



Addendum No. 1

DATE: May 22, 2017

Joliet Junior College
1215 Houbolt Road
Joliet, IL 60431

TO: Prospective Respondents
SUBJECT: Addendum No. 1
PROJECT NAME: Design, Layout, Copyedit, & Print JJC Magazine Fall 2017 & Spring 2018
JJC PROJECT NO.: B17017

This Addendum forms a part of the Bidding and Contract Documents and modifies the original bidding document as posted on the JJC website. Acknowledge receipt of this addendum as specified at the end of this document. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.

Additional Information:

The zip code list is now posted to the website at: <http://www.jjc.edu/business-auxiliary/purchasing/Pages/current-solicitations.aspx>.

Questions Received:

1. There is a remittance envelope to be included but no paper stock is indicated. Can you confirm the paper specs for the envelope?
Please bid using a standard paper stock (~70 lb).
2. Just a question about placement of envelope in magazine. You state that you want it inserted into the back of the magazine. This would require 6 wafer seals....2 for each of 3 open sides to hold the envelope inside the magazine during mailing. If you fold the envelope in half and insert around the spine behind the front and back cover so that it can simply be removed by pulling it from BETWEEN the stitches, you will not need wafer seals and the envelope will not be damaged when removed from its place between the stitches.

May I quote it without the wafer seals? That would look terrible and could result in tearing the magazine when opening the seals.

You may quote without the wafer seals.

End of Addendum #1



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Please acknowledge receipt of these addenda by including this page with your proposal. Include your company name, printed name, title, and signature in your acknowledgement below. Failure to do so could result in disqualification of your bid.

Issued by:

Janice Reodus
Director of Business & Auxiliary Services
Joliet Junior College
815.280.6643

I acknowledge receipt of Addendum #1.

Company Name

Printed Name

Title

Signature