

- Any existing store fixtures will be removed. It will be the responsibility of the new contract holder to furnish the bookstore area, pay store utilities and employ new bookstore staff.
- KCTCS campuses do not have on/off campus housing.
- KCTCS is not considering working with two separate vendors to work in partnership to provide textbook operations and retail services at this time.
- The current SIS is PeopleSoft and uses Anthology/Blackboard for the LMS platform.
- KCTCS cannot provide booklist data for the past academic years.
- 78% of KCTCS students receive Financial Aid. The Student Financial Aid charge period (SFA) opens ten days prior to the start of the term and ends ten days after the start of the term. KCTCS will provide a daily file of students who are eligible to charge books based on their current financial residual (amount remaining after tuition and fees) up to \$1,500. At the end of the SFA period, the vendor will submit a file with the student's total charges which are posted to the student account. The vendor will then submit an invoice for payment for all colleges to the Versailles office. After the SFA period is over, colleges may submit a manual charge voucher to the local bookstores and these charges are invoiced and paid directly by each college.
- To be able to enact an Equitable Access model on campus, KCTCS would be required to gain approval from the Council on Postsecondary Education (CPE) for approval of a flat fee per credit hour to all students.
- KCTCS brand guidelines will be shared upon award of contract. KCTCS is open to a self-operating spirit store (apparel, merchandise, etc.) with an online bookstore vendor providing all student purchased materials shipped to the campus bookstore for student pickup. Herff Jones is the exclusive vendor for graduation regalia. The campus bookstore will be the passthrough point between the student and Herff Jones.
- Inclusive Access:
 - Student opt-out rate is less than one percent.
 - Book charges are not included in the cost of tuition, they are a separate line on the student bill.
 - KCTCS has not adopted inclusive access materials.
- Equitable Access:
 - Book charges are not included in the cost of tuition, they are a separate line on the student bill.
 - Credit hours enrolled for
 - Spring 2023: 253,230 and 84,410 enrollments;
 - Summer 2023: 58,686 and 19,562 enrollments;
 - Fall 2023: 299,700 and 99,930 enrollments.