



**BID # GBCC22-01**

**ADDENDUM NUMBER 01**  
**REQUEST FOR PROPOSALS FOR:**  
**Classroom Audio/Video Conferencing Equipment & Installation**  
**Great Bay Community College**  
**October 21, 2021**

**TO: ALL CONTRACT BIDDERS OF RECORD**

This Addendum forms a part of the Contract Documents and modifies the Request for Proposal dated October 13, 2021 with amendments and additions noted below. This Addendum consists of a total of two (2) pages.

**BIDDER'S QUESTIONS**

**QUESTION #1: Is CCSNH open to extending the completion date?**

**ANSWER #1:** Yes, CCSNH will accept and review bid responses that offer an alternative completion date.

**QUESTION #2: Would CCSNH consider using an interactive flat panel instead of a TV display-based solution?**

**ANSWER #2:** Yes

**QUESTION #3: Does CCSNH already have educational licenses for a video conferencing program or are you open to evaluating them in proposals?**

**ANSWER #3:** Yes, CCSNH utilized Zoom as its preferred video conferencing application

**QUESTION #4: Which systems/solutions are currently used in the listed classrooms?**

**ANSWER #4:** Each classroom is currently outfitted with a PC, projector, and an HDMI input for laptops

**QUESTION #5: How important are service and technical support services for CCSNH? How have support services been handled historically?**

**ANSWER #5:** 100% uptime of the installed system is of the utmost importance. A significant number of students will be attending classes via this remote channel only. Historically, all support has been handled by the internal campus IT department.

**QUESTION #6: Does every person in the classroom need to be heard?**

**ANSWER #6:** Yes

**QUESTION #7: Will the instructor be switching between cameras?**

**ANSWER #7:** The intent of the system is to make remote students, the physical audience, the instructor and teaching materials (digital slide deck or physical white board) visible to all participants. This could be accomplished with multiple cameras or camera pre-sets (whiteboard, podium, full classroom, etc).

**QUESTION #8: What is the start date for the project?**

**ANSWER #8:** As soon as possible after award of the contract. Contract will be awarded the week following the bid submission deadline.

**QUESTION #9: Is there a virtual walkthrough option?**

**ANSWER #9:** Not at this time, but accommodations can be made for bidders who are unable to attend the in-person walkthroughs. Please contact Sean Fitzpatrick for more details

**QUESTION #10: Are projectors currently in every room?**

**ANSWER #10:** Yes

**Acknowledge receipt of this Addendum with the Proposal Form.  
Failure to do so may disqualify the Bidder.**

NOTE: IN THE EVENT THAT YOUR BID HAS BEEN SENT TO THIS OFFICE PRIOR TO RECEIVING THIS ADDENDUM, RETURN THE ADDENDUM WITHIN THE SPECIFIED TIME WITH ANY CHANCES YOU MAY WISH TO MAKE AND MARK ON THE REMITTANCE ENVELOPE BID INVITATION NUMBER AND OPENING DATE. RETURNED ADDENDA WILL SUPERSEDE PREVIOUSLY SUBMITTED BID

Bidder: \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_  
(This document must be signed)

Name: \_\_\_\_\_  
(Please print of type name)

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