

**ADDENDUM ONE  
QUESTIONS and ANSWERS  
and EXHIBIT 2**

Date: April 5, 2024  
To: All Bidders  
From: Matthew Hansen / Craig Palik, Procurement Contracts Officer(s)  
AS Materiel State Purchasing Bureau (SPB)  
RE: Addendum for Request for Proposal Number 6855 Z1 REBID to be opened April 25, 2024  
at 2:00 P.M. Central Time

**Questions and Answers**

Following are the questions submitted and answers provided for the above mentioned Request for Proposal. The questions and answers are to be considered as part of the Request for Proposal. It is the Bidder's responsibility to check the State Purchasing Bureau website for all addenda or amendments.

Question Number	RFP Section Reference	RFP Page Number	Question	State Response
1.			Can you tell me what the actual spend is on? Airline, hotel, car rental? Do you have that breakdown?	Access to electronic information reporting only became available in August 2023. Exhibit 2 reflects information available to the State.

**Exhibit 2 is incorporated into this RFP as attached below.**

This addendum will become part of the Request for Proposal and should be acknowledged with the Request for Proposal response.

**RFP 6855 Z1 REBID**

**Individual Liability Travel Card Services**

**EXHIBIT 2**

**YEARLY SPEND AND REBATE**

<b>2023 TOTAL SPEND</b>	<b>TRANSACTION DOLLARS</b>	<b>REBATE TOTAL</b>
University of Nebraska – Kearney	\$ 5,105	\$ 28
University of Nebraska – Lincoln	\$ 72,969	\$ 402
University of Nebraska – Medical Center	\$ 7,194	\$ 37
University of Nebraska – Omaha	\$ 11,002	\$ 57
<b>Total</b>	<b>\$ 129,060</b>	<b>\$ 524</b>

<b>1/1/2024 to 3/31/2024 TOTAL SPEND</b>	<b>TRANSACTION DOLLARS</b>	<b>TRANSACTION COUNT</b>
University of Nebraska – Kearney	\$ 892	20
University of Nebraska – Lincoln	\$ 15,020	322
University of Nebraska – Medical Center	\$ 1,627	22
University of Nebraska – Omaha	\$ 1,998	33
<b>Total</b>	<b>\$ 19,537</b>	<b>397</b>

	<b>8/29/2023 to 12/31/2023</b>	<b>01/01/2024 to 3/31/2024</b>
Airlines	\$ 501	\$ 521
Auto/Vehicle Rentals	\$ 2,230	\$ 710
Hotels and Motels	\$ 4,245	\$ 4,586
Other Transportation	\$ 229	\$ 377