



**August 18, 2021**

**ADDENDUM NO.: One**

**TO ALL OFFERORS:**

**REFERENCE:** Request for Proposal No: **RFP# DMS-1123**  
Dated: August 9, 2021  
Commodity: *Madison*, the JMU Magazine  
RFP Closing On: September 9, 2021 at 2:00 p.m.

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

1. Question: "Gatefold" inserts between 16 or 32p sigs?  
**Answer: 16**
2. Question: How is the university handling the unpredictable shipping and paper markets in terms of surcharges and paper increases?  
**Answer: Case by case**
3. Question: Have you considered co-mailing?  
**Answer: Yes**
4. Question: When would contract start?  
**Answer: Winter 2022 issue (December 2021)**
5. Question: Are eight (8) copies necessary?  
**Answer: Hardcopy proposal submission is required.**
6. Question: Is the university willing to trim the overall size to 8.375" x 10.875"?  
**Answer: The university is not interested or willing to trim the overall size.**

Signify receipt of this addendum by initialing "*Addendum #1* \_\_\_\_\_" on the signature page of your proposal.

MSC 5720  
752 Ott Street, Room 1042  
Wine Price Building  
Harrisonburg, VA 22807  
Office of 540.568.3145 Phone  
PROCUREMENT SERVICES 540.568.7935 Fax

Sincerely,

A handwritten signature in black ink, appearing to read "Dana Simmers". The signature is fluid and cursive, with the first name "Dana" being more prominent than the last name "Simmers".

Dana Simmers  
Buyer Senior  
Phone: 540-568-5113