



KIMREYNOLDS, GOVERNOR

April 18, 2025

To: All Potential Respondents

From: Steve Dawson, Issuing Officer

Subject: RFP-185-1586-2025

Addendum Two

Please amend the subject RFP to include the following:

1. Attachments 1 and 2 of the RFP have been replaced in IMPACS with updated versions, as the State had inadvertently posted draft versions of those documents. The new versions have had comments removed.
2. **Section 4.2 of Attachment 1**—the bullet listing “Retail Expansion” is stricken from the section.
3. The Mailing Address for the Issuing Officer on the cover sheet of the RFP is amended to read:

Iowa Department of Management
Division of IT
200 E. Grand Avenue, Suite 100
Des Moines, IA 50309

ATTN: Steve Dawson, RFP-185-1586-2025

4. **Section 7.6.1 of the RFP** is amended to read “The Contract will have an initial term of six (6) years, beginning on the date of contract execution (the “Effective Date”). At the end of the Contract’s initial term, the State will have the option, in its sole discretion, to renew the Contract on the same terms and conditions for up to a total of four (4) additional one-year terms, not to exceed a total contract term of ten (10) years.
5. Appendix F is amended to add the following Section 1.40:

1.40 PHYSICAL SAMPLES SHIPPING INSTRUCTIONS

Respondents should send their physical samples in a single parcel and provide a tracking number for their submissions to the Issuing Officer at the email address provided on the RFP cover sheet. Respondents may use the shipping company of their choice provided a tracking number can be supplied.

Physical samples are due to the Issuing Officer at the same date and time as the rest of the RFP response (June 6, 2025 at 3:00 pm Central Standard Time). Respondents are advised to send their samples as early as is practical.

Each set of samples must be clearly marked with the corresponding section of Appendix F for which it was generated and the Respondent's name (i.e. "Section 1.3 Ticket Size, ABC Corporation"). Failure to clearly mark the physical samples may result in a vendor response being marked as incomplete.