



**Department of Administration
Division of Retirement and Benefits**

**Request for Quotes (RFQ)
RFQ # 22.09**

Addendum 1

**City of Juneau, Alaska
Printing and Mailing Services**

Date of Issue: September 14, 2021

The RFQ Package is hereby clarified or changed as follows:

1. Submittal deadline has been changed to: September 20, 2021 @ 2:00pm AKST.
2. Questions and Answers
3. Attachment Samples

The questions and answers begin on page two. This Addendum is hereby made part of the RFQ and is a total of 6 pages.

All other terms and conditions for this RFQ remain unchanged.

Issued by: Office of Procurement and Property Management
Procurement Officer: Brandy L. Halverson
Email: doa.oppm.procurement@alaska.gov

Questions and Answers

Question 1: With the quick turn on the PERS mailings (award 9/16, print and mail by 9/20), any way to get PDF or hard copy samples of these statements? If you need to FedEx hard copy samples, I'm more than happy to provide our FedEx number so you can overnight.

Answer 1: Quotations will be due September 20, 2021. Print and mail on or before September 30, 2021. See attached PDF samples contained hereafter.

Question 2: I hope to bid on this opportunity, but with the bid opening on 9-16 and the work due on 9-20 it seems like this time-line is way to tight or maybe it's a typo?

Answer 2: See answer contained in Answer 1.

Question 3: Can you clarify if the vendor has more than 3-4 days to complete the PERS drop which says 9-20 drop date. But the bid says you will provide 2-weeks for processing the files?

Answer 3: See answer contained in Answer 1.

Question 4: With award scheduled for 9/16/21, when will the vendor receive print files so it can best meet the mail date of 9/20/21, only a few days later?

Answer 4: See answer contained in Answer 1.

Question 5: Was RFQ 22.09 part of the 2020 ITB 200000041 Printing and Mailing Newsletters, 1099-R's, 1095-B's, W-2's and Annual Statements as Lot #3? And if so, what was the reason for breaking Lot #3 off of that contract?

Answer 5: This question does not pertain to the current RFQ posted.

Question 6: Will Lot #1 and Lot #2 from that 2020 ITB be broken off into their own contracts?

Answer 6: This question does not pertain to the current RFQ posted.

Question 7: Please clarify how the completion date of first mailing of Sept 20 jives with an Award date of 9/16? That gives us only 1 working day? Please verify..

Answer 7: See answer contained in Answer 1.

Question 8: Have you had a chance to determine if this bid's deliverable deadline of Sept 20th for mailing is correct given the RFP closes on the 16th and custom envelopes are needed, plus the bid states 2-weeks will be provided between data and mailings?

Answer 8: See answer contained in Answer 1.

Question 9: We have gotten pricing put together which I would like to email to you, but we can't meet the 20th mailing date if we get the order on the 16th. We will need the 2-weeks.

Answer 9: See answer contained in Answer 1.

Question 10: Please confirm PERS Annual Benefit Statement work must be completed and dropped by Sept 20. If this is an accurate request then we will withdraw our intent to bid as this is a production request is with a timeline far too short for the logistics and production times required. We assume you already have a vendor in Juneau in mind and under previous contract.

Answer 10: See answer contained in Answer 1.

Question 11: If the date for the PERS statements can be adjusted out please provide us with a new completion date and we will review new timeline for submission.

Answer 11: See answer contained in Answer 1.

Bidders must acknowledge receipt of this addendum prior to the hour and date set for bid opening.

The bid documents require acknowledgment individually of all addenda to the drawings and/or specifications. This is a **mandatory requirement** and any bid received without acknowledgment of receipt of addenda may be classified as not being a responsive bid.

End of Addendum



Department of Administration
Division of Retirement and Benefits
P.O. Box 110203
Juneau, AK 99811-0203

IMPORTANT! ANNUAL STATEMENT ENCLOSED



Alaska Public Employees' Retirement System

2014 Annual Benefit Statement

The account and service information contained in this statement is based on data reported by your employer(s). Please contact your employer(s) about any discrepancies. The benefit information shown is an estimate. While every effort has been made to ensure the accuracy of your statement, please know it does not have the force and effect of the law, rule, or regulations governing the payment of benefits. All benefits will be paid under the provisions of the applicable Alaska Statutes and Federal law.



JOHN DOE
1234 MAIN ST
JUNEAU, AK 99801-1234

The Alaska Division of Retirement & Benefits is pleased to provide you with this personalized benefit statement highlighting the financial security you are building for the future. It also summarizes the protection you and your family have against financial losses that may occur because of your disability or death. This statement is produced using data as of 6/30/2014. Please review the statement carefully, verifying total years of service and personal data such as birth date, marital status, etc.

Your benefits are a significant portion of your compensation package. The value of your benefits will continue to increase over time and you will want to compare this statement with those you receive in the future to measure your progress. Most financial planners suggest you need 85% to 100% of your current monthly income to maintain your standard of living at retirement. When you are three years away from retirement, visit our website or contact the Division of Retirement and Benefits to enroll in a retirement planning seminar.

Personal Information

Name: JOHN DOE
Retirement ID Number: R000XXXXXX
Birth Date: 1/2/1900 Marital Status: M

Account Summary as of 6/30/2014

- Our records indicate you are in Tier 0
- Your total service is 0.00000 years
- You are not vested in PERS
- Your estimated average monthly earnings are \$00
- You currently have no service indebtedness

Annual Contribution Summary

7/1/2013 Account Balance:	\$00.00
Mandatory Contributions Made:	\$0.00
Mandatory Interest Earned:	\$0.00
6/30/2014 Account Balance:	\$00.00

Projected Retirement Summary

Your current PERS status means that you must be 60 years old and be vested or have 30 years of service to be eligible for normal retirement.

Monthly plan benefits shown on this statement were estimated under the normal retirement option, which provides you with a monthly income for your lifetime. Surviving beneficiaries are eligible to receive money from the PERS. If a retiree was eligible for health insurance benefits at the time of death, their surviving spouse may continue to be eligible for the same health insurance benefits.

Other Retirement Benefits

Insurance Benefits

Medical Coverage: When you retire, you and your eligible dependents will have access to medical benefits through the AlaskaCare Retiree Health Plan. At age 60, if you have at least 10 years of credited service, the retirement system will pay your AlaskaCare medical premium. If you retire before age 60 with at least 30 years of membership service (or 25 years of peace officer/firefighter), your AlaskaCare medical premium will be paid by the retirement system. If you are not yet eligible for system-paid medical, you may pay the premium coverage.

Note: The medical benefits available under the AlaskaCare Retiree Health Plan become supplemental to Medicare at age 65. You must pay the premium for Medicare part B when you enroll. If you don't enroll in Medicare at age 65, you may pay a larger part of your medical bill.

Dental-Vision-Audio (DVA): You may elect to pay for this plan either at retirement or during an annual open enrollment. However, the open enrollment option is available only if you are electing medical for the first time during that open enrollment. When you become eligible for the retirement system to pay your medical premium, you will be offered a final opportunity to elect DVA if you do not have either medical or DVA at that time.

Optional Life Insurance: If you are enrolled in the state sponsored plan at retirement, you may continue your coverage.

Long-Term Care: Election must be made before your retirement date.

Pre-Retirement Survivor Benefits

If you die before you retire, your designated beneficiary will be eligible to receive benefits from the PERS.

Reductions at Retirement

If you are married when you retire, your benefit will be reduced to provide your spouse with a continuing benefit in the event of your death, unless your spouse waives the Survivor Option.

If at any time during your PERS employment you did not contribute to Social Security, your Social Security benefit may be reduced. Contact the Social Security Administration for more information at 1-800-772-1213 or on the Internet at <http://www.ssa.gov>.

Beneficiaries

Who will receive your benefits if you die?

There are valuable benefits to be paid to your beneficiaries if you die. All members are required to complete beneficiary designation forms. Be sure to keep your beneficiary information updated.

Up-to-date account information is available on the Internet using Member Services. Member Services is your doorway to a wealth of personalized information related to your retirement benefits and other valuable benefits offered to you by the Division. Information is at your fingertips seven days a week, 24 hours a day. The web address for Member Services is: www.doa.alaska.gov/drb (click on MyRnB Portal).

The account and service information contained in this statement is based on data reported by your employer(s). Please contact your employer(s) about any discrepancies. The benefit information shown is an estimate. While every effort has been made to ensure the accuracy of your statement, please know it does not have the force and effect of the law, rule, or regulations governing the payment of benefits. All benefits will be paid under the provisions of the applicable Alaska Statutes and Federal law.