

April 14, 2022

**Subject: RFQ #2101-A: Water System Envelope Package
Addendum #1**

Gentlemen/Ladies:

Below, please find responses to questions, clarification, or additional information for the above referenced Request for Quotes. You will need to consider this information when preparing your quote.

- 1. Can you please forward me the current pricing on each of the #10 Special Window Envelopes and #9 Regular Envelopes for the Water System request bid #2101-A Water System Envelope Package?**

#10 Window Special Envelopes (349,000) \$7,852.50

#9 Regular Envelopes (349,000) \$6,400.66

- 2. How many ink colors are on the envelope and what are the pms colors?**

Per the RFQ, the Water System logo is two (2) colors, and the color list is provided in the RFQ. We do not have PMS colors to provide.

- 3. When or can you give me an approximate delivery date on each shipment?**

Once the bid is awarded, we will schedule specific delivery dates for each of the three shipments (between July 1, 2022 and June 30, 2023).

- 4. Will you be providing a pdf of the artwork for each item?**

Attachment 1 shows the new logo. This will be provided electronically to awarded vendor.

- 5. The #10 envelopes print 2 PMS colors plus black on the face. Plus they might have a printed copy on the back. What color of ink is that normally?**

#10 Permit Envelope with Fayette County Water System logo in two colors, all other print should be black (including Pre-sorted Permit, ancillary service endorsement and special message on back)

- 6. Do the #9 envelope print 2 PMS colors plus black on the face and black ink only on the back?**

#9 Envelope with Fayette County Water System logo in two colors, all other print should be black (back and front)

Received by (Name): _____ Company _____


Note: If this addendum is not returned to the Fayette County Purchasing Department or if it is returned not signed, responding individuals, companies or other organizations will still be responsible for the requirements of this addendum and the specifications or changes herein.

The opening date for this RFQ has not changed. **The opening time and date are 3:00 p.m., Wednesday, April 20, 2022.** Quotes must be received by the Purchasing Department at the address above, Suite 204, at or before the opening date and time.

The deadline for inquiries has passed, so the Purchasing Department will not be able to accept any additional questions after this time.

If you have questions, please contact Natasha Duggan, Contract Administrator at (770) 305-5150, fax (770) 719-5534 or email at nduggan@fayettecountyga.gov.

Sincerely,



Ted L. Burgess
Director of Purchasing