



Addendum No. 1

DATE: January 14, 2021

Joliet Junior College
1215 Houbolt Road
Joliet, IL 60431

TO: Prospective Respondents
SUBJECT: Addendum No. 1
PROJECT NAME: Electronic Student Account Creation Consulting Services
JJC PROJECT NO.: B22010

Questions Received:

1. How do I attach required bid documents to the response? I have located and understand the pricing matrix section, but I am unable to locate any section that contains/permits the functionality required to upload documentation that is required. Please advise. Thank you.
Under the Standard Line Item Pricing Section (located in the bottom left section of the event), click the blue link labeled Attachments 0 to upload your attachments.
2. What are all the submittal documents , MY JJC is expecting the vendors to Submit apart from the quote and past experience of the vendors .
We encourage sending any information the vendor may feel pertinent to make a decision but at a minimum we need a document detailing the proposed work including a statement of work clearly spelling out costs and rates. In the proposal do please include wording on experience of the vendor especially if there is a partially pertinent example engagement. Please also attach the completed Certification of Contract/Bidder (page 10 of the bid document).
3. Does the vendors have to provide technical solution ie approach for the given Scope of Work?
We encourage sending any information the vendor may feel pertinent to make a decision but do feel this project should leverage the built-in/packed integrations functions Ellucian provides for Colleague to Microsoft integration – and we expect to minimize customizations and leverage pre-built functionality
4. As per the RFP the work location of this engagement is Remote and please confirm if we can perform the work in outside of the US (Canada, India)
Our security policies which will be referenced in a subsequent Master Service Agreement (MSA) prohibit administrative access to system outside of the US. Given the secure nature of this project being account creation, we do not see how work could be done remote on this project and meet that policy.

End of Addendum #1



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Please acknowledge receipt of these addenda by including this page with your proposal. Include your company name, printed name, title, and signature in your acknowledgement below. Failure to do so could result in disqualification of your bid.

Issued by:

Roxanne Venegas
Purchasing Manager
Joliet Junior College
815.280.6643

I acknowledge receipt of Addendum #1.

Company Name

Printed Name

Title

Signature