



October 14, 2020

ADDENDUM II
Purchase of Recruitment Services for Associate Vice Chancellor for Facilities and Construction Management
CSP No. 21A-002

- I. The following is being provided in response to questions received:
- A. Question: Is this bid proposal for direct hire placement specific to just the role referenced?
Response: Yes, The purpose of this CSP is to solicit proposals for the purchase of Recruitment Services for the Alamo Colleges District Associate Vice chancellor for Facilities and Construction Management. The scope of services is required to assist the Alamo Colleges District with providing the recruiting, screening, and hiring of a highly qualified applicant to fill the vacant position of the Alamo Colleges District Associate Vice chancellor for Facilities and Construction Management.
- B. Question: Was there an initial communication since I see an addendum attached?
Response: Yes, an invitation to bid on this CSP request was sent to potential known Offerors on October 2, 2020. Additionally, the CSP request was advertised in the San Antonio express News.
- C. Question: We only perform pre and post-employment background checks for our clients. Can you confirm for us that this is strictly for recruiting services, and does not include looking for a background-screening vendor specifically? Or does this include that service also?
Response: Offeror is referred to the response given in question "A," above.
- D. Question: I quickly scanned the link provided, and have located the following email address: DST-Purchasing@alamo.edu . Is that where you would like all responses to be sent?
Response: No. As per the CSP; Section 2.C, E-mailed or faxed proposals will not be accepted.
- E. Question: On page 15, item 4 states: "Offeror shall acknowledge receipt of addenda in the spaces provided in the Proposal form." Is this referring to the Section 6 – Proposal Certification form that is to be completed and signed to confirm that all CSP documents and attachments have been reviewed?
Response: No. Offeror may acknowledge addenda by indicating so with their proposal submission, and/or at the bottom of Section 4, Offerors Checklist, and provide with their response.

The deadline to submit a proposal for this project is by no later than 2:00 p.m. C.S.T., Oct. 26, 2020



ALAMO
COLLEGES
DISTRICT

Purchasing & Contract Administration

- F. Can you please confirm that the following address is for either USPS or a delivery service such as FedEx, UPS, etc.?

Alamo Colleges District

Purchasing and Contract Administration

Re: Purchase of Recruitment Services for the Alamo Colleges District Associate
Vice chancellor for Facilities and Construction Management

CSP # 21A-002

Reception Desk

2222 N. Alamo St.

San Antonio, Texas 78215

Response: Yes, this is confirmed.

The deadline to submit a proposal for this project is by no later than 2:00 p.m. C.S.T., Oct. 26, 2020