



**State of Rhode Island
Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Tel: (401) 574-8100 Fax: (401) 574-8387**

July 26, 2012

ADDENDUM # 1

RFQ #7457845

Title: RFP – Academic Course Scheduling Software - RIC

Bid Opening Date and Time 8/8/12 @ 2:00 PM (EDT)

Submitted Questions & Answers (see attached)

Interested parties should monitor this website, on a regular basis, for any additional information that may be posted.

Gary P. Mosca

A handwritten signature in cursive script, appearing to read "Gary P. Mosca".

Buyer

RFP #7457845

RFP Title: RFP - ACADEMIC COURSE SCHEDULING SOFTWARE – RIC

QUESTIONS:

- Is the ASP (application service provider) licensing model a mandatory requirement?
 - Answer: No
- Can you provide an example of the type of configuration you are thinking of when asking about “How much of your data elements can be configured by the College’s administrators?”
 - Answer: Any data elements that are needed for the College to develop and enforce scheduling patterns.
- How many departments do you have?
 - Answer: 26
- How many course sections do you offer in the Fall term?
 - Answer: 1,800
- What is your current student FTE?
 - Answer: 7,000
- Do student register in specific course sections or in a cohort?
 - Answer: Specific sections
- Do you schedule once, twice or three times a year?
 - Answer: three
- Do you already have standard class schedule time pattern in place?
 - Answer: yes
- Do you have a scheduling policy in place? Can you share a copy?
 - Answer: We want to enforce standard meeting/schedule patterns, using the chosen software.
- When does the registrar’s office first ask departments for their class proposal for the fall term?
 - Answer: The previous September
- How does Academic Departments currently propose classes?
 - Answer: They manually add to list on schedule prepared by Records
- When does the schedule for the fall class must be released for student registration?
 - Answer: January preceding Fall
- What’s the current role of the Registrar’s office with regards to the production of the class schedule? How many staff members from the Registrar’s office are currently involved in the production of the course schedule?
 - Answer: One staff member produces a draft schedule which is approved by Department Chairs
- What system(s) is in place to support the production of the academic schedule (if any) for the departments and the registrar’s office?
 - Answer: PeopleSoft in general
- When do you anticipate being ready to initiate the implementation of the chosen solution?

- Answer: We are ready to initiate the implementation of the chosen solution – we are now working on getting the approval from the senior management for funding.
- When do you anticipate being in production with the chosen solution?
 - Answer: Once we have the funding, we will get it implemented within 6 months.