



## Addendum No. 1

**DATE:** May 18, 2018

Joliet Junior College  
1215 Houbolt Road  
Joliet, IL 60431

**TO:** Prospective Respondents  
**SUBJECT:** Addendum No. 1  
**PROJECT NAME:** Printing JJC Magazine – Fall 2018 & Spring 2019  
**JJC PROJECT NO.:** B18013

This Addendum forms a part of the Bidding and Contract Documents and modifies the original bidding document as posted on the JJC website. Acknowledge receipt of this addendum as specified at the end of this document. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.

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### Questions Received:

1. Bindery specs show to insert the envelope into the back cover. Does this mean you want it just inserted loose or hung in the spine?  
***It should be hung in the spine. Also, the envelope can be inserted into the back cover or inserted in the middle – depending on what the awarded printer prefers.***
2. Can you clarify how the envelope is to be inserted. Is it actually stitched in?  
***See response to question #1. It will be stitched in. Pictured below is a sample from last year's magazine.***



**End of Addendum #1**



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**Please acknowledge receipt of these addenda by including this page with your proposal. Include your company name, printed name, title, and signature in your acknowledgement below. Failure to do so could result in disqualification of your bid.**

Issued by:

Janice Reodus  
Director of Business & Auxiliary Services  
Joliet Junior College  
815.280.6643

I acknowledge receipt of Addendum #1.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature