



# County of Roanoke

## FINANCE DEPARTMENT PURCHASING DIVISION

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October 1, 2018

**IFB #2019-034**

Printed Program for Roanoke County Parks and Recreation

## ADDENDUM NO. 1

### Questions

Due Date & Time:  
**October 8, 2018 2:00PM**  
**(Local Prevailing Time)**

**IFB #2019-034**

**Printed Program for Roanoke County Parks and Recreation**

1. A question did come up regarding inside delivery to the mail house. The "binding and packing" section states that the guides should be shipped in a Gaylord or Skid Cart. Neither of these are conducive to inside delivery.

Answer: In question number 3.

2. And another query: Are you willing to take a bid that will eliminate the need to send this to a mail house? We could prepare the mailing and ship it to the post office sectional facility which will save you time and money while maintaining the same postage rate.

Answer: We are willing to look at options but please bid as asked for in the pricing sheet.

3. A Gaylord is basically a large open container on a skid. Inside deliver is usually for boxed materials that are taken in on a hand cart. So you really can't do inside delivery for a Gaylord or even a skid. So I need some clarification on how they want it delivered. Do they have a dock or at least a fork lift?

Answer: Automated mail has a dock and fork lift if needed. The mail house would prefer the magazines inside the skids be bundled, though that is optional for the bid.

**PRICE FORM**  
**Request for Proposal (RFP) 2019-029**  
**Copier for the Board of Supervisors**

Monthly Lease Cost: \$ \_\_\_\_\_

All other costs must be stated and will be considered in review of the proposals. Please list below:

**Request for Proposal (RFP) 2019-029  
Copier for the Board of Supervisors**

**\*\*\*REQUIRED\*\*\***

**\*\*\*\*\*Must sign and return with your bid package\*\*\*\*\***

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Sign Name:

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Print Name:

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Date:

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Company

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