



Forsyth County Procurement

Donna H. Kukarola, CPPO, CPPB, Director

July 15, 2020

ADDENDUM #3

RFP 20-87-3340

For: **Printing and Mailing of Utility Bills (Water & Sewer)**

This addendum supersedes and supplements all portions of the bidding documents and becomes part of the contract documents for the above-referenced project.

Where any item called for in the specifications or indicated on the drawings is supplemented hereby, the original requirements shall remain in effect.

Where any original item is amended, voided or superseded hereby, the provision of such item not so specifically amended, voided or superseded shall remain in effect.

Response to questions received: *(response in italics)*

1. Is it possible to get samples of the different current forms that are being produced ?
Please see attached sample. Actual bills may have additional information or messages included.
2. Can you specify what the Maximum Number of Pages would be to a single address ?
There is no way to guarantee a maximum number going to a single address. That would be dependent on a multiple factors, such as how many homes a builder is working on in an area. There is one package that goes to the school system and contains @ 110 pages. The school's mailing must be sent via traceable format – i.e. FedEx or Priority Mail.
3. Are the additional inserts used for a period of time or can they possibly change from batch to batch ?
Inserts are normally used for a period of a month, but we have done cycle specific inserts.
4. On Multi-page Statements, does it matter if the Postal Barcode is only printed on the Statement that shows through the Window or do they ALL need to have the Postal Barcode ?
It is preferred that the first page of each account's bill have the Postal Barcode.

END OF ADDENDUM #3



FORSYTH COUNTY
 Water and Sewer Department
 P.O. Box 100003
 Cumming, GA 30028-8303

www.forsythco.com

Customer Service & After Hours: (770) 781-2160
 Normal Office Hours:
 8:30 a.m. - 5:00 p.m. M - F Except Holidays

Summary of Charges

Previous Balance	16.23
Payment - Thank you! 06/18/2020	-16.23
Amount Due if Paid On or Before 07/16/2020	14.73
Amount Due if Paid After 07/16/2020	16.20

Account Summary

Account Number (LocationID-CustomerID)	111111-111111
Bill Date	06/26/2020
Current Charges	\$14.73
Current Charges Due	07/16/2020
Total Due	BANK DRAFT
Service Address:	123 Any Street

Messages

Balance Due may not reflect payments or charges posted within three days of the statement date.

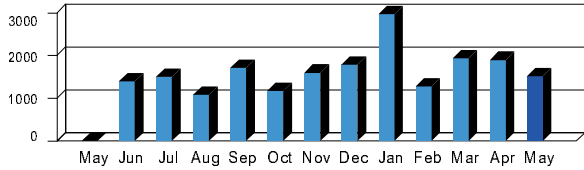
FCW&S no longer makes courtesy calls before disconnecting service for non-payment.



www.forsythco.com/Departments-Offices/Water-Sewer/Water-Quality-Reports

ANNUAL WATER CONSUMPTION COMPARISON

13 Month Water History
 Gallon Usage



DETACH AND RETURN THIS REMITTANCE PORTION OF THE BILL WITH YOUR PAYMENT

PLEASE DO NOT STAPLE CHECK TO STUB



***** EFT Payment *****
Payment Coupon

Please include your Account Number on your check.
 Make check payable to Forsyth County.



000001403 I=0000

PREVIOUS BALANCE	CURRENT MONTH	TOTAL DUE	AMOUNT ENCLOSED
\$0.00	\$14.73	\$14.73	***EFT***

Account Number:	111111-111111
Bill Date:	06/26/2020
Due Date:	07/16/2020

Forsyth County
Water and Sewer Department
P.O. Box 100003
Cumming GA 30028-8303

ANY CUSTOMER
 123 ANY STREET
 CUMMING GA 30041-????

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Monthly Billing Detail

Service Dates	Meter Number	Prev Read	Curr Read	Multiplier	Consumption
05/12/2020 - 06/11/2020	99999999	11552	11703	10	1510

<u>Service Description</u>	<u>Rate</u>	<u>Amount</u>	<u>Total</u>
RES 3/4 Minimum Charge	12.85000	12.85	
TIER 1	0.00362	1.88	
			14.73

Just Say **NO** to Snail Mail
 Visit www.forsythco.com to
 Pay your invoice online or
 Schedule Automatic Payments.



**Sign Up for Emergency,
Water and Weather Alerts**

Text SWIFT911 to 99538
 to download the Swift911 Public app

Or sign up online:
forsythco.com



To Update Your Contact Information:

First Name _____ Middle Initial _____ Last Name _____

Street Address _____ City _____ State _____ Zip _____

Home Telephone Number () _____ Business Telephone Number () _____

Cell Telephone Number () _____ Email Address _____



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