



# ROANOKE COUNTY

Purchasing Division

5204 Bernard Drive, Suite 300-F, P.O. Box 29800

Roanoke, Virginia 24018-0798

TEL: (540) 772-2061 FAX: (540) 772-2074

September 24, 2024

ADDENDUM NO. 1 TO ALL BIDDERS/OFFERS:

Reference – IFB 2025-009

Description: Diplomas and Graduation Items for RCPS

Issue Date: September 19, 2024

Proposal Due: October 3, 2024

The above Project is hereby changed as addressed below:

1. IFB 2021-069 Bid Tabulation: Please see Attachment A to this Addendum for a copy of the bid tabulation from IFB 2021-069, dated January 22, 2021, as requested.

**Note:** A signed acknowledgment of this addendum must be received at the location indicated on the original solicitation either prior to the proposal due date or attached to your proposal.

Signature on this addendum does not substitute for your signature on the original proposal/bid document. The original proposal/bid document must be signed.

Thank you,

Kate Hoyt

[KHoyt@roanokecountyva.gov](mailto:KHoyt@roanokecountyva.gov)

\_\_\_\_\_  
Sign Name:

\_\_\_\_\_  
Print Name:

\_\_\_\_\_  
Name of Firm:

\_\_\_\_\_  
Date:



# County of Roanoke

## Finance Department - Purchasing Division

**Kate Hoyt, Buyer**

Office Address: 5204 Bernard Drive Suite 300-F | Roanoke, Virginia | 24018  
Mail Address: P O Box 29800 | Roanoke, Virginia | 24018-0798  
(540) 283-8149 | [khoyt@roanokecountyva.gov](mailto:khoyt@roanokecountyva.gov)

**IFB #2021-069**

January 22, 2021

		The Roudabush Group, Inc. dba Herff Jones				Jostens, Inc.			
Line	Item	Unit Price Qty: 1-25	Unit Price Qty: 25-50	Unit Price Qty: 50-100	Unit Price Qty: 100+	Unit Price Qty: 1-25	Unit Price Qty: 25-50	Unit Price Qty: 50-100	Unit Price Qty: 100+
1	Advanced Studies Diploma	1.58	1.58	1.58	1.58	1.65	1.65	1.65	1.65
2	Foreign Exchange Certificate	1.58	1.58	1.58	1.58	1.65	1.65	1.65	1.65
3	Applied Studies Diploma	1.58	1.58	1.58	1.58	1.65	1.65	1.65	1.65
4	Standard Diploma	1.58	1.58	1.58	1.58	1.65	1.65	1.65	1.65
5	Diploma Cover	5.5	5.5	5.5	5.5	4.12	4.12	4.12	4.12
6	Padded Diploma Cover	5.5	5.5	5.5	5.5	6.13	6.13	6.13	6.13
7	Diploma Envelope	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge	No Charge

		The Roudabush Group, Inc. dba Herff Jones		Jostens, Inc.	
Line	Item	Unit Price (EA)		Unit Price (EA)	
8	Gold Recognition Cord	2.95		3.15	
9	Cord, Single, one (1) color	2.95		3.15	
10	Cord, Double, one (1) or two (2) colors	3.95		4.15	
11	Cord, Intertwined	3.95		4.15	

Latest Order Date to ensure Delivery on or before  
May 1st of current year:

March 1st of current year

March 10th