



August 25, 2022

ADDENDUM NO.: Two

TO ALL OFFERORS:

REFERENCE: Request for Proposal No: **RFP# KLN-1158**
Dated: August 11, 2022
Commodity: *Athletic Award Frames*
RFP Closing On: September 9, 2022, at 2:00 p.m.

Please note the clarifications and/or changes made on this proposal:

1. Will the vendor be responsible to supply the varsity letter?

The vendor shall be responsible for supplying the Varsity Letter.

2. Is there a specific source to use for the varsity letter or is this up to the vendor with JMU approval?

There are specific colors and designs that the vendor will present for approval to the University, prior to creation of the Varsity Letter Award Frames.

3. The sample Varsity Letter Frame to be submitted with proposal can be a sample from another school, correct?

The sample frame submitted in the proposal should be a representation of what it would look like for the JMU Varsity Letter Frame to give the best representation of what the actual product will look like.

Signify receipt of this addendum by initialing "*Addendum #2*_____" on the signature page of your proposal.

Sincerely,

Krista Nealis
Buyer Senior
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