

## RFP 2018-10 PRINTING AND MAILING OF PERSONAL PROPERTY DECLARATION FORMS - QUESTIONS AND ANSWERS

Q: Please clarify the quantities listed on the number of Exhibit A forms.

A: There is an addendum posted on the quantities.

Q: Can you provide the bid award information from the last time this project went to bid? Including the current vendor and pricing?

A: This project was not bid this way the prior years. This is the first time. The information requested is a Sunshine Request and will need to be requested through the office of the County Clerk.

Q: From examples A-D it appears that the variable information will be printed in color is that correct? The mailing addresses on the forms appear to be in green.

A: Yes, to both of those

Q: Can you provide a data map of all of the variable information that will print on examples A-D?

A: Yes, it is posted as part of the addendum labeled "Data File/Mapping."

Q: Can you provide the window size and location for both envelopes?

A: There is an addendum that shows a clearer picture of the envelopes. The sizes are as follows: Exhibit F – 9 ½ x 4 1/8 envelope with a window of 4 ¾ x 3, Exhibit E – 8 ¾ x 3 ¾ envelope with a window of 4 ¼ x 2

Q: Are there physical samples that can be picked up? Especially the envelope?

A: Yes, they are available at the Purchase Department