



# Housing Authority of the City of Pittsburgh

Contracting Officer  
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## May 2, 2016 Printing and Mailing of 2016 News and Views Newsletter Spring 3 Quote Bid

### ADDENDUM NO.1

This addendum issued May 2, 2016 becomes in its entirety a part of the 3 Quote Bid as is fully set forth herein:

**Item 1:**    **Q.**    Would quantity #2 be in addition to #1?  
              **A.**    Yes

**Item 2:**    **Q.**    Would #2 be the same artwork as #1?  
              **A.**    The same artwork would be used for both print runs. The indicia would be masked off by the printer for quantity #2 (500) instead of two sets of artwork.

**Item 3:**    **Q.**    Is it possible to run both #1 and #2 at the same time?  
              **A.**    The job is to be completed within the same time frame. See item #6

**Item 4:**    **Q:**    Quantity #1 is essentially a 8.5x5.5 12 page booklet qty: 8,000 - if this size is folded, then the pages will "fan out" but if it's just the 8.5x5.5, then it will be fine. Do you want this folded?

**A:**    Quantity #1 flat size is 11 x 17, this will be folded twice to a final size of 8.5w x 5.5h. This is a self-mailer that is to be folded, stapled and tabbed for mailing. The addresses will be provided in excel.

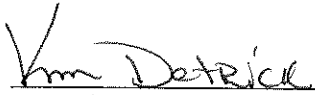
**Item 5:**    **Q:**    Quantity #2 is a 8.5x11 12 page booklet qty: 500. Does this one need to be folded?

**A:**    Quantity #2 flat size is 11 x 17 folded once to 8.5w x 11h. This is to be stapled. This size is not being used as a mailing piece.

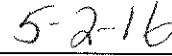
**Item 6:**    Project is to be completed within one week of receipt of approved artwork.

**Item 7:** The proposal due date, time and location remain unchanged at May 6, 2016 at 2:00 PM at the HACP Procurement Dept., 100 Ross St. 2<sup>nd</sup> Floor, Suite 200, Pittsburgh, PA 15219.

**END OF ADDENDUM NO. 1**



Mr. Kim Detrick  
Procurement Director/Contracting Officer



Date