



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

Q-24-782
ADDENDUM NO. 6
REQUEST FOR QUOTE

SAMPLE BALLOT MAILER

DATE: Thursday, April 11, 2024

QUOTES DUE: Friday, April 19, 2024
3:00 P.M.(EDT/EST)

To Bidders:

This Addendum is hereby made a part of the Request for Quote (RFQ) Documents on which all quotes will be based and is issued to correct and 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 quote and/or to attend the Pre-Quotation Conference. Alternate routes are controlled by a door access system. The general public will be subject to wand search and will be required to remove any unauthorized items from 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: Please confirm this an 8 pager folding into 8.5x5.5

Response: It is actually 6 pages, folding into 8.5x5.5.

ITEM NO. 2: Inquiry: Please confirm if this requires stitching or how they will be put together

Response: After folding the pages, the open end shall be sealed with two tabs on each end. No stapling or stitching is required.

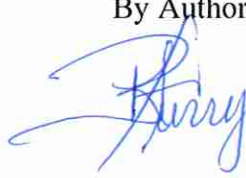
ITEM NO. 3: Inquiry: Please confirm the printed piece is 2 qty put together and folding to 8.5x5.5

Response: If you are referring to the folding of the sample ballot, please refer to Item No. 1 to this addendum.

ITEM NO. 4: Inquiry: Would Washington County accept pricing utilizing 50# white opaque offset for the paper for the sample ballots? Other Maryland counties will be printing the sample ballots on 50# opaque white offset.

Response: The original requirement per the specification was for 70# paper. Addendum No. 3, Item No. 5 stated that 60# white offset opaque paper was acceptable. ***Anything lower than 60# will not be accepted.***

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing