



City of Concord, New Hampshire

PURCHASING DIVISION

COMBINED OPERATIONS & MAINTENANCE FACILITY

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February 4, 2010

ADDENDUM NUMBER ONE

RFP22-10

PRINTING AND MAILING SERVICES

REAL ESTATE AND UTILITY BILLS, NOTICES AND MOTOR VEHICLE REGISTRATIONS

TO ALL FIRMS OF RECORD: This addendum forms a part of and modifies the proposal and contract documents and technical specifications for the project named above. The following additions, changes and clarifications are made to the original proposal documents:

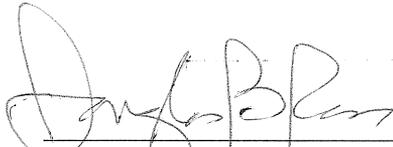
1. **Question:** Are any of the forms in Appendices A-O in color?

Answer:

- a. Appendix A: Blue ink with a blue shaded area at the top of the tax bill.
- b. Appendix F: Blue ink.
- c. Appendix G: The RFP requests a quote on both white and blue envelopes.
- d. Appendix H. The tax bill insert may be printed on colored paper so that it will stand apart from the tax bill.
- e. Appendix I & J: The shaded areas are blue.
- f. Appendix M & N: The top of the payroll and A/P checks are white, however, the bottom will be either blue (payroll) or green (A/P).

PLEASE BE ADVISED THAT THE PROPOSER MUST ACKNOWLEDGE RECEIPT OF
ADDENDUM ONE ON THE PROPOSAL SHEET SIGNATURE PAGE.

CITY OF CONCORD, NEW HAMPSHIRE

A handwritten signature in black ink, appearing to read 'Douglas B. Ross', written over a horizontal line.

DOUGLAS B. ROSS
PURCHASING MANAGER