

**Invitation for Bid for Tax Year 2015, 2016, and 2017
1095-C and 1095-B Tax Forms Production
Additional Vendor Questions and Answers**

Posted on: Tuesday, December 8, 2015

Introduction

From the Invitation for Bid (IFB) Addendum 4 document:

*To ensure that all vendors have an opportunity to ask questions regarding the test file, DFA will be adding a period of time for questions and answers. The questions that are submitted during this time must focus **solely** on the test files that are required for submission.*

All other questions about the IFB will not be accepted or answered. The deadline for general IFB questions has passed.

All questions about the test file generation must be submitted in writing, via email, to david.pitcock@dfa.ms.gov by 5:00 PM Central Standard Time (CST) Monday, December 7, 2015. No questions will be accepted after this deadline.

DFA will provide written responses to all questions to all vendors by 5:00 PM CST on Tuesday, December 8, 2015. Specific references to a vendor will be removed from the questions and answers. The questions and answers will be loaded as an exhibit to this IFB within MAGIC.

Listed below are the answers to the questions received. The questions are listed exactly as received with the exception to remove any reference to a vendor's name or a vendor's specific processing.

Please review the IFB specification document and any addendums for instructions and deadlines for proposal submission.

Questions and Answers

Number	Question	Answer
1	Line #3 calls for copies of 1095-C in EIN number order then SSN order. Do you required two sets of 1095-C copies? One sorted EIN and one sorted SSN?	No, there only needs to be one set of 1095-C and one set of 1095-B forms. The order needs to be EIN first and then SSN within the EIN on both files.
2	When will we receive real data so we can determine what will be involved in pulling data from the 1094C for use in the 1095C forms? The sample data provided by DFA is not like what we expected based on your specification which makes it difficult to determine the actual effort required to process the final data.	<p>Based upon Addendum 3, a 1094C file will not be provided. All the necessary data for the 1095C example print is included in the test file that is sent by DFA.</p> <p>The vendor should follow this same process when determining the effort needed for processing the final data.</p> <p>Also as stated in the Addendum 2, the awarded vendor will be required to work with the State to make any</p>

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		necessary adjustments to the mapping and/or layouts before final approval is received for the production file processing.
3	Is it possible for DFA to merge the files and provide a single file with all information for the production run?	<p>As stated Addendum 3 and question #2 above, a 1094C file will not be provided. All information for the 1095C file is included in one file.</p> <p>The information for 1095-C and 1095-B may be sent in two separate files. If so, the State and awarded vendor will work together to develop a file naming scheme. If the information is sent in a single file, the State and awarded vendor will work together to determine how to distinguish a 1095C record versus a 1095B record.</p> <p>As stated in the IFB Specification Document and Addendum 1, depending on the file size multiple files may be sent for processing.</p> <p>Also as stated in the Addendum 2, the awarded vendor will be required to work with the State to make any necessary adjustments to the mapping and/or layouts before final approval is received for the production file processing.</p>
4	In Addendum 1, you noted information on 1095-B. What employees will receive the 1095-B versus the 1095-C and how will this be denoted in the data set provided to the vendor?	<p>As stated in the Item Specification List – UPDATED, the vendor should use an estimate of 42,000 for the 1095-C file and 42,000 for the 1095-B file.</p> <p>The information for 1095-C and 1095-B may be sent in two separate files. If so, the State and awarded vendor will work together to develop a file naming scheme.</p> <p>If the information is sent in a single file, the State and awarded vendor will work together to determine how to distinguish a 1095C record versus a</p>

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		1095B record.
5	Will the checklist be updated to reflect the new items for the addendums that have to be issued?	Yes, the checklist has been updated. The vendor should use IFB Checklist – FINAL.
6	How many employer ID's does the state use when reporting in the 1094-B?	The State estimates that there will be between 55 and 60 employer IDs.

IFB Proposal Submission Deadline Extension

As noted in the Addendum 4 (Updated), the proposal submission date has been extended.

Proposals can now be submitted electronically in MAGIC no later than 12:00 AM Central Standard Time (CST) on **Saturday, December 12, 2015**. DFA/MMRS is not responsible for proposals submitted after the deadline.

Proposals can also be sent in via **overnight** mail to the address below. The proposals must be posted marked no later than 12:00 AM CST on **Saturday, December 12, 2015**.

Mississippi Department of Finance and Administration
Mississippi Management and Reporting System
Attn: David Pitcock
210 East Capitol Street
Suite 1400
Jackson, Mississippi 39201

Note: If vendors need help submitting their proposal within MAGIC, please contact the MMRS Call Center at 601-359-1343 or via email at mash@dfa.ms.gov. The call center hours of operation are Monday – Friday; 8:00 AM – 4:30 PM CST. As the deadline for submission is 12:00 AM, if you need assistance in submitting in MAGIC, you will need to be sure to contact the call center during its hours of operation. **No Assistance will be provided after 4:30 PM CST and proposals will not be accepted after the submission deadline.**

DFA reserves the right to reject any or all bids.