

November 26, 2018

ADDENDUM III
CSP No. 19A-002
Purchase of Online Student Orientation Solution for
Alamo College District-San Antonio College

I. The following is being provided in response to questions received:

- A. Question: The “Conflict of Interest Questionnaire” asks for the name of an officer for whom the vendor has a business relationship. Who would that person be, if anyone?

Response: Section 7 “Conflict of Interest Questionnaire” (page 26 of the CSP) should be completed and submitted for each officer or employee of Alamo Colleges District for whom the vendor currently employs or is engaged with in another business relationship, if applicable.

- B. Question: The pages of the CSP “Terms and Conditions” have the word “SAMPLE” printed on them. Are these the actual Terms and Conditions of the contract, and not just a “sample”?

Response: Yes. “Section 8, Terms and Conditions of the Contract” (pages 27-34 of the CSP) are provided as a sample of the standard Terms and Conditions in an Agreement with Alamo Colleges District.

- C. Question: Since you have an award date of January 22, 2019, and development won't start until sometime after that, would you accept an online orientation launch date that is closer to six (6) months from the development start date? Or is the May 1, 2019 online orientation launch date a "must have" launch date, regardless of when the vendor can begin development?"

Response: Yes, On Page 11 of the CSP,

“SECTION 1, SCOPE OF WORK, B. Statement of Work, 1. Offeror will design, develop, provide training, deploy and support an Online Student Orientation Solution customized for San Antonio College by May 1, 2019.”

Is hereby replaced with the following:

“SECTION 1, SCOPE OF WORK, B. Statement of Work, 1. Offeror will design, develop, provide training, deploy and support an Online Student Orientation Solution customized for San Antonio College by July 1, 2019.”

The deadline to submit a proposal for this project is 2:00 PM CST, November 29, 2018.



- D. Question: The CSP refers to “Exhibit A” [throughout Section 8 Terms and Conditions of Agreement]. Where is “Exhibit A” located in the CSP documents?

Response: “EXHIBIT A TO AGREEMENT TO PROVIDE SERVICES TO ALAMO COLLEGES DISTRICT” is found on page 35 of the CSP documents.

- E. Question: In reference to Exhibit A 2.0 Term of Agreement, is it permissible to present multiple term options with pricing for each (1-, 3-, 5 years)? How would you like this presented?

Response:

No, “EXHIBIT A TO AGREEMENT TO PROVIDE SERVICES TO ALAMO COLLEGES DISTRICT 2. Term of Agreement” is a template used only after a Contract Award has been made (page 35 of the CSP).

Offeror’s proposed pricing should be submitted in “SECTION 3, PROPOSAL PRICING SCHEDULE”, as requested in the “PRICE TABLE”, (page 22 of the CSP). Furthermore, the term of the contract “will begin upon award and terminate August 31, 2020, and have four, one year options to renew upon mutual consent of the contractor and Alamo Colleges District” (page 4 of the CSP).

All proposals received will be evaluated based on the requirements of the CSP.

- F. Question: Section 8 Terms and Conditions, 13.15 Indemnification – Is it permissible to suggest alternate language? If so, how would you prefer it to be presented?

Response: Yes, in accordance with Section 2.A.16, of the CSP (page 16); Offerors may suggest alternate language to “SECTION 8 TERMS AND CONDITIONS OF THE CONTRACT, 13.15 Indemnification of Alamo Colleges District and Affiliates Release of Affiliates”, (page 32 of the CSP).

All proposals received will be evaluated based on the requirements of the CSP.

The deadline to submit a proposal for this project is 2:00 PM CST, November 29, 2018.