



**National Trust for  
Historic Preservation**  
*Save the past. Enrich the future.*

## Addendum No. 1

PROJECT: RFP 2024-10 PRODUCTION MANAGEMENT

DATE: MARCH 29, 2024

RE: ADDENDUM NO. 1 TO REQUEST FOR PROPOSALS

TO: ALL BIDDERS

This addendum forms a part of the Contract Documents and modifies the original Bidding Documents and shall be included in the relevant scopes of work and bids submitted. It is the bidder's responsibility to determine if their work is affected by this addendum. Failure to acknowledge receipt of this Addendum on bid submission may subject the Bidder to disqualification.

**The Following is AMENDED:**

### GENERAL NOTES AND CLARIFICATIONS:

1. Answer to technical question

**DRAWINGS:** None

**SPECIFICATIONS:** None

### END OF ADDENDUM NO. 2

#### Answer to Question

Q1. In Exhibit A the tabs titled Appeal, Reinstate, and Acquisition all include quantities and specific pricing estimates to be included (see below). On the tab titled Monthly Renewal Pkgs, this information is not specifically requested. We understand renewals is the largest source of revenue from the membership program. To ensure we deliver upon the organization's needs, can you please let us know how you would like us to provide the quote for renewals and in what quantities for each package. The quantities will help determine which of the 30+ packages will need gang printing ahead of time.

Answer: The renewal quantities are in the Exhibit A file; under the tab seen below.

	39,431	57	39,374		37,871	59	37,812		36,424	56
FY25 Proposed Schedule & Qty's	Data Processing Overview		Monthly Renewal Pkgs		Renewal Qty Sample 6 Mos.		Acquisition			