



Office of Purchasing/Contract Management
3410 Taft Boulevard Wichita Falls, Texas 76308-2099

January 23, 2020

ADDENDUM THREE (3)

RE: RFP 735-20-4326 Sunwatcher Magazine Printing & Magazine Services

TO WHOM IT MAY CONCERN,

The following questions had been submitted and received the following responses.

- Would you accept a trim size of 8.5 x 10.875? **No.** See Section 6.1 of the RFP for correct trim size.
- What grade of paper should we quote for the cover and the body of the magazine See Section 6.1 of the RFP for grade of paper for the cover and inside pages. See Addendum 2 regarding cover coating.
- When do you typically upload page files? We would like to provide a sample schedule for review All files will be uploaded when the job is complete and print prepped. Allowing two weeks for proofs and printing.
- Does this magazine mail as Periodical class or Marketing Mail (Standard Class) ? Periodical class non profit.
- Where do we ship the stock/mock-up samples to and addressed to whom? Please see Section 1.2 of the RFP for the mailing address and Section 4.1 regarding identification of samples.
- Will you need a sample/proof of the magazine and will you be providing a file for production? Please see Section 6.1 of the RFP noting the following: Printer will provide hard copy proofs including digital blueline and color proofs & electronic files will be uploaded to FTP site.

The deadline for questions has now passed. No additional questions will be accepted at this time.

Regards,

Joseph J. Mrugalski Jr.
Purchasing/Contract Management

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