Embedded Web Server, WPA2-Enterprise, 802.1X authentication (EAP-PEAP, EAP-TLS), IPP over TLS, IPsec/Firewall with Certificate, Fire-Shield Key Authentication, and Kerberos Authentication, Support for Wi-Fi 10 IPsec, Configuration using IPsec Plug-in		

¹ Based on standard ITU-T test image #1 at standard resolution and MMR encoding, the HP fax device can transmit at 3 sec/page for V.34 and 6 sec/page for V.17.

² Measured using ISO/IEC 17629. For more information see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

³ Optional Wireless Direct and Wireless.

⁴ Declared value in accordance with ISO/IEC 19752. Actual yields vary considerably based on images printed and other factors. For more information, visit <http://www.hp.com/go/learnaboutsupplies>. Actual yields vary considerably based on images printed and other factors. For details see <http://www.hp.com/go/learnaboutsupplies>.

⁵ Measured using ISO/IEC 24734, excludes first set of test documents. For more information see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

⁶ Average color composite black declared yields based on ISO/IEC 19798 and continuous printing. Actual yields vary considerably based on images printed and other factors. For details see <http://www.hp.com/go/learnaboutsupplies>.

⁷ Scan speeds measured from ADF. Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software.

⁸ Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Energy Star value typically based on measurement of 115V device.

⁹ Based on the BA TEC method with the following possible exceptions: 1 minute or less sleep delay setting, Wi-Fi disabled.

¹⁰ No, please purchase USB cable separately (EMEA, Americas; API, Service Technician must install units).

¹¹ FCC Class A emissions - for use in commercial environments, not residential environments.

To learn more, visit hp.com

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4AA7-178ENUC, April 2019,R3





HP LaserJet Managed MFP E82540du-E82560du series

Premium quality, maximum uptime, and the strongest security¹ from a smart, streamlined MFP.

Businesses that stay ahead don't slow down. It's why HP built the next generation of HP LaserJet MFPs—to power productivity with a streamlined design that delivers premium quality, maximum uptime, and the strongest security.¹

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future.
<http://www.hp.com/go/learnaboutsupplies>



HP LaserJet Managed MFP E82540du - Bundle Product 40 ppm



HP LaserJet Managed MFP E82550du - Bundle Product 50 ppm



HP LaserJet Managed MFP E82560du - Bundle Product 60 ppm

High quality, low cost

- Print premium, professional-quality documents with sharp text and crisp graphics for a low cost.
- Get consistent, professional quality and performance you count on with Original HP toner cartridges and drums.
- Choose from a range of modular accessories designed to adapt to the needs of workgroups of all sizes.
- Load up to 100 pages into the automatic document feeder for fast, unattended scanning.

Minimal interruptions. Maximum uptime.

- Avoid interruptions with an HP LaserJet Managed MFP designed to be streamlined for maximum productivity.
- Tailor this MFP to the needs of your business with a wide range of paper-handling accessories.
- Scan files directly to Microsoft® SharePoint, plus email, USB, and network folders.²
- Grab pages and go, without waiting. This HP LaserJet wakes up quickly and prints fast—up to 60 ppm.³

The world's most secure printing¹

- Each printer in your fleet checks its operating code and repairs itself from attacks.
- Your printer's outgoing network connections are inspected to stop suspicious requests and thwart malware.
- Memory activity is monitored to continually detect and stop attacks.
- Firmware is automatically checked during startup to determine if it's authentic code—digitally signed by HP.

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit <http://www.hp.com/go/PrintersThatProtect>. For more information: <http://www.hp.com/go/printersecurityclaims>

² Requires an internet connection to the printer. Services may require registration. App availability varies by country, language, and agreements. For details, see <http://www.hpconnected.com>

³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.



HP Color LaserJet Managed MFP E87640du-E87660du series

Premium color value, maximum uptime, and the strongest security¹ from a smart, streamlined MFP.

Businesses that stay ahead don't slow down. It's why HP built the next generation of HP Color LaserJet MFPs—to power productivity with a streamlined design that delivers premium color value, maximum uptime, and the strongest security.¹

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future.
<http://www.hp.com/go/learnaboutsupplies>



HP Color LaserJet Managed MFP E87640du - Bundle Product 40 ppm



HP Color LaserJet Managed MFP E87650du - Bundle Product 50 ppm



HP Color LaserJet Managed MFP E87660du - Bundle Product 60 ppm

Big color. Small cost.

- Print premium, professional-quality documents with vivid color images and graphics for a low cost.
- Get consistent, professional quality and performance you count on with Original HP toner cartridges and drums.
- Choose from a range of modular accessories designed to adapt to the needs of workgroups of all sizes.
- Load up to 100 pages into the automatic document feeder for fast, unattended scanning.

Minimal interruptions. Maximum uptime.

- Avoid interruptions with an HP LaserJet Managed MFP designed to be streamlined for maximum productivity.
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³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

Product walkaround

1. Hardware Integration Pocket (for connecting accessory and third-party devices)¹
2. Flatbed scanner handles sheets up to 11 x 17 inches (A3)
3. Easy-access USB port²
4. Optional inner finisher supports media sizes up to 11 x 17 inches (A3)
5. Front door access to toner cartridges
6. Automatic two-sided printing
7. HP High-Performance Secure Hard Disk³
8. Slot for cable-type security lock, 2 Hi-Speed USB 2.0 Host ports, Gigabit Ethernet port, Hi-Speed USB 2.0 device port
9. 100-sheet ADF supports media sizes up to 11 x 17 inches (A3)
10. 8.0-inch (20.3 cm) color touchscreen control panel tilts up for easier viewing
11. Right door (access to the print path)
12. 100-sheet multipurpose tray 1 supports media sizes up to 11 x 17 inches (A3)
13. 520-sheet tray 2 supports media sizes up to letter (A4)
14. 520-sheet tray 3 supports media sizes up to 11 x 17 inches (A3)
15. Optional 2,000-sheet high-capacity input (HCI) tray supports media sizes up to letter (A4)



Series at a glance



Model	HP Color LaserJet Managed MFP E87640du - Bundle Product 40 ppm	HP Color LaserJet Managed MFP E87650du - Bundle Product 50 ppm	HP Color LaserJet Managed MFP E87660du - Bundle Product 60 ppm
Functions	Print, copy, and scan (optional fax) (all models)		
Print speed (letter and A4, black and color) ⁴	Up to 40 pages per minute (ppm)	Up to 50 ppm	Up to 60 ppm
Scan speeds (letter and A4, black and color) ⁵	80 ppm/160 images per minute (ipm), simplex/duplex	80 ppm/160 ipm, simplex/duplex	
100-sheet ADF with single-pass, two-sided scanning		✓	
100-sheet multipurpose tray 1, 2x520-sheet trays 2, 3		✓	
Optional input accessories: dual cassette (2x520-sheet), cabinet, 2,000-sheet HCI, 3,000-sheet HCI		✓	
Input capacity (standard/maximum ⁶)		1,140/6,140 sheets (all models)	
Optional finishing accessories: Inner finisher, Stapler/stacker finisher, Booklet finisher		✓	
Recommended monthly print volume ⁷	Up to 50,000 pages		
Managed Cartridge yields ⁸	Black: ~54,500 pages; Color: ~52,000 pages		
Advanced workflow features	Send to Microsoft® SharePoint®		
Optional wireless networking /NFC touch-to-print ¹⁰		✓	

¹ Solutions deployed through the Hardware Integration Pocket (HIP) may require additional purchase.

² An administrator must enable the easy-access USB port before use.

³ Two 500 GB Standard, embedded HP High-Performance Secure Hard Disk, totaling 1000 GB.

⁴ Stated yield is based on 5% coverage and may vary based on coverage and media type used, media size, short edge feed on A3 devices, and job size. Toner not included in box.

⁵ All models can add wireless networking with selection of the optional HP Jetdirect 2900nw Print Server (J8031A). If selected, you cannot also select the HP Jetdirect 3000w NFC/Wireless Accessory (J8030A). Wireless performance is dependent on physical environment and distance from access point and may be limited during active VPN connections.

¹⁰ Touch-to-print capability is optional for all models and can be added by selecting the optional HP Jetdirect 3000w NFC/Wireless Direct Accessory (J8030A). If selected, you cannot also select the HP Jetdirect 2900nw Print Server (J8031A). Mobile device must support Near Field Communication (NFC)-enabled printing. For more information, see hp.com/go/businessmobileprinting.

HP Services

Downtime can have serious consequences, so HP provides support beyond the standard warranty. You benefit from reduced risk, maximized uptime, predictable service delivery and no unbudgeted repair costs. HP Care Pack Services provide a comprehensive suite of protection services designed to keep HP hardware and software up and running so employees can stay productive.

For carepack availability visit: hp.com/go/cpc

Top features

Quality color printing for a great value is a smart choice for any business. Produce premium, professional-quality color documents at a competitive low cost with an HP Color LaserJet MFP built to make your work—and your business—look its best.

Annoying interruptions and complex maintenance can slow down printing, and ultimately, the pace of business. Avoid pauses in productivity with an HP LaserJet MFP designed for maximum uptime, so you can count on reliable results day in and day out.

HP printers have the industry's strongest security¹ because they're always on guard, continually detecting and stopping threats while adapting to new ones. And only HP printers automatically self-heal from attacks, so IT doesn't need to intervene.

Accessories

Y1G16A	HP Cabinet Department
Y1F98A	Dual Cassette Feeder (2x520) Department
Y1G21A	2000 Sheet HCI Department
Y1G20A	3000 Sheet side HCI Department
Y1G00A	Inner Finisher
Y1G02A	Inner Finisher Hole Punch 2/3
Y1G18A	Stapler/Stacker Finisher
Y1G14A	Stapler/Stacker Finisher Staples
Y1G13A	Inner Finisher & Booklet Maker Staples
Y1G07A	Booklet Finisher
Y1G10A	Hole Punch 2/3
Y1G01A	Job Separator Department
CC543B	DOD CAC Card Reader
F8B30A	SIPRNet - Classified Card Reader
B5L31A	FIH USB Foreign Interface Harness
B5L28A	Two internal USB ports for solutions
B5L29A	HDD HP Secure High Performance Hard Disk Drive
J8031A	HP JetDirect USB Wireless Print Server
J8030A	HP JetDirect Wireless Print Server with NFC
CZ208A	HPAC Card Reader - HIP1
X3D03A	HPAC Card Reader - HIP1
X3D03A	HPAC Card Reader - HIP2
CC487A	Analog Fax Accessory
Y1G22A	HP LaserJet Paper Tray Heaters Accessory

Supplies

W9050MC	HP Black Managed LJ Toner Cartridge (ISO Yield 54,500)
W9051MC	HP Cyan Managed LJ Toner Cartridge (ISO Yield 52,000)
W9052MC	HP Yellow Managed LJ Toner Cartridge (ISO Yield 52,000)
W9053MC	HP Magenta Managed LJ Toner Cartridge (ISO Yield 52,000)

Services

U9LS7E	- HP 1 year Next business day Service w/Defective Media Retention for Color LaserJet E876xx MFP Managed
U9LS8E	- HP 3 year Next business day Service w/Defective Media Retention for Color LaserJet E876xx MFP Managed
U9LS9E	- HP 4 year Next business day Service w/Defective Media Retention for Color LaserJet E876xx MFP Managed
U9LT0E	- HP 5 year Next business day Service w/Defective Media Retention for Color LaserJet E876xx MFP Managed



¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit <http://www.hp.com/go/PrintersThatProtect>. For more information: <http://www.hp.com/go/printersecurityclaims>
² Requires an Internet connection to the printer. Services may require registration. App availability varies by country, language, and agreements. For details, see <http://www.hpconnected.com>
³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

HP Color LaserJet Managed MFP E87640du-E87660du series

Model	HP Color LaserJet Managed MFP E87640du - Bundle Product 40 ppm	HP Color LaserJet Managed MFP E87650du - Bundle Product 50 ppm	HP Color LaserJet Managed MFP E87660du - Bundle Product 60 ppm
AIO functions	Print, Copy, Scan (fax and wireless optional)		
Print	Letter: Up to 40 ppm Black; Up to 40 ppm Color. First page out black: As fast as 8.2 sec. First Page Out Color: As fast as 9.3 sec. Black (normal): Up to 600 x 600 dpi. Black (fine lines): Up to 1200 x 1200 dpi. Color (normal): Up to 600 x 600 dpi. Color (fine lines): Up to 1200 x 1200 dpi		
Print speed	Letter: Up to 50 ppm Black; Up to 50 ppm Color. First page out black: As fast as 7.3 sec. First Page Out Color: As fast as 8.4 sec. Letter: Up to 60 ppm Black; Up to 60 ppm Color. First page out black: As fast as 7.0 sec. First Page Out Color: As fast as 8.1 sec.		
Print resolution	Black (normal): Up to 600 x 600 dpi. Black (fine lines): Up to 1200 x 1200 dpi. Color (normal): Up to 600 x 600 dpi. Color (fine lines): Up to 1200 x 1200 dpi		
Print technology	Laser		
Print cartridges number	4 (1 each black, cyan, magenta, yellow)		
Standard print languages	HP PCL 6, HP Postscript level 3 emulation, PDF (v 1.7), AirPrint™ compatible, PCL5, GCP compatible, BMR TIFF		
Printer smart software features	Quality color printing for a great value is a smart choice for any business. Produce premium, professional-quality color documents at a competitive low cost with an HP Color LaserJet MFP built to make your work—and your business—look its best. Annoying interruptions and complex maintenance can slow down printing, and ultimately, the pace of business. Avoid pauses in productivity with an HP LaserJet MFP designed for maximum uptime, so you can count on reliable results day in and day out. Only HP Enterprise printers repair themselves from attacks in real time, delivering built-in security to help keep your network safe. Automatically monitor threats, detect intrusions, and validate operating software with security offered only by HP. Accelerate workflow, improve accuracy, and easily connect people throughout your organization. Complete high-volume scan jobs fast—up to 160 ppm ¹ —and avoid extra steps with a MFP designed for maximum productivity.		
Printer management	HP Printer Assistant, HP Utility (Mac), HP Device Toolbox, HP Web JetAdmin Software, HP JetAdvantage Security Manager, HP SNMP Proxy Agent, HP WS Pro Proxy Agent, Printer Administrator Resource Kit for HP Universal Print Driver (Driver Configuration Utility - Driver Deployment Utility - Managed Printing Administrator)		
Scan	Scan type / Technology: Type: Flatbed, ADF. Technology: Flatbed Scanner CCD Digital-CCS Scan resolution: Hardware: Up to 600 x 600 dpi. Optical: Up to 600 x 600 dpi Scan file format: Digital Send: PDF, Hi-Compression PDF, JPEG, TIFF, MTIF, XPS, PDF/A, Scan to easy access USB. PDF, Hi-Compression PDF, JPEG, TIFF, MTIF, XPS, PDF/A Scan input modes: Front panel applications: Copy, E-mail, Fax, Save to Network Folder, Save to Device Memory, Open Extensibility Platform (OWP) applications Scan size: ADF: 11.7 x 17 in Maximum, 5 x 5.5 in Minimum. Flatbed: Up to 8.5 in Scan speed: Up to 80 ppm. Duplex: Up to 160 ppm Scanner advanced features: Scan to E-mail, Scan to network folder (stand alone solution), Scan to Cloud, Scan to USB, Scan to SharePoint, Windows HP Scan SW supports PDF, searchable PDF, JPG, RTF, TXT, BMP, PNG, TIFF, Mac HP Easy Scan SW supports PDF, searchable PDF, JPG, RTF, TXT, JPEG-2000, PNG, TIFF. Bit depth / Grayscale levels: 24-bit / 256 Digital sending standard features: Scan to E-mail, Save to Network Folder, Save to USB drive, Send to Sharepoint, Send to FTP, Send to SFTP, Send to LAN Fax, Send to Internet Fax, Local Address Book, SMTP over SSL, Blank Page Removal, Edge Erase, Auto Color Sense, Compact PDF		
Copy	Copy speed: Black (ISO): Up to 40 ppm. Color (ISO): Up to 40 ppm. Black (ISO): Up to 50 ppm. Color (ISO): Up to 50 ppm. Black (ISO): Up to 60 ppm. Color (ISO): Up to 60 ppm Copy resolution: Color text and graphics: Up to 600 x 600 dpi Maximum Number of Copies: Up to 9999 copies Copy resize: 25 to 400% Copy settings: Two-sided copying, scalability, image adjustments (darkness, contrast, background cleanup, sharpness), optimized text/picture (text, moved, printed picture, photograph), N-Up, N or Z-ordering, content orientation, collation, booklet, ID Scan, job build, job storage, watermark, stamps, book mode scans, erase edges, automatically detect color/photo, image Preview		
Fax	Fax speed: Up to 3.6 kbps / Letter: 1 sec per page Fax resolution: Black (best): Up to 300 x 300 dpi (400 x 400 dpi for received faxes only). Black (standard): 203 x 98 dpi Fax memory: Up to 500 pages. Auto fax reduction supported: Yes. Auto redialing: Yes. Fax delayed sending: No. Disruptive ring detection supported: No. Fax forwarding supported: Yes. Fax phone TAPI interface supported: No. Fax polling supported: Yes (look up review only). Fax telephone mode supported: No. Auxiliary carrier supported: Yes. Maximum speed dialing numbers: Up to 1000 numbers (each with 2 to 10 destinations). PC interface supported: Yes. Remote retrieval capability supported: No. Telephone handset supported: No		
Connectivity	Standard connectivity: 3 Hi-Speed USB 2.0 Host, 1 Hi-Speed USB 2.0 Device, 1 Gigabit Ethernet 10/100/1000T network, 1 Hardware Integration Pocket Network capabilities: Standard (built-in Gigabit 10/100/1000T Ethernet) Wireless capabilities: No wireless capabilities available. There are optional accessories (common to all current Jeti products) that support wireless. These are listed in the accessories section, above. Mobile printing capability: Apple AirPrint™, HP ePrint, Mobile Apps, Wireless Direct Printing		
Memory	Standard: 7.68 MB. Maximum: 7.68 MB Processor speed: 1.2 GHz / Hard disk: Two 500 GB Standard, embedded HP High-Performance Secure Hard Disk, Total 1000 GB, AES 256 hardware encryption or greater, Secure erase capabilities (Secure File Erase-Temporary Job Files, Secure Erase-Job Data, Secure ATA Erase-Disk). Note: U.S. government SKU uses 500 GB HP's 140-Z validated hard disk accessory instead.		
Duty cycle (monthly)	Letter: Up to 300,000 pages. Recommended monthly page volume: Up to 50,000		
Paper handling	Input: 100-sheet multi-purpose tray, 2 x 520-sheet input tray, 100 sheet ADF. Up to 1,140 sheets Standard Output: 500 sheet face-down output bin, Up to 500 sheets Standard Duplex Options: Automatic (standard) Auto document feeder capacity: Standard, 100 sheets Envelope feeder: No Standard paper trays: 3		
Media types	Plain, HP EcoFICIENT, HP Matte 90g, Light 60-74g, Bond, Recycled, HP Matte 105g, HP Matte 120g, HP Soft Gloss 120g, HP Glossy 120g, Mid-Weight 96-110g, Heavy 111-130g, Mid-Weight glossy 96-110g, Hvy Glossy 111-130g, HP Matte 150g, HP Glossy 150g, Extra Heavy 131-175g, HP Matte 175g, HP Matte 200g, HP Glossy 200g, Cardstock 176-220g, Card Glossy 176-220g, Light Paperboard 221-255g, Paperboard 256-300g, Heavy Paperboard, Color Transparency, Labels, Letterhead, Envelope, Heavy Envelope, Preprinted, Prepunched, Colored		
Media weight	Tray 1, 2, 3: 16 to 78 lb bond (166 lb index)		
Media sizes	Tray 1: Letter, Letter R, Legal, Executive, Statement, Office, 11 x 17, 12 x 18, 4 x 6, 5 x 7, 5 x 8, 10 x 15, 16 x 26, envelope #9, Envelope #10, Envelope Monarch, Tray 2: Letter, Letter R, Legal, Executive, Statement, Office, 11 x 17, 12 x 18, 16 x 26		
Media Sizes Custom	Tray 1: 3.85 x 5.5 to 12.59 x 18 in. Tray 2: 3.85 x 5.5 to 11.69 x 15.35 in. Tray 3: 5 x 7.17 to 12.59 x 18 in		
Dimensions (w x d x h)	23 x 30.1 x 34.8 in. Maximum: 61.8 x 30.1 x 44.9 in / 1645 x 785 x 1190 mm		
Weight	222.44 lb		
What's in the box	Engine, TCU, Drums, Assy-Cover WG Nameplate and Label, Power Cords, Hardware install and setup documentation, Support flyers. DOES NOT INCLUDE TONER		
Warranty features	90-day parts only. Extended Warranty and support options vary by product, country and local legal requirements. Go to http://www.hp.com/support to learn about HP award winning service and support options in your region.		
Energy efficiency compliance	ENERGY STAR® qualified, EPEAT® Silver, CEC, Blue Angel		
Control panel	8.0 in (20.3 cm) Color Graphics Display (CGD) with touchscreen, rotating (adjustable angle) display, illuminated Home button (for quick return to the Home menu), USB High-speed 2.0 port, Hardware Integration Pocket		
Display	8.0 in (20.3 cm) touchscreen, SVGA Color Graphics Display (CGD)		
Software included	No software solutions are included in the box, only on http://hp.com , http://11.23 hp.com , or scalable TrueType fonts		
Ports and interfaces	Windows Client OS (32/64-bit), Win7, Win8, Win8 Basic, Win8 Pro, Win8 Enterprise, Win8 Enterprise N, Win7 Starter Edition, SP1, Win7 Ultimate, Mobile OS, iOS, Android, Mac, Apple® macOS Sierra v10.12, Apple® macOS High Sierra v10.13, Apple® macOS Mojave v10.14, Discrete PCL6 Printer Driver - For more information on the supported operating systems go to http://support.hp.com , Enter your product name and search, Click on User guides and enter your product name and search for User Guide, Search for your (Product Name) - User Guide, Search for the Supported Operating Systems section, UFD PCL6 / PS Printer Drivers - Supported Operating systems, For more information on the supported operating systems see http://www.hp.com/go/ufpd .		
Compatible operating systems	Windows Server 2008 R2 64-bit, Windows Server 2008 R2 64-bit (SP1), Windows Server 2012 64-bit, Windows Server 2012 R2 64-bit, Windows Server 2016 64-bit, Failover Cluster 2008 R2, Failover Cluster 2012 R2, Terminal server 2008 R2, Remote Desktop server 2012 R2, Citrix Server 6.5, Citrix XenApp & XenDesktop 7.6, Novell Print server, Citrix Ready Xa Certification - Up to Citrix Server 7.18 for more information see http://citrixready.citrix.com , Linux - For more information see http://developers.hp.com/hp-linux-imaging-and-printing , Unix: For more information see http://hp.com/go/unixmimedescripts , UFD PCL6 / PS Printer Drivers - Supported for Compatible Network Operating systems please see http://hp.com/go/ufpd .		
Compatible network operating systems	Windows Server 2008 R2 64-bit, Windows Server 2008 R2 64-bit (SP1), Windows Server 2012 64-bit, Windows Server 2012 R2 64-bit, Windows Server 2016 64-bit, Failover Cluster 2008 R2, Failover Cluster 2012 R2, Terminal server 2008 R2, Remote Desktop server 2012 R2, Citrix Server 6.5, Citrix XenApp & XenDesktop 7.6, Novell Print server, Citrix Ready Xa Certification - Up to Citrix Server 7.18 for more information see http://citrixready.citrix.com , Linux - For more information see http://developers.hp.com/hp-linux-imaging-and-printing , Unix: For more information see http://hp.com/go/unixmimedescripts , UFD PCL6 / PS Printer Drivers - Supported for Compatible Network Operating systems please see http://hp.com/go/ufpd .		
Minimum system requirements	PC: 6 GB available hard disk space, Internet connection, USB port, Internet browser. For additional OS hardware requirements see microsoft.com , Mac: 2 GB available hard disk space, Internet connection or USB port, OS hardware requirements see apple.com .		
Power	Power supply type: Internal (built-in) power supply. Power supply required: Input voltage: 110 to 120 Vac (v: 10%, 220 to 240 Vac (v: 10%, 50/60 Hz (+/- 3%)). Power consumption: 85.4 watts (printing), 65 watts (ready), 12 watts (sleep), 0.5 watts (auto-off), 0.1 watts (off). Power supply type: Internal (built-in) power supply. Power supply required: Input voltage: 110 to 120 Vac (v: 10%, 220 to 240 Vac (v: 10%, 50/60 Hz (+/- 3%)). Power consumption: 95.1 watts (printing), 65 watts (ready), 12 watts (sleep), 0.5 watts (auto-off), 0.1 watts (off). Power supply type: Internal (built-in) power supply. Power supply required: Input voltage: 110 to 120 Vac (v: 10%, 220 to 240 Vac (v: 10%, 50/60 Hz (+/- 3%)). Power consumption: 112.1 watts (printing), 72 watts (ready), 11 watts (sleep), 0.43 watts (Auto Off), 0.0001 watts (Manual Off).		
Acoustics	Acoustic power emissions: 7.8 BAF printing color simplex using A4 paper at 60 ppm Acoustic power emissions: 7.25 BAF printing color simplex using A4 paper at 60 ppm Acoustic power emissions: 7.5 BAF printing color simplex using A4 paper at 60 ppm		
Operating environment	Operating temperature range: 15 to 30°C. Recommended operating temperature: 15 to 30°C. Storage temperature range: -10 to 40°C. Operating humidity range: 20 to 80% RH. Recommended operating humidity range: 20 to 80% RH		
Security management	Management security: SNMPv3, Web Services over port 7621, SSL/TLS TLS 1.0/1.1/1.2, FIPS 140-2, Certificate Management, Embedded Web Server, WPA2-Enterprise, 802.1X authentication (EAP-PEAP, EAP-TLS), IPP over TLS, IPsec/Firewall with Certificate, Pre-Shared Key Authentication, and Kerberos Authentication. Support for WPA-10 IPsec Configuration using IPsec Plug-in		

¹ Based on standard ITU-T test image #1 at standard resolution and MMR encoding, the HP fax device can transmit at 3 sec/page for V.34 and 6 sec/page for V.17

² Measured using ISO/IEC 17629. For more information see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

³ Optional Wireless Direct and Wireless

⁴ Declared yield value in accordance with ISO/IEC 17972. Actual yields vary considerably based on images printed and other factors. For more information, visit <http://www.hp.com/go/learnaboutsupplies>. Actual yields vary considerably based on images printed and other factors. For details see <http://www.hp.com/go/learnaboutsupplies>

⁵ Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty.

⁶ Measured using ISO/IEC 24734, excludes first set of test documents. For more information see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

⁷ Average color composite (C/M/Y) and black declared yields based on ISO/IEC 19798 and continuous printing. Actual yields vary considerably based on images printed and other factors. For details see <http://www.hp.com/go/learnaboutsupplies>

⁸ Scan speeds measured from ADF. Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software.

⁹ Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Energy Star value typically based on measurement of 115V device.

¹⁰ Based on the BA TEC method with the following possible exceptions: 1 minute or less sleep delay setting, Wi-Fi disabled.

¹¹ FCC Class A emissions - for use in commercial environments, nonresidential environments

To learn more, visit hp.com

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4AA7-4179ENUC, August 2019, R4

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HP Color LaserJet Managed MFP E77422-E77428 series

Premium color value, maximum uptime, and the strongest security¹ from a streamlined MFP.

HP Managed MFPs and printers are optimized for managed environments. Offering increased monthly page volumes and fewer interventions, this portfolio of products can help reduce printing and copying costs. See your HP Authorized Reseller for details.



HP Color LaserJet Managed MFP E77422dn



HP Color LaserJet Managed MFP E77428dn

Big color. Small cost.

- Print premium, professional-quality documents with vivid color images and graphics for a low cost.
- Get consistent, professional quality and performance you count on with Original HP toner cartridges and drums.

Minimal interruptions. Maximum uptime.

- Avoid interruptions with an HP LaserJet Managed MFP designed to be streamlined for maximum productivity.
- Tailor this MFP to the needs of your business with a wide range of paper-handling accessories.
- Scan files directly to Microsoft® Office and SharePoint, plus email, USB, and network folders.²

The world's most secure printing¹

- Each printer in your fleet checks its operating code and repairs itself from attacks.
- Your printer's outgoing network connections are inspected to stop suspicious requests and thwart malware.
- Memory activity is monitored to continually detect and stop attacks.
- Firmware is automatically checked during startup to determine if it's authentic code—digitally signed by HP.

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future.
<http://www.hp.com/go/learnaboutsupplies>

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit hp.com/go/PrintersThatProtect. For more information: hp.com/go/printersecurityclaims.

² Requires an Internet connection to the printer. Services may require registration. App availability varies by country, language, and agreements. For details, see <http://hpconnected.com>.

³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

⁴ HP Web Jetadmin is available for download at no additional charge at hp.com/go/webjetadmin.

Product walkaround

1. Hardware Integration Pocket¹ (for connecting accessory and third-party devices)
2. Easy-access USB port²
3. 500-sheet output bin
4. Front door (access to toner cartridges and imaging drums)
5. Slot for cable-type security lock, 2 Hi-Speed USB 2.0 Host ports, Hi-Speed USB 2.0 device port, Gigabit Ethernet port
6. 100-sheet automatic document feeder (ADF) with reverse duplex copying and scanning
7. Flatbed scanner supports media sizes up to 11 x 17 inches (A3)
8. 8.0-inch (20.3 cm) color touchscreen
9. Right door (access to the print path)
10. 100-sheet multipurpose tray 1 supports media sizes up to 11 x 17 inches (A3)
11. Automatic two-sided printing
12. 520-sheet trays 2, 3 support media sizes up to 11 x 17 inches (A3)



Series at a glance



Model	HP Color LaserJet Managed MFP E77422dn	HP Color LaserJet Managed MFP E77428dn
Functions	Print, copy, scan, optional fax (both models)	
Print speed (letter and A4, black and color) ³	Up to 22 pages per minute (ppm)	Up to 28 ppm
Automatic two-sided printing		✓
Scan speed (black and color) ⁴	Simplex: Up to 45/46 ppm (letter/A4) Duplex: Up to 19 images per minute (ipm) (letter and A4)	Simplex: Up to 45/47 ppm (letter/A4) Duplex: Up to 19 images per minute (ipm) (letter and A4)
Scanning	100-sheet ADF with reverse duplex scanning (both models)	
100-sheet multipurpose tray 1, 520-sheet tray 2, 520-sheet tray 3		✓
Optional 2x520-sheet paper tray and stand		✓
Optional 500-sheet inner finisher		✓
Input capacity	1,140/2,180 sheets (standard/maximum ⁵) (both models)	
Control panel	8.0-inch (20.3 cm) color touchscreen (both models)	
RMPV ⁶	Up to 20,000 pages (both models)	
Managed Cartridge yields ⁷	Black: ~25,000 pages; Color: ~20,000 pages (both models)	
Optional wireless networking ⁸ /NFC touch-to-print/BLE ⁹		✓

¹ Solutions deployed through the Hardware Integration Pocket (HIP) may require additional purchase.

² An administrator must enable the easy-access USB port before use.

³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

⁴ Scan speed measured from ADF at default 300 dpi (black-and-white, grayscale, and color). Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software.

⁵ Selection of optional paper-handling accessories required to reach maximum input capacity.

⁶ Recommended Monthly Page Volume (RMPV): HP recommends that the number of printed pages per month be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period.

⁷ Average black declared yields based on ISO/IEC 19752 and continuous printing. Average color composite (C/M/Y) declared yields based on ISO/IEC 19798 and continuous printing. Actual yields vary considerably based on images printed and other factors. HP Managed Cartridges are not included in printer purchase; purchase separately. For details, see hp.com/go/learnaboutsupplies.

⁸ The E77422/28 series models can add wireless networking with selection of the optional HP Jetdirect 2900nw Print Server (J8031A). If selected, you cannot also select the HP Jetdirect 3100w BLE/NFC/Wireless Accessory (3JN69A). Wireless performance is dependent on physical environment and distance from access point and may be limited during active VPN connections.

⁹ Bluetooth[®] and NFC touch-to-print capabilities are optional and can be added to the E77422/28 series models by selecting the optional HP Jetdirect 3100w BLE/NFC/Wireless Accessory (3JN69A). If selected, you cannot also select the HP Jetdirect 2900nw Print Server (J8031A). Mobile device must support Near-Field Communication (NFC)-enabled printing. For more information, see hp.com/go/businessmobileprinting. Bluetooth is a trademark owned by its proprietor and used by HP Inc. under license.

HP Services

Downtime can have serious consequences, so HP provides support beyond the standard warranty. You benefit from reduced risk, maximized uptime, predictable service delivery and no unbudgeted repair costs. HP Care Pack Services provide a comprehensive suite of protection services designed to keep HP hardware and software up and running so employees can stay productive.

For carepack availability visit: hp.com/go/cpc

Top features

Quality color printing for a great value is a smart choice for any business. Produce premium, professional-quality color documents at a competitive low cost with an HP Color LaserJet MFP built to make your work—and your business—look its best.

Annoying interruptions and complex maintenance can slow down printing, and ultimately, the pace of business. Avoid pauses in productivity with an HP LaserJet MFP designed for maximum uptime, so you can count on reliable results day in and day out.

HP printers have the industry's strongest security¹ because they're always on guard, continually detecting and stopping threats while adapting to new ones. And only HP printers automatically self-heal from attacks, so IT doesn't need to intervene.



Accessories

2EH31A	HP MFP Analog Fax Accessory 700
2MU47A	HP Accessibility Assistant
2NR12A	HP Removable Hard Drive Enclosure
2TD64A	HP Accessibility Kit
3JN69A	HP Jetdirect 3100w BLE/NFC/Wireless Accessory
B5L28A	HP Internal USB Ports
B5L29A	HP High-Performance Secure Hard Disk
B5L31A	HP Foreign Interface Harness
E5K49A	HP 2 GB x32 144-pin (800 MHz) DDR3 SODIMM
J8031A	HP Jetdirect 2900nw Print Server
X3D03A	HP Universal USB Proximity Card Reader
Y1F97A	HP LaserJet Dual Cassette Workgroup Feeder
Y1G00A	HP LaserJet Inner Finisher
Y1G02A	HP LaserJet Inner Finisher Hole 2/3 Punch
4QL32A	HP Legic Secure USB Reader
Y7C05A	HP HIP2 Keystroke Reader
Y1G23A	HP LaserJet Second Exit Accessory
Y1G13A	HP LaserJet Inner/Booklet Staples
Y1G15A	HP LaserJet Workgroup Job Separator
Y1G17A	HP LaserJet Printer Cabinet
Y1G22A	HP LaserJet Paper Tray Heaters Accessory
5YP34A	HP LaserJet Hard Disk Drive (Available at June 2019)

Supplies

W9100MC	HP Black Managed LJ Toner Cartridge (ISO Yield 25,000)
W9101MC	HP Cyan Managed LJ Toner Cartridge (ISO Yield 20,000)
W9102MC	HP Yellow Managed LJ Toner Cartridge (ISO Yield 20,000)
W9103MC	HP Magenta Managed LJ Toner Cartridge (ISO Yield 20,000)
W9044MC	HP Managed LJ Imaging Drum (135,000 pages)
W9048MC	HP Managed LJ Waste Container (33,700 pages)

Services

UB4R3E	HP 3 Year Next Business Day Onsite Service
UB4R4E	HP 4 Year Next Business Day Onsite Service
UB4R5E	HP 5 Year Next Business Day Onsite Service

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit hp.com/go/PrintersThatProtect. For more information: hp.com/go/printersecurityclaims.

² Requires an Internet connection to the printer. Services may require registration. App availability varies by country, language, and agreements. For details, see <http://hpconnected.com>.

³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

⁴ HP Web Jetadmin is available for download at no additional charge at hp.com/go/webjetadmin.

2. No, please purchase USB cable separately (EMEA, America, AP) (Service Technician must install units).

3. Approximate average yield based on ISO/IEC 19798. Actual yield varies considerably based on content of printed pages and other factors. For details, see <http://www.hp.com/go/learnaboutsupplies>

4. Acoustic power of active scan/copy will be updated after review scan acoustic data.

5. Maximum Memory can be expanded to 6.25 GB (System memory) by adding optional memory module. 2 GB Memory DIMM Kit (E5K49A) can be purchased separately.

6. HP SureSense alerts you when your print cartridge is running low and helps you purchase online or locally through HP or a participating retailer. Only available with Original HP supplies; Internet access required. To learn more, visit <http://www.hp.com/go/SureSupply>

7. EPEAT® registered where applicable. EPEAT registration varies by country. See www.epeat.net for registration status by country.

8. Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Power consumption values typically based on measurement of 115 V device.

9. Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Energy Star value, typically based on measurement of 115 V device.

10. Based on the A4 TEC method with the following possible exceptions: 1 minute or less clean delay setting, Wi-Fi disabled.

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HP LaserJet Managed MFP E72425-E72430 series



Premium quality, maximum uptime, and the strongest security¹ from a streamlined MFP.

HP Managed MFPs and printers are optimized for managed environments. Offering increased monthly page volumes and fewer interventions, this portfolio of products can help reduce printing and copying costs. See your HP Authorized Reseller for details.



HP LaserJet Managed MFP E72425dn



HP LaserJet Managed MFP E72430dn

High quality, low cost

- Print premium, professional-quality documents with sharp text and crisp graphics for a low cost.
- Get consistent, professional quality and performance you count on with Original HP toner cartridges and drums.

Minimal interruptions. Maximum uptime.

- Avoid interruptions with an HP LaserJet Managed MFP designed to be streamlined for maximum productivity.
- Turn paper files into digital assets and send your work to more places without using a PC.
- Scan files directly to Microsoft® Office and SharePoint, plus email, USB, and network folders.²

The world's most secure printing¹

- Each printer in your fleet checks its operating code and repairs itself from attacks.
- Your printer's outgoing network connections are inspected to stop suspicious requests and thwart malware.
- Memory activity is monitored to continually detect and stop attacks.
- Firmware is automatically checked during startup to determine if it's authentic code—digitally signed by HP.

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future.

<http://www.hp.com/go/learnaboutsupplies>

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit hp.com/go/PrintersThatProtect. For more information: hp.com/go/printersecurityclaims.

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³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

Product walkaround

1. Hardware Integration Pocket¹ (for connecting accessory and third-party devices)
2. Flatbed scanner supports media sizes up to 11 x 17 in (A3)
3. Easy-access USB port²
4. 500-sheet output bin
5. Front door (access to toner cartridges and imaging drums)
6. Automatic two-sided printing
7. 520-sheet tray 2 supports media sizes up to 11 x 17 in (A3)
8. 520-sheet tray 3 supports media sizes up to 11 x 17 in (A3)
9. 100-sheet reversing automatic document feeder (ADF)
10. 8.0-inch (20.3 cm) color touchscreen
11. Right door (access to print path)
12. 100-sheet multipurpose tray 1 supports media sizes up to 11 x 17 in (A3)
13. Slot for cable-type security lock, 2 Hi-Speed USB 2.0 Host ports, Hi-Speed USB 2.0 device port, Gigabit Ethernet port



Series at a glance



Model	HP LaserJet Managed MFP E72425dn	HP LaserJet Managed MFP E72430dn
Functions	Print, copy, scan (fax optional) (both models)	
Print speed (letter and A4) ³	Up to 25 pages per minute (ppm)	Up to 30 ppm
Scan speed (letter/A4) ⁴	Simplex: Up to 46/47 ppm; Duplex: Up to 19 images per minute (ipm) (both models)	
Scanning	100-sheet ADF with reverse duplex scanning (both models)	
Automatic two-sided printing	✓	
Control panel	8.0-inch (20.3 cm) color touchscreen (both models)	
100-sheet multipurpose tray 1, 520-sheet tray 2, 520-sheet tray 3	✓	
Optional accessories: 2x520-sheet paper tray, cabinet, inner finisher, and job separator	✓	
Input capacity (standard/maximum ⁵)	Up to 1,140/2,180 sheets (both models)	
Recommended monthly page volume ⁶	Up to 20,000 pages (both models)	
Managed cartridge yield ⁷	~33,000 pages (both models)	
Optional wireless networking ⁸ /NFC touch-to-print/Bluetooth ⁹ Low Energy ³	✓	

¹ Solutions deployed through the Hardware Integration Pocket (HIP) may require additional purchase.

² An administrator must enable the easy-access USB port before use.

³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

⁴ Scan speed measured from ADF at default 300 dpi (black-and-white, grayscale, and color). Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software.

⁵ Selection of optional paper-handling accessories required to reach maximum input capacity.

⁶ Recommended Monthly Page Volume (RMPV): HP recommends that the number of printed pages per month be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period.

⁷ Approximate average yield based on ISO/IEC 19752. Actual yield varies considerably based on content of printed pages and other factors. For details, see hp.com/go/learnaboutsupplies.

⁸ Both models can add wireless networking with selection of the optional HP Jetdirect 2900nw Print Server (J8031A). If selected, you cannot also select the HP Jetdirect 3100w BLE/NFC/Wireless Accessory (3JN69A).

Wireless performance is dependent on physical environment and distance from access point and may be limited during active VPN connections.

⁹ Bluetooth[®] and touch-to-print capabilities are optional for both models and can be added by selecting the optional HP Jetdirect 3100w BLE/NFC/Wireless Accessory (3JN69A). If selected, you cannot also select the HP Jetdirect 2900nw Print Server (J8031A). Mobile device must support Near-Field Communication (NFC)-enabled printing. For more information, see hp.com/go/businessmobileprinting. Bluetooth is a trademark owned by its proprietor and used by HP Inc. under license.

HP Services

Downtime can have serious consequences, so HP provides support beyond the standard warranty. You benefit from reduced risk, maximized uptime, predictable service delivery and no unbudgeted repair costs. HP Care Pack Services provide a comprehensive suite of protection services designed to keep HP hardware and software up and running so employees can stay productive.

For carepack availability visit: hp.com/go/cpc

Top features

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Accessories

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2MU47A	HP Accessibility Assistant
2NR12A	HP Removable Hard Drive Enclosure
2TD64A	HP Accessibility Kit
3JN69A	HP Jetdirect 3100w BLE/NFC/Wireless Accessory
B5L28A	HP Internal USB Ports
B5L29A	HP High-Performance Secure Hard Disk
B5L31A	HP Foreign Interface Harness
E5K49A	HP 2 GB x32 144-pin (800 MHz) DDR3 SODIMM
J8031A	HP Jetdirect 2900nw Print Server
X3D03A	HP Universal USB Proximity Card Reader
Y1F97A	HP LaserJet Dual Cassette Workgroup Feeder
Y1G00A	HP LaserJet Inner Finisher
Y1G02A	HP LaserJet Inner Finisher Hole 2/3 Punch
Y1G13A	HP LaserJet Inner/Booklet Staples
Y1G15A	HP LaserJet Workgroup Job Separator
Y1G17A	HP LaserJet Printer Cabinet
Y1G22A	HP LaserJet Paper Tray Heaters Accessory
4QL32A	HP Legic Secure USB Reader
Y7C05A	HP HIP2 Keystroke Reader
Y1G23A	HP LaserJet Second Exit Accessory
5YP34A	HP LaserJet Hard Disk Drive (Available at June 2019)

Supplies

W9025MC	HP Black Managed LJ Toner Cartridge (ISO Yield 33,000)
W9006MC	HP Black Managed LJ Imaging Drum (200,000 pages)
W9007MC	HP Managed LJ Waste Container (100,000 pages)

Services

UB4T0E	HP 3 Year Next Business Day Onsite Service
UB4T1C	HP 4 Year Next Business Day Onsite Service
UB4T2E	HP 5 Year Next Business Day Onsite Service

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit hp.com/go/PrintersThatProtect. For more information: hp.com/go/printersecurityclaims.

² Requires an Internet connection to the printer. Services may require registration. App availability varies by country, language, and agreements. For details, see <http://hpconnected.com>.

³ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

HP LaserJet Managed MFP E72425-E72430 series

Model	HP LaserJet Managed MFP E72425dn	HP LaserJet Managed MFP E72430dn
AIO functions	Print, Copy, Scan (fax and wireless optional)	
Print		
Print speed	Letter: Up to 25 ppm Black, First page out black As fast as 8.4 sec	Letter: Up to 30 ppm Black, First page out black As fast as 8.3 sec
Print resolution	Black (normal): Up to 600 x 600 dpi, Black (fine line): Up to 1200 x 1200 dpi reduced speed	
Print technology	Laser	
Print cartridges number	1 (black)	
Standard print languages	HP PCL 6, HP Postscript level 3 emulation, PDF (v1.7), AirPrint™ compatible	
Printer smart software features	Businesses that stay ahead don't slow down. It's why HP built the next generation of HP LaserJet MFPs—to power productivity with a streamlined design that delivers professional quality, maximum uptime, and the strongest security. Quality printing for a great value is a smart choice for any business. Produce premium, professional-quality documents at a competitive low cost with an HP LaserJet MFP built to make your work—and your business—look its best. Annoying interruptions and complex maintenance can slow down printing, and ultimately, the pace of business. Avoid pauses in productivity with an HP LaserJet MFP designed for maximum uptime, so you can count on reliable results day in and day out. Only HP Enterprise printers repair themselves from attacks in real time, delivering built-in security to help keep your network safe. Automatically monitor threats, detect intrusions, and validate operating software with security offered only by HP. Accelerate workflow, improve accuracy, and easily connect people throughout your organization.	
Printer management	HP Printer Assistant, HP Device Toolbox, HP Web JetAdmin Software, HP JetAdvantage Security Manager, HP SNMP Proxy Agent, HP WS Proxy Agent, Printer Administrator Resource Kit for HP Universal Print Driver (Driver Configuration Utility - Driver Deployment Utility - Managed Printing Administrator)	
Scan		
Scan type / Technology	Type: Flatbed, ADF Technology: Platen Scanner (GLD)	
Scan resolution	Hardware: Up to 600 x 600 dpi, Optical: Up to 600 x 600 dpi	
Scan file format	Digital Send: PDF, In-Compression PDF, JPEG, TIFF, MTIF, XPS, PDF/A, Scan to easy access USB: PDF, JPEG, TIFF, MTIF, XPS, PDF/A, Print from easy access USB: PDF, PS, Print Ready files (.prn, .pcl, .cht)	
Scan input modes	Front panel applications: Copy, E-mail, Fax, Save to Network Folder, Save to USB: Save to Device Memory, Open Extensibility Platform (OWP) applications	
Scan size	ADF: 11.7 x 17.2 in Maximum; 5.5 x 8.5 in Minimum, Flatbed: Up to 46 cm	
Scan speed	Up to 46 ppm Black: Up to 19 ppm	
Scanner advanced features	Scan-to-E-mail, Scan-to-network folder (stand alone solution), Scan to Cloud, Scan to USB, Scan-to-SharePoint	
Bit depth / Grayscale levels	24-bit / 256	
Digital sending standard features	Scan to E-mail, Save-to-Network Folder, Save-to-USB drive, Send to Sharepoint, Send to FTP, Send to sFTP, Send to LAN Fax, Send to Internet Fax, Local Address Book, SMTP over SSL, Blank Page Removal, Edge Erase, Auto Color Sense, Compact PDF, Auto Straighten	
Copy		
Copy speed	Black (ISO): Up to 25 cpm	Black (ISO): Up to 30 cpm
Maximum Number of Copies	Up to 9999 copies	
Copy resize	25 to 400%	
Copy settings	Two-sided copying, scalability, image adjustments (darkness, contrast, background cleanup, sharpness), optimized text/picture (text, mixed, printed picture, photograph), N-Up, N or Z-ordering, content orientation, collation, ID Scan, job build, job storage, watermark, stamps, book mode scans, erase edges, automatically detect color/mode, image Preview	
Fax		
Fax speed	Up to 3.6 kbps / Letter: 2 sec per page	
Fax resolution	Black (best): Up to 300 x 300 dpi (600 x 600 dpi for received faxes only), Black (standard): Up to 300 x 300 dpi	
Fax features	Fax memory: Up to 400 pages, Auto fax reduction is supported: Yes, Auto-receiving: Yes, Fax delayed sending: No, Disturbance ring detection supported: No, Fax forwarding supported: Yes, Fax phone TMI interface supported: No, Fax polling supported: Yes (to receive only), Fax telephone mode supported: No, Link timer supported: Yes, Maximum speed dialing numbers: Up to 1000 numbers (each with 210 destinations), PC interface supported: Yes, Remote retrieval capability supported: No, Telephone handset supported: No	
Connectivity		
Standard connectivity	2 Hi-Speed USB 2.0 Host, 1 Hi-Speed USB 2.0 Device, 1 Gigabit Ethernet 10/100/1000T network, 1 Hardware Integration Pocket	
Network capabilities	Standard (built-in Gigabit 10/100/1000T Ethernet)	
Wireless capability	No wireless capabilities standard. There are optional accessories (common to all current JetDirect products) that support wireless. These are listed in the accessories section, above.	
Mobile printing capability	Apple AirPrint™, Google Cloud Print™, HP ePrint, Mopria™ Certified, PrintNet On Print	
Memory	Standard: 4.25 GB (Formatter 1.25 GB + ECB 3 GB), Maximum: 4.25 GB (Std Memory + Opt. 2 GB)	
Processor speed	1.2 GHz, 64-bit standard two 16 GB encrypted eMMC (one is located on formatter board for stored jobs and solutions. Another one is located on ECB for copy/scan functions). Optional HP High-Performance Secure Hard Disk, AES 256 hardware encryption or greater, Secure erase capabilities (Secure File Erase-Temporary Job Files, Secure Erase-Job Data, Secure ATA Erase-Disk), Optional 500 GB Hard Disk (located on ECB for copy/scan functions), ECB Engine Controller Board	
Duty cycle (monthly)	Letter: Up to 80,000 pages, Recommended monthly page volume: Up to 40,000	
Paper handling		
Input	100-sheet multi-purpose tray, 2 x 520-sheet input tray, 100 sheet ADF, Up to 1140 sheets (75gsm), (MP Tray, up to 100 sheets, Tray 2 & 3: up to 520 sheets) Standard, Up to 10 envelopes	100-sheet multi-purpose tray, 2 x 520-sheet input tray, 100 sheet ADF, Up to 1140 sheets (75 gsm), (MP Tray, up to 100 sheets, Tray 2 & 3: up to 520 sheets) Standard, Up to 10 envelopes
Output	500 sheet face-down output bin, Up to 500 sheets Standard	
Duplex Options	Automatic (standard)	
Auto document feeder capacity	Standard, 100 sheets	
Envelope feeder	No	
Standard paper trays	3	
Media types	Plain, HP EcoPrint, HP Matte 90g, Light 60-74g, Bond, Recycled, HP Matte 105g, HP Matte 120g, Mid-Weight 96-110g, Heavy 111-130g, HP Matte 150g, Extra Heavy 131-175g, HP Matte 200g, Cardstock 176-220g, Labels, Letterhead, Envelope, Preprinted, Prepunched, Colored	
Media weight	Tray 1: 16 to 46 lb bond, Tray 2, 3: 16 to 56 lb bond	
Media sizes	Tray 1: Letter, Letter R, Legal, Executive, Statement, Office, 11 x 17, 4 x 6, 5 x 7, 5 x 8.10 x 15, 8k, 16k, envelope #9, Envelope #10, Envelope Monarch, Tray 2: Letter, Letter R, Legal, Executive, Statement, Office, 16k, Tray 3: Letter, Letter R, Legal, Executive, Statement, Office, 11 x 17, 8k, 16k	
Media Sizes Custom	Tray 1: 3.86 x 5.83 to 11.69 x 17 in, Tray 2: 5.48 x 8.27 to 11.69 x 14.33 in, Tray 3: 5.48 x 8.27 to 11.69 x 17 in	
Dimensions (w x d x h)	22.3 x 28.6 x 32.3 in, Maximum: 36.8 x 43.8 x 47.7 in	
Weight	138.9 lb	
What's in the box ¹	Engine, TCU, Drums, Assy-Color WG Nameplate and Label, Power Cords, Hardware install and setup documentation, Support flyers	
Warranty features	30-day parts only. Extended Warranty and support options vary by product, country and local legal requirements. Go to http://www.hp.com/support to learn about HP award winning service and support options in your region.	
Energy efficiency compliance	ENERGY STAR® qualified, EPEAT® Silver, CEC, APF	
Control panel	8 in (20.3 cm) Color Graphics Display (CGD) with touchscreen, Tilting (adjustable) angle display, Illuminated Home button (for quick return to the Home menu), USB High-speed 2.0 port, Hardware Integration Pocket	
Display	8.0 in (20.3 cm) touchscreen, SVGA Color Graphics Display (CGD)	
Software included	No software solutions are included in the Box, only an http://hp.com	
Fonts and typefaces	94 scalable TrueType fonts	
Compatible operating systems	Windows Client OS (32/64 bit), Win10, Win8.1, Win7 Starter Edition SP1, UPO Win7 Ultimate, Mobile OS, iOS, Android, Mac, Apple® macOS Sierra v10.12, Apple® macOS High Sierra v10.13, Apple® macOS Mojave v10.14, Debrete PCL6 Printer Driver (For more information on the supported operating systems go to http://support.hp.com . Enter your product name and search. Click on User Guides and enter your product name and search for User Guide. Search for your product name - User Guide. Search for the supported Operating Systems section. UPO PCL6 / PS Printer Drivers, Supported Operating systems. For more information on the supported operating systems see www.hp.com/go/ulupd	
Compatible network operating systems	Windows Server 2008 R2 64-bit, Windows Server 2008 R2 64-bit SP1, Windows Server 2012 64-bit, Windows Server 2012 R2 64-bit, Windows Server 2016 64-bit, Windows Server 2019 64-bit, Failover Cluster 2008 R2, Terminal server 2008 R2, Remote Desktop server 2012 R2, Ultra Server 6.5, Citrix XenApp & XenDesktop 7.5, Novell iPrint server, Citrix Ready K6 Certification - Up to Citrix Server 7.18 for more information see http://www.hp.com/go/ulupd or http://www.hp.com/go/ulupd	
Minimum system requirements	PC: 64-bit available hard disk space, Internet connection, USB port, Internet browser. For additional OS hardware requirements see microsoft.com , Linux: 64-bit available hard disk space, Internet connection or USB port, OS hardware requirements see apple.com	
Power	Power supply type: Internal (built-in) power supply, Power supply required: Input voltage: 110 to 220VAC (+/- 10%), 220 to 240VAC (+/- 10%), 50/60 Hz (+/- 3%), Power consumption: 606 watts (active printing), 38 watts (ready), 10 watts (sleep), 0.01 watts (Auto Off), 0.01 watts (Manual Off)	
Acoustics	Acoustic power emissions: 6.5 dBA, printing mono simplex, A4 at 25 ppm	Acoustic power emissions: 6.6 dBA, printing mono simplex, A4 at 30 ppm
Operating environment	Operating temperature range: 15 to 30°C, Recommended operating temperature: 15 to 30°C, Storage temperature range: -10 to 40°C, Operating humidity range: 20 to 80% RH, Recommended operating humidity range: 20 to 80%	
Security management	Management security: SNMPv3, SSL/TLS, WPA2-Enterprise, 802.1X authentication (EAP-PEAP/EAP-TLS), IPP over TLS, IPsec/Firewall with Certificate, Pre-Shared Key Authentication, and Kerberos Authentication, Support for WPA-10 IPsec Configuration using IPsec Plug-in	

¹ Optional hard disk drive.² No, please purchase USB cable separately (EMEA, Americas, AP) (Service Technician must install units).³ Declared yield value in accordance with ISO/IEC 19752. Actual yields vary considerably based on images printed and other factors. For more information, visit <http://www.hp.com/go/learnaboutsupplies>⁴ Acoustic power of active scan/copy will be updated after review scan acoustic data.⁵ Approximate average yield based on ISO/IEC 19752. Actual yield varies considerably based on content of printed pages and other factors. For details, see <http://www.hp.com/go/learnaboutsupplies>.⁶ HP SureSupply alerts you when your print cartridge is running low and helps you purchase online or locally through HP or a participating retailer. Only available with Original HP supplies; Internet access required. To learn more, visit <http://www.hp.com/go/SureSupply>

To learn more, visit hp.com

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4AA7-4785ENUC, May 2019, R1





HP Color LaserJet Pro MFP M479 series

The HP Color LaserJet Pro MFP M479 -- focus your time on growing business and staying ahead.

Winning in business means working smarter. The HP Color LaserJet Pro MFP M479 is designed to let you focus your time where it's most effective—growing your business and staying ahead of the competition.



HP Color LaserJet Pro MFP M479dw



HP Color LaserJet Pro MFP M479fnw



HP Color LaserJet Pro MFP M479fdw

Built to keep you—and your business—moving forward

- Scan files directly to Microsoft® SharePoint®, email, USB, and network folders.¹
- Help save time by automating all the steps in a complicated workflow and apply saved settings.²
- Print wirelessly with or without the network, stay connected with dual band Wi-Fi and Wi-Fi direct.^{3,4,5}
- Print effortlessly from any device, virtually anywhere, to any HP printer—securely through the cloud.⁶

Best-in-class security—detect and stop attacks⁷

- A suite of embedded security features help protect your MFP from being an entry point for attacks.⁷
- Help ensure security of confidential information with optional PIN/Pull printing to retrieve print jobs.⁸
- Optional HP JetAdvantage Security Manager lets you set configuration
- Thwart potential attacks and take immediate action with instant notification of security issues.¹²

Simply designed to uncomplicate your day

- Set up this MFP fast, and easily manage device settings to help increase overall printing efficiency.
- Tackle tasks quickly and easily—with the simple 4.3" (10.9cm) color touchscreen.
- Print Microsoft® office formatted files in addition to PDFs right off your USB drive.⁹
- Avoid interruptions with an HP LaserJet MFP designed to be streamlined for maximum productivity.

Sustainability is smart business

- Avoid frustrating reprints, wasted supplies, and service calls using Original HP toner cartridges.
- Help save paper right out of the box. The duplex print setting is set at default paper savings mode.¹⁰
- Saves up to 18% energy over prior products.¹¹
- Help save energy with HP Auto-on/Auto-off technology.¹³

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future. Learn more at <http://www.hp.com/go/learnaboutsupplies>

Product walkaround



HP Color LaserJet Pro MFP M479fdw

Series at a glance

Model (product number)	MFP M479dw (W1A77A)	MFP M479fnw (W1A78A)	MFP M479fdw (W1A80A)
Functions	Print, scan, copy	Print, scan, copy, fax ³	Print, scan, copy, fax ³
Print speeds (A4, black and colour) ⁷	Up to 27 pages per minute (ppm) (all models)		
Scan speeds (A4) ^{4,8}	Simplex: 29/20 ppm (black/colour)	Simplex: 29/20 ppm (black/colour) Duplex: 46/35 images per minute (ipm) (black/colour)	Simplex: 29/20 ppm (black/colour) Duplex: 46/35 ipm (black/colour)
Scanning	50-sheet ADF with simplex scanning	50-sheet ADF with single-pass, two-sided scanning	50-sheet ADF with single-pass, two-sided scanning
Two-sided printing	Automatic	Manual	Automatic
50-sheet multipurpose tray 1, 250-sheet tray 2	✓	✓	✓
Optional 550-sheet tray	Add up to one (all models)		
Input capacity (standard/maximum ⁹)	Up to 300/850 sheets (all models)		
Control panel display	10.9 cm (4.3-inch) customisable colour touchscreen (all models)		
RMPV ¹⁰	Up to 4,000 pages (all models)		
Cartridge yields ¹¹ (A/X)	Black: ~2,400/7,500 pages; Colour: ~2,100/6,000 pages (all models)		
Dual-band Wi-Fi with Bluetooth® Low Energy ⁵	✓	✓	✓

¹ Connect printer/MFP to the network and complete customisation through the Embedded Web Server.² An administrator must enable the easy-access USB port before use.³ Requires purchase of separate USB flash drive with at least 16 GB capacity.⁴ Fax capability is not available on the HP Color LaserJet Pro MFP M479dw model.⁵ Single pass, two-sided scanning is not available on the HP Color LaserJet Pro MFP M479dw model. The MFP M479dw offers simplex scanning capabilities.⁶ Wireless operations are compatible with 2.4 GHz and 5 GHz operations only. Wi-Fi is a registered trademark of Wi-Fi Alliance®. Bluetooth is a trademark owned by its proprietor and used by HP Inc. under license. Learn more at hp.com/go/mobileprinting.⁷ Automatic two-sided printing is not available on the HP Color LaserJet Pro MFP M479fnw model.⁸ Measured using ISO/IEC 24734 and excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.⁹ Scan speed measured from ADF at default 300 dpi (black-and-white, greyscale, and colour). Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software.¹⁰ Purchase of optional paper tray required to reach maximum input capacity.¹¹ Recommended Monthly Page Volume (RMPV): HP recommends that the number of printed pages per month be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period.¹² Actual yields and costs vary considerably depending on images printed, number of colour pages printed, and other factors. Optional high-yield cartridges are not included in printer purchase and must be purchased separately.

Data sheet | HP Color LaserJet Pro MFP M479 series

HP Color LaserJet Pro MFP M479 series

Model	HP Color LaserJet Pro MFP M479dw	HP Color LaserJet Pro MFP M479fwn	HP Color LaserJet Pro MFP M479fdw
Product number	W1A77A	W1A78A	W1A80A
Functions	Print, copy, scan, email	Print, copy, scan, fax, email	Print, copy, scan, fax, email
Print			
Duplex print options	Automatic (default)	Manual (driver support provided)	Automatic (default)
Print speed ⁹	Black (A4, normal): Up to 27 ppm; Black (letter, normal): Up to 28 ppm; Black (A4, duplex): Up to 24 ppm; Black (letter, duplex): Up to 25 ppm Color (A4, normal): Up to 27 ppm; Color (letter, normal): Up to 28 ppm; Color (A4, duplex): Up to 24 ppm; Color (letter, duplex): Up to 25 ppm		
First page out ¹¹	Black (A4, ready): As fast as 9.5 sec; Color (A4, ready): As fast as 11.0 sec; Black (A4, sleep): As fast as 11.0 sec; Color (A4, sleep): As fast as 12.1 sec		
Print technology	Laser		
Print resolution	Black (best): 600 x 600 dpi; Up to 38,400 x 600 enhanced dpi; Black (normal): 600 x 600 dpi; Up to 38,400 x 600 enhanced dpi Color (best): 600 x 600 dpi; Up to 38,400 x 600 enhanced dpi; Color (normal): 600 x 600 dpi; Up to 38,400 x 600 enhanced dpi		
Print resolution technology	HP ImageREt 3600, PANTONE® calibrated		
Print cartridges number	4 (1 each black, cyan, magenta, yellow)		
Standard print languages	HP PCL 6, HP PCL 5e, HP postscript level 3 emulation, PDF, URF, Native Office, PWG Raster		
Printer management	HP Printer Assistant; HP Utility (Mac); HP Device Toolbox; HP Web JetAdmin Software; HP JetAdvantage Security Manager; HP SNMP Proxy Agent; HP WS Pro Proxy Agent; Printer Administrator Resource Kit for HP Universal Print Driver (Driver Configuration Utility - Driver Deployment Utility - Managed Printing Administrator)		
Scan			
Scan technology	Type: Flatbed, ADF; Technology: Contact Image Sensor (CIS)		
Scan speed ¹⁶	Normal (A4): Up to 29 ppm (b&w), up to 20 ppm (color) Enhanced: Up to 1200 x 1200 dpi; Hardware: Up to 1200 x 1200 dpi; Optical: Up to 1200 x 1200 dpi		
Scan resolution			
Digital sending standard features	Scan to email with LDAP email address lookup, Scan to network folder, Scan to USB, Scan to Microsoft SharePoint®, Scan to computer with software, Quick Sets		
Color scanning	Yes		
Scan size	Flatbed: 216 x 297 mm; ADF: 216 x 356 mm		
Scan input modes	Front-panel scan, copy, email, or file buttons; HP Scan software; and user application via TWAIN or WIA		
Scan file format	PDF, JPEG, TIFF		
Copy			
Copier smart software features	Instant-on copy; up to 999 multiple copies; Scan once print many; Collation; Reduce/enlarge from 25 to 400% (custom page size presets, binding margin, and two pages to one page); Fit to page; Brightness (lighter/darker); Quality (draft/normal/best); ID copy; Enhancements (optimize for content with presets: none, text, photo, mixed); Copy preview (scan glass only)		
First copy out	Black (A4): As fast as 9.5 sec; Color (A4): As fast as 11.1 sec; Black (A4, sleep): As fast as 11.0 sec; Color (A4, sleep): As fast as 12.1 sec; Black (letter): As fast as 9.3 sec; Color (letter): As fast as 12.1 sec; Black (letter, sleep): As fast as 10.9 sec		
Copy resolution	Color (text and graphics): Up to 600 x 600 dpi		
Max no of copies	Up to 999 copies		
Copier resize	25 to 400%		
Copier settings	ID Copy; Number of copies; Resize (including 2-Up); Lighter/Darker; Enhancements; Original Size; Binding Margin; Collation; Tray Selection; Two-Sided; Quality (Draft/Normal/Best); Save Current Settings; Restore Factory Defaults		
Fax			
Fax speed	33.6 kbps / 3 sec per page		
Fax memory	Fax memory (A4): Up to 400 pages; Fax memory (letter): Up to 400 pages		
Fax resolution	Black (best): Up to 300 x 300 dpi (halftone enabled); Black (standard): 203 x 96 dpi; Black and white (fine): Up to 203 x 196 dpi; Black photo grayscale: 300 x 300 dpi (halftone)		
Fax Features	Auto fax reduction supported: Yes; Auto-redialing: Yes; Fax delayed sending: Yes; Distinctive ring detection supported: Yes; Fax forwarding supported: Yes; Junk barrier supported: Yes; CSD matching only (Caller ID not supported): Maximum speed dialing numbers: Up to 120 numbers; PC interface supported: Yes, only for sending; Fax polling supported: Yes (receive only)		
Fax smart software features	Permanent fax memory backup; Auto fax reduction; Auto redialing; Delayed sending; Fax forwarding; TAM interface; Junk barrier; Distinctive ring detection; Cover page; Block fax; Billing codes; Save and load; Fax activity reports; Dial prefix setting; Print fax log; HP Digital Fax		
Connectivity			
Standard connectivity	1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet 10/100/1000BASE-T network; 802.3az(EEE); 802.11b/g/n/2.4/5 GHz Wi-Fi radio		
Mobile printing capability ⁶	Apple AirPrint™; Google Cloud Print™; HP ePrint; HP Smart App; Mobile Apps; Mopria™ Certified; Wi-Fi® Direct Printing; Roam capable for easy printing		
Wireless capability	Yes, built-in dual-band Wi-Fi; Authentication via WEP, WPA/WPA2, WPA Enterprise; Encryption via AES or TKIP; WPS, Wi-Fi Direct, Bluetooth Low-Energy		
Network capabilities	Yes, via built-in 10/100/1000Base-Tx Ethernet, Gigabit; Auto-crossover Ethernet; Authentication via 802.1x		
Memory	Standard: 512 MB NAND Flash, 512 MB DRAM; Maximum: 512 MB NAND Flash, 512 MB DRAM		
Processor speed	1200 MHz		
Duty cycle (monthly) ¹²	Up to 50,000 pages; Recommended monthly page volume¹³: 750 to 4000		
Paper handling			
Input	50-sheet multipurpose tray, 250-sheet input tray, 50-sheet Automatic Document Feeder (ADF)		
Output	150-sheet output bin		
Media types	Paper (bond, brochure, colored, glossy, letterhead, photo, plain, preprinted, prepunched, recycled, rough), postcards, labels, envelopes		
Media weight	Tray 1: 60 to 176 g/m ² (up to 200 g/m ² with postcards and HP Color laser glossy photo papers); Tray 2: 60 to 163 g/m ² (up to 176 g/m ² with postcards, up to 200 g/m ² HP Color laser glossy photo papers); optional Tray 3: 60 to 163 g/m ² (up to 176 g/m ² with postcards, up to 150 g/m ² Glossy media); Automatic duplex: 60 to 163 g/m ²		
Media Sizes Custom	Tray 1: 76 x 127 to 216 x 356 mm; Tray 2, optional Tray 3: 100 x 148 to 216 x 356 mm		
Dimensions (w x d x h)	416 x 472 x 400 mm		
Weight	23.3 kg		
What's in the box ²	HP Color LaserJet Pro M479dw: 4 preinstalled HP LaserJet Toner cartridges (Black~2400 pages, Introductory-Cyan, Magenta, Yellow, ~1200 pages); In-box documentation (Getting Started Guide, Install Poster); warranty card (Where required); Internet connection is required to set up the printer. HP printer software is available at http://www.hp.com/support ; Power cord; USB cable		
Software included	No software solutions are included in the Box, only on http://hp.com , http://123.hp.com/laserjet		
Warranty features	One-year, next-business day, onsite warranty. Warranty and support options vary by product, country and local legal requirements. Contact your Contractual Vendor or go to hp.com/support to learn about HP award winning service and support options in your region. (wty code 4G; wty ID A001)		
Systems			
Compatible operating systems	Windows Client OS (32/64 bit), Win10, Win8.1, Win 8 Basic, Win8 Pro, Win8 Enterprise, Win8 Enterprise N, Win7 Starter Edition SP1, UPD Win7 Ultimate, Mobile OS, iOS, Android, Mac, Apple® macOS Sierra v10.12, Apple® macOS High Sierra v10.13, Apple® macOS Mojave v10.14, Discrete PCL6 Printer Driver; For more information on the supported operating systems go to http://support.hp.com , Enter your product name and search, Click on User Guides and enter your product name and search for User Guide, Search for your (Product Name) User Guide, Search for the Supported Operating Systems section, UPD PCL6 / PS Printer Drivers, Supported Operating systems, For more information on the supported operating systems see www.hp.com/go/upsd		
Minimum system requirements	PC: 2 GB available hard disk space, Internet connection, USB port, Internet browser. For additional OS hardware requirements see microsoft.com ; Mac: 2 GB available hard drive space, Internet connection or USB port, OS hardware requirements see apple.com		
Security management	Secure Boot, Secure Firmware Integrity, Runtime Code Integrity, password protected EWS, secure browsing via SSL/TLS 1.0, TLS 1.1, TLS 1.2; IPP over TLS; Network: enable/disable network ports and features, unused protocol and service disablement, SNMPv1, SNMPv2, and SNMPv3; community password change; HP ePrint: HTTPS with certificate validation, HTTP Basic; Access Authentication, SASL authentication; LDAP authentication and authorization; Firewall and ACL; control panel lock, certificates configuration, UPD PIN printing, Syslog, signed firmware, administrator settings, access control, 802.1x authentication (EAP-TLS, and PEAP), authentication via WEP, WPA/WPA2 Personal, WPA2-enterprise; encryption via AES or TKIP; Encrypted data storage; Secure data erase; Automatic firmware updates; Secure Encrypted Print via optional job storage, compatible with optional HP JetAdvantage Security Manager, IPS		
Fonts and typefaces	84 scalable TrueType fonts		
Control panel	4.3-in intuitive color touchscreen (CGD); 3 Buttons (Home, Help, Back)		
Display	4.3" intuitive touchscreen Color Graphic Display (CGD)		



HP Color LaserJet Managed E55040 series

Fast and energy-efficient printer with Original HP Toner cartridges with JetIntelligence.

Speed and color are the perfect pair for your business.¹ That's why this energy-efficient printer and Original HP Toner cartridges with JetIntelligence combine to produce vibrant, professional-quality documents right when employees need them.

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future.
<http://www.hp.com/go/learnaboutsupplies>



HP Color LaserJet Managed E55040dn

High-speed performance meets energy efficiency

- This printer wakes up fast and prints your first page fast—in as quickly as 8.5 seconds.¹
- Speed through tasks and save paper. Print two-sided documents as quickly as one—up to 40 ipm.²
- This printer uses exceptionally low amounts of energy—thanks to smart, media-sensing and toner technology.³
- Equip employees to breeze through tasks with the adjustable 4.3-inch (10.9 cm) color touchscreen.

Your fleet—simple, protected, streamlined

- Centralize control of your print environment with HP Web Jetadmin⁴—and help build business efficiency
- Protect sensitive business data with embedded and optional HP JetAdvantage security solutions.⁵
- Further safeguard data stored on the printer and in transit, using advanced, optional security features.⁶
- Give workgroups what they need to succeed. Easily develop, deploy, and add on HP and third-party solutions.⁷

Print whenever business demands

- Easily print from a variety of smartphones and tablets—generally no setup or apps required.⁸

More. Pages, Performance, and Protection.

- Avoid frustrating reprints, wasted supplies, and service calls using Original HP toner cartridges.
- Count on professional quality at fast speeds—HP ColorSphere 3 toner works best with your HP printer.
- Get the Original HP quality you paid for with anti-fraud technology.
- Spend less time replacing toner, and more on business. Choose high-yield toner cartridges.

¹ Measured using ISO/IEC 17629. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

² Measured using ISO/IEC 24734 and excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

³ Based on HP testing using the ENERGY STAR® program's Typical Electricity Consumption (TEC) method or as reported in energystar.gov vs. competitive single-function color laser printers with print speeds between 31 and 44 pages per minute (ppm) as of November 2014. Actual results may vary.

⁴ Universal device plug-in is offered with HP Web Jetadmin 10.3 SR4 and higher. HP Web Jetadmin is free and available for download at <http://www.hp.com/go/webjetadmin>

⁵ Some solutions require download or additional purchase. Learn more at <http://www.hp.com/go/printingsolutions>

⁶ Use of the optional HP Trusted Platform Module accessory may require a firmware upgrade.

⁷ Solutions deployed through the Hardware Integration Pocket (HIP) may require additional purchase.

⁸ Local printing requires mobile device and printer be on the same network or have a direct wireless connection. Wireless performance is dependent on physical environment and distance from access point. Wireless operations are compatible with 2.4 GHz operations only. Remote printing requires an Internet connection to an HP web-connected printer. App or software and HP ePrint account registration may also be required. Wireless broadband use requires separately purchased service contract for mobile devices. Check with service provider for coverage and availability in your area. See hp.com/go/mobileprinting for more details.

Product walkaround

1. 250-sheet output bin
2. Front door access to toner cartridges
3. Built-in automatic two-sided printing
4. 550-sheet tray 2 with locking paper tray guides
5. 4.3-inch (10.9 cm) color touchscreen
6. Hardware Integration Pocket¹
7. Easy-access USB port²
8. Right door (access to fuser and print path)
9. 100-sheet multipurpose tray 1
10. Gigabit/Fast Ethernet 10/100/1000Base-TX network port
11. Hi-Speed USB 2.0 printing port
12. Hi-Speed USB 2.0 Host for optional solutions port



Series at a glance



Model	HP Color LaserJet Managed E55040dn
Product number	3GX99A
Functions	Print
Control panel	Adjustable 4.3-inch (10.9 cm) color touchscreen
Print speeds, black and color ³	Up to 40/38 ppm, letter/A4
Automatic two-sided printing	✓
Standard 100-sheet multipurpose tray 1 and 550-sheet tray 2	✓
Optional 550-sheet paper tray	Add up to three
Optional paper cabinet	Add up to one
Input capacity (standard/maximum ⁴)	Up to 650/2,300 sheets
Output capacity	Up to 250 sheets
Recommended Monthly Page Volume (RMPV) ⁵	2,000 to 15,000 pages
Managed Cartridge ⁶ yields	~16,000 pages (black), ~12,500 pages (color) ⁷
Bluetooth® Low Energy ⁸	Optional
Wi-Fi Direct printing ⁹ /NFC touch-to-print ¹⁰	Optional

¹ Solutions deployed through the Hardware Integration Pocket (HIP) may require additional purchase.

² An administrator must enable the easy-access USB port before use.

³ Measured using ISO/IEC 24734; excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity. Standard and optional features vary by model.

⁴ Purchase of optional paper trays required to reach maximum input capacity.

⁵ HP recommends that the number of printed pages per month be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period.

⁶ HP Managed Cartridges are not included in printer purchase; purchase separately.

⁷ Average black and color composite (C/M/Y) declared yields based on ISO/IEC 19798 and continuous printing. Actual yields vary considerably based on images printed and other factors. For details see hp.com/go/learnaboutsupplies.

⁸ Bluetooth® Low Energy requires purchase of the optional HP JetDirect 3100w BLE/NFC/Wireless Direct Accessory. Bluetooth is a trademark owned by its proprietor and used by HP Inc. under license. Learn more at hp.com/go/mobileprinting.

⁹ Wi-Fi Direct® printing is standard on the E55040dw model. For the E55040dn model, it requires purchase of the optional HP JetDirect 3100w BLE/NFC/Wireless Direct Accessory. Mobile device needs to be connected directly to the Wi-Fi network of a wireless direct-capable MFP or printer prior to printing. Depending on mobile device, an app or driver may also be required. Wireless performance is dependent on physical environment and distance from the access point in the MFP or printer. For details, see hp.com/go/businessmobileprinting.

¹⁰ Touch-to-print capability is standard on the E55040dw model. For the E55040dn model, it requires purchase of the optional HP JetDirect 3100w BLE/NFC/Wireless Direct Accessory. Mobile device must support Near Field Communication (NFC)-enabled printing. For more information, see hp.com/go/businessmobileprinting.

[illegible]

¹³ Original HP LaserJet *A* and *X* toner cartridges are also compatible with this product.



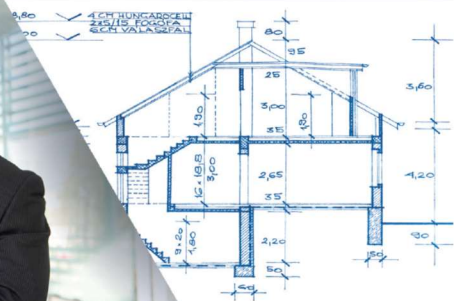


imagePROGRAF
iPF850/840/830

\ MORE THAN EXPECTED



TECHNICAL
DOCUMENTS
LARGE-FORMAT
PRINTING SOLUTIONS





Introducing the iPF850/iPF840/iPF830 Large-Format Printers.

Advanced Large-Format Solutions for
Technical Documents Production Printing.

These printers bring in new capabilities to high-volume inkjet printing for the imagePROGRAF line. The introduction of the high-capacity stacker* coupled with the reformulated magenta ink, Gigabit Ethernet compatibility, and Two Media Roll System,** produce the fine lines, speed, and functionality you'd expect from an imagePROGRAF large-format printer. With a 320 GB hard drive and Sub-Ink Tank system, these printers can fit virtually into any high-volume, inkjet workflow.

FEATURES

High Productivity

The iPF850 printers' high-capacity stacker* manages mix-size sets, making it easier for you to get the job done faster and efficiently.

The Two Media Roll System and Auto Roll Switching feature on the iPF850/iPF840 printers can have you printing without the need to change media types and roll size in the middle of a job.

The printers are capable of producing an Arch D-sized print in approximately 22 seconds.***

Continuous Printing

Canon's Sub-Ink Tank System lets you swap inks on-the-fly. Couple that with the available 700 ml Canon Ink Tanks and these printers can do the long continuous printing needed when running high production jobs.

Vivid Colors

The reformulated magenta ink helps improve the clarity and vibrancy of the fine lines, images, and text of your documents.

* iPF850 only.

** iPF850/iPF840 only.

*** Arch D plain paper, cut speed: Fast mode.

imagePROGRAF

HIGH PRODUCTIVITY

HIGH-CAPACITY STACKER

The iPF850 printer offers the efficiency needed by high-volume inkjet users. With the capability of stacking up to 100 Arch E-sized drawings, the iPF850 printer's high-capacity stacker* manages different size media. And the prints are stacked in the front of the unit, making it easy to retrieve your documents.

DUAL ROLL

It's about continuous workflow, whether you're printing all day or all week. The iPF850/iPF840 printers make it easy to keep the job going with their Two Media Roll System, producing breathtaking technical drawings and images. Without the hassle of constantly changing paper when the job requires a mixed set of different media or roll size, your workflow can increase with the automatic routing feature by sending your job to the correct roll on the right media.

PRINT SPEED

The iPF850/iPF840/iPF830 printers produce stunning technical drawings at a highly efficient rate. Capable of producing an Arch D-sized print in just 22 seconds,[†] these printers fit into most high production or print-for-pay workflows.

Fast Data Transfer

Printing jobs quick is important on the work site and in the office. The Gigabit Ethernet connectivity can transfer large technical drawing files to help speed up your workflow, making it ideal for high-volume printing.

SOFTWARE

WIRELESS PRINTING

Speed up your workflow with the imagePROGRAF Print Utility, Canon's wireless printing mobile app^{††} via an Apple® iPad®. It gives you needed mobility when on the job site. You can preview a PDF, JPEG, or PNG file prior to printing and utilize some of the great tools, such as selecting the number of copies, orientation, and quality using Canon's Printer Driver. Download it free in the App Store[™].

FILE HANDLING

Printing professionally means handling big jobs—and those come with different files from different people in different places. These printers produce large sets with Direct Print & Share,^{†††} a file sharing and printing software with support for PDF, JPEG, TIFF, and HP/GL-2 files.

ECONOMICAL PRINTING MADE EASY

Stop the guessing game. Tracking the cost-per-print and total cost for a job is made easy with the built-in Accounting Manager[▲] feature located within Status Monitor. Export the raw data to a CSV file and import information into your own system.

POSTER CREATION SOFTWARE

Creating posters by hand is time-consuming and inconsistent. Canon's PosterArtist Lite[▲] offers the ease, creativity, and professional look you want when designing a poster. The built-in Web link connects users directly to the PosterArtist site for useful hints, tips, and even more content for download. Download a free demo at www.usa.canon.com/posterartist.



iPF850

Two media roll system high-volume inkjet model with High Capacity Stacker



iPF840

Two media roll system high-volume inkjet model^{▲▲}



iPF830

One media roll system high-volume inkjet model

* iPF850 only. ** iPF850/iPF840 only. † Plain paper: Fast mode

†† Available on App Store[™]. Compatible with iPad® 2 or later, running iOS 6.1 or later. Data charges may apply. Mobile device and large-format printer must utilize the same network. Printer must be connected to the same router that mobile device is connected to via wireless capability. Wireless performance may vary based on terrain and distance between the printer and wireless network clients. In order to print from imagePROGRAF Print Utility, user must open their PDF, JPEG, PNG file in another, supported iPad® app. Then, the user would select "Open in" and choose the print utility app.

††† Your server must be compatible with a webDAV enabled cloud account, including but not limited to, Google, Carbonite or Rackspace, to take advantage of the cloud functionality. Storage capacity and any pricing thereof is based on the third-party cloud provider's current offering, at its sole discretion. Your cloud account is subject to the third-party cloud provider's terms and conditions. Neither Canon Inc. nor Canon U.S.A., Inc. represents or warrants any third-party product, service, or feature referenced hereunder.

▲ PC only. ▲▲ Included Portable Media Basket not shown.

SPECIFICATIONS



Print-Head
PF-04

Technology
FINE (Photolithography Inkjet Nozzle Engineering)

Print Resolution (Max.)
2400 x 1200 dpi

Line Accuracy*
±0.1% or Less

Minimum Line Weight**
0.02mm

Number of Nozzles
Matte Black: 5,120 Nozzles
Other Colors: 2,560 Nozzles per Color

Droplet Size
4 Picoliter

Nozzle Pitch (Head Resolution)
1200 dpi x Two Rows

Print-Head Swath
1.07 inch

Ink Type
Dye: Cyan (C), Magenta (M), Yellow (Y), Black (BK)
Pigment: Matte Black (MBK)

Ink Tank
Shipped with Printer: PFI-307 (330 ml) MBK, C, M, Y, BK
Replacement: PFI-307 (330 ml) MBK, C, M, Y, BK
PFI-707 (700 ml) MBK, C, M, Y, BK

Ink Supply Method
Tubing System with Sub-tanks for Continuous Ink Supply

Nozzle Recovery System
Non-firing Nozzle Detection and Compensation

Printer Controller
L-COA Controller

Printer Memory
32 GB Dedicated File Processing Memory

Printer RAM
384 MB

Hard Drive
320 GB

Mail Boxes (User Job Storage)
One Common Inbox; 29 User Inboxes (Password-protected)

Media Feed
Roll Feed: iPF830: One Roll, Front-loading, Front Output
iPF840: Two Rolls, Front-loading, Front Output
iPF850: Two Rolls, Front-loading, Front Output

Media Width
Roll Feed: 10" – 44" (254 mm – 1118 mm)
Cut Sheet: 8" – 44" (203.2 mm – 1118 mm)

Printable Margins
Roll Feed: All Sides: 0.12" (3 mm) or 0" for Borderless*
Maximum Print Length (Single Page)†
Roll Feed: 59' (18 m)
Cut Sheet: 63" (1.6 m)

Borderless Printing Widths (Roll Media Only)*
10", 14", 17", 24", 36", 42" B2 (20.28"/515 mm),
A1 (23.38"/594 mm), B0 (40.6", 1030 mm),
A0 (33.11"/841 mm)

Media Cutter
Durable Dual-Blade Rotary Cutter

Media Thickness
0.07 – 0.8 mm (2.8 – 31.4 mil)

Media Core Sizes
2" and 3" Core (Adapter Included)

Maximum Roll Outer Diameter
5.9" (150 mm)

Output Media Bin
Portable Media Basket (Standard) (iPF840/iPF830),
44" Plain Paper High Capacity Stacker (iPF850 only)

Printing Software
imagePROGRAF Printer Driver for Windows*/Mac*,
Printer Driver Extra Kit for Windows*/Mac (Free Print
Utility Layout, Color imageRUNNER* Enlargement
Copy, Advanced Preview), Print Plug-in for Microsoft
Word/Excel/PowerPoint for Windows, PosterArtist
Lite for Windows, Direct Print & Share

Operating System
Windows XP, Server 2012 (64 bit),
Server 2003 R2 (32/64 bit), Server 2008 R2, (32/64 bit),
Windows Vista* (32/64 bit), Windows 7 (32/64 bit);
Windows 8 (32/64 bit), Windows 8.1 (32/64 bit),
Macintosh OS X 10.6.8-10.10

Print Language
Printer: GARO, HP-GL/2, HP RTL

Interface
Standard (Built-in): USB 2.0 Hi-Speed, 10/100/
1000Base-T/TX

Acoustic Noise
Operation: 60 dB (A) or Less (iPF850)
52 dB or Less (iPF840/iPF830)
Standby: 35 dB (A) or Less
Acoustic Power: 7.5 Bels or Less (iPF850)
6.8 Bels or Less (iPF840/iPF830)

Power Supply
AC 100–240V (50-60Hz)

Power Consumption
Maximum: iPF840/iPF830: 190 W or Less
iPF850: 200 W or Less
Standby: 5 W or Less (11 W or Less when IEEE1394
is Mounted)

Power Off: 0.5 W or Less (Executive Order Compliant)

Certifications
Electrical Safety Regulations
UL (USA), C-UL (Canada), S mark (Argentina), CE mark
(EN60950, EN55022 classB, EN61000-3-2, EN-61000-
3-3, EN55024) (EU), CB Certification (Others)

Electromagnetic Interface Regulations
FCC Class B (USA), IC Class B (Canada)

Environmental Certifications
ENERGY STAR* (Worldwide), RoHS Directive, WEEE,
Executive Order (USA)

Operational Environment
Temperature: 59 – 86 F° (15 – 30 C°)
Relative Humidity: 10 – 80% (No Condensation)

Printer Dimensions (H x W x D) and Weight with Stand (with Portable Media Basket Open on iPF840 and iPF830)

iPF830
45" x 75" x 51" Approx. 380 lb.

iPF840
45" x 75" x 51" Approx. 417 lb.

iPF850 (with Stacker Connected)
45" x 75" x 52" Approx. 470 lb.

Package Dimensions (H x W x D) and Weight

iPF830
46" x 84" x 58" Approx. 564 lb.

iPF840
46" x 84" x 62" Approx. 697 lb.

iPF850
48" x 82" x 42" Approx. 494 lb.

iPF850 Stacker
40" x 82" x 42" Approx. 309 lb.

Options

- Roll Holder Set (RH2-44)
- PosterArtist
- Take-up Roll (TU-06) (iPF830 only)

User-Replaceable Items

- Ink Tank (PFI-307/PFI-707)
- Print-Head (PF-04)
- Maintenance Cartridge (MC-09 or MC-10)

What's In The Box

iPF830
Printer, Portable Media Basket, User Software
CD (Printer Driver, Utilities), PosterArtist Lite, 5
Ink Tanks (MBK, C, M, Y, K), 2/3" Core Media Spool,
Print-Head, Maintenance Cartridge, Quick Setup Guide
(Poster), Printer Reference Guide (Booklet), Power
Cord, One-Year Onsite Limited Warranty, Registration
Card, Stand, Hardware (For Setting Up the Printer)

iPF840
All items included in iPF830, plus Secondary Roll Unit

iPF850
All items included in iPF830 (except the Portable
Media Basket), plus Secondary Roll Unit and High
Capacity Stacker

* Line accuracy repeatability is guaranteed after a user
performs necessary adjustment and under the same
environmental conditions. Applies to media for line drawing
(Plain Paper, Coated Paper, CAD Translucent Matte Film, and
CAD Tracing Paper) only.

** Theoretical value based on data resolution.

† Borderless printing not available when Stacker is connected.

‡ The maximum printable length varies, depending on
the application, OS, and RIP used.



WWW.USA.CANON.COM/LARGEFORMAT



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0195W968
0715-iPF850/840/830-10M-LSP



Data sheet

HP LaserJet Managed MFP E52645 series



Handle business solutions securely, plus help conserve energy with HP EcoSmart toner.

Choose an HP LaserJet Enterprise MFP designed to handle business solutions securely and efficiently, and helps conserve energy with HP EcoSmart black toner. Keep up with the demands of growing business with a printer you can rely on.⁸

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future.
<http://www.hp.com/go/learnaboutsupplies>



HP LaserJet Managed Flow MFP E52645c



HP LaserJet Managed MFP E52645dn

The world's most secure printing¹

- Each printer in your fleet checks its operating code and repairs itself from attacks.
- Your printer's outgoing network connections are inspected to stop suspicious requests and thwart malware.
- Memory activity is monitored to continually detect and stop attacks.
- Firmware is automatically checked during startup to determine if it's authentic code—digitally signed by HP.

Low costs, low energy use

- Stay productive with reliable cartridges, and help save energy while printing with HP EcoSmart black toner.⁸
- Spend less time replacing toner, and more on business. Choose optional high-yield toner cartridges.²
- Enhanced energy savings—up to 29% over prior products⁹ plus save with Auto-on/Auto-off technology.³
- This MFP fits in tight places to boost performance in almost any workspace.

Your whole fleet. At your control.

- Centralize control of your printing environment with HP Web Jetadmin⁴—and help build business efficiency.
- Gain insights into print costs, behaviors, utilization to drive efficiencies with this cloud-based printer.
- Set security configuration policies and automatically validate settings for every HP printer in your fleet.⁵
- Submit print jobs on the go and securely release them at any HP Roam-enabled office printer, securely.⁷

Give workgroups the speed they need

- Help workgroups capture every page easily and detect potential errors or missed pages—every time.
- Enter data more quickly and accurately using the pull-out keyboard.
- Help ensure every scanned document is properly oriented, cropped to size, and grayscale-optimized.
- Load up to 100 pages into the automatic document feeder for fast, unattended scanning.

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit hp.com/go/PrintersThatProtect. For more information: <http://www.hp.com/go/printersecurityclaims> ² High Yield Black Original LaserJet Toner Cartridges not included; please purchase separately ³ HP Auto-On/Auto-Off Technology capabilities are subject to printer and settings. ⁴ HP Web Jetadmin is available for download at no additional charge at <http://www.hp.com/go/webjetadmin> ⁵ HP JetAdvantage Security Manager must be purchased separately. To learn more, please visit <http://www.hp.com/go/securitymanager> ⁶ Scan speeds measured from ADF. Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software. ⁷ To enable HP Roam, some devices may require firmware to be upgraded and an optional accessory to add Bluetooth® Low Energy (BLE) beaconing capabilities. Subscription may be required. For more information, visit hp.com/go/roam ⁸ HP calculations based on Energy Star normalized TEC data comparing the HP LaserJet 500 series monochrome printers introduced in spring 2019 HP 89A/X/Y compared to HP 87A/X.

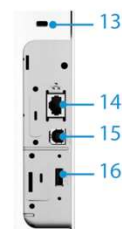
HP LaserJet Managed Flow MFP E52645c

Product walkaround

1. 100-sheet ADF with single-pass, two-sided scanning and HP EveryPage¹
2. 2nd generation Hardware Integration Pocket²
3. Easy-access USB port³
4. 250-sheet output bin
5. Top cover (access to Original HP JetIntelligence toner cartridge)
6. 100-sheet multipurpose tray 1 supports media sizes up to 8.5 x 14 inches (216 x 356 mm)
7. 550-sheet input tray 2 supports media sizes up to 8.5 x 14 inches (216 x 356 mm)
8. 8.0-inch (20.3 cm) pivoting color touchscreen
9. Pull-out keyboard⁴
10. Convenience stapler⁴
11. Automatic two-sided printing
12. HP High-Performance Secure Hard Disk⁵
13. Slot for cable-type security lock
14. Gigabit Ethernet
15. Hi-Speed USB 2.0 printing port
16. USB port for connecting external USB devices



Front view



Close-up of I/O ports

Series at a glance



Functions	HP LaserJet Managed Flow MFP E52645c	HP LaserJet Managed Flow MFP E52645dn
Product Number	1PS55A	1PS54A
Print speed (black) ⁶	Up to 45/43 pages per minute (ppm) (letter/A4) (both models)	Up to 45/43 pages per minute (ppm) (letter/A4) (both models)
First page out (from ready)	As fast as 6.0/6.0 seconds (letter/A4) (both models)	As fast as 6.0/6.0 seconds (letter/A4) (both models)
100-page ADF with single-pass, two-sided scanning	✓	✓
100-sheet multipurpose tray 1, 550-sheet input tray 2	✓	✓
Optional 550-sheet input tray	Add up to three	Add up to three
Optional printer cabinet	✓	✓
Input capacity (standard/maximum ⁸)	Up to 650/2,300 sheets	Up to 650/2,300 sheets
Advanced workflow features, including pull-out keyboard and HP EveryPage ¹	✓	Not available
Convenience stapler ⁴	✓	Not available
HP High-Performance Secure Hard Disk ⁵	✓	Optional
Recommended monthly page volume ⁹	4,000 to 15,000 pages	4,000 to 15,000 pages
Managed Cartridge yields	Black: ~23,000 pages ¹⁰	Black: ~23,000 pages ¹⁰
Optional wireless printing ¹¹ / NFC touch-to-print ¹²	✓	✓

¹ Advanced workflow features are available on the Flow MFP E52645c model only and include HP EveryPage, a pull-out keyboard, embedded capture functionality, built-in OCR, plus automatic page orientation, cropping, and tone adjustment. ² Solutions deployed through the Hardware Integration Pocket (HIP) may require additional purchase. The HP LaserJet Managed Flow MFP E52645 series comes with a second-generation HIP. ³ An administrator must enable the easy-access USB port before use. ⁴ The convenience stapler is only available on the Flow MFP E52645c model. ⁵ The encrypted HP High-Performance Secure Hard Disk is optional on the HP LaserJet Managed Flow MFP E52645dn and standard on the HP LaserJet Managed Flow MFP E52645c model. ⁶ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, device, and document complexity. ⁷ Measured using ISO/IEC 17129. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, device, and document complexity. ⁸ Purchase of optional paper trays required to reach maximum input capacity. ⁹ Recommended Monthly Page Volume: HP recommends that the number of printed pages per month be within the stated range for optimum device performance, based on factors including supplies, replacement intervals, and device life over an extended warranty period. ¹⁰ Average black declared yields based on ISO/IEC 19752 and continuous printing. Actual yields vary considerably based on images printed and other factors. For details see hp.com/go/learnaboutsupplies. HP Managed Cartridges are not included in printer purchase; purchase separately. ¹¹ Wireless networking requires purchase of the HP Jetdirect 2900nw Print Server. Wireless performance is dependent on physical environment and distance from access point and may be limited during active VPN connections. ¹² Touch-to-print capability requires purchase of the optional HP Jetdirect 3100w BLE/NFC/Wireless Accessory. Mobile device must support Near Field Communication (NFC)-enabled printing. For more information, see hp.com/go/businessmobileprinting.

HP Services

Downtime can have serious consequences, so HP provides support beyond the standard warranty. You benefit from reduced risk, maximized uptime, predictable service delivery and no unbudgeted repair costs. HP Care Pack Services provide a comprehensive suite of protection services designed to keep HP hardware and software up and running so employees can stay productive.

Next Business Day Onsite with Defective Media Retention:

Customers can retain their hard disk drive and keep control of sensitive data.

For carepack availability visit: hp.com/go/cpc



Top features

HP printers have the industry's strongest security¹ because they're always on guard, continually detecting and stopping threats while adapting to new ones. And only HP printers automatically self-heal from attacks, so IT doesn't need to intervene.

Good resource management is good business. Help reduce costs and energy use with an HP LaserJet designed to be more efficient than its predecessors, using HP JetIntelligence toner cartridges. HP, like you, is committed to keeping business moving.

Every business values a problem solver. Help get more control with a robust management system and solutions that keep up with modern business.

Accelerate workflow, improve accuracy, and easily connect people throughout your organization. Complete high-volume scan jobs super-fast—up to 60 ipm²—and avoid extra steps with a Flow MFP designed for maximum productivity.

Accessories

A7W14A	HP LaserJet Keyboard Overlay Kit Sweden
F2A72A	HP LaserJet 550 Sheet Paper Tray
F2A73A	HP LaserJet Printer Cabinet
1PV95A	HP USB Port 100pc M507/M528 Accessory,
5EL03A	HP TAA Version Secure Hard Disk Drive
B5L28A	HP Internal USB Ports
B5L31A	HP Foreign Interface Harness
B5L29A	HP Secure High Performance Hard Disk Drive
2EH31A	HP MFP Analog 700 Fax Accessory
J8030A	HP Jetdirect 3000w NFC/Wireless Accessory
J8031A	HP Jetdirect 2900nw Print Server
3JN69A	HP JetDirect 3100w BLE/NFC/Wireless Accessory
E5K48A	HP 1GB DDR3x32 144-Pin 800MHz SODIMM
E5K49A	HP 2GB DDR3x32 144-Pin 800MHz SODIMM
2NR12A	HP Removable Hard Drive Enclosure
2MU47A	Accessibility Assistant
2TD64A	HP Accessibility Kit
X3D03A	HP USB Universal Card Reader
Y7C05A	HP HIP2 Keystroke Reader
4QL32A	HP Legic Card Reader

Supplies

W9008MC HP Black Managed LaserJet Toner Cartridge (~23,000 pages)

Services

UB7D2E	- HP 3 years Next Business Day w/DMR LaserJet E52645 MNGD SVC
UB7D3E	- HP 4 years Next Business Day w/DMR LaserJet E52645 MNGD SVC
UB7D4E	- HP 5 years Next Business Day w/DMR LaserJet E52645 MNGD SVC
UB7D5E	- HP 3 years 4 hours 9x5 w/DMR LaserJet E52645 MNGD SVC
UB7D6E	- HP 4 years 4 hours 9x5 w/DMR LaserJet E52645 MNGD SVC
UB7D7E	- HP 5 years 4 hours 9x5 w/DMR LaserJet E52645 MNGD SVC
UB7D8E	- HP 3 years ChnlPartsOnly LaserJet E52645 MNGD SVC
UB7D9E	- HP 4 years ChnlPartsOnly LaserJet E52645 MNGD SVC
UB7E0E	- HP 5 years ChnlPartsOnly LaserJet E52645 MNGD SVC
UB7E1PE	- HP 1 year PW Next Business Day w/DMR LaserJet E52645 MNGD SVC
UB7E2PE	- HP 2 years PW Next Business Day w/DMR LaserJet E52645 MNGD SVC
UB7E3PE	- HP 1 year PW 4 hours 9x5 w/DMR LaserJet E52645 MNGD SVC
UB7E4PE	- HP 2 years PW 4 hours 9x5 w/DMR LaserJet E52645 MNGD SVC
UB7E5PE	- HP 1 year PW ChnlPartsOnly LaserJet E52645 MNGD SVC
UB7E6PE	- HP 2 years PW ChnlPartsOnly LaserJet E52645 MNGD SVC

¹ Based on HP review of 2018 published security features of competitive in-class printers. Only HP offers a combination of security features that can monitor to detect and automatically stop an attack then self-validate software integrity in a reboot. For a list of printers, visit hp.com/go/PrintersThatProtect. For more information, visit <http://www.hp.com/go/printersecurityclaims>. ² High Yield Black Original LaserJet Toner Cartridges not included; please purchase separately. ³ HP Auto-On/Off Technology capabilities are subject to printer and settings. ⁴ HP Web Jetadmin is available for download at no additional charge at <http://www.hp.com/go/webjetadmin>. ⁵ HP JetAdvantage Security Manager must be purchased separately. To learn more, please visit <http://www.hp.com/go/securitymanager>. ⁶ Scan speeds measured from ADF. Actual processing speeds may vary depending on scan resolution, network conditions, computer performance, and application software.

HP LaserJet Managed MFP E52645 series

Technical Specifications	HP LaserJet Managed Flow MFP E52645c (1P554A)	HP LaserJet Managed MFP E52645dn (1P554A)
AIO functions	Print, copy, scan and optional fax	
Print speed	Letter: Up to 45 ppm black; First Page Out Black (ready): As fast as 6 sec; First Page Out Black (sleep): As fast as 1.3 sec	
Print resolution	Black (best): Up to 1200 x 1200 dpi	
Print Technology	Laser. Print Resolution Technologies: 300 dpi, 600 dpi, HP FastRes 1200, HP ProRes 1200	
Print Cartridges Number	1 (Black)	
Standard Print Languages	HP PCL 6, HP PCL 5e (HP PCL 5e drivers available from the web only), HP postscript level 3 emulation, native PDF printing (for 1-3), Apple AirPrint™	
Printer Smart Software Features	Print preview, duplex printing, print multiple pages per sheet (2-4), 6 x 9, 16:9, coloration, watermarks, store print jobs, easy access USB	
Printer Management	HP Printer Assistant, HP Device Toolbox, HP Web JetAdmin Software, HP JetAdvantage Security Manager, HP SNMP Proxy Agent, HP iPS Pro Proxy Agent, Printer Administrator, Resource Kit for HP Universal Print, Driver (Driver Configuration Utility, Driver employment Utility, Managed Printing Administrator)	
Scan Type / Technology	Type: Flatbed, ADF. Technology: Contact Image Sensor (CIS)	
Scan Resolution	Hardware: Up to 600 x 600 dpi; Optical: Up to 600 dpi	
Scan File Format	Digital Send: PDF, PDFx, TIFF, MIF, XPS, PDF/A, Text (OCR), Unicode Text (OCR), Searchable PDF (OCR), Searchable PDF/A (OCR), HTML, (OCR), CSV, (OCR), Print from easy access USB (PDF, PS, Print Ready files (cm, inch, dnt)	PDF, JPEG, TIFF, MIF, XPS, PDF/A
Scan Input Modes	Front panel applications: Copy, e-mail, Save to Network Folder, Save to USB, Save to Device Memory (Open Extensibility Platform (OEP) applications)	
Scan Size	101.6 x 148 mm; 4 x 5.8 in Minimum; Flatbed: 216 x 355 mm; Up to 44 ppm/51 ppm (8.5x); up to 40 ppm/49 ppm (color)	
Scan Speed	Up to 48 ppm/88 ppm; up to 48 ppm/60 ppm (color) Duplex: Up to 48 ppm (8.5x); up to 60 ppm (color)	
Scanner Advanced Features	Optimize text/picture; Image adjustments; Job build; Output quality setting; Selectable scan resolution 75 to 600 dpi; Auto detect color; Edge Erase; Job notification; Blank page suppression; HP Quick Sets; HP EveryPage; Auto orientation; Embedded Optical Character Recognition (OCR); Auto crop to page; Auto tone	Optimize text/picture; Image adjustments; Job build; Output quality setting; Selectable scan resolution 75 to 600 dpi; Auto detect color; Edge Erase; Job notification; Blank page suppression; HP Quick Sets
Bit depth / Grayscale levels	24-bit/255	
Digital Sending Standard Features	Scan to e-mail; Save to Network Folder; Save to USB drive; Send to Sharepoint; Send to TFTP; Send to LAN (e.g. Send to Internet Fax, OCR, Local Address Book, SMTP over SSL, Blank Page Removal, Edge Erase, Auto Color Sense, Auto Crop To Content, Compact PDF, Auto ToneScale, Auto Orientation, Multi-Pick Detect, Auto Straightening, Auto Crop To Page, OCR	Scan to e-mail; Save to Network Folder; Save to USB drive; Send to TFTP; Send to Internet Fax; Local Address Book; SMTP over SSL; Blank Page Removal; Edge Erase; Auto Color Sense; Auto Crop To Content; Compact PDF
Copy Speed	Black (letter): Up to 45 cpm	
Copy Resolution	Black (text and Graphics): Up to 600 x 600 dpi; Color (text and Graphics): Up to 600 x 600 dpi	
Maximum Number of Copies	Up to 9999 copies	
Copier Resize	25 to 400%	
Copier Settings	Two-sided copying; scalability; Image adjustments (darkness, contrast, background cleanup, sharpness); N-up; N-ordering; content orientation; collation; booklet; job build; edge-to-edge job storage; 10 Copy; Book; Copy; A-to-B Copy (all other media sizes)	
Standard Connectivity	1 Hi-Speed USB 2.0; 2 Hi-Speed USB 2.0 Host; 1 Gigabit Ethernet; 1 Hardware Integration Port	
Network Capabilities	Yes, via HP Jetdirect 1 Ethernet embedded print server (standard) which supports: 10/100/1x, 1000base-Tx, 1000base-T, 10/2T, 40 GbE support on Fast Ethernet and GigE (10/100/1000) (standard); Optional 10/100/1000 wireless networking and second Ethernet port	
Wireless Capability	Optional, enabled with purchase of a wireless hardware accessory. Single band Wireless Station and Wi-Fi Direct functionality available with HP Jetdirect 3000w N/Wireless Accessory, J8030A. Dual band Wireless Station and Wi-Fi Direct functionality available with HP Jetdirect 3100w N/Wireless Accessory, J8031A	
Mobile Printing Capability	Apple AirPrint™, Google Cloud Print™, HP ePrint, Xerox® Certified. Room capable for easy printing ¹	
Memory	Standard: 1.5 GB (Printer); 500 MB (Scanner). Maximum: 2.75 GB Max memory when Accessory DIMM is installed	
Processor Speed	1.2 GHz / Hard disk: Standard, minimum 320 GB (1 TB High Performance Secure Hard disk (AES 256 hardware encryption or greater)	1.2 GHz / Hard disk: 16 GB EMMC
Duty Cycle	Monthly: A4, Up to 150,000 pages/Recommended Monthly Page Volume: 4000 to 15000 ²	
Paper Handling	Input Capacities: 100-sheet multipurpose Tray 1, 500-sheet input Tray 2, automatic duplex printing; Up to 650 sheets standard; Up to 10 envelopes labels legal. Output Capacities: 250-sheet output bin; convenience stapler; Up to 250 sheets standard labels legal. Duplex Options: Automatic (standard); Auto Document Feeder Capacity: Standard, 100 sheets; Envelope Feeder: No. Standard Paper Trays: 2. Media Types Supported: Paper (bond, color, letter, recycled, preprinted, prepunched, recycled, rough), envelopes, labels, cardstock, transparencies, user-defined. Media Weight Supported: Tray 1: 16 to 53 lb; Tray 2: 16 to 32 lb. Media Sizes Supported: Tray 1: letter, legal, executive, statement, 3.5 x 5 in, 4 x 6 in, 5 x 7 in, 5 x 8 in, 8.5 x 13 in, envelopes (No. 9, No. 10, Monarch); Tray 2: letter, legal, executive, statement, 3.5 x 5 in, 4 x 6 in, 5 x 7 in, 5 x 8 in, 8.5 x 13 in. Optional 550-sheet tray: letter, legal, executive, statement, 3.5 x 5 in, 4 x 6 in, 5 x 7 in, 5 x 8 in, 8.5 x 13 in. Optional Automatic Duplexer: letter, legal, 8.5 x 13 in. Media Sizes Custom: Tray 1: 3.5 x 5 to 8.5 x 14 in; Tray 2: 4.14 x 5.83 to 8.5 x 14 in. Optional 550 sheet tray: 4.14 x 5.83 to 8.5 x 14 in	Input Capacities: 100-sheet multipurpose Tray 1, 500-sheet input Tray 2, automatic duplex printing; Up to 650 sheets standard; Up to 10 envelopes labels legal. Output Capacities: 250-sheet output bin; Up to 250 sheets standard labels legal. Duplex Options: Automatic (standard); Auto Document Feeder Capacity: Standard, 100 sheets; Envelope Feeder: No. Standard Paper Trays: 2. Media Types Supported: Paper (bond, color, letter, recycled, preprinted, prepunched, recycled, rough), envelopes, labels, cardstock, transparencies, user-defined. Media Weight Supported: Tray 1: 16 to 53 lb; Tray 2: 16 to 32 lb. Media Sizes Supported: Tray 1: letter, legal, executive, statement, 3.5 x 5 in, 4 x 6 in, 5 x 7 in, 5 x 8 in, 8.5 x 13 in, envelopes (No. 9, No. 10, Monarch); Tray 2: letter, legal, executive, statement, 3.5 x 5 in, 4 x 6 in, 5 x 7 in, 5 x 8 in, 8.5 x 13 in. Optional 550-sheet tray: letter, legal, executive, statement, 3.5 x 5 in, 4 x 6 in, 5 x 7 in, 5 x 8 in, 8.5 x 13 in. Optional Automatic Duplexer: letter, legal, 8.5 x 13 in. Media Sizes Custom: Tray 1: 3.5 x 5 to 8.5 x 14 in; Tray 2: 4.14 x 5.83 to 8.5 x 14 in. Optional 550 sheet tray: 4.14 x 5.83 to 8.5 x 14 in
Product Dimensions	WxDxH: 18.98 x 19.52 x 19.55 in / 484 x 496 x 497 mm	Maximum: 19.96 x 21.83 x 19.55 in; 507 x 551 x 497 mm
Product Weight	49.16 lb ³ / 22.13 kg ³	47.56 lb ³ / 21.41 kg ³
What's in the box	HP LaserJet Managed Regulatory flyer (U.S. replacement); Unpack Flyer Installation and Power cord; Warranty Cards; Support flyers (phone number list, Control Panel Overlay) label Sets (only Low Model) ⁴	
Warranty Features	One-year, next-business day, on-site warranty. Warranty and support options vary by product, country and local requirements. Contact your local actual vendor or go to hp.com/support to learn about HP award-winning service and support options in your region. (city code 44; city ID 404)	
Energy Efficiency Compliance	ENERGY STAR qualified; C100; Blue Angel III; U.S. EPA	ENERGY STAR qualified; C100; Blue Angel III; U.S. EPA
Control Panel	8.0 in (20.3 cm) color LCD with touchscreen; rotating (adjustable angle) display; illuminated Home button (for quick return to the Home menu); Integrated keyboard	8.0 in (20.3 cm) color LCD with touchscreen; rotating (adjustable angle) display; illuminated Home button (for quick return to the Home menu); Integrated keyboard
Display Description	8.0 in (20.3 cm) touchscreen (1024x768) LCD (color graphics); smooth gesture enabled touchscreen	
Software Included	No software solutions are included in the Box, only on http://hp.com , http://hp.com	
Fonts and Typefaces	105 internal TrueType fonts suitable in HP PCL, PCL 5e, internal scalable fonts in HP postscript level 3 emulation (no symbol fonts); 1 internal Unicode fonts (Unicode Mono World type); 2 internal Windows fonts (Calibri, Cambria, additional font solutions available via third-party font providers only); HP LaserJet fonts and PCL fonts are available at http://www.hp.com/go/fonts	
Compatible Operating Systems	Windows Client OS (32/64 bit), Win10, Win8.1, Win 7 Basic, Win7 Pro, Win8 Enterprise, Win8 Enterprise N, Win7 Starter Edition SP1, Win7 Ultimate, Mobile OS, iOS, Android, Mac, Apple® macOS Sierra v10.12, Apple® macOS High Sierra v10.13, Apple® macOS Mojave v10.14, Discrete PC (Printer Driver) or more information on the supported operating systems go to http://hp.com/support , enter your product name and search; Click on User Guide; and enter your product name and search for User Guide; Search for your (Product Name) User Guide; Search for the Supported Operating Systems section. (HP) PC / PS Printer Drivers, Supported Operating Systems, for more information on the supported operating systems see http://hp.com/go/psd	
Compatible Network Operating Systems	Windows Server 2008 R2 64-bit, Windows Server 2008 R2 64-bit (SP1), Windows Server 2012 R2 64-bit, Windows Server 2012 R2 64-bit, Windows Server 2016 64-bit, Failover Cluster 2008 R2, Failover Cluster 2012 R2, Terminal server 2008 R2, Remote Desktop server 2012 R2, Citrix Server 6.5, Citrix vantage 4.5, Citrix XenDesktop 7.6, Novell® NetServer, Citrix Ready Kit Certification - Up to Citrix Server 7.10 for more information see http://citrixready.citrix.com ; Linux: For more information see http://develop.hp.com/hp.com ; Linux Imaging and printing; HP: For more information see http://hp.com/go/linuxmodelscripts , (HP) FCL/PS Printer Drivers, Supported for Compatible Network Operating systems please see http://hp.com/go/psd	
Minimum System Requirements	PC: 2 GB available hard disk space; Internet connection; USB port; Internet browser. For additional OS hardware requirements see microsoft.com ; MAC: 2 GB available hard disk space; Internet connection or USB port; OS hardware requirements see apple.com	
Power	Power Supply Type: Built-in 115V or 240V Power Supply; Power Requirements: Input voltage: 100V to 127V nominal (1-1.10kV) 50-60 Hz nominal (1-1.10kV), 7.5 A; Input voltage: 240V to 260V nominal (1-1.10kV), 50-60 Hz nominal (1-1.10kV), 7.5 A; Power Consumption: 629 watts (Printing), 20.0 watts (Ready), 5.25 watts (Sleep), 0.74 watts (Auto Off/Auto On); LAN connection: 0.06 watts (Auto Off), 0.06 watts (Off) ⁵	
Acoustics	Acoustic Power Emissions: 6.8 B(A); Acoustic Pressure Emissions: 59 dB(A) ⁶	
Operating Environment	Operating Temperature Range: 10 to 32.5°C; Recommended Operating Temperature: 15 to 27°C; Storage Temperature Range: -20 to 40°C; Operating Humidity Range: 10 to 80% RH; Recommended Humidity Operating Range: 30 to 70% RH	
Security Management	Identity management (User, roles, authentication); TAP authentication; 1000 user PIN codes; optional HP and 3rd party advanced authentication solutions (e.g., badge readers); Network: Protected with Certificate Pre-Shared Key and Kerberos authentication; Supports Wi-Fi Protected Setup; 802.1x authentication (EAP-PEAP, EAP-TLS, SNMPv3); HTTPS Certificates; Access Control List; Data Storage Encryption; Encrypted PDF; ePrint; Low Energy; 140 validated cryptographic libraries from Microsoft; Secure Erase; SSL/TLS (HTTPS); Encrypted e-mail; Desktop Security lock; USB port (disinfection); hardware integration pocket for security solutions; Intrusion Detection with Red Balloon Security Technology - Constant in-device monitoring for attacks; SureStart Secure Boot - BIOS integrity checking with self-healing capability; Whitelisting - loads only known good code (UEFI, BIOS, etc.); Connection Inspector - helps ensure network connections to device are safe; Security management: Compatible with HP JetAdvantage Security Manager; HP Printer Security Plug-in for Microsoft SQL, Device Security System Messages processed and accessible in ACSight, Spunk, and McAfee SAM 58.4s	

¹ EPEAT™ registered where applicable. EPEAT registration varies by country. See <http://www.epeat.net> for registration status by country. ² In box cartridge yields 7,500 black pages based on ISO/IEC 19752 and continuous printing. Actual pages may vary considerably based on images printed and other factors. For more information, visit: <http://www.hp.com/go/learnaboutsupplies>. ³ With print cartridges ⁴ Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Power consumption values typically based on measurement of 115V device. ⁵ Declared yield value in accordance with ISO/IEC 19752. Actual yields vary considerably based on images printed and other factors. For more information, visit: <http://www.hp.com/go/learnaboutsupplies>. ⁶ To enable HP Room, some devices may require firmware to be upgraded and an optional accessory to add Bluetooth® Low Energy (BLE) beaconing capabilities. Customer can purchase the HP Jetdirect 3100w BLE/NFC wireless accessory or the RealBeacon USB. To enable HP Room, some devices may require firmware to be upgraded and an optional accessory to add Bluetooth® Low Energy (BLE) beaconing capabilities. Subscription may be required. For more information, visit: <http://hp.com/go/room>. ⁷ Configuration tested: base model, simplex printing, A4 paper at an average of 4.5 ppm. ⁸ HP recommends that the number of pages per month of imaged output be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period. ⁹ Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This will damage the printer and void the product warranty. Energy Star value typically based on measurement of 115V device. ¹⁰ Best TEC is not applicable to ES 2.0 TEC. This measurement was made with the printer configuration optimized for energy efficiency. Minimum sleep delay was used, Wi-Fi Direct was disabled and Active I/O - Energy Efficient Ethernet - was used. ¹¹ Solution software available on <http://www.123.hp.com> 12 FCC Class A emissions - for use in commercial environments, not residential environments

Learn more at hp.com

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Data sheet

HP Color LaserJet Managed MFP E57540 series



Help conserve energy and boost productivity with MFP that delivers multi-level device security.^{1,6}

Ideal for enterprises and medium businesses that need a secure, highly productive, energy-efficient color MFP.



HP Color LaserJet Managed Flow MFP
E57540c



HP Color LaserJet Managed MFP E57540dn

High-speed performance meets energy efficiency

- Print the first page from sleep mode as fast as 8.6 seconds²
- Speed through jobs. Print two sides almost as quickly as one—up to 40 ipm⁸—and scan both sides of the page at once.
- This MFP uses exceptionally low amounts of energy—thanks to its innovative design and toner technology.³
- Choose a maximum capacity of up to 2300 sheets.⁸ Print up to 59 pages per minute on A5.⁹

Unparalleled fleet security and management

- Embedded features detect security threats and heal your MFP, protecting it from boot up to shutdown.¹⁰
- Protect sensitive data on the MFP and in transit, using embedded security features and 256-bit encryption.¹⁰
- Protect sensitive business data with embedded and optional HP JetAdvantage Security Solutions.¹¹
- Centralize control of your printing environment with HP Web Jetadmin—and help build business efficiency.¹²

More. Pages, Performance, and Protection.

- Make an impression with leading color quality from HP. Get unparalleled printing for your office needs.
- Get more pages with each Original HP Toner cartridge with JetIntelligence and high-yield cartridges.¹³
- Help ensure the Original HP quality you paid for with anti-fraud and cartridge authentication technology.
- Print right away with preinstalled toner cartridges. Replace them with cartridges featuring auto seal removal.

Stay connected with secure mobile printing options

- Enable 128-bit encrypted wireless direct printing from mobile devices—without accessing the network.⁵
- Print with just a touch of your NFC-enabled mobile device to this printer—no network needed.⁶
- Easily print from a variety of smartphones and tablets—generally no setup or apps required.⁷
- Easily access, print, and share resources with Ethernet and optional wireless networking.⁴

¹ More pages versus predecessor cartridges claim based on page-yield comparison of HP 508X High Yield Original LaserJet Toner Cartridges with HP Black Managed LJ Toner Cartridges. For more information, see <http://www.hp.com/go/learnaboutsupplies> ² Based on HP internal testing of top three leading competitors' first page out from sleep mode and duplex print and copy speed completed 8/2015. Subject to device settings. Actual results may vary. For details, see <http://www.hp.com/go/LJclaims> ³ Based on HP testing using the ENERGY STAR® program's Typical Electricity Consumption (TEC) method or as reported in energystar.gov versus the top three leading competitors as of 8/2015. Actual results may vary. For details see <http://www.hp.com/go/LJclaims> ⁴ Wireless networking requires purchase of the HP Jetdirect 2900nw Print Server. Wireless performance is dependent on physical environment and distance from access point, and may be limited during active VPN connections. ⁵ Requires purchase of optional HP Jetdirect 3000w NFC/Wireless Direct Accessory. Mobile device needs to be connected directly to the Wi-Fi network of a wireless direct-capable MFP or printer prior to printing. Depending on mobile device, an app or driver may also be required. Wireless performance is dependent on physical environment and distance from the access point in the MFP or printer. For details, see <http://www.hp.com/go/businessmobileprinting> ⁶ Requires purchase of optional HP Jetdirect 3000w NFC/Wireless Direct Accessory. Mobile device must support Near Field Communication (NFC)-enabled printing. For more information, see <http://www.hp.com/go/businessmobileprinting> ⁷ Wireless operations are compatible with 2.4 GHz operations only. App or software and HP ePrint account registration may also be required. Some features require purchase of an optional accessory. Learn more at <http://www.hp.com/go/mobileprinting> ⁸ Purchase of optional paper trays required to reach maximum input capacity. ⁹ Measured using ISO/IEC 24734 and excludes first set of test documents. For more information, see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity. ¹⁰ Some features require additional purchase. A FutureSmart service pack update may be required to activate security features. Learn more at <http://www.hp.com/go/printsecurity> ¹¹ Some solutions require download or additional purchase. Learn more at <http://www.hp.com/go/printingsolutions> ¹² Universal device plug-in is offered with HP Web Jetadmin 10.3 SR4 and higher. HP Web Jetadmin is free and available for download at <http://www.hp.com/go/webjetadmin> ¹³ HP Black Managed LJ Toner Cartridges not include; please purchase separately. ¹⁴ An FCC Class A emissions compliant device meets the less stringent (higher) levels of emissions allowed by the FCC for a product operation in a commercial environment. An FCC class A device cannot be marketed for use in a residential environment and an FCC class A device should not be purchased for use in a residential environment due to the increased risk of interference to radio communications.

HP Color LaserJet Managed Flow MFP E57540c

Product walkaround

1. 100-sheet ADF with single-pass, two-sided scanning and HP EveryPage¹
2. Hardware Integration Pocket²
3. Easy-access USB port³
4. 250-sheet output tray
5. Front door (access to HP JetIntelligence Toner cartridges)
6. Fax port,⁴ Ethernet port, Host USB port, Hi-Speed USB 2.0 printing port
7. Automatic two-sided printing
8. 550-sheet tray 2
9. 8.0-inch (20.3 cm) color touchscreen
10. Optional wireless direct printing⁵/optional NFC⁶
11. Convenience stapler⁷
12. Advanced workflow features, including pull-out keyboard¹
13. Right door (access to the print path)
14. 100-sheet multipurpose tray 1
15. HP High-Performance Secure Hard Disk



Series at a glance



Model	HP Color LaserJet Managed Flow MFP E57540c	HP Color LaserJet Managed Flow MFP E57540dn
Product number	3GY26A	3GY25A
Print speeds (letter/A4) ⁸	Up to 40 ppm (black and color)	Up to 40 ppm (black and color)
Control panel	8.0-inch (20.3 cm) color touchscreen	8.0-inch (20.3 cm) color touchscreen
Fax capability ⁴	Optional	Optional
100-sheet ADF with single-pass, two-sided scanning	✓	✓
100-sheet multipurpose tray 1, 550-sheet tray 2	✓	✓
HIP ² ; easy-access USB ³	✓	✓
HP Secure high performance hard disk drive	✓	✓
Convenience stapler	✓	Not available
Scan to Microsoft® SharePoint®	✓	Not available
HP EveryPage with ultrasonic detection ¹	✓	Not available
Advanced workflow features including a pull-out keyboard ¹	✓	Not available
Embedded OCR	✓	Not available

¹ The pull-out keyboard, HP EveryPage, and embedded OCR are only available on the MFP E57540c model. ² Solutions deployed through the Hardware Integration Pocket (HIP) may require additional purchase. ³ An administrator must enable the easy-access USB port before use. ⁴ Fax capabilities are optional for both models with purchase of the HP LaserJet MFP Analog Fax Accessory. ⁵ Wireless direct printing requires purchase of the optional HP Jetdirect 3000w NFC/Wireless Direct Accessory. Mobile device needs to be connected directly to the Wi-Fi network of a wireless direct-capable MFP or printer prior to printing. Depending on mobile device, an app or driver may also be required. Wireless performance is dependent on physical environment and distance from the access point in the MFP or printer. For details, see hp.com/go/businessmobileprinting. ⁶ Touch-to-print capability requires purchase of optional HP Jetdirect 3000w NFC/Wireless Direct Accessory. Mobile device must support near-field communication (NFC)-enabled printing. For more information, see hp.com/go/businessmobileprinting. ⁷ The convenience stapler is only available on the MFP E57540c model. ⁸ ISO speeds measured using ISO/IEC 24734. Excludes first page or first set of ISO test pages. For details see hp.com/go/printerclaims. ⁹ Use of the optional HP Trusted Platform Module accessory may require a firmware upgrade.

HP Services

Downtime can have serious consequences, so HP provides support beyond the standard warranty. You benefit from reduced risk, maximized uptime, predictable service delivery and no unbudgeted repair costs. HP Care Pack Services provide a comprehensive suite of protection services designed to keep HP hardware and software up and running so employees can stay productive.

Next Business Day with Defective Media Retention:

Customers can retain their hard disk drive and keep control of sensitive data.

Installation Service with Network Setup: Installation services that include onsite installation and network setup of printing product.

For carepack availability visit: hp.com/go/cpc

Top features

This efficient MFP is designed to conserve energy without sacrificing productivity—so users can speed through tasks and move business forward. It also uses exceptionally low amounts of energy—thanks to its innovative design and toner technology.¹

Trust your MFP is secure from power-up to power-down. Get strong protection for devices, data, and documents with embedded and optional security features while centrally managing your entire fleet.¹⁰

Bring out the best in your MFP. Print more high-quality pages than ever before, using specially designed Original HP Toner cartridges with JetIntelligence. Count on the authentic HP quality you paid for—something the competition can't match.

Enable secure wireless printing in the office—with or without network access¹¹—and keep users connected with Ethernet and optional wireless networking.⁴ Print with just a touch from mobile devices.⁵

Accessories

B5L34A	~ HP Color LaserJet 550-sheet Media Tray
B5L51A	~ HP Color LaserJet Printer Cabinet
B5L53A	~ HP LaserJet MFP Analog Fax Accessory
B5L28A	~ HP Internal USB Ports
E5K48A	~ HP 1GB DDR3 x32 144-Pin 800MHz SODIMM
F5S62A	~ HP Trusted Platform Module Accessory
B5L31A	~ HP Foreign Interface Harness
J8030A	~ HP Jetdirect 3000w NFC/Wireless Accessory
J8031A	~ HP Jetdirect 2900nw Print Server
2TD64A	~ HP Accessibility Kit
B5L29A	~ HP High-Performance Secure Hard Disk
CZ208A	~ HP Access Control USB Proximity Reader
A7W14A	~ HP LaserJet Swedish Overlay Keyboard
2NR12A	~ HP Removable Hard Drive Enclosure
X3D03A	~ HP Universal USB Proximity Card Reader
Y7C05A	~ HP HIP2 Keystroke Reader

Supplies

B5L35A	~ HP Color LaserJet 110V Fuser Kit
B5L36A	~ HP Color LaserJet 220V Fuser Kit
B5L37A	~ HP Color LaserJet Toner Collection Unit
B5L52A	~ HP 200 ADF Roller Replacement Kit
Q7432A	~ HP Staple Cartridge Pack
W9060MC	~ HP Black Managed LaserJet Toner Cartridge (~16,000 pages)
W9061MC	~ HP Cyan Managed LaserJet Toner Cartridge (~12,500 pages)
W9062MC	~ HP Yellow Managed LaserJet Toner Cartridges (~12,500 pages)
W9063MC	~ HP Magenta Managed LaserJet Toner Cartridge (~12,500 pages)

Services

U8TW4E	~ HP 3 yr Next business day w/Defective Media Retention Service for Color LaserJet M577 E57540 Managed
U8TW5E	~ HP 4 yr Next business day w/Defective Media Retention Service for Color LaserJet M577 E57540 Managed
U8TW6E	~ HP 5 yr Next business day w/Defective Media Retention Service for Color LaserJet M577 E57540 Managed
U9JT2E	~ HP Inst SVC w/nw Workgroup Printer



¹ More pages versus predecessor cartridges claim based on page-yield comparison of HP 507A High Yield Original LaserJet Toner Cartridges with HP 508X High Yield Original LaserJet Toner Cartridges. For more information, see <http://www.hp.com/go/earnaboutsupplies>.
² Based on HP internal testing of top three leading competitors' first page out from sleep mode and duplex print and copy speed completed 6/2015. Subject to device settings. Actual results may vary. For details, see <http://www.hp.com/go/claims>.
³ Based on HP testing using the ENERGY STAR® program's Typical Electricity Consumption (TEC) method as reported in energy.gov versus the top three leading competitors as of 8/2015. Actual results may vary. For details see <http://www.hp.com/go/claims>.
⁴ Wireless networking requires purchase of the HP Jetdirect 2900nw Print Server. Wireless performance is dependent on physical environment and distance from access point, and may be limited during active VPN connections. ⁵ Requires purchase of optional HP Jetdirect 3000w NFC/Wireless Direct Accessory. Mobile device needs to be connected directly to the Wi-Fi network of a wireless direct-capable MFP or printer prior to printing. Depending on mobile device, an app or driver may also be required. Wireless performance is dependent on physical environment and distance from the access point in the MFP or printer. For details, see <http://www.hp.com/go/businessmobilityprinting>.
⁶ Requires purchase of optional HP Jetdirect 3000w NFC/Wireless Direct Accessory. Mobile device must support Near Field Communication (NFC)-enabled printing. For more information, see <http://www.hp.com/go/businessmobilityprinting>.
⁷ Wireless operations are compatible with 2.4 GHz operations only. App or software and HP ePrint account registration may also be required. Some features require purchase of an optional accessory. Learn more at <http://www.hp.com/go/mobileprinting>.
⁸ Purchase of optional paper trays required to reach maximum input capacity. ⁹ Measured using ISO/IEC 24734 and excludes first set of test documents. For more information, see <http://www.hp.com/go/printerclaims>. Exact speed varies depending on the system configuration, software application, driver, and document complexity. ¹⁰ Some features require additional purchase. A FutureSmart service pack update may be required to activate security features. Learn more at <http://www.hp.com/go/printersecurity>.
¹¹ Some solutions require download or additional purchase. Learn more at <http://www.hp.com/go/printeringsolutions>.
¹² Universal device plug-in is offered with HP Web Jetadmin 10.3.5.14 and Higher. HP Web Jetadmin is free and available for download at <http://www.hp.com/go/webjetadmin>.
¹³ HP 508X High Yield Original LaserJet Toner Cartridges not included; please purchase separately. ¹⁴ An FCC Class A emissions compliant device meets the less stringent (higher) levels of emissions allowed by the FCC for a product operation in a commercial environment. An FCC Class A device cannot be marketed for use in a residential environment and an FCC class A device should not be purchased for use in a residential environment due to the increased risk of interference to radio communications.

HP Color LaserJet Managed MFP E57540 series

Technical Specifications	HP Color LaserJet Managed Flow MFP E57540c(36726A)	HP Color LaserJet Managed MFP E57540dn(36725A)
AIO Functions	Print, copy, scan, optional fax	
Print speed	A4: Up to 38 ppm; Letter: Up to 40 ppm black; Up to 38 ppm; Letter: Up to 40 ppm color ¹¹ ; First Page Out Black: As fast as 5.9 sec; First Page Out Color: As fast as 6.9 sec ²²	A4: Up to 38 ppm; Letter: Up to 40 ppm black; Up to 38 ppm; Letter: Up to 40 ppm color ¹¹ ; First Page Out Black: As fast as 5.6 sec; First Page Out Color: As fast as 6.9 sec ²²
Print resolution	Black (best): Up to 1200 x 1200 dpi; Colour (best): Up to 1200 x 1200 dpi	
Print Technology	Laser; Print Resolution Technologies: HP ImageREt 3600, Pantone Calibrated	
Print Cartridges Number	4 (1 each black, cyan, magenta, yellow)	
Standard Print Languages	HP PCL 6, HP PCL 5c, HP postscript level 3 emulation, native PDF printing (v 1.7)	
Printer Smart Software Features	Print preview, duplex printing, print multiple pages per sheet (2, 4, 6, 9, 16), collation, watermarks, store print jobs, easy-access USB, HP Easy Color	
Printer Management	HP JetAdvantage Security Manager, HP SNMP Proxy Agent, HP Web JetAdmin Software, HP WS Pro Proxy Agent, Printer Administrator Resource Kit for HP Universal Print Driver	
Scan Type / Technology	Type: Flatbed; Technology: Contact Image Sensor (CIS)	
Scan Resolution	Hardware: Up to 600 x 600 dpi; Optical: Up to 600 dpi	
Scan File Format	Digital Send: PDF, JPEG, TIFF, MTIFF, XPS, PDF/A, TEXT (OCR), Unicode TEXT (OCR), RTF (OCR), Searchable PDF (OCR), Searchable PDF/A (OCR), HTML (OCR), CSV (OCR); Scan to easy access USB: PDF, JPEG, TIFF, MTIFF, XPS, PDF/A, TEXT (OCR), Unicode TEXT (OCR), RTF (OCR), Searchable PDF (OCR), Searchable PDF/A (OCR), HTML (OCR), CSV (OCR); Print from easy access USB: PDF, PS, PrintReady files (.pm, .pcl, .ch)	PDF, JPEG, TIFF, MTIFF, XPS, PDF/A
Scan Input Modes	Front panel applications: Copy, E-mail, Save to Network Folder, Save to USB, Save to Device Memory, Open Extensibility Platform (OXP) applications	
Scan Size	ADF: 216 x 356 mm; 8.5 x 14 in Maximum; 105 x 127 mm; 4.1 x 5 in Minimum; Flatbed: 216 x 356 mm; Up to 45 ppm/64 ipm (b&w), up to 45 ppm/58 ipm (color)	ADF: 216 x 356 mm; 8.5 x 14 in Maximum; 105 x 127 mm; 4.1 x 5 in Minimum; Flatbed: 216 x 356 mm; Up to 43 ppm/43 ipm (b&w), up to 38 ppm/38 ipm (color)
Scan Speed	Up to 45 ppm/64 ipm (b&w), up to 45 ppm/58 ipm (color) ²³ ; Duplex: Up to 64 ipm (b&w), up to 58 ipm (color)	Up to 43 ppm/43 ipm (b&w), up to 38 ppm/38 ipm (color) ²³ ; Duplex: Up to 43 ipm (b&w), up to 38 ipm (color)
Scanner Advanced Features	Optimize text/picture, image adjustments; job build; Output quality setting; Selectable scan resolution 75 to 600 dpi; Auto detect color; Edge Erase; Job notification; Blank page suppression; HP Quick Sets; HP EveryPage; Auto orientation; Embedded Optical Character Recognition (OCR); Auto crop to page; Auto tone	Optimize text/picture, image adjustments; job build; Output quality setting; Selectable scan resolution 75 to 600 dpi; Auto detect color; Edge Erase; Job notification; Blank page suppression; HP Quick Sets
Bit depth / Grayscale levels	24-bit/256	
Digital Sending Standard Features	Scan to E-mail, Save-to-Network Folder, Save-to-USB drive; Send to FTP; Send to InternetFax; Local Address Book; SMTP over SSL; Blank Page Removal; Edge Erase; Auto Color Sense; Auto Crop To Content; Compact PDF	
Copy Speed	Black (A4): Up to 38 cpm; Color (A4): Up to 38 cpm ²¹	
Copy Resolution	Black (text and Graphics): Up to 600 x 600 dpi (flatbed); Up to 600 x 450 dpi (ADF); Color (text and Graphics): Up to 600 x 600 dpi (flatbed); Up to 300 x 600 dpi (ADF)	
Maximum Number of Copies	Up to 9999 copies	
Copier Resize	25 to 400%	
Copier Settings	Two-sided copying; Scalability; Image adjustments (darkness, contrast, background cleanup, sharpness); N-up; N or Z-ordering; Content orientation; Collation; Booklet; job build; Edge-to-edge; job storage; ID Copy; Book Copy; A-to-B Copy (different media sizes)	
Standard Connectivity	2 Hi-Speed USB 2.0 Host; 1 Hi-Speed USB 2.0 Device; 1 Gigabit/Fast Ethernet 10/100/1000Base-TX network; Hardware Integration Pocket	
Network Capabilities	Via HP Jetdirect Ethernet embedded print server (standard) supports: 10Base-T, 100Base-TX, 1000Base-T, 802.3az (EEE) support on Fast Ethernet and Gigabit Ethernet; IPsec (standard)	
Wireless Capability	Optional, enabled with purchase of hardware accessory.	
Mobile Printing Capability	HP ePrint, Apple AirPrint [®] , Mopria-certified, Google Cloud Print 2.0 ¹⁴	
Memory	Standard: 1.25 GB (printer), 500 MB (scanner); Maximum: 2.0 GB (printer), 500 MB (scanner)	
Processor Speed	1.2 GHz / Hard disk: Standard, embedded HP High-Performance Secure Hard Disk; minimum 320 GB; AES 256 hardware encryption or greater; Secure erase capabilities (Secure File Erase-Temporary Job Files; Secure Erase-Job Data; Secure ATA Erase-Disk); U.S. Government Standard, FIPS 140-2 validated hard disk; minimum 500 GB	
Duty Cycle	Monthly, A4: Up to 120,000 pages ⁹ ; Recommended Monthly Page Volume: 2000 to 15,000 ¹⁰	
Paper Handling	Input Capacities: 100-sheet multipurpose tray, 550-sheet input tray 2; Up to 650 sheets standard; Up to 10 envelopes labels legal; Output Capacities: 250-sheet output bin, convenience stapler; Up to 250 sheets standard labels legal; Duplex Options: Automatic (standard); Auto Document Feeder Capacity: Standard, 100 sheets; Envelope Feeder: No; Standard Paper Trays: 2; Media Types Supported: Paper (plain, light, bond, recycled, mid-weight, heavy, mid-weight glossy, heavy glossy, extra heavy, extra heavy glossy, cardstock, card glossy), color transparency, labels, letterhead, envelope, preprinted, prepunched, colored, rough, opaque film, user-defined; Media Weight Supported: Tray 1: 16 to 58 lb (plain), 28 to 58 lb (glossy); Tray 2: 16 to 58 lb (plain paper), 28 to 58 lb (glossy paper); Optional Trays 3+: 16 to 58 lb (plain paper), 28 to 58 lb (glossy paper); Media Sizes Supported: Tray 1: letter, legal, oficio, executive, statement, 4 x 6, 3 x 5, 5 x 7, 5 x 8, postcard (US), double postcard (US), 8.5 x 13, envelope (commercial No. 9, No. 10, Monarch); Custom: 3 x 5 to 8.5 x 14 in; Tray 2: letter, executive, statement, 4 x 6, 5 x 7, 5 x 8, double postcard (US), Custom: 4.0 x 5.85 to 8.5 x 11.69 in; Optional Trays 3+: letter, legal, oficio, executive, 8.5 x 13, Custom: 4.0 x 5.85 to 8.5 x 14 in; Media Sizes Custom: Tray 1: 3 x 5 to 8.5 x 14 in; Tray 2: 4.0 x 5.85 to 8.5 x 11.69 in; Optional Trays 3+: 4.0 x 5.85 to 8.5 x 14 in	Input Capacities: 100-sheet multipurpose tray, 550-sheet input tray 2; Up to 650 sheets standard; Up to 10 envelopes labels legal; Output Capacities: 250-sheet output bin; Up to 250 sheets standard labels legal; Duplex Options: Automatic (standard); Auto Document Feeder Capacity: Standard, 100 sheets; Envelope Feeder: No; Standard Paper Trays: 2; Media Types Supported: Paper (plain, light, bond, recycled, mid-weight, heavy, mid-weight glossy, heavy glossy, extra heavy, extra heavy glossy, cardstock, card glossy), color transparency, labels, letterhead, envelope, preprinted, prepunched, colored, rough, opaque film, user-defined; Media Weight Supported: Tray 1: 16 to 58 lb (plain), 28 to 58 lb (glossy); Tray 2: 16 to 58 lb (plain paper), 28 to 58 lb (glossy paper); Optional Trays 3+: 16 to 58 lb (plain paper), 28 to 58 lb (glossy paper); Media Sizes Supported: Tray 1: letter, legal, oficio, executive, statement, 4 x 6, 3 x 5, 5 x 7, 5 x 8, postcard (US), double postcard (US), 8.5 x 13, envelope (commercial No. 9, No. 10, Monarch); Custom: 3 x 5 to 8.5 x 14 in; Tray 2: letter, executive, statement, 4 x 6, 5 x 7, 5 x 8, double postcard (US), Custom: 4.0 x 5.85 to 8.5 x 11.69 in; Optional Trays 3+: letter, legal, oficio, executive, 8.5 x 13, Custom: 4.0 x 5.85 to 8.5 x 14 in; Media Sizes Custom: Tray 1: 3 x 5 to 8.5 x 14 in; Tray 2: 4.0 x 5.85 to 8.5 x 11.69 in; Optional Trays 3+: 4.0 x 5.85 to 8.5 x 14 in

* Total cartridge yields established using ISO/IEC test standards at A4, 600 dpi and costs vary considerably depending on images printed, number of color pages printed, and other factors.[†] Without TFC™, Legal-Color extended color. ** With printer cartridges. *** Power requirements are based on the country operating voltage; the printer is sold. Do not connect operating voltages. This will damage the printer and void the product warranty. **** Types of applications (TAC) used represent the typical electrical demands by a typical user during 1 year, measured in kilowatt hours (kWh). ***** Average color composite (CMYK) and black and white yield based on ISO/CIE J430 and continuous printing. Actual yields vary considerably based on images printed and other factors. †† Details see <http://www.hp.com/go/colormanagement>. ‡‡ HP SureSupply lets you when your print deck is running low and helps you purchase online or locally through an HP or a participating retailer. Only available with Original HP supplies. Internet access required. To learn more, visit <http://www.hp.com/go/SureSupply>. § Maximum memory with 1 GB DIMM installed. The maximum the Emvive can support is 2 GB up to 9.0 MHz, untested in this configuration. ¶ Duty cycle is defined as the maximum number of pages per month of imaged output. This value provides a comparison of product robustness in relation to other HP LaserJet or HP Color LaserJet asset classes, and enables appropriate deployment of printers and MFPs to subsets of the categories of connected individuals or groups. ††† Recommendations that the number of pages per month of imaged output be within the stated range: too optimum device performance; based on factors including system supplies replacement intervals and device life over an extended warranty period. †††† Used according to ISO/IEC 24734, excludes first set of test documents. For more information see <http://www.hp.com/go/comprintcertified>. Exceed speed means, depending on the system or application, software update, driver, and document complexity. ††††† Recommendations that the number of scanned pages per month be within the stated range for optimum device performance. ††††† Not all "Compliant Operating Systems" are supported with NIOSK software. If full solution software is only available for Windows 7 and newer, Legacy Windows Operating Systems (XP/Vista, and equivalents) systems get print, and scan drives only, Windows RT OS for Tablets (32 & 64-bit), use a simplified HP print driver built into the RT OS. UNIX models are available on HP.com Models/certs are printer drivers for UNIX operating systems; Linux systems use an HP Linux software. ††††† Not all "Compliant Operating Systems" are supported with full solution software. If full solution software is only available for Windows 7 and newer, Legacy Windows Operating Systems (XP/Vista, and equivalents) systems get print and scan drivers only, Windows RT OS for Tablets (32 & 64-bit), use a simplified HP print driver built into the RT OS. UNIX models are available on HP.com Models/certs are printer drivers for UNIX operating systems; Linux systems use an HP Linux software. ††††† On graphical HP LaserJet and Xerox color inkjet are also compatible with this product.

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HP Color LaserJet Pro M454 series



HP Color LaserJet Pro M454 printer. Designed to let you focus on growing business, staying ahead.

Winning in business means working smarter. The HP Color LaserJet Pro M454 printer is designed to let you focus your time where it's most effective—helping to grow your business and staying ahead of the competition.



HP Color LaserJet Pro M454nw



HP Color LaserJet Pro M454dn



HP Color LaserJet Pro M454dw

Built to keep you—and your business—moving forward.

- Help decrease the amount of paper used in the office by printing on both sides of the page.
- Grab pages and go—without waiting. This device wakes up and prints first page out fast.¹
- Print wirelessly with or without accessing the network with dual band Wi-Fi and Wi-Fi direct.^{2,3,4}
- ROAM compatible for easy printing from virtually anywhere⁵

Best -in-class security⁶

- A suite of embedded security features help protect your printer from being an entry point for attacks.⁶
- Help secure confidential information with optional PIN/Pull printing to retrieve print jobs.⁷
- Optional HP JetAdvantage Security Manager lets you set configuration policies and validate settings.⁸
- Thwart potential attacks and take immediate action with instant notification of security issues.¹¹

Simply designed to uncomplicate your day

- Set up this printer fast and easily manage device settings to help increase overall printing efficiency.
- Make the most of your office space with a printer that conveniently fits into your work style.
- Work without delays or messes, with cartridges featuring auto seal removal.
- Tackle tasks quickly and easily—with the simple 2.7" (6.8cm) color touchscreen.

Sustainability is smart business

- Avoid frustrating reprints, wasted supplies, and service calls using Original HP toner cartridges.
- Help save paper right out of the box. The duplex print setting is set at default paper savings mode.⁹
- Saves up to 11% energy over prior products.¹⁰
- Help save energy with HP Auto-on/Auto-off technology.¹²

Dynamic security enabled printer. Only intended to be used with cartridges using an HP original chip. Cartridges using a non-HP chip may not work, and those that work today may not work in the future. Learn more at <http://www.hp.com/go/learnaboutsupplies>

Product walkaround



HP Color LaserJet Pro M454dw

Series at a glance



Model (product number)	M454nw (W1Y43A)	M454dn (W1Y44A)	M454dw (W1Y45A)
Functions	Print	Print	Print
Print speed (black and colour) ⁶	Up to 27 pages per minute (A4) (all models)		
Two-sided printing ⁵	Manual	Automatic	Automatic
50-sheet multipurpose tray 1, 250-sheet tray 2	✓	✓	✓
Optional input accessory: 550-sheet paper tray	✓	✓	✓
Easy-access USB port ¹	Not available	Not available	✓
Control panel ³	2-line LCD	2-line LCD	6.9 cm (2.7-inch) colour touchscreen
Input capacity (standard/maximum ⁷)	Up to 300/850 sheets (all models)		
Recommended monthly page volume ⁸	Up to 4,000 pages (all models)		
Cartridge yields ⁹ (A/X)	Black: ~2,400/7,500 pages; Colour: ~2,100/6,000 pages (all models)		
Dual-band Wi-Fi with Bluetooth® Low Energy ⁴	✓	Not available	✓

¹ An administrator must enable the easy-access USB port before use.

² Requires purchase of separate USB flash drive with at least 16 GB capacity.

³ The colour touchscreen is only available on the HP Color LaserJet Pro M454dw model. The nw and dn models have a 2-line LCD display.

⁴ Wireless operations are compatible with 2.4 GHz and 5 GHz operations only. Wi-Fi is a registered trademark of Wi-Fi Alliance®. Bluetooth is a trademark owned by its proprietor and used by Hewlett-Packard Company under license. Learn more at hp.com/mobileprinting.

⁵ Automatic two-sided printing is not available on the HP Color LaserJet Pro M454nw model.

⁶ Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

⁷ Purchase of optional paper-handling accessories required to reach maximum input capacity.

⁸ Recommended Monthly Page Volume (RMPV): HP recommends that the number of printed pages per month be within the stated range for optimum device performance, based on factors including supplies replacement intervals and device life over an extended warranty period.

⁹ Actual yields and costs vary considerably depending on images printed, number of colour pages printed, and other factors. Optional high-yield cartridges are not included in printer purchase and must be purchased separately.

Model	HP Color LaserJet Pro M454nw	HP Color LaserJet Pro M454dn	HP Color LaserJet Pro M454dw
Product number	W1Y43A	W1Y44A	W1Y45A
Functions	Print		
Print			
Duplex print options	Manual (driver support provided)	Automatic (default)	
Print speed ^{1,2}	Black (A4, normal): Up to 27 ppm; Black (letter, normal): Up to 28 ppm; Black (A4, duplex): Up to 24 ipm; Black (letter, duplex): Up to 25 ipm Color (A4, normal): Up to 27 ppm; Color (letter, normal): Up to 28 ppm; Color (A4, duplex): Up to 24 ipm; Color (letter, duplex): Up to 25 ipm		
First page out ³	Black (A4, ready): As fast as 9.5 sec; Color (A4, ready): As fast as 11.1 sec; Black (A4, sleep): As fast as 11.0 sec; Color (A4, sleep): As fast as 12.1 sec		
Print technology	Laser		
Print resolution	Black (best) 600 x 600 dpi, Up to 38, 400 x 600 enhanced dpi; Black (normal): 600 x 600 dpi, Up to 38, 400 x 600 enhanced dpi Color (best): 600 x 600 dpi, Up to 38, 400 x 600 enhanced dpi; Color (normal): 600 x 600 dpi, Up to 38, 400 x 600 enhanced dpi		
Print resolution technology	HP ImageREt 3600, PANTONE® calibrated		
Print cartridges number	4 (1 each black, cyan, magenta, yellow)		
Standard print languages	HP PCL 6, HP PCL 5c, HP postscript level 3 emulation, PDF, URF, PWG Raster	HP PCL 6, HP PCL 5e, HP postscript level 3 emulation, PDF, URF, PWG Raster	HP PCL 6, HP PCL 5e, HP postscript level 3 emulation, PDF, URF, Native Office, PWG Raster
Printer management	HP Printer Assistant; HP Utility (Mac); HP Device Toolbox; HP Web JetAdmin Software; HP JetAdvantage Security Manager; HP SNMP Proxy Agent; HP WS Proxy Agent; Printer Administrator Resource Kit for HP Universal Print Driver (Driver Configuration Utility - Driver Deployment Utility - Managed Printing Administrator)		
Connectivity			
Standard connectivity	1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet 10/100/1000BASE-T network; 802.3az(EEE); 802.11b/g/n/2.4/5 GHz Wi-Fi radio	1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet 10/100/1000BASE-T network; 802.3az(EEE)	1 Hi-Speed USB 2.0; 1 host USB at rear side; Gigabit Ethernet 10/100/1000BASE-T network; 802.3az(EEE); 802.11b/g/n/2.4/5 GHz Wi-Fi radio
Mobile printing capability ⁶	Apple AirPrint™; Google Cloud Print™; HP ePrint; HP Smart App and other mobile Apps; Mopria™ Certified; ROAM capable for easy printing; Wi-Fi® Direct printing		
Wireless capability	Yes, built-in dual-band Wi-Fi; Authentication via WEP, WPA/WPA2, WPA Enterprise; Encryption via AES or TKIP; WPS; Wi-Fi Direct; Bluetooth Low-Energy		Yes, built-in dual-band Wi-Fi; Authentication via WEP, WPA/WPA2, WPA Enterprise; Encryption via AES or TKIP; WPS; Wi-Fi Direct; Bluetooth Low-Energy
Network capabilities	Yes, via built-in 10/100/1000Base-Tx Ethernet, Gigabit; Auto-crossover Ethernet; Authentication via 802.1x		
Memory	Standard: 256 MB NAND Flash, 512 MB DRAM; Maximum: 256 MB NAND Flash, 512 MB DRAM		
Processor speed	1200 Mhz		
Duty cycle (monthly) ⁹	Up to 50,000 pages; Recommended monthly page volume¹⁰: 750 to 4000		
Paper handling			
Input	50-sheet multipurpose tray, 250-sheet input tray		
Output	150-sheet output bin		
Media types	Paper (bond, brochure, colored, glossy, letterhead, photo, plain, preprinted, prepunched, recycled, rough), postcards, labels, envelopes		
Media weight	Tray 1: 60 to 176 g/m ² (up to 200 g/m ² with postcards and HP Color laser glossy photo papers); Tray 2: 60 to 163 g/m ² (up to 176 g/m ² with postcards, up to 200 g/m ² HP Color laser glossy photo papers); optional Tray 3: 60 to 163 g/m ² (up to 176 g/m ² with postcards, up to 150 g/m ² Glossy media)	Tray 1: 60 to 176 g/m ² (up to 200 g/m ² with postcards and HP Color laser glossy photo papers); Tray 2: 60 to 163 g/m ² (up to 176 g/m ² with postcards, up to 200 g/m ² HP Color laser glossy photo papers); optional Tray 3: 60 to 163 g/m ² (up to 176 g/m ² with postcards, up to 150 g/m ² Glossy media); Automatic duplexer: 60 to 163 g/m ²	
Media Sizes Custom	Tray 1: 76 x 127 to 216 x 356 mm; Tray 2, optional Tray 3: 100 x 148 to 216 x 356 mm		
Dimensions (w x d x h)	412 x 453 x 295 mm	412 x 469 x 295 mm	
Weight	17.5 kg	18.9 kg	
What's in the box ¹	HP Color LaserJet Pro M454nw; 4 preinstalled Introductory HP LaserJet Toner cartridges (Black, Cyan, Magenta, Yellow; ~1200 pages); In-box documentation (Getting Started Guide, Install Poster), regulatory flyer; Internet connection is required to set up the printer. HP printer software is available at http://www.hp.com/support ; Power cord; USB cable	HP Color LaserJet Pro M454dn; 4 preinstalled Introductory HP LaserJet Toner cartridges (Black, Cyan, Magenta, Yellow; ~1200 pages); In-box documentation (Getting Started Guide, Install Poster), regulatory flyer; Internet connection is required to set up the printer. HP printer software is available at http://www.hp.com/support ; Power cord; USB cable (AP only)	HP Color LaserJet Pro M454dw; 4 preinstalled Introductory HP LaserJet Toner cartridges (Black, Cyan, Magenta, Yellow; ~1200 pages); In-box documentation (Getting Started Guide, Install Poster), regulatory flyer, warranty card (China, Mexico); Internet connection is required to set up the printer. HP printer software is available at http://www.hp.com/support ; Power cord; USB cable
Software included	No software solutions are included in the Box, only on http://hp.com , http://123.hp.com/laserjet		
Warranty features	One-year Bench/Depot Repair warranty. Warranty and support options vary by product, country and local legal requirements. Contact your Contractual Vendor or go to hp.com/support to learn about HP award winning service and support options in your region. (wty code 4E; wty ID A033)		
Systems			
Compatible operating systems	Windows Client OS (32/64 bit), Win10, Win8.1, Win 8 Basic, Win8 Pro, Win8 Enterprise, Win8 Enterprise N, Win7 Starter Edition SP1, UPD Win7 Ultimate, Mobile OS, iOS, Android, Mac, Apple® macOS Sierra v10.12, Apple® macOS High Sierra v10.13, Apple® macOS Mojave v10.14, Discrete PCL6 Printer Driver. For more information on the supported operating systems go to http://support.hp.com , Enter your product name and search, Click on User Guides and enter your product name and search for User Guide, Search for the Supported Operating Systems section, UPD PCL6 / PS Printer Drivers, Supported Operating systems, For more information on the supported operating systems see http://www.hp.com/go/upsd		
Minimum system requirements	PC: 8 GB available hard disk space, Internet connection, USB port, Internet browser. For additional OS hardware requirements see microsoft.com; Mac: 8 GB available hard drive space, Internet connection or USB port, OS hardware requirements see apple.com		
Security management	Secure Boot; Secure Firmware Integrity; Runtime Code Integrity; password protected EWS; secure browsing via SSL/TLS 1.0; TLS 1.1; TLS 1.2; IPP over TLS; Network: enable/disable network ports and features; unused protocol and service disablement; SNMPv1; SNMPv2, and SNMPv3; community password change; HP ePrint: HTTPS with certificate validation; HTTP Basic Access Authentication; SASL authentication; Firewall and ACL; control panel lock; certificates configuration; UPD PIN printing; Syslog; signed firmware; administrator settings; 802.1x authentication (EAP-TLS, and PEAP); authentication via WEP; WPA/WPA2 Personal; WPA2-enterprise; encryption via AES or TKIP; Encrypted data storage; Secure data erase; Automatic firmware updates; Secure Encrypted Print via optional job storage; Compatible with optional HP JetAdvantage Security Manager; IPPS	Secure Boot; Secure Firmware Integrity; Runtime Code Integrity; password protected EWS; secure browsing via SSL/TLS 1.0; TLS 1.1; TLS 1.2; IPP over TLS; Network: enable/disable network ports and features; unused protocol and service disablement; SNMPv1, SNMPv2, and SNMPv3; community password change; HP ePrint: HTTPS with certificate validation; HTTP Basic Access Authentication, SASL authentication; Firewall and ACL; control panel lock; certificates configuration; UPD PIN printing, Syslog; signed firmware; administrator settings; 802.1x authentication (EAP-TLS, and PEAP); Encrypted data storage; Secure data erase; Automatic firmware updates; Secure Encrypted Print via optional job storage. Compatible with optional HP JetAdvantage Security Manager	Secure Boot; Secure Firmware Integrity; Runtime Code Integrity; password protected EWS; secure browsing via SSL/TLS 1.0; TLS 1.1; TLS 1.2; IPP over TLS; Network: enable/disable network ports and features; unused protocol and service disablement; SNMPv1; SNMPv2, and SNMPv3; community password change; HP ePrint: HTTPS with certificate validation; HTTP Basic Access Authentication; SASL authentication; Firewall and ACL; control panel lock; certificates configuration; UPD PIN printing; Syslog; signed firmware; administrator settings; 802.1x authentication (EAP-TLS, and PEAP); authentication via WEP; WPA/WPA2 Personal; WPA2-enterprise; encryption via AES or TKIP; Encrypted data storage; Secure data erase; Automatic firmware updates; Secure Encrypted Print via optional job storage; Compatible with optional HP JetAdvantage Security Manager; IPPS
Fonts and typefaces	84 scalable TrueType fonts		
Control panel	2-line backlit LCD graphic display; 5 buttons (Cancel, Select, Reverse, Right/Left arrows); LED indicator lights (Attention, Ready)		
Display	2-line backlit LCD graphic display		
Energy efficiency compliance	CECP	ENERGY STAR® qualified; EPEAT® Silver; CECP ¹³	
ENERGY STAR Qualified	No	Yes	
Power	Power supply type: Internal (built-in) Power Supply; Power supply required: 110-volt input voltage: 110 to 127 VAC (+/- 10%), 60 Hz (+/- 3 Hz); 220-volt input voltage: 220 to 240 VAC (+/- 10%), 50/60Hz (+/- 3 Hz) (Not dual voltage, power supply varies by part number with # Option code identifier); Power consumption: 550 watts (active printing), 17 watts (ready), 0.9 watts (sleep), 0.9 watts (HP auto-off/auto-on), 0.07 watts (auto-off/manual-on), 0.07 watts (off); Typical Electricity Consumption number⁸: 1.046 kWh/Week (Blue Angel); 0.394 kWh/Week (Energy Star 3.0)		
Acoustics	Acoustic power emissions¹⁴: 6.2 B(A) ; Acoustic power emissions (ready): 3.4 B(A) ; Acoustic pressure emissions bystander (active, printing): 48 dB(A) ; Acoustic pressure emissions bystander (ready): 14 dB(A)	Acoustic power emissions¹⁴: 6.2 B(A) ; Acoustic power emissions (ready): 3.4B(A) ; Acoustic pressure emissions bystander (active, printing): 48 dB(A) ; Acoustic pressure emissions bystander (ready): 14 dB(A)	
Environmental ranges	Operating temperature range: 10 to 32.5°C ; Recommended operating temperature: 15 to 27°C ; Operating humidity range: 10 to 80% RH (non-condensing) ; Recommended operating humidity range: 30 to 70% RH (non-condensing)		
Safety approvals and requirements	IEC 60950-1:2005 +A1:2009+A2:2013/EN 60950-1:2006 +A1:2009+A1:2010+A12:2011+A2:2013; IEC 60825-1:2014/EN 60825-1:2014 (Class 1 Laser/Led Product); IEC 62479:2010/EN 62479:2010		
Supported network protocols	TCP/IP, IPv4, IPv6; Print: TCP-IP port 9100 Direct Mode, LPD (raw queue support only), Web Services Printing, HP ePrint, Apple AirPrint™, Google Cloud Print 2.0, Mopria, IPP Print; Discovery: SLIP Bonjour, Web Services Discovery; IP Config: IPv4 (BootP, DHCP, AutoIP), Manual, IPv6 (Stateless Link-Local and via Router, Stateless via DHCPv6), SSL Security and Certificate Management; Management: SNMPv1, SNMPv2, SNMPv3, HTTP/HTTPS, Syslog, FTP FW Download		

Appendix A

Current Status				RJ YOUNG PROPOSED			
Location	Model / SN	Type	Current Speed	Make	Model	Type	Speed
Crestview PD - Training	MXM283N 15021016	B&W	28	HP	E72425dn	B&W	25
Twin Hills Park	MX261ON 15122637	Color	26	HP	E77422dn	Color	25
City of Crestview	MPW5100 W812G500015	B&W	Wide Format	Canon	ipf850	Color	Wide Format
City of Crestview Community Center	MX2640N 35038213	Color	26	HP	E77422dn	Color	25
City of Crestview Planning And Zoning	MX4141 45132482	Color	41	HP	E87640du	Color	40
City of Crestview Finance	MXC300P 45082323	Color	30	HP	M454dn	Color	40
Bob Sike Library	MX2640N - 45085835	Color	26	HP	E77422dn	Color	22
City of Crestview Acct Payables	MXM354N 55050246	B&W	35	HP	E72430dn	B&W	30
Fire Department	MXM365N 55007858	B&W	36	HP	E72430dn	B&W	30
Public Works (UPSTAIRS)	MXM365N 55007868	B&W	36	HP	E72430dn	B&W	30
Mayor's Office	MXM365N 55007978	B&W	36	HP	E72430dn	B&W	30
Clerk's Office	MX4141N 55093477	Color	41	HP	E87640du	Color	40
Bob Sikes Library	MXM365N 55008038	B&W	36	HP	E72430dn	B&W	30
Crestview PD - Investigations	MX2640N 55056557	Color	26	HP	E77422dn	Color	22
Public Works	MPC4503 E175M510030	Color	45	HP	E87640du	Color	40
City of Crestview Hallway	MXM4141 N 55094457	Color	41	HP	E87640du	Color	40
City of CV Growth Manage	MXM4141 N 55092557	Color	41	HP	E87640du	Color	40
Crestview PD	MXM754N 55005858	B&W	75	HP	E82560du	B&W	60
City of Crestview E. Roys office	MXC250 45040504	Color	25	HP	M479fdn	Color	25
City of Crestview Accounting	35S6830 XM3150 70167PHH0C0HY	B&W	50	HP	E52645dn	B&W	45
City of Crestview	40C9054 C4150 5028744011ZC0	Color	50	HP	E55040dn	Color	40
City of Crestview City Manager	SPC320DN S9938901096	Color	25	HP	E55040dn	Color	40
City of Crestview Mayor's Office	SPC320DN S9939500287	Color	25	HP	E55040dn	Color	40

ATTACHMENT A

Please see the following page for Attachment A.

Attachment A

PUBLIC RECORDS ADDENDUM

RJ Young as Contractor, shall comply with the requirements of Florida's Public Records law. In accordance with Section 119.0701, Florida Statutes, Contractor shall:

- a. Keep and maintain public records required by the public agency in order to perform the service.
- b. Upon request from the public agency's custodian of public records, provide the public agency with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided under Florida's Public Records Law or as otherwise provided by law.
- c. Ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the contract term and following completion of this contract if Contractor does not transfer the records to the public agency: and
- d. Upon completion of the contract, transfer, at no cost, to the public agency all public records in possession of Contractor or keep and maintain public records required by the public agency to perform the service. If Contractor transfers all public records to the public agency upon completion of the contract, Contractor shall destroy any duplicate public records that are exempt or confidential and exempt from public records disclosure requirements. If Contractor keeps and maintains public records upon completion of this contract, the Contractor shall meet all applicable requirements for retaining public records. All records stored electronically must be provided to the public agency, upon request from public agency's custodian of public records, in a format that is compatible with the information technology systems of the public agency.
- e. **If Contractor has questions regarding the application of Chapter 119, Florida Statutes, to Contractor's duty to provide public records relating to this Agreement, Contractor shall contact the Custodian of Public Records at:**

**City Clerk, City of Crestview
198 North Wilson Street
P.O. Box 1209
Crestview, Florida 32536
(850) 682-1560 Extension 250
cityclerk@cityofcrestview.org**

City of Crestview, Florida
RFP 20-8- 31 Copier Services

- f. In the event the public agency must initiate litigation against Contractor in order to enforce compliance with Chapter 119, Florida Statutes, or in the event of litigation filed against the public agency because Contractor failed to provide access to public records responsive to a public record request, the public agency shall be entitled to recover all costs, including but not limited to reasonable attorneys' fees, costs of suit, witness, fees, and expert witness fees extended as part of said litigation and any subsequent appeals.



Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Elizabeth Roy, City Clerk
DATE: 9/9/2020
SUBJECT: Selection of the Citizen of the Year Committee

BACKGROUND:

For several years the City has awarded a Mae Reatha Coleman Citizen of the Year award, selected by a committee from nominations from the Public.

DISCUSSION:

On August 10, 2020 the Mayor asked the City Council to adopt a resolution forming a committee for the selection of the Citizen of the Year. This resolution was adopted.

He also asked that the timeline for the Citizen of the Year to be moved from August to August to January - December.

The committee would be formed from appointees from each of the Council members, the City Clerk would be the administrator of the program, and the Mayor would oversee the committee with no vote.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Communication- To engage, inform and educate public and staff

Quality of Life- these areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Opportunity- Promote an environment that encourages economic and educational opportunity.

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

There is little financial impact to the City, other than the cost of the award and reception.

RECOMMENDED ACTION

Staff respectfully requests that each council member appoint one (1) committee member to the Citizen of the

Year Committee.

Attachments

1. 20.14 Citizen of the Year Committee

RESOLUTION: 2020-14

A RESOLUTION OF THE CITY OF CRESTVIEW, FLORIDA, RE-ESTABLISHING THE MAE REATHA COLEMAN CITIZEN OF THE YEAR AWARD, ESTABLISHING A COMMITTEE FOR THE SELECTION OF THE RECIPIENT, ESTABLISHING CRITERIA, ESTABLISHING A TIMELINE FOR THE NOMINATION, SELECTION AND PRESENTATION OF THE AWARD, AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Crestview established the Mae Reatha Coleman Citizen of the year award in 2012; and

WHEREAS, many deserving Citizens of the City have received this award; and

WHEREAS, the Mayor and City Council of the City of Crestview have determined that certain changes should be made in the Award; and

WHEREAS, as such, the City Council desires to re-create a Citizen of the Year committee, with members from the City and the Community; and

WHEREAS, the City Council finds that this Resolution is in the best interest and welfare of the residents of the City of Crestview.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY OF CRESTVIEW COUNCIL OF THE CITY OF CRESTVIEW, FLORIDA AS FOLLOWS:

Section 1. Recitals. The above recitals are true and correct and are incorporated herein by this reference.

Section 2. Creation of the Mae Reatha Coleman Citizen of the Year Committee. The City Council hereby creates a Committee, to be known as the Mae Reatha Coleman Citizen of the Year Committee to promote, review and present to the City Council a candidate for the Citizen of the Year

Section 3. Composition of the Committee. The Committee shall consist of the Mayor (oversight only) and one City staff member appointed by the Mayor, plus five persons appointed by the City Council. The City staff member shall vote only in the event of a tie vote. Each City Council member shall appoint one member who resides within or has a vested interest in the City of Crestview. The City Clerk shall be the administrator of the program.

Section 4. Dissolution of Committee. The committee shall remain in place until dissolution by

the City Council of the City of Crestview.

Section 5: Criteria. The criteria for the selection of the Citizen of the Year shall be as follows:

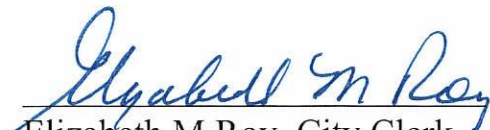
- Nominee must be a resident of or have a vested interest in the City of Crestview for a minimum of 12 months and have interest in the betterment of the City.
- Application should include contributions to the City and its citizens for the selection year.
- Application may include past actions that show dedication to the City of Crestview and its citizens.
- Application should discuss specific acts that put others first and enhancing the quality of life
- Application should describe who benefited, what was accomplished, breadth of impact and how did it relate to the community.
- Nomination should be for selfless acts and not directly related to the person's job.

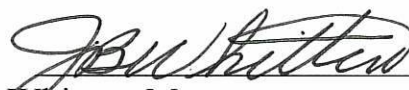
Section 6: Timeline for Selection: Timeline for the nomination, selection and presentation of the Citizen of the Year shall be as follows:

- Applications for the Citizen of the Year award will be accepted from October 1 to November 1 of each year.
- The committee shall meet to discuss the applications during the month of November.
- The committee shall make its presentation to the City Council for a vote on the first meeting in the Month of December.
- Presentation of the award shall take place at a ceremony prior to the first meeting of the City Council in January, unless otherwise determined by the City Council.

Section 6: Effective Date. This Resolution shall take effect immediately upon adoption.

PASSED AND ADOPTED IN REGULAR SESSON THIS 10TH DAY OF August
2020


Elizabeth M Roy, City Clerk


J.B. Whitten, Mayor



Staff Report

CITY COUNCIL MEETING DATE: September 14, 2020

TYPE OF AGENDA ITEM: Action Item

TO: Mayor and City Council
CC: City Manager, City Clerk, Staff and Attorney
FROM: Elizabeth Roy, City Clerk
DATE: 9/9/2020
SUBJECT: Approval of 1st Quarter Meeting Schedule

BACKGROUND:

City Council meetings are normally held on the 2nd and 4th Mondays and CRA meetings are held on the 2nd Monday of the first month of each quarter.

In past years the council has agreed to the cancellation of Meetings 1 to 2 meetings prior to the requested cancellation.

DISCUSSION:

With the large number of agenda items coming forward, many of which that require advertising, staff is requesting an approval of the meeting schedule for the remainder of fiscal 2020 and the 1st quarter of 2021 for the City Council and CRA meetings.

A schedule of these meetings is attached for approval.

An approval of this schedule will aid in the scheduling of advertising necessary, and also allow for staff and elected officials to plan for the next few month.

The approval of this schedule does not eliminate the scheduling of any necessary workshops or emergency meetings as approved by the Council during the upcoming months.

Once this calendar is approved, we will create an outlook calendar that we will share with each member, and it will be automatically updated with any changes.

GOALS & OBJECTIVES

This item is consistent with the goals in A New View Strategic Plan 2020 as follows;

Foundational- these are the areas of focus that make up the necessary foundation of a successful local government.

Financial Sustainability- Achieve long term financial sustainability

Organizational Capacity, Effectiveness & Efficiency- To efficiently & effectively provide the highest quality of public services

Infrastructure- Satisfy current and future infrastructure needs

Communication- To engage, inform and educate public and staff

Quality of Life- these areas focus on the overall experience when provided by the city.

Community Character- Promote desirable growth with a hometown atmosphere

Safety- Ensure the continuous safety of citizens and visitors

Mobility- Provide safe, efficient and accessible means for mobility

Opportunity- Promote an environment that encourages economic and educational opportunity

Play- Expand recreational and entertainment activities within the City

Community Culture- Develop a specific identity for Crestview

FINANCIAL IMPACT

There is no financial impact to the approval of this schedule.

RECOMMENDED ACTION

Staff respectfully requests the approval of the attached meeting schedule.

Attachments

1. 1st Quarter meeting schedule

September 2020

City Council/CRA
Meeting

Other Meetings
Holidays

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
30	31	1	2	3	4	5
6	7	8	9	10	11	12
		Tentative Budget 5:15PM PDB Meeting 6 PM		Citizen Advisory Board 6 PM		
13	14	15	16	17	18	19
	CRA Meeting 5 PM City Council 6 PM					
20	21	22	23	24	25	26
		Ethics Training Warriors Hall				
27	28	29	30	1	2	3
	Final Budget Hearing 5:30 PM City Council 6 PM					
4	5	Notes				

October 2020

City Council/CRA
Meeting
Government Week
Activities

Other Meetings
Holidays

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	1	2	3
4	5	6	7	8	9	10
	PDB Board 6 PM	PDB Meeting 6 PM				
11	12	13	14	15	16	17
	CRA Meeting 5 PM City Council 6 PM	Citizen Advisory Committee 6 PM				
18	19	20	21	22	23	24
	City Government Week City Council 6 PM	City Government Week Schools/ Library TBD	City Government Week Civic Clubs/ Council Forum	City Government Week Staff Function Historic Preservation Board	City Government Week Serve at Selected Restaurant TBD	City Government Week
25	26	27	28	29	30	31
	No Council Meeting					
1	2	Notes				

Holidays

November 2020

City Council/CRA
Meeting

Other Meetings
Holidays

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1	2	3	4	5	6	7
	PDB Board 6 PM					
8	9	10	11	12	13	14
	City Council 6 PM	PDB Meeting 6 PM	City Offices Closed Veterans Day	Citizen of the Year Committee		
15	16	17	18	19	20	21
22	23	24	25	26	27	28
	NO COUNCIL MEETING			City Offices Closed, Thanksgiving	City Offices Closed, Thanksgiving	
29	30	1	2	3	4	5
6	7	Notes				

December 2020

City Council/CRA
Meeting

Other Meetings
Holidays

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
29	30	1	2	3	4	5
6	7	8	9	10	11	12
	PDB Board 6 PM	PDB Meeting 6 PM				
13	14	15	16	17	18	19
	City Council 6 PM	Citizen Advisory Council 6 PM				
20	21	22	23	24	25	26
				City Offices Closed Christmas Holidays	City Offices Closed Christmas Holidays	
27	28	29	30	31	1	2
	NO COUNCIL MEETING				City Offices Closed New Years	
3	4	Notes				