MC MONTGOMERY COLLEGE

ADDENDUM #2

Issued: 10/29/2020

ADDENDUM FOR THE PURPOSE OF:

▪ To provide the attached questions & answers

All other specifications, terms and conditions remain unchanged.

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Patrick Johnson, MBA
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: All proposals MUST BE RECEIVED **electronically** (NEW) by 3:00pm Eastern Standard Time on **November 13, 2020.**

Electronic proposal and addendum or addenda shall be sent to the following email address prior to the submittal deadline date and time at vendor.proposals@montgomerycollege.edu. **No responses will be accepted after this date and time.**

_____   _____
Company Name   Authorized Signature

_____   _____
Date   Printed/Typed Signature

MONTGOMERY COLLEGE ▪ OFFICE OF PROCUREMENT
REQUEST FOR PROPOSAL TITLE: CLOUD-BASED LIBRARY SERVICES PLATFORM & DISCOVERY SYSTEM
RFP NUMBER: E521-009
RFP CLOSING DATE AND TIME: NOVEMBER 13, 2020 @ 3:00 PM EST

Vendor Questions	Montgomery College Response
1. Given this RFP's short turnaround would Montgomery consider an extension to the original submittal date? We'd like to propose an extension of twelve (12) working days from the original date for a target date of Nov 20th.	The closing date has been extended to November 13, 2020 at 3:00 pm.
2. What is the total number of individuals who will require login access to the system (including part-time staff)?	If we count all library positions, it would be fifty (50). If logins are needed for student workers and Information Technology staff, it's 70. If pricing is going to be based on the number of accounts, we'd like pricing submitted for both.

3. Please provide/confirm the following information about the size and composition of your library collections:
    • Total number of unique e-journal titles
    • Total number of digital objects (if applicable)
    • Size of your digital collection (in MBs)? (if applicable)
	• 61,150 (from overlap analysis of all holdings in Intota).
	• Does not apply
	• Does not apply

4. Does Montgomery College have a "Go-Live" date to begin services?	The preference is to allow adequate time to do the implementation wisely and to "go live" when it's least disruptive to students. In addition, considering our fiscal cycle, July 1, 2021 seems a reasonable date to begin services, give or take any unforeseeable setbacks.
5. Does Montgomery College have established date(s) for demonstrations, contract award announcements or other timeline milestones?	Estimated timeline: RFP close date – November 13, 2020 Committee evaluation/scoring – November 16th thru 30th Presentations – December 1st thru 16th Recommendation of award presented at Board of Trustees meeting, scheduled for January 27, 2021.
6. Regarding "SUPPLEMENT I" and "SUPPLEMENT II" (functional sections), we would like to propose responding with a Word document/PDF, sans the table format. This would allow us to both maintain the order of your template but also allow us to present our text, images and charts in an orderly, easy to follow manner.	A Word document is acceptable.

**************************** End of Questions & Answers ****************************