

**JOLIET JUNIOR COLLEGE
REQUEST FOR PROPOSAL
PC & LAPTOP PURCHASE PROGRAM**

Addendum No. 1

The following questions were received prior to March 12, 2008 10:00 a.m.:

1. It states two upgradeable slots for memory, but I'm confused as to whether that means two total slots available or a notebook with memory in it already and then two more slots available, such as 3 total slots.
2 or more configurable slots, not Onboard RAM and one empty slot
2. Can you tell me the Operating System that you are looking for the PC, laptops and tablet PC's?
Windows Vista or newer
3. What is the form factor you are looking for desktops like minitower etc
Mini to full tower
4. Is there some laptop weight in consideration and lastly, for the tablet PC an external DVD Drive would do or you require only an integrated one
Integrated is preferred to maximize portability, minimize attached accessories
5. **In reference to the DoD class 7 destruction standards:** the standard that we are familiar with is the DoD 5220.22 – the National Industrial Security Program Operating Manual, which describes overwriting media and sanitizing media. Please indicate if this is the same standard that you are referring to in the RFP. If it is not could you please clarify what the details of the DoD class 7 standards entails.

“Subsection 8-5-3:

*1. Overwriting Media. Overwriting is a software procedure that replaces the data previously stored on magnetic storage media with a predefined set of meaningless data. Overwriting is an acceptable method for clearing. Only approved overwriting software that is compatible with the specific hardware intended for overwriting will be used. Use of such software will be coordinated in advance with the Customer. The success of the overwrite procedure will be verified through random sampling of the overwritten media. The effectiveness of the overwrite procedure may be reduced by several factors: ineffectiveness of the overwrite procedures, equipment failure (e.g., misalignment of read/write heads), or inability to overwrite bad sectors or tracks or information in inter-record gaps. **To clear magnetic disks, overwrite all locations three (3) times (first time with a character, second time with its complement, and the third time with a random character). Items which have been cleared must remain at the previous level of classification and remain in a secure, controlled environment.***

*3. Sanitizing Media. **Sanitization removes information from media such that data recovery using any known technique or analysis is prevented.** Sanitizing is a two-step process that includes removing data from the media in accordance with Table 3 and removing all classified labels, markings, and activity logs.”*

Since this would be relevant to disks and other media leaving our control, systems would need to go through Sanitization as stated below. Pg 8-3-1 from “DoD 5220.22-M, February 28, 2006” is available on our website at www.jjc.edu

a. Clearing. Clearing is the process of eradicating the data on media before reusing the media in an environment that provides an acceptable level of protection for the data that was on the media before clearing. All internal memory, buffer, or other reusable memory shall be cleared to effectively deny access to previously stored information.

b. Sanitization. Sanitization is the process of removing the data from media before reusing the media in an environment that does not provide an acceptable level of protection for the data that was in the media before sanitizing. IS resources shall be sanitized before they are released from classified information controls or released for use at a lower classification level.

6. **In reference to recycling:** what condition of computers are you planning on recycling? Are they usable or just outdated? Will some parts be usable? Unable to be traded in? These questions will affect which recycling organizations will be the best candidates.

Also, would JJC be willing to consider taking part of any non profit refurbishing programs (such as pcsforschools). This question is slightly dependent on the question concerning the condition of computers and the conditions of parts.

Some machines are functional, some are non functional, typically 4+ years or older

7. What brands and models make up most of your current computer environment?
Omnitech/Gateway
8. On page 2 of the RFP, item 2.3: can you please define this further? What is meant by “in place and operational prior to April 15, 2008?”
First shipment ordered
9. On page 7 of the RFP, item 13.2.1: how does Joliet Junior College plan to utilize the barcode required to be on the shipping label?
Standard practice in tracking receivables
10. On page 7 of the RFP, item 15.2.1: can you please advise us regarding the inventory of parts requested, including parts requested as well as expected quantities?
Parts requested would be any parts required for machines ordered, typically one part per 30-40 machines

All proposals will be reviewed independently and will be awarded based on the best interests of the College.

Please acknowledge receipt of this addendum by emailing back a confirmation receipt.

Issued by:

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