



## Addendum No. 1

**DATE:** July 16, 2020

Joliet Junior College  
1215 Houbolt Road  
Joliet, IL 60431

**TO:** Prospective Respondents  
**SUBJECT:** Addendum No. 1  
**PROJECT NAME:** Microsoft Campus Agreement  
**JJC PROJECT NO.:** B20027

This Addendum forms a part of the Bidding and Contract Documents and modifies the original bidding document as posted on the JJC website. Acknowledge receipt of this addendum as specified at the end of this document. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.

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### Questions Received:

1. Will this be a monthly or annual subscription/agreement? Also, how many faculty and how many students?
  - Annual - 1800 Staff/Faculty with current peak of 88k student can be as low as 50k based on account lifecycle.
2. Do you have any special pricing in place from Microsoft? What level of Campus Agreement do you have? What is your current Microsoft Agreement number?
  - The requirements and best pricing should be based on this Bid Document and not on old agreement.
3. Please confirm if this belongs to an existing agreement number or if this is new. Note: The SKUs are from the old academic buying program of Microsoft. The new one that is being offered is OVS ES open value subscription education solutions.
  - It is understood that the old program is retired and a new program is in effect.
4. How was this list of items generated? (For example, did you or are you working with IT staff/consultants? Did this come from an existing agreement?)
  - On-prem targeting SKUs came from existing agreement, M365 targeting SKUs came from pro-rated quotes over the past 2 years.
5. Do you need all of the items listed at the same time, or can we work with you to understand ideal time to purchase on an as-needed basis?
  - Yes, we need all items at the same time.

6. Are you open to consulting to help understand the contents of this list, and provide recommendations to adjust? (For example, our team noticed that several items cancel each other out and that certain SKUs are out-of-date.)
  - SKUs can be updated, any cancelations can be addressed through optimizing the 3 SKU M365 options
7. Can we schedule a time to gather more information on your organizational stack and how these items are intended to fit into it? If not, can we include time in our proposed approach to do so (i.e., Discovery phase)?
  - Our current contract ends on September 30, 2020 and we do not have a window for discovery session.
8. Are you open to accepting pricing ranges in the proposal that are subject to change based on discovery?
  - No.
9. Will personnel from your IT department be available to coordinate with us during the project? Who else from your organization will be available during the project?
  - Personnel can be made available.
10. What is your ideal timeframe for the project?
  - Effectivity start date on October 01, 2020. Current contract ends on September 30, 2020.
11. We noticed on the specifications page that item no. 18 and 19 have the same Microsoft part number. Should these be different?
  - We want to choose from quotes that include A3, A3+Security, or A5 with the understanding that On-Prem components are consistent and there will be cancelations/supercedence based on M365 license tier.
12. Could you give some clarification on [part numbers 4ZF-00019-12MO, LEH-00002-12MO, 3R3-00001-12MO, 6QK-00001-12MO, NK5-00001-12MO, 6E9-00002-12MO, LJ9-00001-12mo] We offer these, but Microsoft has given us different Part #'s than the ones listed above.
  - SKUs were based on previous pro-rated quotes, if SKUs have been updated the product description should be used as the indicating key.
13. Under the substitutions section, it mentions we can offer equal product, but we must meet the minimum specifications. Does this mean if we do have different part #'s than what is stated above, we can offer the potential licenses that we have availability to?
  - We will need to be able to purchase pro-rated licenses throughout the agreement term.
14. I didn't see language stating that the insurance requirements are only applicable to whomever is awarded the bid by JJC.
  - This is correct. The insurance requirements are applicable to the selected vendor.

15. Does our response need to be in the form of an EES or will any lowest cost purchasing vehicle be acceptable? Also, if an EES is required, are the numbers included in the bid doc your FTE or actual quantities needed?

- Currently assigned user licenses are below what is requested. On-prem/System licenses should be as inventoried.

16. When providing pricing, do you want us to price the entire list or just the lower cost option between M365 bundles and a la carte?

- We want to choose from quotes that include A3, A3+Security, or A5 with the understanding that On-Prem components are consistent and there will be cancelations/supercedence based on M365 license tier.

**End of Addendum #1**



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**Please acknowledge receipt of these addenda by including this page with your proposal. Include your company name, printed name, title, and signature in your acknowledgement below. Failure to do so could result in disqualification of your bid.**

Issued by:

Janice Reodus  
Director of Business & Auxiliary Services  
Joliet Junior College  
815.280.6643

I acknowledge receipt of Addendum #1.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Printed Name

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Title

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Signature