



CITY OF
ARCADIA

Administrative Services Department

240 West Huntington Drive | Post Office Box 60021
Arcadia, CA 91066-6021
(626) 574-5424 | Fax: (626) 821-0092 | ArcadiaCA.gov

Addendum Number 1 Request for Proposals Citywide Printing Services

All prospective proposers are hereby notified of the following changes to the Request for Proposals for Citywide Printing Services, which are to be received by the City of Arcadia, Office of the City Clerk at 240 W Huntington Drive, Arcadia, CA 91007, **no later than 11:00 a.m. on Thursday, May 14, 2026.**

The intent of this Addendum No. 1 is to notify prospective proposers of updates to the Required Forms and Attachments.

I. The following changes shall be acknowledged:

1. In the “Required Forms and Attachments” section of the Instructions (page 4 of the RFP), it is stated that proposals submitted without the specified required forms and/or attachments may be deemed non-responsive and subject to rejection. Please note that costs must be provided for all items A–O on the cost proposal sheet. Proposals that include costs for only a subset of items listed A–O will also be deemed non-responsive and subject to rejection.
- II. All other terms, conditions, and specifications relative to this Request for Proposal shall remain the same. The submitted proposal shall indicate acknowledgment of receipt of this Addendum No. 1.

RECEIVED AND POSTED IN CITY COUNCIL
CHAMBERS, CITY CLERK'S OFFICE,
LIBRARY, AND ONLINE.
By Rachele Arellano at 4:07 pm, Apr 20, 2026



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All proposers must acknowledge receipt of this addendum by signing below and attaching this receipt to the submitted proposal as indicated. Failure to do so may render the proposal non-responsive and subject to rejection.

Company Name

Contact Name (Printed)

Address

City, State, Zip

Phone Number

Email Address

Signature

Title

Date

Date: April 20, 2026

BY ORDER OF THE CITY OF ARCADIA

By

Monica Li
Buyer