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**PRINTING AND DISTRIBUTION OF OPEN ENROLLMENT AND
REGULATORY HEALTH BENEFITS MATERIALS FOR
STATE OF MARYLAND EMPLOYEES AND RETIREES**

IFB No. F10B8400030

**Q&A #3
ISSUED JANUARY 16, 2018**

Ladies/Gentlemen:

This List of Questions and Answers #3, questions 60 through 65, is being issued to clarify certain information contained in the above named IFB.

Question 60: Can you clarify pricing for lines 42 & 43 (Mail House/Fulfillment Services)? Are those entered as per piece or the total expected quantity per line (55,000 & 80,000)?

Answer: Those prices are entered on the total expected quantity per line not per piece, as indicated by the fact that on the bid form the pricing entered is multiplied by one to get the total.

Question 61: Regarding documentation: It is unclear whether the Conflict of Interest Affidavit and Disclosure is required. Section 4.31 says "Bidders shall complete and sign the Conflict of Interest Affidavit and Disclosure (Attachment H)." Attachment H is the Non-Disclosure Agreement. Attachment G, Conflict of Interest Affidavit and Disclosure, says the solicitation does not require a Conflict of Interest Affidavit and Disclosure. This is a little confusing.

Answer: Attachment H, Non-Disclosure Agreement is required. Attachment G, Conflict of Interest Affidavit and Disclosure, is not.

Question 62: Because of the naming used in the various packets, cannot be 100% sure which sections mail versus those that ship. Clarification would be much appreciated.

Answer: The Active, Satellite, and Satellite Retiree packets are delivered in bulk to the agencies (i.e., shipped). Section 2.3.1.5. The Retiree and Direct Pay packets are mailed. Section 2.3.1.6.

Question 63: They also indicate "deliver to meet deadlines" as if there might be multiple events which we cannot be determine if that is the case.

Answer: As stated in Question 17 (Q&A #1), items will be not all be printed at the same time. They will be printed in accordance with the project plan, to be determined after Contract award with input from the Contractor.

Question 64: Is each line item a single complete event?

Answer: Each line item is not a single complete event. Items will be printed and delivered based on the project plan, which will be determined after Contract award with the Contractor.

Question 65: No page count for line item #21 + #22 on the master list

Answer: Line item #21 has a count of 2500 on the bid form. Line item #22 has a count of 500.