

- **Item #21, pp. 150 vs 151 120 days (proposals to remain in effect) vs. 60 days (proposals valid). Is there a difference in the meaning of these two time periods?**

No, I think they should match. Good catch.

- **It is unclear to me if the actual cost of postage is to be included in the bids, in addition to preparation for mailing**

Yes, postage should be included in bid

- **What does “mailing house service” include?**

Data

- Import/Maintain Client Database
- CASS and PAVE Certification
- NCOA
- Mail List Consultation
- Specialized Mail Lists
- Mail Merge Documents

Production

- Ink Jet Addressing
- Folding
- Tabbing (seal a folded self-mailer)
- Collating/Inserting
- Live Stamping
- Sealing/Metering

Delivery

- Fast, efficient delivery of your material to USPS
- Postal documents confirming mail delivery

CASS certification = USPS program that ensures the accuracy of address verification software

PAVE certification = Presort, Accuracy, Validation, and Evaluation from USPS

NCOA = National Change of Address to facilitate accurate and up-to-date delivery