IFB # 71010-18-03

Printing and Mailing Services- Parks and Recreation Activities Guide Addendum # 1

Questions & Answers:

1. You are asking for specific postage costs for the bulk distribution and in-home delivery for 350 individual addresses. Can you share your mail list with us for the 350 names? What happens to the guides that deliver to the post offices? Are they delivered using a walk sequence mail list? Do we need to address the ones that go to the Waynesboro, Staunton, Stuarts Draft, etc. Post Offices.

In the past, the mailing vendor used a bulk mail saturation permit. The vendor should coordinate with the post office to confirm details for this. Please note, the weight of this item exceeds the limit for the Post Office's EDDM program—our understanding is that a bulk mail permit for presorted standard mail must be used.

We will not provide a list of the 350 names and addresses until the contract is awarded. For accuracy in bids, however, we will provide a list with the quantity of addresses in each zip code.

PLEASE NOTE: There are two mailing lists. One is a bulk saturation mailing list (Section II, item g in the IFB Document). The other is a separate list of specific names and addresses which must be labeled individually (Section II, item h in the IFB Document). The back page of the Guide file is designed with an address box which can be moved based on mailer's requirements.

2. Would you sign off on an online proof? Or do you need to see physical page proofs?

We won't require a proof from the printer since we approve a final proof from our designer. If a proof is provided, online is acceptable.

3. What is the USPS Permit Number that is used for the mailing of Activities Guide?

Refer to correction of IFB Document—Permit must be provided by vendor.

4. What is the designated USPS entry point city for the Activities Guide?

The post office of mailing in the past has been Harrisonburg, VA. However, this depends on the vendor.

5. Is the mailing method EDDM or Carrier Route Saturation?

The bulk list has been mailed using Carrier Route Saturation.

6. I have a concern on the quote – for EDDM mailer this piece will need to be under 3.3 oz. – for the #50 Offset the 48 pager is 4.0 oz, 52 pager is 4.3 oz and the 56 pager would be 4.6 oz.

See answer to question #5—this mailing is not through EDDM.

7. Would you accept another size other than 8.5" x 11"?

Not at this time in order to keep bids comparable. If you would like to submit pricing for a different sized piece IN ADDITION TO your IFB submittal, we will review it separately.

Corrections/Additions to IFB items:

1) Section II, Item k.

"Indicia paperwork is filed by County."

Bulk mail presorted standard permit is to be filed by vendor and used for the mailing of the publication. The weight of the publication disqualifies it from the EDDM program and must be mailed via bulk mail.

2) Front page of the IFB- due date of sealed bids is changed as follows:

Sealed Bids Will Be Received until **Thursday, December 28, 2017, 10:00 A.M.** local time for Furnishing the Goods/Services Described Herein and then opened in public.

The face of the envelope or shipping container shall be clearly marked in the lower left hand corner as follows:

IFB#: 71010-18-03

IFB FOR: Printing and Mailing Services- Parks and Recreation Activities Guide

OPEN: Thursday, December 28, 2017 10:00 A.M.

United States Postal Service Postage Statement — USPS Marketing Mail					Comments. List: AUGU	ALEX ANDVOTA CONSTRUCTOR DADGE & DEC. CTARCONS			Post Office: Note Mali Arrival Date & Time (Do Not Round-Stamp)		
MAILER		Permit Holder's Name and Address and Email Address, if Any Extension			Mailing Ag	Name and Address of Mailing Agent (If other than permit holder) Extension Name and Address of Mail O (If other than permit holder) AUGUSTA COUNTY PARK PO BOX 590 VERONA VA 24482					
	CAPS Cust. Ref. No			CRID	CRID			CRID			
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_	5 Permit # Net Postage Due (Line 1 +/- Lines 2, 3, 4) Additional Postage Payment (State reason)							141.90	_		
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	(Simplified Addressing (EDDM), Permit Imprint Only)							Mary Automo	g		
CERTIFICATI	The mailer's signature certifies acceptance of liability for and agreement to pay any revenue deficiencies assessed on this mailing, subject to appeal. If an agent signs this form, the agent certifies that he or she is authorized to sign on behalf of the mailer and that the mailer is bound by the certification and agrees to pay any deficiencies. In addition, agents may be liable for any deficiencies resulting from matters within their responsibility, knowledge, or control. The maller hereby certifies that all information furnished on this form is accurate, trutiful, and complete, that the mail and the supporting documentation comply with all postal standards and the mailing qualifies for the prices and fees claimed; and that the mailing does not contain any matter prohibited by law or postal regulation. I understand that anyone who furnishes false or misleading information on this form or who omits information requested on this form may be subject to criminal and/or civil penalties, including fines and imprisonment. Privacy Notice: For information regarding, our Privacy Policy visit www.usps.com.										
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				rint USPS Employee's Name						

The following is a list in regards to the individual mailing list of \sim 350. For privacy reasons we will only provide the specific names and addresses to the selected vendor at the appropriate time. This table breaks down the number of addresses we have in specific zip codes.

Zip Code	Quantity
24472	3
24401	168
22980	71
24441	6
22968	1
22821	5
24483	3
24402	6
24416	3
22827	4
22812	10
24476	2
24473	1
24426	1
22801	5
22841	1
22853	3
24450	2
22846	1
22815	2
22802	7
24465	2
22832	2
23229	1
24471	1
22958	1
22939	2
22664	1
28801	1
22920	2
22890	1
22952	1
22304	1
24435	2
22974	1
24439	3
24482	1
22936	1
22949	1

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