

The Connecticut General Assembly

Joint Committee on Legislative Management

Martin M. Looney
Senate President Pro Tempore

Bob Duff, *Senate Majority Leader*
Leonard Fasano, *Senate Republican Leader*

Jim Tamburro
Executive Director



Joe Aresimowicz
Speaker of the House

Matthew Ritter, *House Majority Leader*
Themis Klarides, *House Republican Leader*

March 11, 2020

TO: All Respondents of Record

FROM: Eric Crockett

RE: Responses to Questions and Clarifications
2020 HDO District-wide Newsletters Printing & Delivery
JCLM20REG0049

The following Request for Proposal (RFP) questions, answers and clarifications are provided to those who have received the Connecticut General Assembly's RFP for the above referenced Request for Proposal.

Thank you for your continued interest in the Connecticut General Assembly procurements.

JOINT COMMITTEE ON LEGISLATIVE MANAGEMENT

QUESTIONS AND ANSWERS

1. Please note that the deadline for receipt of all proposal responses is **March 26, 2020 at 12:00 pm** at the Office of Legislative Management, Room 5100 Legislative Office Building, 300 Capitol Avenue, Room 5100; Hartford, Connecticut 06106-1591. The CGA reserves the right to reject any proposal responses received after the above referenced date.

2. Is there a listing of what is to be submitted with the responses?

Part D of the Request For Proposal includes a list of required elements that shall be included in all responses. **Any response not including these elements is subject to disqualification.**

3. Can the CGA provide the pricing from last year's contract?

Yes, please see ATTACHMENT I. Respondents may also search on the State Contracting Portal (https://biznet.ct.gov/SCP_Search/Default.aspx) for past district-wide newsletter contracts.

4. Can the completed newsletters be sent to the House Democrat Office via USPS, FedEx, or UPS?

No, newsletters cannot be sent by USPS, FedEx, or UPS. The vendor must directly deliver the newsletters.

5. Will the newsletters need to be printed with variable data addresses?

No, the newsletters will not need to be printed with variable data addresses. HDO will print addresses.

6. Would spot glue be acceptable instead of wafer sealing?

No, only wafer sealing will be accepted.

7. Would you accept a different 65# Uncoated Cover Stock besides Finch Opaque?

Please submit pricing based on the required paper stock in the RFP. Respondents may additionally propose an alternative paper stock and alternative pricing for the Evaluation Committee's consideration. If an alternative paper stock is proposed, the respondent must provide at least 100 samples that are printed, folded, and tabbed for the Evaluation Committee's review.

ATTACHMENT I

ATTACHMENT B – Price Schedule

Contract Title: 2019 HDO DISTRICT-WIDE NEWSLETTERS

Contract # JCLM19REG0030

Required Paper Stock: 65# Finch Opaque Bright White Cover, Vellum Finish

Newsletter Quantity	4-Color	Newsletter Quantity	4-Color
1. 1,000	\$647.00	9. 8,501-9,000	\$1,013.00
2. 5,000-5,500	\$689.00	10. 9,001-9,500	\$1,047.00
3. 5,501-6,000	\$755.00	11. 9,501-10,000	\$1,089.00
4. 6,001-6,500	\$799.00	12. 10,001-10,500	\$1,127.00
5. 6,501-7,000	\$839.00	13. 10,501-11,000	\$1,170.00
6. 7,001-7,500	\$887.00	14. 11,001-11,500	\$1,217.00
7. 7,501-8,000	\$928.00	15. 11,501-12,000	\$1,256.00
8. 8,001-8,500	\$969.00		
Additional Charge/Credit per 500 Newsletters	\$48.00	Author's Alterations Charges	\$60.00 per hour
Cancellation Fees: Any prepress work done to date at \$60.00 per hour and any paper restocking fees.			

Payment Terms

Payment terms are net 30 days.

Early payment discount terms: N/A

- Connecticut SBE/MBE: MBE SBE Neither