



**ADDENDUM No. 1**

**APRIL 13, 2018**

Solicitation Title: Utility Bill Printing and Mailing Services

Solicitation No.: IFB 40-17-18 Opening Date: **FRIDAY, APRIL 27, 2018**  
**BY NO LATER THAN 3:30 PM**

Attention all potential bidders:

- MUST Addendum:** Read carefully and follow all instructions. Information included in this Addendum will have a material impact on the submittal for this solicitation. All "MUST" addenda are considered a matter of responsiveness. "MUST" addenda must be acknowledged on Form "A-5. Failure of a Submitter to acknowledge the addenda may be cause for rejection of the bid.

**To all prospective bidders, please note the following changes and clarifications:**

1. The deadline for submittal for proposals has been extended as follows:

**SUBMITTAL DEADLINE:**

~~FRIDAY, APRIL 20, 2018~~ **FRIDAY, APRIL 27, 2018** BY NO LATER THAN 3:30PM  
(LOCAL TIME)

**AMENDED TO READ:**

Please submit one (1) original Bid, one (1) copy of the original Bid and one (1) digital copy on compact disk (CD) or USB Flash Drive either by mail or hand delivery in response to this Solicitation. Bids are to be submitted in a sealed envelope bearing the name of the individual and/or company, and the address as well as the number and title of this Solicitation by no later than the Submittal deadline specified in the Solicitation Timetable below. **All Bids received on a timely basis shall be opened and read immediately after the Submittal deadline has passed in the Office of the City Clerk, located on the First Floor of City Hall.** Bids received after said date and time will not be considered and no time extensions will be permitted. Bids must be addressed to the City of North Miami, Office of the City Clerk, 776 N E 125th Street, North Miami, Florida 33161. Please clearly mark Bids as follows:

For any other questions, clarification can be found in the specifications.  
All other terms, conditions and specifications remain unchanged for this solicitation.

**End of Addendum**