

Commissioners

MARISEL A. HERNANDEZ, Chair
WILLIAM J. KRESSE, Commissioner/Secretary
JUNE A. BROWN, Commissioner
CHARLES HOLIDAY, JR., Executive Director



CLARIFICATION NO.1

Monday, May 6, 2024

For

IFB: Voter Canvass Mailing & Second Notice for the November 2024 General Election

The information contained in this Clarification No.1 is hereby incorporated by reference into the original Invitation for Bid (IFB) issued on Friday May 3, 2024.

The Chicago Board of Election Commissioners (Board) is hereby clarifying the Specifications for the Canvass Mailing and Second Notice and to address the questions regarding mail dates, artwork, Pricing Table and Purchase Order.

Bids are due May 17, by 11:00 A.M. Central Standard Time (CST)

CLARIFICATION:

- The Board will accept quotes for both 7pt and 9pt paper - but 9pt is the Board's preference.
- Both Forms are Presorted First-Class Mail.
- For Form 407C, the use of both spot glue or wafer seal is acceptable.
- For Form 407C, the use of perforation for the Voter Registration card is optional – the Board will accept bids that include no perforation.
- The Board's expected delivery of Voter Canvass (Form 407C) for July 2024 is flexible.
- Purchase Order will be issued within 3 days after the Board's approval.
- Artwork and data files will be issued within 3 days after the Board's approval.
- Attached – PDF samples of the previous Voter Canvass and Second Notice.
- Attached - Pricing Table with tiered pricing options for Form 403C.

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NOTICE OF CLAIFICATION NO. 1

INVITATION FOR BID (IFB): Voter Canvass Mailing & Second Notice for the November 2024 General Election

Bidders must acknowledge receipt of this Clarification No. 1 with the IFB. Bidders are to complete and include the Acknowledgement as an Attachment to the IFB.

May 6, 2024

Clarification Receipt Acknowledgment CLARIFICATION ACKNOWLEDGEMENT RECEIPT

I hereby acknowledge receipt of Clarification No.1 to the Invitation for Bid named above and further state that I am authorized to execute this Acknowledgment on behalf of the company listed below.

Signature of Authorized Individual Title

Name of Authorized Individual Company Name
(Type or Print)

Business Telephone Number

Bidder: Must complete and return this Clarification Acknowledgment Receipt as an Attachment to the IFB.