

# Request for Proposals (RFP) Addendum

OSP P/T Service Contracting Opportunities website: : [PT3507](#)

MN Lottery Website: [RFP – Event Booth Components/Updates-Remodel](#)

State Register: [Vol. 45 #37 Event Booth Components/Updates – Remodel Notice](#)

Addendum Number: 1

Date of Addendum: 3/22/2021

## Original Due Date, Time:

Questions Due: 3/23/21 by 2pm CT

Response Due: 4/6/21 by 2pm CT

## New Due Date:

Site Visit Request Due By: 3/26/21 by 2pm CT

Non-Mandatory Site Visit: 3/29/21

Questions Due: 4/8/21 by 2pm CT

Response Due: 4/20/21 by 2pm CT

Title: [Event Booth Components/Updates-Remodel](#)

## SCOPE OF ADDENDUM

The following are changes to the RFP: **Page 9, Proposal Instructions and Additional Information, item 4 Added:**

### **4. NON-MANDATORY SITE VISIT.**

*The booth is currently being stored in a Non-Lottery owned company's warehouse in Maple Grove, MN and is available for viewing ONLY on Monday March 29, 2021 between the approximate hours of 9am and 12pm CT. Each visit will be no longer than 30mins. All questions must be submitted in writing to [purchasing@mnlottery.com](mailto:purchasing@mnlottery.com) per the above deadline – no questions relating to the solicitation will be addressed at the time of the site visit.*

*This visit will require visitors to provide their own transportation to the site. Responders who want to sign up for the site visit are required to contact the MSL by emailing [purchasing@mnlottery.com](mailto:purchasing@mnlottery.com) or calling 651-635-8202. The email message is to include: the Vendor name, full name(s) of each staff person/visitor attending the site visit, each visitor's mobile phone number and email address. MSL will then notify you of the site visit pre-meeting location and time.*

*To maintain safety of the employees at the storage location, bidding vendors and MSL staff, we are limiting the number of people that are allowed to attend. Each vendor will be allowed two (2) people to be in attendance during the site visit and 2 to 3 vendors per 30min block of time. Face Masks must be worn at all times during the visit. Please observe social distancing.*

*Any No Shows to the location by the time the site visit begins will forfeit their opportunity to attend the site visit.*

*Responders who choose not to view the display booth/components will not be allowed to change their prices after the award has been made.*

### **Questions and Answers:**

Q1: Is there a set budget or a "do not exceed" cost related to this project that you are working with?

A1: *The estimated total dollar value of the project has been estimated to be between \$10,000 to \$30,000. However, this shall not be construed as either the minimum or maximum amount.*

Q2: Will the MN State Lottery be providing the transportation of the exhibit properties from its current storage facility to ours and back?

A2: *Yes, MN Lottery will arrange for the components to be transported, at the cost of MN Lottery, to & from the location the services will take place.*

This addendum shall become part of the RFP and should be returned with, or acknowledged in, the response to the RFP.

RESPONDER NAME:

SIGNATURE:

TITLE:

DATE: