



SEDGWICK COUNTY, KANSAS
DIVISION OF FINANCE

Purchasing Department

100 N. Broadway, Suite 610 ~ Wichita, KS 67202

Phone: 316 660-7255 Fax: 316 660-1839

<http://sedgwickcounty.org/finance/purchasing.asp>

**ADDENDUM #1
RFB #23-0023
PAPER STOCK**

May 8, 2023

The following is to ensure that vendors have complete information prior to submitting a proposal. Here are some clarifications regarding the bid for *Paper Stock* for *various departments*.

Questions and/or statements of clarification are in **bold** font, and answers to specific questions are *italicized*.

- 1. At first glance, I am not seeing any ship to information. Would these items be shipping to one warehouse? If not, how many ship to locations could we be looking at?**

Sedgwick County has at least 112 locations shown on the attached spreadsheet. This list is not all inclusive and is subject to change as offices move. 20#, text, 8.5"x 11, will be the stock delivered as needed to the departments listed. The miscellaneous other stocks will be delivered to the print shop at 510 N. Main, Suite 202, Wichita, KS, 67203 address.

- 2. The usage on some items is smaller and so we need to know if we are going to be looking at several small orders when considering pricing.**

Typically, stocks are ordered as needed and as per the Print Shop's storage space. Otherwise, the vendor is expected to have the stocks stored until needed.

Firms interested in submitting a *bid*, must respond with complete information and **deliver on or before 1:45 pm CDT, May 16, 2023**. Late *bids* will not be accepted and will not receive consideration for final award.

"PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM ON THE *BID* RESPONSE PAGE."

Jaimee Witmer
Purchasing Agent

JW/ch

Department	Sub Department	Locator	Address	Floor	Room	City	State	Zip
Administrative services	Fleet	-	1021 Stillwell	1st floor	-	Wichita	KS	67213
Administrative services	Courthouse police	Main courthouse	525 N Main	1st floor	112	Wichita	KS	67203
Administrative services	Project services	Ronald Reagan Bldg	271 W 3rd St N.	3rd floor	323	Wichita	KS	67203
Administrative services	BoCC	Ruffin bldg	100 N Broadway	6th floor	660	Wichita	KS	67202
Administrative services	County counselor	Ruffin bldg	100 N Broadway	6th floor	650	Wichita	KS	67202
Administrative services	Managers office	Ruffin bldg	100 N Broadway	6th floor	630	Wichita	KS	67202
Appraiser	Appraiser	Ronald Reagan Bldg	271 W 3rd St N.	5th floor	501	Wichita	KS	67202
Central services	Tax call center	Historic courthouse	510 N Main	5th floor	501	Wichita	KS	67203
Central services	Comcare call center	Historic courthouse	510 N Main	6th floor	602	Wichita	KS	67203
Central services	Printing Center	Historic courthouse	510 N Main	2nd floor	202	Wichita	KS	67203
Central services	Mailing room	Historic courthouse	510 N Main	2nd floor	264	Wichita	KS	67203
Central services	Records	Main courthouse	525 N Main	Basement	mezzanine	Wichita	KS	67203
ComCare	Adult services	Harry Street Mall	4035 E Harry			Wichita	KS	67218
ComCare	Medical records	Ronald Reagan Bldg	271 W 3rd St N.	6th floor	600	Wichita	KS	67202
ComCare	Administration	Ronald Reagan Bldg	271 W 3rd St N.	6th floor	600	Wichita	KS	67202
ComCare	Community crisis center	-	635 N Main			Wichita	KS	67203
ComCare	SCOAP, Offender Assessment Program	-	1720 Morris	1st floor	101	Wichita	KS	67211
ComCare	Children's services	-	350 S Broadway			Wichita	KS	67202
ComCare	Medical services	-	1919 N Amidon	1st floor	130	Wichita	KS	67203
ComCare	CCC - Community Crisis Center	-	635 N Main			Wichita	KS	67203
ComCare	CSS - Community Support Services	-	1929 W 21st N			Wichita	KS	67203
ComCare	CSS - Center City	-	402 E 2nd	2nd floor		Wichita	KS	67202
Communications	-	Ruffin bldg	100 N Broadway	6th floor	640	Wichita	KS	67202
Corrections	Drug Court	Harry Street Mall	3803 E Harry	1st floor	121	Wichita	KS	67218
Corrections	Pretrial	Harry Street Mall	3803 E Harry	1st floor	121	Wichita	KS	67218
Corrections	JFS, Juvenile field services	Harry Street Mall	3803 E Harry	1st floor	125	Wichita	KS	67218
Corrections	CJA, Criminal Justice Alternatives	Harry Street Mall	3803 E Harry	1st floor	121	Wichita	KS	67218
Corrections	AFS, Adult field services	-	905 N Main			Wichita	KS	67203
Corrections	Administration	-	700 S Hydraulic			Wichita	KS	67211
Corrections	Training	-	700 S Hydraulic			Wichita	KS	67211
Corrections	JJAC, Juvenile intake & assessment center	-	700 S Hydraulic			Wichita	KS	67211
Corrections	JDF, Juvenile detention facility	-	700 S Hydraulic			Wichita	KS	67211
Corrections	JRF, Juvenile residential facility	-	700 S Hydraulic			Wichita	KS	67211
Corrections	ARES/WR - Adult Residential & Work Release	-	622 E Central			Wichita	KS	67202
County clerk	-	Ruffin bldg	100 N Broadway	1st floor	100	Wichita	KS	67202
District Attorney	Gang unit	Courthouse annex	535 N Main	1st floor		Wichita	KS	67203
District Attorney	Work/copy room	Courthouse annex	535 N Main	1st floor		Wichita	KS	67203
District Attorney	Case coordination	Courthouse annex	535 N Main	2nd floor		Wichita	KS	67203
District Attorney	Traffic	Courthouse annex	535 N Main	1st floor		Wichita	KS	67203
District Attorney	Administration	Main courthouse	535 N Main	annex		Wichita	KS	67203
District Attorney	Juvenile division	-	1900 E Morris	1st floor	A131	Wichita	KS	67211
District Attorney	Juvenile / Probate	-	1900 E Morris	1st floor	176	Wichita	KS	67211
District Court	Drug Court	Historic courthouse	510 N Main	3rd floor		Wichita	KS	67203
District Court	Protection from abuse	Main courthouse	525 N Main	1st floor	134	Wichita	KS	67203
District Court	Jury room	Main courthouse	525 N Main	1st floor		Wichita	KS	67203
District Court	Trustee	Main courthouse	525 N Main	7th floor		Wichita	KS	67203
District Court	Records	Main courthouse	525 N Main	6th floor	616	Wichita	KS	67203
District Court	Court trustee	Main courthouse	525 N Main	6th floor		Wichita	KS	67203
District Court	Criminal clerk	Main courthouse	525 N Main	7th floor	714	Wichita	KS	67203
District Court	Pre-sentence investigations	Main courthouse	525 N Main	1st floor	113	Wichita	KS	67203
District Court	Court trustee	Main courthouse	525 N Main	9th floor		Wichita	KS	67203
District Court	Administration	Main courthouse	525 N Main	11th floor		Wichita	KS	67203
District Court	Civil department	Main courthouse	525 N Main	11th floor		Wichita	KS	67203
District Court	Appeals	Main courthouse	525 N Main	6th floor	616	Wichita	KS	67203
District Court	-	Main courthouse	525 N Main	7th floor	714	Wichita	KS	67203
District Court	Court trustee IVD	Main courthouse	525 N Main	6th floor		Wichita	KS	67203
District Court	Court trustee IVD	Main courthouse	525 N Main	7th floor		Wichita	KS	67203
District Court	Court trustee NIVD	Main courthouse	525 N Main	9th floor		Wichita	KS	67203
District Court	Traffic / criminal	Main courthouse	525 N Main	7th floor	714	Wichita	KS	67203
District Court	Court reporters	Main courthouse	525 N Main	11th floor		Wichita	KS	67203
District Court	Court reporters	Main courthouse	525 N Main	5th floor	562	Wichita	KS	67203
District Court	Adult probation	Main courthouse	525 N Main	Basement		Wichita	KS	67203
District Court	Juvenile/probate judge aides office	-	1900 E Morris	1st floor	172	Wichita	KS	67211
Elections	-	Historic courthouse	510 N Main	1st floor	101	Wichita	KS	67203
Extension Center	-	-	7001 W 21st N.			Wichita	KS	67212
Finance	Administration	Ruffin bldg	100 N Broadway	6th floor	610	Wichita	KS	67202
Finance	Risk management	Ruffin bldg	100 N Broadway	6th floor	610	Wichita	KS	67202
Human resources	-	Historic courthouse	510 N Main	3rd floor	306	Wichita	KS	67203
Information Technologies	Help desk	Historic courthouse	510 N Main	2nd floor	201	Wichita	KS	67203
Information Technologies	Administration	Historic courthouse	510 N Main	3rd floor	TBD	Wichita	KS	67203
Information Technologies	GIS - Graphic Information Services	Main courthouse	525 N Main			Wichita	KS	67203
Public safety	Fire District 1	-	7750 N Wyandotte Way			Park City	KS	67147
Public safety	Fire Station #31	-	6331 N 24th W.			Andale	KS	67001
Public safety	Fire Station #32	-	7750 N Wyandotte Way			Park City	KS	67147
Public safety	Fire Station #33	-	10625 W 53rd N.			Maize	KS	67101
Public safety	Fire Station #34	-	334 N Main			Haysville	KS	67060
Public safety	Fire Station #35	-	1535 S 199th W			Goddard	KS	67052
Public safety	Fire Station #36	-	5055 S Oliver			Wichita	KS	67210
Public safety	Fire Station #37	-	4343 N Woodlawn			Wichita	KS	67220
Public safety	Fire Station #38	-	1010 N 143rd E			Wichita	KS	67230
Public safety	Fire Station #39	-	3610 S 263rd W			Garden Pl	KS	67050
Public safety	Emergency Communications	Public safety bldg	714 N Main	2nd floor		Wichita	KS	67203

Public safety	Emergency Management	Public safety bldg	714 N Main			Wichita	KS	67203
Public safety	MABCD - Metropolitan Area Building & Construction Department	Ronald Reagan Bldg	271 W 3rd St N.	1st floor	101	Wichita	KS	67202
Public safety	Fire District 1 offices	-	7750 Wild West Drive			Park City	KS	67147
Public safety	RFSC - Regional Forensic Science Center	-	1109 N Minneapolis			Wichita	KS	67214
Public safety	EMS - Emergency Medical Service	-	1015 Stillwell			Wichita	KS	67213
Public services	SCDDO - Developmental Disability Organization	Ark Valley Lodge	615 N Main			Wichita	KS	67203
Public services	Health department	East	1900 E 9th			Wichita	KS	67214
Public services	Health protection - TB Control	East	1900 E 9th St North			Wichita	ks	67214
Public services	Health department	Healthy Babies	1900 E 9th St North			Wichita	KS	67214
Public services	Parks - SC county park	Horseshoe Lake	6501 W 21st North			Wichita	KS	6212
Public services	Parks - Lake Afton	Lake Afton	24600 W 39th St. South			Goddard	KS	67052
Public services	Aging	Ronald Reagan Bldg	271 W 3rd St N.	5th floor		Wichita	KS	67202
Public services	Health department	West	2716 W Central			Wichita	KS	67203
Public services	Health department	WIC - Clifton	1131 S Clifton		A	Wichita	KS	67218
Public services	Health department	WIC - Stanley	1749 S Martinson			Wichita	KS	67213
Public services	Zoo	-	5555 Zoo Blvd			Wichita	KS	67212-1698
Public works	Environmental Resources	-	1144 S Seneca			Wichita	KS	67213
Register of deeds	-	Ruffin bldg	100 N Broadway	1st floor	105	Wichita	KS	67202
Sheriff	-	Main courthouse	525 N Main	8th floor		Wichita	KS	67203
Sheriff	Adult detention	Adult detention bldg	141 W Elm	1st floor		Wichita	KS	67203
Sheriff	Administration	Adult detention bldg	141 W Elm	2nd floor		Wichita	KS	67203
Sheriff	Investigations	Adult detention bldg	141 W Elm	1st floor		Wichita	KS	67203
Sheriff	Records unit	Adult detention bldg	141 W Elm	1st floor		Wichita	KS	67203
Sheriff	ORU - Offender Registration Unit	Harry Street Mall	3803 E Harry	1st floor	119	Wichita	KS	67218
Sheriff	LETC - Law Enforcement Training Center	WSU innovation campus	4310 E. 19th St N			Wichita	KS	67208
Sheriff	EMCU	-	1211 S Emporia			Wichita	KS	67211
Sheriff	PSU	-	604 N Main			Wichita	KS	67203
Treasurer	Tag office	East	5320 E Kellogg			Wichita	KS	67218
Treasurer	Tax office	Ruffin bldg	100 N Broadway	1st floor	100	Wichita	KS	67202
Treasurer	Tag office	West	2525 W Douglas			Wichita	KS	67213