The following questions were submitted for response. Receipt of this addendum must be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" Form and submitting it along with the Technical Proposal you return to the University.

The due date and time for the Technical Proposal to be submitted to the University remains the same, **Tuesday, February 21, 2012 by 3:00 p.m.** to the issuing office.

A. **QUESTIONS AND ANSWERS:**

1. **QUESTION:** Will the award of this contract supersede or negate standing contracts that my company has with UMBC for projects other than those listed in this contract?
   **ANSWER:** This contract is solely for the services described in the scope of work in the RFP documents. This contract has no bearing on any other projects or contracts that a company may have with UMBC.

2. **QUESTION:** Do you require four sets of printed samples—one each for the original and all three copies? Or will one sample each be enough?
   **ANSWER:** As stated in Addendum #1, one (1) sample from each of the categories that the company is bidding on is required, however, a quantity of three (3) of each sample are required. The samples should be labeled/identified and may be put in a separate envelope but must be included in the Technical Proposal.

3. **QUESTION:** Do you require the “Bid/Proposal Affidavit” from the Primary Account Representative, a Company Officer or both?
   **ANSWER:** Per Section III, B: General Information for Vendors, Paragraphs 1 and 2, the Bid/Proposal Affidavit must be signed by an agent or company official authorized to enter the company into a legal, binding contract. The Bid/Proposal Affidavit must be included in the Technical Proposal.
4. QUESTION: Can the “Back-Up” Account Representative be a company officer?  
   ANSWER: Yes.

5. QUESTION: If we use more than one MBE subcontractor do we have to commit up front what percentage of our total MBE will be from each of them?  
   ANSWER: Yes. Per the revised MDOT Certified MBE Utilization and Fair Solicitation Affidavit form included in Addendum 1, the MBE subcontractors and percentage of the contract for each, must be identified on this form, and the form returned with the Technical Proposal.

6. QUESTION: If we have multiple production facilities (digitally connected) and some of those facilities are located more than 50 miles away due to specialty capabilities, is that acceptable as long as we have some local facilities in MD/VA within 50 miles?  
   ANSWER: Since, the Creative Services Department will be conducting periodic press inspections, it is important for time and travel considerations that the facilities be located within a 50 mile radius of UMBC.

Enclosures: Acknowledgement of Receipt of Addenda Form  
Cc: Procurement File

END OF ADDENDUM #1 DATED 02/14/12  
This addendum was posted to the University’s eBid Board, eMaryland Market on 02/14/12.  
(Original with enclosures were not mailed)
RFP BID NO.: BC-20782-P

TECHNICAL PROPOSAL
DUE DATE: TUESDAY, FEBRUARY 21, 2012 AT 3:00 P.M.

BID FOR: CREATIVE SERVICES PRINTING CONTRACT

NAME OF BIDDER: __________________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1 dated 02/10/12
Addendum No. 2 dated 02/14/12
Addendum No. _____ dated ________
Addendum No. _____ dated ________
Addendum No. _____ dated ________

As stated in this Addendum, this form is to be returned within your Technical Proposal.

________________________
Signature

________________________
Printed Name

________________________
Title

________________________
Date

END OF FORM