



FLORIDA
COMMUNITY
COLLEGE
★
AT JACKSONVILLE

August 26, 2008

ADDENDUM #2

FCCJ BID NUMBER: FCCJ #2009-4

FCCJ BID TITLE: General Mailing Services Contract

The above numbered solicitation is amended as follows: **SEE ATTACHED**

The hour and date specified for receipt of bids:

 is not extended, remains: _____
 is extended until: September 15, 2008 at 2:00 PM
 posting date is extended until: September 17, 2008
 posting removal date is: September 22, 2008

Except as provided herein, all terms and conditions of the solicitation, including changes made by all prior addenda (if any), remain unchanged and in full force and effect.

Bidders must acknowledge receipt of this addendum prior to the time set for receipt and opening of bids as specified in the solicitation, or as amended, by one of the following methods:

- (a) By signing and returning one copy of this addendum.
- (b) By acknowledging receipt on the copy of the bid submitted.
- (c) By separate letter, telegram or telephone facsimile referencing the solicitation and addendum numbers.
FCCJ FAX #632-3087

FAILURE TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If, by virtue of this addendum, you desire to change an offer already submitted, such change may be made by telegram or letter, provided such telegram or letter makes reference to the solicitation and this addendum and is received prior to the opening hour and date specified. *bc*



Dennis C. Blank
Purchasing Manager

(Complete this portion)

RECEIPT ACKNOWLEDGED:
COMPANY: _____
SIGNATURE: _____
TITLE: _____
DATE: _____

FCCJ BID #2009-4
Addendum #2

On page 8 of 15, Item #4 - Addressing - Delete reference to Cheshire w/CASS Certification and replace the entire section of item #4 with "Inkjetting from Address Data with Cass Certification"

On page 9 of 15, Item #6 - Data Processing - Delete Zip/Updating/Cass Certifications as well as reference to Produce Pres. Sens Labels 1-up and Produce Cheshire PP - 4 - up as stated in Addendum #1.

On page 9 of 15, Item #9 - Delete this item in its entirety.

On page 9 of 15, Delete reference to * = Without Certification.

On page 9 of 15, Replace ** = only with wet type roll with * = only with wet type roll.

Please replace pages 8 of 15 and 9 of 15 with the attached updated price list incorporating Addendum #1 and Addendum #2 changes.

Most mailings will be delivered to awarded vendor directly from the printer. If you have to pick-up from the College the pick-up address would be:

Florida Community College at Jacksonville - Central Stores
11 West State Street
Jacksonville, FL 32202

Any overages or shortages will be known by the College before the printer sends the mailing to the mail house.

SPECIFICATIONS

Please price the following services to include cost for all services including pick-ups and deliveries.

	LETTER SHOP FUNCTIONS	COLUMN (A)	COLUMN (B)	COLUMN (C)	COLUMN (D)
		< 1,000	1,000 - 1,999	2,000 - 10,000	> 10,000
1.	FOLDING LETTER & LEGAL SIZE PAGES				
	TRIFOLD				
	HALF FOLD				
2A.	INSERTING #10 ENVELOPES				
	1 PIECE				
	EACH ADD'L UP TO 6 PIECES				
2B.	INSERTING 6x9 ENVELOPES				
	1 PIECE				
	EACH ADD'L UP TO 6 PIECES				
3.	TABBING - SINGLE TAB				
	- DOUBLE TABS				
4.	ADDRESSING:				
	INKJETTING FROM ADDRESS DATA WITH CASS CERTIFICATION				
5.	POSTAGE APPLICATION:				
	METERING				
	STAMPS ON ROLL BY HAND MACH				
	STAMP ON SHEET BY HAND *				
	OPTIONAL INKJET OF INDICIA				
6.	DATA PROCESSING:				
	ZIP/CASS W/O MAILING				
	MERGE/PURGE/DEDUPE				
	MAILING REPORTS-CASS/3602S				
	DIGITIZE/SCAN SIGNATURES/LOGOS				

	LETTER SHOP FUNCTIONS (con't)	COLUMN (A)	COLUMN (B)	COLUMN (C)	COLUMN (D)
		< 1,000	1,000 - 1,999	2,000 - 10,000	> 10,000
7.	LASER LETTERING				
	SETUP LTR AND DIGITIZE				
	PRINT LTRS W/MERGED DATABASE				
8.	CARRIER ROUTE SORTATION (STD. RATES MINUS CR RATES/2=)				
	Cost (if any) to pick up a mailing project from the College.				
	TOTAL	\$ _____	\$ _____	\$ _____	\$ _____
	GRAND TOTAL A+B+C+D	\$ _____			

* = only with wet type roll

Successful bidder will be required to sign a confidentiality agreement prior to commencing service.