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Addendum # 1 Sample Ballot Printing and Mailing

Date of Addendum: April 19, 2018

NOTICE TO ALL BIDDERS AND PLANHOLDERS	
<p>The Bid Documents for the above-referenced Project are modified as set forth in this Addendum. The original Bid Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the Bid Documents. Vendors will take this Addendum into consideration when preparing and submitting a bid, and shall acknowledge receipt of this Addendum in the space provided in the Bid Documents.</p>	

BID SUBMITTAL DEADLINE	
<p>The bid submittal time has not been changed.</p>	

1.0 – ATTACHMENTS	
Item	Description
1.1	Pre Bid Meeting Sign In Sheet
1.2	REVISED FORM OF BID – This is to be used in lieu of the Form of Bid in the original Bid Documents.

2.0 – QUESTIONS AND ANSWERS	
<p>The following questions and answers are provided as a matter of information to clarify issues raised about the Proposal Documents.</p>	
Item	Questions and Answers
2.1	<p>Q. Page 17, the chart says Wed, May 11. Is it Friday, May 11 or Wed, May 9? A. Fri, May 11. This was a typo</p>
2.2	<p>Q. Do you want the mailing to go to the mailing address you provide or matched to the USPS NCOA first, or if they sent it to the correct address, then provided us a list of incorrect addresses later? A. Our election regulations require it to be sent to the mailing address we provide. That way, the USPS will send it back with their sticker, which we can use to update our files. Also, since the polling place is tied to our address for them, if the vendor sends it to another address, it will have the wrong assigned polling place, and that voter or many voters could be sent to the wrong polling places. Therefore, despite the extra cost, our process requires it to be sent to the address we have for the voter.</p>
2.3	<p>Q. If there is no need for an insert, will this bid still be valid, since it mentions insert throughout? A. An alternate item has been provided on the REVISED FORM OF BID. Please use this form of bid when submitting pricing.</p>
2.4	<p>Q. Will the data format be the same as in previous years? A. We believe that it will be the same.</p>
2.5	<p>Q. Please clarify that Item 2 on page 19 is estimated Postage cost only as referenced on page 16, paragraph 23. A. Correct, the actual postage cost will depend on the actual pieces shipped.</p>

2.6	<p>Q. For clarification on the numbers its says “Quantity approx.. 65,000” but then it goes on to say:</p> <ul style="list-style-type: none"> • First mailing – approx. 65,000 • Second mailing – approx. 2,000 • Third mailing – approx.. 1,000 <p>Is it the 65,000 +2, 000+1,000 meaning closer to 70,000 or is the number 65,000 and the second and third mailings will be taken out of that number? I know its all approximations just want to make sure we are submitting what we need to.</p> <p>A. 1st mailing – 62,000 2nd – 2,000 3rd – 1,000 Total – 65,000</p>
2.7	<p>Q. What is the weight of the paper stock?</p> <p>A. The answer is on page 15, #10.</p>
2.8	<p>Q. Is it black ink only that is being used?</p> <p>A. The answer is on page 15, #10.</p>
2.9	<p>Q. Would you have a pdf sample of what was used previously?</p> <p>A. No, which is why all attendees were given paper samples of the 2016 sample ballot mailing.</p>

END OF ADDENDUM

REVISED - FORM OF BID

To whom it may concern:

We hereby submit our Bid Documents for “SAMPLE BALLOT PRINTING AND MAILING OF 2018 GUBERNATORIAL PRIMARY” as indicated in the Bid Documents. Having carefully examined the Bid Documents and having received clarification on all items of conflict or upon which any doubt arose, the undersigned hereby requests consideration of our Vendor for award of the referenced Bid.

ITEM	DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE
1	Provide labor, materials and equipment for the Sample Ballot Printing of 2018 Gubernatorial Primary as stated in the Bid Specifications.	65,000 (Approx. 25,000 will be on pink paper)		
2	Provide labor, materials and equipment for the Sample Ballot Mailing of 2018 Gubernatorial Primary as stated in the Bid Specifications.	65,000		
TOTAL				

ALTERNATE ITEM

ITEM	DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE
1	Provide a price for an additional insert if needed.	65,000		

Production Method for this bid:

_____ 11” x 17” folded twice with 8 ½” x 11” paper insert OR
 _____ 25 ½” x 11” folded with no paper insert

(If submitting both, use a separate **FORM OF BID** for each)

Vendor agrees to have the Work completed within the “Projected Timeline for Mailing”.
 (Yes)____ (No)____ CHECK One.

Is your company currently involved in any active litigation? (Yes)____ (No)____ CHECK One.

Is your company currently involved in any mergers or acquisitions? (Yes)____ (No)____ CHECK One.

The Vendor agrees that their bid will be good for at least sixty (60) days unless otherwise indicated in the bid specifications.

NOTE: THIS BID FORM MUST BE SIGNED BY AN OFFICER OF YOUR COMPANY OR AN AUTHORIZED AGENT FOR THIS BID TO BE CONSIDERED VALID BY THE COUNTY.

 Sign for Identification

 Printed Name

 Title

 Email