



Addendum No. 1

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DATE: October 8, 2014

Joliet Junior College
1215 Houbolt Road
Joliet, IL 60431

TO: Prospective Respondents
SUBJECT: Addendum No. 1
PROJECT NAME: Strategic Planning Consultant
JJC PROJECT NO.: R14009R

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 as instructed on the last page.*** FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.

Questions Submitted:

1. Has Joliet Junior College completed any reports on the current regional labor market and how certificate and degree programs align with the needs of business and industry? If so, are copies available to review?

JJC has recently subscribed to an economic modeling tool which will help JJC evaluate our programs based on the best employment outcomes. These reports can be made available to the selected consultant. Please refer to the JJC website for previous years' economic impact reports.

2. Will Institutional Research Staff be available to provide assistance during the project?

The expectation is the selected consultant along with the Strategic Planning committee will perform the majority of the necessary tasks. The committee will determine if and when assistance from Institutional Research may be needed.

3. What departments/positions are represented on the strategic planning committee?

Senior Administrative Leaders from:

- ***Student Development***
- ***Corporate & Community Services***
- ***Information Technology***
- ***Health Professions and Emergency Services***
- ***Construction Management***

Faculty Department Chair

4. Are there currently dates identified for Strategic Planning Steering Committee meetings? If so, when are they scheduled?

The committee currently meets twice a month.

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5. Are spiral bound proposals or proposals included in binder folders acceptable ways to submit the hard copies of the proposal?

Yes.

6. Would you be open to a short phone dialogue next week with our team to chat if our firm would be a good fit, even without vast experience in higher education?

Illinois Community College Procurement Laws do not allow for us to discuss RFP projects with vendors on an individual basis prior to the deadline for submissions. If you feel that your firm can provide the service(s) being requested, we encourage you to submit a proposal.

End of Addendum #1

Issued by:

Janice Reedus
Director of Business & Auxiliary Services
Joliet Junior College
815.280.6643

I acknowledge receipt of Addendum #1

Company Name

Printed Name

Title

Signature