



PURCHASING DEPARTMENT  
DIVISION OF BUDGET & FINANCE

100 West Washington Street, Room 3200 | Hagerstown, MD 21740-4748 | P: 240.313.2330 | F: 240.313.2331  
[www.washco-md.net](http://www.washco-md.net)

**Q-17-638**

**ADDENDUM NO. 1**

**FORMAL QUOTATION REQUEST**

**PRINTING OF WASHINGTON COUNTY FITNESS AND RECREATION DEPARTMENT'S  
SEASONAL PROGRAM SCHEDULES**

**DATE: Tuesday, May 2, 2017**

**QUOTES DUE: Wednesday, May 24, 2017  
3:00 P.M.**

To Bidders:

This Addendum is hereby made a part of the Request for Quotation (RFQ) Documents on which all quotations will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of one (1) page.

**NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible, and must use the elevator to access the Purchasing Department to submit their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administration Complex at 100 West Washington Street, Hagerstown. The new measures took effect Tuesday, February 14, 2017. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include, but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.**

**ITEM NO. 1: Inquiry: Should Postage rates be included in our bid submission?**

**Response: No.**

By Authority of:

Karen R. Luther, CPPO  
Director of Purchasing

*(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)*