



**KENTUCKY COMMUNITY AND TECHNICAL COLLEGE SYSTEM
REQUEST FOR PROPOSAL ADDENDUM**

SOLICITAION NO.:	RFP-0313	RFP ISSUE DATE:	July 22, 2024
ADDENDUM NO.:	1	ADDENDUM DATE:	August 1, 2024
SCHEDULE NAME:	Bookstore Operation Solution	OPENING DATE:	August 22, 2024, 4:00pm EST

The following information is being provided in response to questions received for this RFP:

- Q 1. Please provide a category breakdown of course material sales information from the 3 few years including new, used, rental, digital, and inclusive access by individual campus.
 - a. **KCTCS does not have a breakdown; only total sales are reported. See Attachment A**

- Q 2. Please provide a category breakdown of retail sales information from the past 3 years including, but not limited to: trade books, clothing, computers/technology, convenience, gifts, etc. by individual campus.
 - a. **KCTCS does not have a breakdown; only total sales are reported. See Attachment A.**

- Q 3. On the Financial Costs Worksheet, Question 2: KCTCS asks for quarterly commission rates on gross sales yet the fields to be completed indicate rates per year (Year One through Year Five). We assume that KCTCS wants annual commission rates to accurately fill out the tabs, and the quarterly commission rate is in relation to the timing of such commissions payments which tend to be either monthly or quarterly.
 - a. **KCTCS is asking for annual commission rates to be paid on a quarterly basis.**

- Q 4. On the Financial Costs Worksheet Question 2: KCTCS has asked for bidders to provide either a Full Service Bookstore proposal and/or a Virtual Bookstore model. How we do complete this section when bidding on both Options as it appears there is only room for one financial commission offer?
 - a. **Offerors will only be submitting one commission rate. The RFP is requesting responses from Offerors that can provide either option to KCTCS colleges. One commission rate will be paid to KCTCS for all colleges whether colleges have opted in as a virtual model or a full-service model. Gross sales for all colleges will be combined with one commission rate payment.**

- Q 5. On the Financial Costs Worksheet Question 3: KCTCS has asked for bidders to provide either a Full Service Bookstore proposal and/or a Virtual Bookstore model. How we do complete this section when bidding on both Options as it appears there is only room for one financial sign- on bonus offer?
 - a. **Offerors will only be submitting one commission rate. The RFP is requesting responses from Offerors that can provide either option to KCTCS colleges. One commission rate will be paid to KCTCS for all colleges whether colleges have opted in as a virtual model or a full-service model. Gross sales for all colleges will be combined with one commission rate payment.**

The time to submit questions for this Request for Proposal has now expired. No further questions will be accepted.

All other terms, conditions & specifications remain unchanged.

Offerors must acknowledge receipt of this and any addenda either with solicitation or by separate letter or email prior to award of contract. If by separate letter, the following information should be placed in the lower left-hand corner of the envelope:

RFP No.: RFP-0313	Title: Bookstore Operation Solutions
--------------------------	---

Name of Firm: _____

Authorized Signature: _____

LOCATION	Fiscal Year 2021	Fiscal Year 2022	Fiscal Year 2023
Ashland Community & Technical College	\$ 782,695.99	\$ 920,242.75	\$ 984,724.87
Big Sandy Community & Technical College	\$ 1,207,350.53	\$ 1,084,134.45	\$ 1,094,186.14
Bluegrass Community & Technical College - Cooper Campus	\$ 2,304,224.07	\$ 1,250,737.97	\$ 2,697,629.83
Bluegrass Community & Technical College - Newtown Campus	\$ 1,319,506.62	\$ 2,541,185.51	\$ 1,243,970.17
Distance Learning Bookstore (online bookstore)	\$ 1,053,859.12	\$ 585,996.26	\$ 189,252.65
Elizabethtown Community & Tech College	\$ 1,931,744.54	\$ 1,738,445.70	\$ 1,970,963.55
Gateway Community & technical College Boone Campus Bookstore	\$ 1,653,706.32	\$ 1,589,364.50	\$ 1,680,813.62
Hazard Comm & Technical College , Lees College Campus	\$ 78,387.91	\$ 78,622.67	\$ 9,903.00
Hazard Community & Technical College	\$ 771,146.87	\$ 911,608.98	\$ 978,176.03
Henderson Community College	\$ 660,037.82	\$ 760,423.05	\$ 682,038.66
Hopkinsville Community College	\$ 914,043.53	\$ 901,667.48	\$ 900,818.92
Jefferson Community & Technical College - Southwest	\$ 253,771.07	\$ 78,506.02	\$ 69,693.67
Jefferson Community & Technical College- Downtown	\$ 3,429,279.81	\$ 3,450,375.91	\$ 3,520,315.27
Madisonville Community & Technical College	\$ 1,604,248.02	\$ 1,453,442.33	\$ 1,479,517.46
Maysville Comm & Tech College, Rowan Technical	\$ 303,366.11	\$ 225,156.88	\$ 249,824.31
Maysville Community & Technical College	\$ 1,096,596.37	\$ 1,040,804.50	\$ 1,106,337.79
Owensboro Community & Technical College	\$ 1,781,453.27	\$ 1,938,311.00	\$ 2,025,237.11
Somerset Community College	\$ 1,693,301.09	\$ 1,713,111.68	\$ 2,010,735.83
Somerset Community College - Laurel Campus	\$ 506,374.88	\$ 440,466.84	\$ 471,529.37
Southcentral Community and Technical College	\$ 1,610,297.95	\$ 1,660,084.55	\$ 1,762,100.92
Southeast Community College	\$ 248,876.08	\$ 227,393.65	\$ 93,666.11
Southeast Middlesboro	\$ 635,257.13	\$ 660,461.51	\$ 894,719.53
Virtual Learning Institute (online bookstore)	\$ 559,536.89	\$ 367,979.95	\$ (396.77)
West Kentucky Community & Technical College	\$ 1,862,821.51	\$ 1,913,935.13	\$ 1,951,993.98
	\$ 28,261,883.50	\$ 27,532,459.27	\$ 28,067,752.02