



Department of  
Civil Service

Employee Benefit Cards Production Scenarios—  
IFB entitled: “Employee Benefit Card”

Scenario	Scenario Type	Enrollee (Name on all EBC's)	Dependents	# of Addresses per Card Request	# of Cards Issued (Up to Four Cards* per Card Carrier)	# of Names that appear on Card (Maximum Six** Names per Card)	# of Card Carriers	# of Envelopes (One Card Carrier per Envelope)
A	Individual	1	0	1	1	1	1	1
B	Family	1	up to 5	1	2	up to 6**	1	1
C	Family	1	6 to 10	1	4	up to 6**	1	1
D	Family	1	3	<b>2 Addresses Total</b> (1) Enrollee/One Dep (2) Enrollee/Two Deps	<b>4 Cards Issued</b> 2 Cards 2 Cards	<b>2 Sets of Cards</b> Set (1) Two Names - Enrollee/Dep Set (2) Three Names Enrollee/Two Dependents	2	2
E	Family	1	4	<b>4 Addresses Total</b> (1) Enrollee (2) Enrollee/Two Dep (3) Enrollee/One Dep (4) Enrollee/One Dep	<b>8 Cards Issued</b> 2 Cards per Address	<b>4 Sets of Cards</b> Set (1) One Name - Enrollee Set (2) Three Names - Enrollee/Two Dep Set (3) Two Names - Enrollee/Dep	4	4
F	Family	1	7	<b>3 Addresses Total</b> (1) Enrollee/Three Dependents (2) Enrollee/Three Dependents (3) Enrollee/One Dep	<b>6 Cards Issued</b> 2 Cards per Address	<b>3 Sets of Cards</b> Set (1) Three Names - Enrollee/Two Dep Set (2) Three Names - Enrollee/Two Dep Set (3) One Name - Enrollee/One Dep	3	3

\* Excelsior card carriers hold a maximum of two (2) cards.

\*\* Excelsior Cards contain a maximum of five (5) names.