



September 21, 2026

Quote Request – Design and Layout 2026 Fall News and Views Newsletter

ADDENDUM NO. 1

This addendum issued September 21, 2026, becomes in its entirety a part of the Quote Request as is fully set forth herein:

Item 1: Q: Are we only to submit the quote request page, or are you interested in some of our agency background and relevant samples?

A: **No, we only require the bid sheet to be submitted.**

Item 2: Q: Can you please clarify what you mean by “interactive PDF”? Currently, the News and Views Summer issue appears to be a standard PDF on the HACP website.

A: **"Interactive PDF" refers to a document with functional links. Our past digital newsletters have included clickable URLs that allow readers to learn more about specific programs or initiatives.**

Item 3: Q: Do you anticipate the vendor being awarded ongoing newsletter design/layout work after the first newsletter is completed? Or will RFPs be issued again for all future newsletters?

A: **No. That is why we are issuing this Quote Request.**

Item 4: Q: Does HACP have a vendor that they currently work with on the design/layout of the newsletter?

A: **This is a Right-to-Know request. Please contact HACP's Open Records Officer, whose information can be found on our website www.hacp.org**

Item 5: The due date is changed to September 29, 2026; time and location remain unchanged at 2:00 p.m. Bids should be emailed to Thomas.Mitchell@hacp.org.

END OF ADDENDUM NO. 1

Mr. Brandon Havranek
Associate Director of Procurement/Contracting Officer

09/21/2026

Date