

Questions and Answers

1- The RFP states that attachment #8 is a self-mailer. However, in attachment 8 it talks about some other generic letters. Are there two different juror summons mailing or does the 8.5x14 go with the two generic letters?

“Self-mailer” is an inaccurate description. 2.0 (1)(F) should read: “The size of the juror summons is 8.5” x 14” with blue and black color. It is mailed along with two 8.5” x 11” documents in black color only. One 8.5” document is single-sided and the other is double-sided. These items are mailed in a single window envelope.” The RFP will be amended to reflect this.

2-After the phone conferences will there be a period of time to ask questions?

Yes.

3-Is the prospective juror letter just printed in black? The seals on the pdf show color?

Yes, these are printed in black even though the PDF image is in color.

4-The postcards show blue and black printing, can you verify that it is two color or are they just printed black only?

The jury postcards are currently printed in black and blue. However, we are interested in seeing quotes for them printed in two colors and in black only. The RFP will be amended to reflect this.

5- Do you have a specific form to fill out our bids or do we just create our own?

There is not a form to fill out. The cost portion of the proposal should meet all format and content requirements contained in the RFP in 8.0 (2). The non-cost portion of the proposal should meet all format and content requirements contained in the RFP in 8.0 (1). Proposals must also meet requirements outlined in 7.0.