

MONTGOMERY COLLEGE - OFFICE OF PROCUREMENT
REQUEST FOR PROPOSAL TITLE: WDCE WEB-HOSTED COURSE MANAGEMENT SYSTEM
RFP NUMBER: 519-011
RFP CLOSING DATE AND TIME: JANUARY 25, 2019 @ 3:00 PM



ADDENDUM #1
Issued: January 18, 2019

ADDENDUM FOR THE PURPOSE OF:

- To provide the attached questions and answers

All other specifications, terms and conditions remain unchanged.

A handwritten signature in blue ink, appearing to read 'Patrick Johnson', written over a horizontal line.

Patrick Johnson
Director of Procurement

Please sign below to acknowledge receipt of this Addendum and return with the proposal. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

NOTE: ACKNOWLEDGEMENT OF RECEIPT OF BID ADDENDA WILL NOT BE ACCEPTED BY FACSIMILE OR E-MAIL.

Company Name

Authorized Signature

Date

Printed/Typed Signature

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Question	MC Response
1. What Learning Management System (LMS) are you currently using?	Blackboard
2. How many users will be using the Course Management System (CMS)?	Approximately 100 users currently. The RFP requirement is for unlimited user licenses.
3. What level of support is expected with the LMS?	<ul style="list-style-type: none"> ✓ Fully functioning program ✓ Near 100% system uptime ✓ Quick follow-up ✓ Ongoing upgrades and training ✓ Unlimited live/phone support ✓ Project implementation plan with progress monitoring ✓ Project implantation team ✓ Test environment ✓ Regularly scheduled system backups
4. What is the current FTE (FTE reported to IPEDS) required for the proposal?	Reports do not go to IPEDS as this is non-credit activity.
5. Will there be open communication with vendors during this process, or is all communication to be held through a particular person?	During the RFP process up to award, all communication will come and go through the Office of Procurement.
6. Will there be opportunities to allow for discovery to provide a better solution beyond the scope in the RFP documents?	Based on the RFP requirements, specifications and this Q&A, the vendor should be able to present the best solution.
7. Will there be an opportunity to showcase solutions to audiences that include faculty, staff, and students?	If following the initial scoring by the evaluation committee, at least two or more top ranked Offerors <u>may</u> be invited for an oral presentation and or demonstration.
5.2.1 Lists the items for the Technical Proposal. Between 5.2.2 and 5.2.3 the RFP indicates the manner for organization of the Proposal. The latter list does not include the Requirements Checklist or the Completed Contractor Information Form. Is there a specified location where these items should be presented; or should they fall within the order they appear in 5.2.1.	Please see the table of contents and section 1.12 for location of items. Section 5.2 specifies how the proposal response should be organized.