



Request for Qualifications CLC202310

Moving Services for Lottery Headquarters Relocation

Addendum #1

CLC Responses to Questions

1. During the walk-through it was mentioned that the move could take place during regular business hours. Does that mean that the Lottery office will be staffed while the move is occurring, or will the employees be working from another location/remotely? Having employees making use of the space is likely to slow the pace of work a bit, so I want to be sure I give realistic estimates in terms of time.

CLC Response:

The CLC is currently reviewing its move staffing plan and operational needs. We anticipate the move will occur in phases, and that some staff will be present in those office areas not yet being moved. This matter will be discussed with selected vendor. Vendors should propose their estimated terms of time noting any assumptions or challenges.

2. For the transportation of lottery product, do you want to use a single tractor trailer each day, or would having two be advantageous so that the second can be loaded while the first delivers?

CLC Response:

Refer to Part V.5 Submission Requirements. Vendors should provide their overall approach to the move, including details about vehicles that will be used. The CLC expects a continuous and seamless flow with multiple trucks in operation simultaneously loading and unloading at each location using the available docks.

3. We have a question concerning the pallets that are currently warehoused. We are assuming that the lottery is loading and unloading the pallets for security reasons. Will the vehicles be escorted to the new location? When the lottery uses the term loaded and unloaded does that imply that the driver does not have to do anything except drive. He is not required to move any pallets inside the trailer? Will the lottery be issuing an updated list of the moving contractors who attended the survey dates and are eligible to bid?

CLC Response:

Currently, the CLC does not anticipate that vehicles will need an escort. The CLC will confirm this matter with the selected vendor.

With respect to product inventory, the driver will only be responsible for driving unless otherwise requested. For all other items to be moved, the driver will load and unload.

The list of moving vendors who attended the survey dates will be available upon request at the conclusion of the RFQ.