



March 24, 2021

ADDENDUM NO. 1

RFP #SN2102 – Printing and Mailhouse Services

ONE (1) ORIGINAL SIGNATURE HARD COPY AND TWO (2) USB DRIVES OF THE RESPONSE TO BE SUBMITTED

All bid responses shall be addressed and returned to this location by the due date listed below:

**City Colleges of Chicago
Dawson Technical Institute
Procurement Services
3901 South State Street, Room 102
Chicago, IL 60609**

Attention: Steve Nash, Contract Administrator

***Proposals must be received no later than 12:00 p.m. local Chicago time, on
Monday, April 5, 2021***

Addendum Item No. 1

Questions, Responses and Clarification of Information

- Q1. In the specifications for the Pocket Folders it is noted that the stock is C1S and printing 4/4. Please verify if there should be a coating on the 4/C printing on the coated side of the stock.
Response: For the purposes of this pricing exercise, let's assume C2S stock; so, no extra protective coating needs to be applied on top of any of the 4 Color printing.
- Q2. We are a certified MBE intending to execute these services as a prime contractor; do we still need to fulfill the 7% WBE requirement?
Response: Yes; please refer to Section 6.1, Item H of Appendix I – Terms & Conditions Regarding Compliance with the Minority Business Commitment and the Women Business Enterprise Commitment of the RFP document.

Addendum Item No. 2

PAGE 13, SECTION V – GENERAL INSTRUCTIONS, ITEM N

Currently reads:**N. Communication**

All written inquiries regarding this RFP should be directed to Marietta Williams-Johnson, Buyer, at City Colleges of Chicago, Procurement Services, 226 W. Jackson Blvd., Room 1005, Chicago, IL 60606 or via email, procurementservices@ccc.edu.

Such requests must be submitted by Thursday, March 19, 2021, no later than 12:00 p.m.

Any interpretation of the proposed documents will be made only by an addendum issued by the Associate Vice Chancellor of Business and Procurement Services. A copy of the addendum will be emailed and/or posted on the delivered to each person receiving a copy of the proposal prior to the proposal due date. Failure on the part of the prospective Proposer to receive a written interpretation prior to time of submittal will not be grounds for withdrawal of proposal. Oral explanation is not binding.

CHANGE TO:**N. Communication**

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END OF ADDENDUM

Please acknowledge receipt of all Addenda in your bid responses.