



**To: All Vendors Bidding on The College of New Jersey  
CART Services Provider**

**From: Anup Kapur  
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**Date: June 29, 2020**

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**ADDENDUM NO. 1**

**ISSUE DATE: July 6, 2020**

**REFERENCE:** The College of New Jersey  
CART Services Provider  
Bid No. AB200037

Date of Original Bidding Documents: June 21, 2020

**INTENT:** This Addendum forms a part of the Contract Documents and modifies the original Bidding Documents and Prior Addenda if any, as identified above.

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**VIRTUAL BID OPENING:**

Under the provisions of the State College Contracts Law, Chapter 64 of Title 18-A, The College of New Jersey is notifying all contractors planning on submitting proposals for the **CART Services Provider (AB200037)** that due to COVID-19, an announcement is posted on The College's website at <http://bids.pages.tcnj.edu/> providing information to bidders of the bid submission and opening process.

**VENDOR QUESTIONS:**

1. Is the College of New Jersey open to receiving responses on Proposal #AB200037 from a potential vendor that exclusively provides CART services via remote technologies?

TCNJ Response: Yes, The College of New Jersey is open to receiving responses on Proposal #AB200037 from a potential vendor that exclusively provides CART services via remote technologies.

2. Is it possible to only bid on the remote CART service portion and not both the onsite and remote services?

TCNJ Response: Yes, it is possible to only bid on the remote CART service portion and not both the onsite and remote services.

3. The solicitation document said your college was soliciting proposals from regional vendors, but CART services aren't location based so is there a limitation on where a participating vendor's headquarters can be located?

TCNJ Response: If remote services can be provided, The College will review proposals from vendors who are not regional.

4. With the Covid-19 pandemic still raging across the country, can your requirement for a "hard copy" of submitted proposals be waived since that would involve multiple handlings by numerous people (vendor, printer, shipper, etc.). Most solicitations across the country are now electronic submission only due to the pandemic.

TCNJ Response: TCNJ will only accept bid proposals submitted prior to the due date by email in PDF format to [purchase@tcnj.edu](mailto:purchase@tcnj.edu). Email with a link for Dropbox, Google Drive or similar services is acceptable.

5. My specific question relates to which form do I submit the completed RFP? If it is the one listed on the document, do I send an actual flash drive via USPS mail with the hard copy to the address on the RFP?

TCNJ Response: TCNJ will only accept bid proposals submitted prior to the due date by email in PDF format to [purchase@tcnj.edu](mailto:purchase@tcnj.edu). Email with a link for Dropbox, Google Drive or similar services is acceptable.

6. Second question regards the Bid Number. Is that the number listed on the actual document? AB200037

TCNJ Response: Yes, AB200037

7. Third question has to do with the request for a flat fee for services. This is really not possible because the number of students varies from semester to semester as well as how many classes each student ARC is requesting services for. There are also times when staff and faculty request CART services at intermittent times.

TCNJ Response: Information about vendor rates/fees for service(s) should be submitted as part of the vendor responses.

End of Addendum No. 1