Central New Mexico Community College

Purchasing Department
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AMENDMENT # 2

DATE: March 21, 2013

TO: All Bidders of Record

FROM: Gil Rivera, Buyer

SUBJECT: Amendment #1 to P-330, "Bookstore Management Services"

This amendment becomes part of the Contract Documents and modifies the original bidding documents as noted below:
Bidders are required to acknowledge receipt of this Amendment in the space provided in Section E.

CLARIFICATION**:** The RFP Due Date has been changed:

WAS: On or before 4PM MDT, Wednesday, March 27, 2013

IS NOW: On or before 4PM MDT, Thursday, April 11, 2013

1. QUESTION: As explained during our pre-bid meeting it is critical for us to receive the following breakdown by sales category (New, Used, Trade, Supplies, Clothing, Gift, Miscellaneous) for each location from the period of April 1, 2011 – March 31, 2012; April 1, 2010-March 31, 2011; and the months of April 2012, May 2012, June 2012, July 2012, August 2012, September 2012, October 2012, December 2012, January 2013, February 2013.

   ANSWER: Breakdown by Category is provided per file <CNM Five Year Sales Recap.xlsm> attached to our website.

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2. QUESTION: During your Annual Program Review with current vendor, you received textbooks savings information provided to students. This would include savings of Used vs. New, Buyback Dollars Spent and Rental Savings. Please provide this information for the past 3 vendor fiscal years. Example April 1, 2009- March 31, 2010; April 1, 2010-March 31, 2011; April 1, 2011-March 31, 2012.

ANSWER:

	4/09 – 3/10	4/10 – 3/11	4/11 – 3/12
TEXTBOOK SALES			
Rental Sales		$502,593	$1,178,993
Used Sales	$5,501,590	$5,676,364	$4,734,982
New Sales	$5,669,359	$6,126,906	$6,724,463
Buyback Dollars Spent	$1,658,131	$1,846,055	$1,551,941
SAVINGS TO STUDENTS			
Rental Savings		$502,593	$1,178,993
Used Savings	$1,833,863	$1,892,121	$1,578,327
BuyBack Dollars Paid	$3,491,994	$4,240,769	$4,309,261

3. QUESTION: What is the unamortized portion of the new bookstore fixtures for each location?

ANSWER: The following unamortized balances for previous investments at each of the existing store locations: Westside - $189,126, Montoya - $136,449, Main - $22,426. These balances are through February month-end.

4. QUESTION: How old are the current fixtures in each location?

ANSWER: In June 2006, some new fixtures were added to the current store on Main Campus. Fixtures in the Montoya Campus store were deployed in the fall of 2009 as part of an update to the store at that time. In the Westside Campus store, while some store fixtures were deployed in the summer of 2010, most were installed as part of the new store project completed there in December of 2012.

5. QUESTION: Will CNM allow an extension of the bid due date for all interested vendors to be extended to 4PM MDT, Friday, April 5, 2013.

ANSWER: Yes. CNM agrees to extend the due date and time to be on or before 4PM MDT, Thursday, April 11, 2013.

6. QUESTION: Please provide CAD drawing for all three campus bookstores as discovered to be available during the pre-bid meeting walk through.

ANSWER: The drawing <A1003 CNM Culinary Arts-Bookstore.pdf> is posted on our website.

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7. QUESTION: Discovered during the pre-bid meeting walkthrough were blueprints of the new bookstore space. Please confirm current vendor (Follett Higher Education Group) indirectly entered into an arrangement providing future design plans for the CNM Main Campus Bookstore currently being built

ANSWER: Follett is currently assisting CNM with the design and fixture plan for this new store space. However, no final plan has been approved at this time.

8. QUESTION: Please provide the FTE broken down by term for the past three years

ANSWER: FTE[1,2] by Campus, Fall 2009 through Fall 2012
FTE[1] (full-time equivalent) calculated as total student credit hours divided by 15.
FTE[2] Based on census hours.

TERM_CODE	ADVANCED TECHNOLOGY CENTER	CNM WESTSIDE	ESTANCIA VALLEY SITES	MAIN CAMPUS	MONTOYA CAMPUS
Fall 2009	0	1,815	1	7,767	3,026
Spring 2010	0	1,674	3	7,596	2,774
Summer 2010	0	776	0	4,714	1,494
Fall 2010	0	1,899	0	8,161	3,167
Spring 2011	0	1,647	2	7,856	2,921
Summer 2011	0	784	0	4,819	1,525
Fall 2011	243	1,833	0	7,714	3,016
Spring 2012	282	1,581	0	7,287	2,717
Summer 2012	164	685	0	4,408	1,333
Fall 2012	241	1,774	0	7,573	2,759

TERM_CODE	OFF CAMPUS	RIO RANCHO CAMPUS	SOUTH VALLEY CAMPUS	WORKFORCE TRAINING CENTER	Total FTE
Fall 2009	1,991	0	399	119	15,118
Spring 2010	2,112	0	342	116	14,617
Summer 2010	1,391	0	197	93	8,666
Fall 2010	2,242	341	410	120	16,340
Spring 2011	2,285	428	366	111	15,617
Summer 2011	1,552	207	183	114	9,184
Fall 2011	2,241	478	376	152	16,053
Spring 2012	2,222	530	323	132	15,074
Summer 2012	1,526	220	168	101	8,605
Fall 2012	2,219	528	339	65	15,498

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9. QUESTION: Please provide the CNM attending faculty members full name, title and respective contact information present at the pre-bid meeting held March 18, 2013 at 9:00 A.M.

ANSWER: No CNM faculty members attended this meeting. Sr. Buyer Mr. Gil Rivera and Director of Purchasing & Materials Management Ms. Charlotte Gensler were the only CNM representatives at this meeting.

10. QUESTION: Please provide CNM final decision makers/committee members; full name, title and contact information in reference to RFP NO: P-330 Title: Bookstore Management System.

ANSWER: This information is not available to prospective vendors unless they are contacted for Oral Presentations. In this case, only the shortlisted vendors would have the opportunity to meet the Evaluation Committee members.

11. QUESTION: How many titles were adopted for fall 2012 and spring 2013 per campus?

ANSWER: Fall 2012 Title Count – 1095, Spring 2013 Title Count – 1113

12. QUESTION: Please provide an inventory list of the furnishings that will be provided in the new bookstore that will open in May, and identify the cost that CNM or the awarded vendor may need to provide to Follett for these items.

ANSWER: The final plan has not been completed and approved by CNM for the new store on Main Campus at this time. Therefore, there is not a finalized inventory of fixtures or leasehold items to be installed. The budget for this project, which is only a projection at this time, is $355,000. This is based on what has been proposed and the final cost number could vary.

Bidders are required to acknowledge receipt of this Amendment in the space provided in Section E. All other specifications, terms and conditions remain unchanged. This amendment may also be downloaded from CNM's website http://www.cnm.edu/purchasing/proposals.php.

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