



**Washington Health Benefit Exchange**  
**RFQQ 17-010 Addendum 2**  
August 18, 2017

**TO:** Potential Bidders for RFQQ 17-010 and Other Interested Parties  
**FROM:** Erin Hamilton, RFQQ Coordinator  
**SUBJECT:** Addendum 2 to RFQQ 17-010 "Printing and Mailing Services"  
**PURPOSE:** To amend Attachment 2 and to further clarify responses to questions submitted by potential bidders by the RFQQ deadline.

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1. The column listed as "Annual" in Attachment 2 – Correspondence List and Monthly Print Volumes, is incorrect. The figures listed in that column do not represent the total number of times the correspondence was printed annually (over 12-months), but rather represents the total number of times the correspondence was printed between January 2016 and May 2017. The title of that column is hereby amended to read "17-Month Total". It is solely up to the vendor how they use the data to formulate their bid pricing.
2. Further clarification of bidder questions regarding RFQQ 17-010 are provided as an attachment to this addendum. No additional questions will be accepted or clarifications provided in regards to this RFQQ.

Respectfully,

A handwritten signature in blue ink that reads "Erin Hamilton".

Erin Hamilton  
RFQQ Coordinator  
[contracts@wahbexchange.org](mailto:contracts@wahbexchange.org)

Vendor's Question	WAHBE's Response
Your specs for envelopes does not include <b>stock</b> specifications for envelopes (i.e. 24 lb. white wave). Please provide your historical stock specification or your preference going forward for envelopes.	We don't have a preference. We are looking for the most cost effective envelopes.
What is the historical or anticipated annual volume for the Oversized envelope?	The anticipated annual volume of oversized envelopes is approximately 10,000
What is the stock for the oversized envelope?	We don't have a preference. We are looking for the most cost effective envelopes.
Is the oversized envelope a <b>Security</b> envelope?	Yes.
Can you please clarify that your mailings for this RFP are going standard and not 1 <sup>st</sup> class presorted?	No. It is the opposite. Our mail must go First Class. Our current correspondence is mailed First Class Presort.
<p>We are calculating annual # of envelopes and your letter packages totals for ANNUAL column (page 27 of 55) are based on 17 months not 12 month fiscal year periods.</p> <p>I do not know if you noticed that or your <b>Annual</b> total was based on a contract year. Can you modify to a year over year annual volume for 2015 and 2016 showing 12 month fiscal periods?</p>	The information provided in the chart of page 27 was for informational purposes only and based on actual historical print volumes. We provided as much historical data as possible, but it is solely up to the vendor how they use the data to formulate their bid pricing. We will not be modifying the data at this point.