



**IDAHO LOTTERY PACKAGE DELIVERY RFP
BIDDER QUESTIONS AND IDAHO LOTTERY ANSWERS
July 12, 2018**

1. Who specifically has to have a background check?

IDAHO LOTTERY: Idaho Code 67-7421 provides a detailed list outlining who is required to submit to a background check. In summary, all owners of a business and/or any person who owns or holds 5% or more of the company. This also includes any subcontractors the bidder may use to fulfill contractual requirements.

2. What is meant by key people?

IDAHO LOTTERY: See above.

3. What is required to pass the background check?

IDAHO LOTTERY: Please refer to the Package Delivery RFP, ATTACHMENT A, section 11, a – d.

4. I see that several of the retailers in the attachment C are not listed in the attachment B. Does this mean that not all of the retailers listed in attachment C will not necessarily be delivered by the awarded bidder? Or, will all of the retailers in attachment C be part of the awarded bidders' delivery customers?

IDAHO LOTTERY: This list of retailers is fluid and dynamic and changes daily. To streamline responses, Respondent's should refer to ATTACHMENT C to create their submission.

5. Can you provide package dimensions (length, width, height) by weight ranges?

IDAHO LOTTERY:

Poly Bag Envelopes (Actual envelope size/size range when filled):

Small 11"x14"	(8.5"x12"x1" ---8.5"x12"x3")	1-4 lbs
Medium 14"x16"	(8.5"x12"x3.5" ---9"x12"x4.5")	4-9 lbs
Large 17"x17.5"	(12"x12"x3.5" --- 13"x12"x4.5")	10-12 lbs

Boxes:

13"x11"x5" 11-18 lbs

13"x13"x7" 18-25 lbs

6. Can you provide a weight breakdown by single pounds?

IDAHO LOTTERY: No, we are unable to provide this.

7. Are there any commonly used box sizes?

IDAHO LOTTERY: See "Boxes" and "Poly Bag Envelopes" above, Question #5.

8. Are any of these packages under 16 oz.?

IDAHO LOTTERY: Any packages less than 16 oz. are rounded up to 16 oz.

9. What is the max possible weight of these packages?

IDAHO LOTTERY: As noted above, our current packages can hold a maximum of +/- 25 lbs. In the event that more inventory must be shipped to a retailer than can fit into a given box size, the order is broken down and placed into as many additional boxes/envelopes needed to fulfill the order. It is then noted on the labels as such: 1 of 2, 2 of 2, etc.

10. The RFP specifies that the packages be delivered via ground services. Is there any reason these packages shouldn't be handled by Air transportation?

IDAHO LOTTERY: There is no restriction regarding air versus ground transportation as long as all tracking requirements are met.

11. How important is next day service for all targeted areas? Is 2nd and 3rd day acceptable if priced competitively enough?

IDAHO LOTTERY: Next day service is mandatory. Second and Third day delivery is not acceptable regardless of price, at this time.

12. ATTACHMENT A - Paragraph 2. We cannot agree to maintain the prices for 90 days, as we are subject to PRC jurisdiction.

IDAHO LOTTERY: If a bidder does not honor or is not able to honor the price they bid (should they be the apparent successful bidder) when it comes to contract execution, the Lottery will be free to reject that bidder and move to the second bidder in line.

13. ATTACHMENT A - Paragraph 5. We cannot agree to comply with all state non-discrimination laws, as we are not subject to them.

IDAHO LOTTERY: This is acceptable. Paragraph 5 does also require compliance with federal nondiscrimination laws.

14. ATTACHMENT A - Paragraph 6. We cannot agree to comply with Title 74, Chapter 4, of the Ethics in Contract Act, as this is a state law and we are not subject to it.

IDAHO LOTTERY: Upon further review, we agree that this paragraph can be deleted. An amended RFP will be posted which excludes this paragraph.

15. ATTACHMENT A - Paragraph 7. We cannot represent that we will comply with all requirements of the RFP.

IDAHO LOTTERY: This is rather vague. When replying to the bid we would require that a bidder indicate each of the requirements they are unable to comply with. Depending on what the bidder cannot comply with (such as substantive requirements and specifications concerning provision of shipping services), it could render their bid unsuccessful.

16. ATTACHMENT A - Paragraph 14. We are not aware of what “banking services” are requested; we cannot agree to comply for that reasons (sic), and that providing such services may be outside our authority.

IDAHO LOTTERY: This reference was included as a very basic requirement, that the successful bidder be able to provide an invoice and have banking services required to receive a warrant/check payment from the Lottery. Because it can likely be assumed that this functionality is in place for bidders, the Lottery will remove these references to "banking services" from Paragraphs 14 and 16 in the Amended RFP.

17. ATTACHMENT A - Paragraph 16. We cannot agree to comply with all licenses; we need to limit it to applicable licenses.

IDAHO LOTTERY: We agree and confirm that this requirement is limited to applicable licenses.