



Addendum No. 1
Page 1 of 2

DATE: April 9, 2025

Joliet Junior College
1215 Houbolt Road
Joliet, IL 60431

TO: Prospective Respondents
SUBJECT: Addendum No. 1
PROJECT NAME: Beverage Retail, Vending, & Pouring Rights
JJC PROJECT NO.: R25007

This Addendum forms a part of the Bidding and Contract Documents and modifies the original bidding document as posted on the JJC website. Acknowledge receipt of this addendum in the space provided on the Bid Form. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.

Questions Received:

1. What is the student and faculty count at the satellite campus locations?
The figure below is average student count for the last two semesters. Employee counts vary by class loads and not available for publication. The majority of employees are at the Main Campus.
 - a. *Main Campus – 3,600*
 - b. *Romeoville Campus - 450*
 - c. *City Center Campus - 220*
 - d. *Weitendorf Agricultural Education Center – The population varies throughout the year due to events and classes.*
 - e. *Morris Learning Center - 82ts.*
2. Is the invoice procedure of payment terms of Net 45 negotiable? We use Net 30 payment terms.
The Joliet Junior College (JJC) Board of Trustees approves all expenditures at its monthly meeting; thus, a payment term of net 45 is required to prevent late payments. Additionally, by doing business with JJC, please know that the nature of this purchase is subject to the Illinois Prompt Payment Act (30 ILCS 540/1). According to this act, you can expect to be paid 60 days after JJC receives the invoice per Section 3-2(1.05), and you are not entitled to any interest until after the 90 days.

3. Is there a required number of beverage vending assets and retail coolers on campus, or is there flexibility on number of assets?

No, JJC is willing to consider other options.

4. Have there been any recent reported incidents of theft, vandalism, or machine misuse in certain areas?

Yes, in the past five years, we did have one incident of the plastic door cover being kicked in on a beverage vending machine.

5. Will the successful bidder be bound to selling Coke products exclusively?

No, JJC is willing to consider other brands.

6. Is the college open to expanding vending services to include cold food options?

The college welcomes alternative ideas for consideration that will enhance the student and employee environment.

7. The annual sales you report of \$14,000 for one calendar year seem incredibly low especially having 13 snack machines in campus. Is this a typo?

No, that is the correct sales amount.

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:

Matt Stephenson
Senior Director of Business & Auxiliary Services
Joliet Junior College
815.280.6643

I acknowledge receipt of Addendum #1.

Company Name

Printed Name

Title

Signature