

March 5, 2021

**Subject: RFQ #1931-A: Water System #10 Regular Window Envelopes  
Addendum #1**

Gentlemen/Ladies:

Below, please find responses to questions, clarification, or additional information for the above referenced Request for Quotes. You will need to consider this information when preparing your quote.

1. **On the specification for the envelopes, you request a "standard window envelope" with a 1-1/2" x 4-1/2" window size - a standard window is 1-1/8" x 4-1/2". I wanted to confirm that the specifications didn't have a typo or if you were looking for a custom window envelope.**

The specifications needed are 1-1/2" X 4-1/2" window size, so it would be a custom window envelope.

2. **What is the position of the window from the left side and the bottom of the envelope?**

Position 7/8" from left; 5/8" from bottom.

3. **Also in that same point it says "black ink." Is this the color of the inside tint?**

It's the color of the ink on the outside of the envelope with the address and "RETURN SERVICE REQUESTED."

Received by (Name): \_\_\_\_\_ Company \_\_\_\_\_

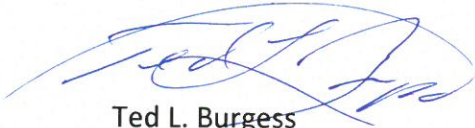
Note: If this addendum is not returned to the Fayette County Purchasing Department or if it is returned not signed, responding individuals, companies or other organizations will still be responsible for the requirements of this addendum and the specifications or changes herein.

The opening date for this RFQ has not changed. **The opening time and date are 3:00 p.m., Tuesday, March 16, 2021.** Quotes must be received by the Purchasing Department at the address above, Suite 204, at or before the opening date and time.

Questions regarding this solicitation will be accepted until **3:00 p.m., Tuesday, March 9, 2021.** After that, we will not be able to respond to any inquiries about this project.

If you have questions, please contact Natasha Duggan, Contract Administrator at (770) 305-5150, fax (770) 719-5534 or email at [nduggan@fayettecountyga.gov](mailto:nduggan@fayettecountyga.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Ted L. Burgess", is written over a faint, circular watermark or stamp.

Ted L. Burgess  
Director of Purchasing