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TO: ALL PROSPECTIVE VENDORS

RE: Addendum No. 1
Athletic Digital Display
Project No. SP26-08

Addendum No. 1 is issued to inform vendors that we have received questions that require a response, and therefore, an addendum. Please refer to the questions and responses provided.

Please confirm that we have the correct email address for your company. This addendum and subsequent addendums will be sent to all firms who have expressed their interest in submitting a proposal.

Vendors are to acknowledge receipt of Addendum No. 1 in their response.

If you have further questions, please contact me at sjones@truman.edu. Thank you.

Sincerely,

A handwritten signature in cursive script that reads 'Sarah Jones'.

Sarah Jones

**Athletic Digital Display
Project No. SP26-08**

Questions for Digital Display:

1. Will Truman be responsible for removing current plaques and prepping the wall for an interactive application? This would include removing what looks to be a shallow drywall facade that the plaques are attached to in order to create a full floor to ceiling exposed cinder block column for installing the new decorative wall enclosure.
 - a. Truman will prepare the space for equipment installation including removing existing fixtures and facades.
2. Will Truman be responsible for running the proper electric and ethernet cables to the proposed location based on specs that vendors will provide?
 - a. Truman will prepare the space for equipment installation including providing electric and data access points based on the vendor's requirements.
3. If vendors are selected as finalists and are required to present proposals to Truman, is that presentation onsite or can it be remotely presented via Teams, Zoom or other similar technology?
 - a. Finalist interviews may be conducted remotely.
4. It has been our experience that IT teams have varying requirements and needs that can lengthen or delay the delivery time of a project. Is it possible to have IT requirements for this project before submitting a proposal?
 - a. If the digital display requires access to Truman's network to enable software updates, facilitate content, etc., then the vendor should submit an [Information Technology Security & Requirements Questionnaire \(ITSRQ\)](#) with its proposal.

The ITSRQ can be accessed at the following website: <https://its.truman.edu/files/2026/03/Truman-ITSRQ-Version-4.0.xlsx>

5. April 23, 2026 is the deadline for submission. What is the proposed date for awarding the project and kickoff? With an August 1, 2026 installation deadline, the turn-around time is quite tight.
 - a. Truman will likely make a determination during early May. Assuming an award, Truman will issue a purchase order and/or contract shortly thereafter. Depending on product availability, Truman may at its sole discretion choose to extend the installation deadline. Vendor proposals should include an alternative completion date if the requested August 1 timeline is not achievable.
6. Will there be any discussion and comparisons made with vendors who charge an annual fee?
 - a. Truman will evaluate proposal pricing that includes one-time costs, periodic subscription costs, or a combination of both.