



ADDENDUM NO. 1 TO ALL OFFERORS:

Reference: Request for Proposal: **RFP# 011646MS**

Commodity: **Print Job Vendor**

Dated: October **28, 2025**

All offerors are required to acknowledge all RFP addenda in their proposals.

1st Round of Questions and Answers

1. Q: Should offerors include shipping cost in pricing?

A: No, shipping will be handled as a pass-through cost at time of order

2. Q: Will proposed pricing cover all quantities

A: No, pricing will be negotiated at time of order, however, the Lottery expects pricing to be in line with what is submitted

3. Q: Specifications differ from the samples provided during the pre-proposal conference, which should offerors price?

A: Price based on specifications in the RFP

4. Q: Provide clarification to the Lama specs

A: The base of the Lama is a 4 mm Coroplast, black: while the standing portion is 30 pt Custom Kote Gloss Laminate

5. Q: Can you please provide clarity on Special Term and Condition U. Warranty

A: Special Term and Condition U. Warranty is hereby removed from this solicitation. Warranty requirements will be negotiated at the time of order.

6. Q: For the playcenter toppers, what does 4/0FGAQ mean?

A: Glossy finish



7. Q: Pricing for bollards was requested but no specifications were provided

A: Please price based on the specifications below:

Size: 38" w x 48"h

Material: 4 mm Fluted plastic

Prints: 4/0+

Finish: 2" scored fastening panel w/ peel-off tape + 3 panels of 12" Score at 2" and at 12" after that (total of 3 scores)

Apply peel-off tape to inside of 2" panel for closure by end-user; high tac adhesive

Pack: Shrink wrap accordingly and package to protect corners

8. Q: For Thank a teacher post cards, it states in the specifications "6 up shell sheets" should offerors price per sheet or per card

A: The "6 up shell sheets" is hereby removed. Price per card, see specifications below:

Size: 4" x 7.5" (Individual size)

Material: 12pt White C1S Cover

Prints: 4/4, 4C Process with bleeds

9. Q: We are a Minnesota based company. I would like to inquire if the proposal submission is only open to Virginia companies. We would like an opportunity to respond and submit a proposal, if possible.

A: There are no location restrictions to responding to this RFP.

10. Q: LAMA (Pop-n-Lock) (POS) Display: The finishing requirements mention that this item needs to be "taped" as part of the assembly. Could you please provide more detail on this step? Specifically, we are wondering if this refers to taping for structural assembly or if it requires double-sided tape for the end-user to mount the display.

A: Taped is a part of the structural assembly on the sides of the LAMA

11. Q: Bollards/Bollard Covers: We understand the specifications may still be in development, but could you please provide any details you have in mind for this item? Any preliminary information on the intended material, size, or general design would be very helpful for our proposal

A: See Answer #7.



12. Q: Production and Warehousing

Could you please clarify the expected production and fulfillment model? For quoting purposes, we need to know if we should:

A) Print the full estimated annual quantity of each item at once, warehouse the inventory, and then kit/ship them as needed for the 35-50 orders per year?

B) Print smaller quantities on-demand as each of the 35-50 orders are placed?

A: The items and quantities in the RFP are just estimated requirements over the course of the Contract. The awarded Contractor(s) will be expected to print on demand. For the purposes of pricing this RFP it will be a one time order and direct shipping with no warehousing necessary.

13. Q: Please post an addendum listing all the preproposal conference attendances company names, contact, email and phone number, so I can try and connect with them. (SWAM sub looking to connect with prime contractor)

A: 1. Worth Higgins & Associates

Melany Scoggin

mscoggin@worthhiggins.com

2. Imagine This

Ryan Fisher

ryan@imaginethiscompany.com

3. Fast Signs (Fredericksburg)

540-870-0621

14. Q: Do shipping costs need to be included in the pricing or will those be a pass-through?

A: See Answer #1.

15. Q: Bollard specs are to be added to the RFP.

A: See Answer #7.

16. Q: Thank A Teacher Postcards specs to be updated.

A: See Answer #8.

17. Q: On the LAMA (Pop-n-lock) POS, you specify 30 pt Custom Kote Gloss Laminate. From what I can find, this a brand of material. Are you open to any 30 pt paper board stock with a gloss finish or does it need to be this brand?

A: It needs to be this brand or equitable.

18. Q: Is it alright to only bid on the projects that fit us, or do we need to bid on everything?



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A: For the purpose of this RFP all items on the pricing sheet need to be priced.