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**Posted Date:** March 21, 2023

**Solicitation No.:** RFP230197CMR

**Solicitation Name:** VCB- Meeting Sales Promotion Representative – Midwest USA

**Subject:** Addendum Number 1

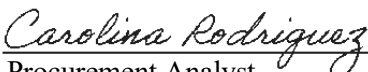
The following represents clarification, additions, deletions, and/or modifications to the above referenced bid. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged, including the response date. Words, phrases or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded, phrases or sentences represent additions to the original solicitation.

1. **ATTACHMENT: REVISED Midwest Sales Representative Example Travel Schedule**
  - a. **Example of the FY22-23 Trade Show Participation/ Client Events provided on page 22 of the solicitation documents shall be removed and replaced by the REVISED Midwest Sales Representative Example Travel Schedule attached on Addendum 1.**

**BIDDER/PROPOSER IS ADVISED, YOU ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WHEN SUBMITTING A BID/PROPOSAL. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE BIDDER/PROPOSER BEING CONSIDERED NON-RESPONSIVE.**

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENTS ARE AND SHALL REMAIN THE SAME.**

Carolina Rodriguez

  
Procurement Analyst  
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Lee County Procurement Management

**REVISED Midwest Sales Representative Example Travel Schedule  
FY 2022-23  
Trade Show Participation / Client Events**

<b>Month</b>	<b>Event</b>	<b>Location</b>	<b>Estimated Registration and Booth Costs</b>	<b>Estimated Travel Costs</b>
October	IMEX America	Las Vegas, NV	\$14,500	\$3,000
	SITE MN Client Event	Minneapolis, MN	\$500	\$750
November	MN Holiday Client Events	Minneapolis, MN	\$2,000	\$1,000
	HPN Partner Conference	Denver, CO	\$3,000	\$2,500
December	Destination Reps Holiday Client Event & Meeting	Chicago, IL	\$1,000	\$1,300
January	CESSE CEO Mid-Winter Mtg	Baltimore, MD	\$6,000	\$2,600
February	WeConnect MPI MN	Minneapolis, MN	\$750	\$750
April	Destination Celebration Kansas City & Sales Calls	Kansas City, MO	\$2,000	\$1,800
May	HelmsBriscoe ABC	Denver, CO	\$5,000	\$4,000
	Prestige Annual Meeting	Puerto Rico	\$3,800	\$2,500
June	Destination Reps Summer Client Event & Meeting	Chicago, IL	\$500	\$1,300
July	ACCESSE23 Leadership Conference	Detroit, MI	\$3,000	\$1,800
August	GPS Destinations Midwest Shows	Indi, Mpls, Chicago	\$3,900	\$2,600
	Minnesota Twins Client Event & Sales Calls	Minneapolis, MN	\$500	\$2,000
September	Connect Corporate	Minneapolis, MN	\$4,000	\$1,800
<b>Total</b>			<b>\$50,450</b>	<b>\$29,700</b>