



Addendum No. 1

DATE: May 3, 2016

Joliet Junior College
1215 Houbolt Road
Joliet, IL 60431

TO: Prospective Respondents
SUBJECT: Addendum No. 1
PROJECT NAME: Property & Casualty Insurance
JJC PROJECT NO.: R16006

This Addendum forms a part of the Bidding 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. We will need the following information:
 - a. Number of Employees
See page 10 of original document under "Insurance Information".
 - b. Please update the statement of values with missing addresses (column C) and COPE/Building info (columns K-R)
See attached.
2. Does insured back up their data at least once a week and stores in an offsite location?
Yes, daily and weekly backups. Tapes are stored offsite.
3. Does the insured have antivirus and firewalls in place that these are regularly updated (at least quarterly)? ***Yes***
4. Do you have dual control when transferring funds in excess of \$25,000 to external parties?
Yes. For the occasional wire transfer that is made, the threshold is \$100,000 for the bank to a call back verification. In addition, our General Accountant reviews the activity in our bank accounts daily and inquires with the Controller and Asst. Controller of any activity she wasn't aware of.

5. Do you provide training for staff members who transact funds in excess of \$25,000 externally?

Yes

6. Within the last 5 years, have you suffered any systems intrusions, tampering, virus or malicious code attack, loss of data, loss of portable media, hacking incident, extortion attempts, data theft or similar, resulting in a claim whether covered by insurance or not?

No incidents resulting in a claim.

End of Addendum #1



Addendum No. 1

DATE: May 3, 2016

Joliet Junior College
1215 Houbolt Road
Joliet, IL 60431

TO: Prospective Respondents
SUBJECT: Addendum No. 1
PROJECT NAME: Property & Casualty Insurance
JJC PROJECT NO.: R16006

Issued by:

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

I acknowledge receipt of Addendum #1

Company Name

Printed Name

Title

Signature

