

April 8, 2025

**Subject: RFQ #2548-A Mailroom Equipment Lease
Addendum #1**

Gentlemen/Ladies:

Below, please find clarification for the above referenced **RFQ**. You will need to consider this information when preparing your quote.

The bid date has been extended to Thursday, April 17, 2025, to give an opportunity to answer all questions that were received. Responses to the questions will be provided in a separate addendum.

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 changed. **The opening time and date are 3:00p.m., Thursday, April 17, 2025.** Quotes must be received by the Purchasing Department at the address above, Suite 204, at or before the opening date and time. Please advise that quotes can be accepted through email email.

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 Colette Cobb, Contract Administrator at (770) 305-5115, fax (770) 719-5544 or email at ccobb@fayettecountyga.gov .

Sincerely,



Ted L. Burgess
Chief Procurement Officer

TLB/cc