

MONTGOMERY COLLEGE • OFFICE OF BUSINESS SERVICES
RFP TITLE: FINANCIAL AID ADVISORY SERVICES
RFP NUMBER: E525-004
RFP CLOSING DATE AND TIME: NOVEMBER 6, 2024 @ 3:00 PM



ADDENDUM #1

Issued: November 1, 2024

ADDENDUM FOR THE PURPOSE OF:

- To provide the attached questions and answers

All other specifications, terms and conditions remain unchanged.

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

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** by 3:00pm Eastern Daylight Time on **November 6, 2024**.

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

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Vendor Questions	MC Response
1. In the RFP it states that the assessment must be “ a Complete Standards of Excellence (SOE) Review approved by NASFAA”. NASFAA does not have an approval process for methods of assessment provided by other third-party servicers, and the only provider that may align with this would be Blue Icon. Can you please clarify this requirement and if you are looking for specifically an SOE Review, which is offered by Blue Icon specifically?	The College’s preference is NASFAA’s Complete Standards of Excellence (SOE) Review, however we <u>may</u> consider other alternatives.
2. Could you please clarify whether the requirement for “a Complete Standards of Excellence (SOE) Review approved by NASFAA” is mandatory? Would the College consider similar assessments by other qualified firms, even if these assessments are not NASFAA-branded SOE Reviews?	NASFAA’s Complete Standards of Excellence (SOE) Review is preferred, but is not mandatory. Yes, the College <u>may</u> consider similar assessments by other qualified firms.
3. Would you consider a proposal based on proprietary assessment program that covers the same areas—systems, Title IV compliance, customer service, administrative capability, human resources, facilities, and consumer information?	Yes.
4. Could you provide information on the allocated budget for the project? Are there any budgetary constraints or considerations that we should be aware of?	Budget information is not available at this time.
5. Could you clarify the preferred timeline structure for the project? What is the expected timeline for the firm to have everything completed by?	The College’s expectation is the project timeline could be 12- 16 months.
6. Could you confirm if vendors must be registered and in Good Standing with the State of Maryland at the time of proposal submission, or if we could complete the registration process contingent upon contract award? We understand that the finalization of award and contracting will include a Good Standing check, and we want to ensure we meet all requirements appropriately and within the necessary timelines.	Vendors must be registered and in Good Standing with the State of Maryland at the time of proposal submission.

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