



PURCHASING DEPARTMENT  
DIVISION OF BUDGET & FINANCE

Q-20-283  
ADDENDUM NO. 1  
REQUEST FOR QUOTATION

PRINTING OF WASHINGTON COUNTY FITNESS AND RECREATION  
DEPARTMENT'S SEASONAL PROGRAM SCHEDULES

DATE: Tuesday, February 11, 2020

QUOTES DUE: Wednesday, February 19, 2020  
3:00 P.M. (EDT/EST)

To Bidders:

This Addendum is hereby made a part of the Request for Quotation (RFQ) Documents on which all quotations will be based and is issued to correct and/or clarify the original documents.

Please acknowledge receipt of this Addendum on the Quotation Form. This Addendum consists of two (2) pages.

**NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance ( w/blue canopy roof) which is handicap accessible and must use the elevator to access the Purchasing Department to submit their bid and/or to attend the Pre-Bid Conference. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administration Complex at 100 West Washington Street, Hagerstown. The new measures took effect Tuesday, February 14, 2017. The general public will be subject to wand search and will be required to remove any unauthorized items form the building prior to entry. Prohibited items include but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type – including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.: Pepper spray, mace or any other chemical defense sprays; and Illegal substances.**

**ITEM NO. 1:** *Inquiry:* 35# text weight paper is fairly heavy for this booklet. Usually we would use a 24# text weight paper. If you would like for me to quote this booklet on 35# paper, I would have to perfect bind this booklet instead of saddle stitching. Please advise if you would like me to proceed with quoting 24# paper saddle stitched, 35# perfect bound, or if we will need to no-bid this item.

**ADDENDUM NO. 1**  
**Seasonal Program Schedules**  
**Q-20-283**  
Page 2

Response: Part 1 of Item No. 1 herein: Refer to the quote document, Page 5, Specifications, Paper: 35# premium 80 all pages required.

Part 2 of Item No. 1 herein: Refer to the quote document, Page 5, Specifications, Binding: Saddle Stitched.

By Authority of:



Rick F. Curry, CPPO  
Director of Purchasing

**(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)**