

ADDENDUM NO. 2

Date: May 25, 2017

for

Information Technology Consultant Services BID No. 352D

South Orange County Community College District

General-All project documents including contract documents, drawings, and specifications, shall remain unchanged with the exception of those elements added, revised, deleted, or clarified by this addendum.

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1-1 Questions and Answers

Q1: Is there any table for Job Categories where we can mention the rates?

A1: NO. Please develop your own table with rates based on the information in Bid No. 352D. If you choose to add additional job categories that would be acceptable in the response.

Q2: Who are the current firm(s) awarded a contract to provide selected professional services/

A2: We utilize the services of Neudesic, LLC, eNamix, and several small independent contractors for IT related projects.

Q3: How long have current firm(s) been providing selected professional services to SOCCCD?

A3: Between one to ten years.

Q4: What is the current contract spend?

A4: Bid 352D requires the services for several new spend categories with an estimate of \$100,000 to \$200,000 per contract which may include multiple projects within each contract.

Q5: What is the anticipated budget for new Agreement?

A5: At this time, there is not a specific budget. The spend will be based on projects that are ultimately funded after review by a committee and our fiscal services department.

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Q6: What are the specific projects?

A6: There are several projects that have been identified which are waiting for budget approval. The projects may include:

- Student Information System (SIS): State Compliance and College Requests
- Mobile Registration
- Student Success Roadmap
- My Academic Plan (MAP) Enhancements

Q7: What is the percentage complete of each project?

A7: Zero. This RFP will establish a pool of qualified vendors to perform future work.

Q8: What specific projects are planned over the next 12 months?

A8: Please refer to answer for Question 6 above.

Q9: How are infrastructure/operations projects (i.e. refresh, migrations, etc.) managed?

A9: No Answer. This is not part of the Bid.

Q10: How many SOCCCD employees are supporting projects?

A10: Ten. Some may be associated with work related to the Bid.

Q11: How many IT Consultants are supporting projects?

A11: Fourteen.

Q12: Is the objective to select firm(s) who provide staff augmentation, or software consulting?

A12: Augmentation.

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Q13: Is community college IT project experience required, or desired?

A13: Desired.

Q14: As being selected through this process does not guarantee that the firm will be called to work on any projects, what if there is a change in proposal representation of staff availability?

A14: Progress for individual projects will be evaluated throughout the term of each project. If there is a change in scope of work, or need to adjust staffing, it will be evaluated and a determination will be made on how best to support the project through completion.

Q15: Page 10 state Agreements will be based on a lump sum basis. Are Agreements to be based on an hourly fee (T&M), or lump sum?

A15: Time and Material.

Q16: Who is the current selected firm?

A16: The District uses several firms as noted in Answer A2 above for IT related projects.

Q17: Introduction states Agreements may be awarded with one or more IT Consultant firms. Please clarify.

A17: The District may select more than one responding firm. However, the District reserves the right to reject all Bids. If we choose more than one firm through the bid process, we will evaluate firms as projects arise to determine the best value to the District for each project.

Q18: Do we need to submit resumes as well in our response.

A18: Please review the Bid. If you are submitting resumes as part of the Bid to clarify the capabilities of the individual consultants that may perform the work, that would be acceptable.

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Q19: Apart from Job categories do we need to provide hourly rates of the following as well?

Principal

Lead – Project Manager/Evaluator, Associates, Clerical staff, Overtime and Weekend Rates for the above.

A19: Yes.

Q20: Is there any format / table where we can mention the hourly rates?

A20: NO. Please develop a table as part of your Bid response.

Q21: Is it mandatory that we must have previously worked with College / Community in order to respond to this bid?

A21: NO, but it is desired.