

**UTILITIES COMMISSION  
City of New Smyrna Beach, Florida  
200 Canal Street  
P.O. Box 100  
New Smyrna Beach, Fl. 32170-010**

October 10, 2017

RE: RFP 21-17 Bill Stock and Envelopes ADDENDUM **No. 1**

To prospective vendors:

The Utilities Commission is issuing the following addendum. **As such it becomes an integral part of the bid and must be acknowledged by the return of this signed form, with your bid, acknowledging receipt of the addendum.**

The following questions have been asked and are answered below:

- 1) My purchasing department is asking for a copy of your last bid tabulation, or a copy of your current contract pricing for your Statement forms and Envelopes. Would you be able to supply that information to me?

*A copy of the current purchase order is included as part of this addendum.*

**Acknowledgment of Receipt of Addenda No. 1**

Company\_\_\_\_\_

Title\_\_\_\_\_

Signature\_\_\_\_\_

**Utilities Commission, NSB**

P.O. Box 100  
200 Canal Street  
New Smyrna Beach FL 32170-0100



**Purchase Order No.**

**PO00013560**

P.O. number must appear on all correspondence.

Date: 9/15/2016

**Vendor:**

DIGITAL PRESS INC./DIV. OF FL FOLDER SERVICE  
DBA DIGITAL PRESS INC.  
1808 CONCEPT CT.  
DAYTONA BEACH FL 32114

Attention: Lorena Knox  
Phone: (386) 271-6500 Ext. 0000  
Fax: (386) 767-8702 Ext. 0000  
Vendor #: DIGI104

**Ship To:**

200 Canal Street  
New Smyrna Beach FL 32168

Confirm With: Customer Svc  
Page: 1

**PLEASE FAX ORDER CONFIRMATION TO:  
(386) 424-2748**

Please ship merchandise subject to conditions printed on this order. State Sales Tax Exemption Certificate No. 85-8015993556C-0

^ Changed Since the Previous Revision

L/N	Item Number	Req. Date	U/M	Ordered	Unit Price	Ext. Price
Description						Project
1	*ANNUAL CONTRACT Utility Bill Stock	10/25/2017	EA	325	\$43.1500	\$14,023.75
Based on Terms, Conditions, Specs RFQ 16-0070; Price per 1,000; Lead: 10 Working Days ARO						
2	*ANNUAL CONTRACT Special #10 Envelope	10/25/2017	EA	325	\$30.1600	\$9,802.00
Based on Terms, Conditions, Specs RFQ 16-0070; Price per 1,000; Lead: 10 Working Days ARO						
3	*ANNUAL CONTRACT Special #10 w/Leaf in Green Ink	10/25/2017	EA	325	\$35.4200	\$11,511.50
Based on Terms, Conditions, Specs RFQ 16-0070; Price per 1,000; Lead: 10 Working Days ARO						
4	*ANNUAL CONTRACT Standard #9 Envelope	10/25/2017	EA	325	\$26.4000	\$8,580.00
Based on Terms, Conditions, Specs RFQ 16-0070; Price per 1,000; Lead: 10 Working Days ARO						

520-999-903-9407  
Quantities Estimated; Ordered As Needed/As  
Directed

<b>Subtotal</b>	\$43,917.25
<b>Trade Discount</b>	\$0.00
<b>Freight</b>	\$0.00
<b>Miscellaneous</b>	\$0.00
<b>Tax</b>	\$0.00
<b>Order Total</b>	\$43,917.25

Unless otherwise stated herein all prices are F.O.B "Ship To" point listed above with freight prepaid by shipper.  
All Invoices will be paid within 30 days of: Receipt of Invoice, Receipt of Goods or Acceptance of Worked Performed.

\_\_\_\_\_  
**Authorized Signature**