

508-11 Learning Management System

Addendum 001 Issued November 18, 2011

What has been the historical rate of return or liquidation rate provided by any incumbent(s), and/or what is anticipated or expected as a result of this procurement? **9%**

What is the average balance of accounts by category? **First placement \$670 – Second Placement \$930**

What is the average balance of the placements to be forwarded to the collection agencies? **Average balance \$800**

What is the monthly or quarterly number of accounts expected to be placed with the vendor(s) by category? **On a semester basis – approximately 30 accounts.**

What is the average age of accounts at placement (at time of award and/or on a going-forward basis), by category? **First placement – 17% greater than 5 years, 73% newer than 5 years. Second placement – 60% greater than 5 years, 40% newer than 5 years.**

Will accounts be primary placements, not having been serviced by any other outside collection agency, and/or will you also be referring secondary placements? If so, should bidders provide proposed fees for secondary placements also? **There will be primary and secondary placements. Please provide fees for both.**

How many collection agencies will be selected under this contract? **2**

What is the term of the contract, and are there any renewal options? **Negotiable**

Will the selected agency be permitted to report accounts placed by CMC to the credit bureaus? **Yes**

What current contingency fees or other fees are currently being billed by any incumbent(s), by category? **No fees being currently billed. We have no incumbents. Previous incumbent charged 35% for first placement.**

Will the selected vendor be allowed to litigate balances exceeding a certain dollar amount on your behalf, with your explicit approval? **Yes**

What is the total dollar value of accounts available for placement now by category, including any backlog? **First placement - \$367,000 – Second placement \$410,000**

What is the total number of accounts available for placement now by category, including any backlog? **First placement – 440 – Second placement 534**

What estimated or actual dollars were paid last year, last month, or last quarter to any incumbent(s)? **0**

What is the monthly or quarterly dollar value of accounts expected to be placed with the vendor(s) by category? **On a semester basis – approximately \$35,000**

If applicable, will accounts held by any incumbent(s) or any backlog be moved to any new vendor(s) as a one-time placement at contract start up? **All accounts previously held will be placed.**

To what extent will the location of the bidder's call center and/or corporate headquarters have a bearing on any award(s)? **None**

What billing servicer do you utilize? **Colorado Mountain College does internal collections and billing. No collection agency at this time.**

Are responses to be submitted via email, via the Rocky Mountain system, or either? **Rocky Mountain Bidnet**

The due date on the front cover sheet states October 28, 2011; however, the due date in the timeline shows 12/2/11. Please confirm that the due date is, in fact, 12/2/11. **12/2/11**

Understanding that there is not currently an incumbent, can you please provide the contingency rate charged by the last/previous vendor? **25%**

What is the liquidation/recovery expectation under this new contract? **Greater than 9 percent**

How long will the vendor/contractor keep the account in collections? **Negotiable**

Is there a backlog of accounts, either previously held by the last vendor, or as a build up at CMC over a period of time? **Yes**

Will this backlog be referred to the contractor and if yes: **Yes** What is the estimated number and dollar value of this backlog? **\$775,000**

When do you anticipate the Bid Sheet to be posted? **End of business, Tuesday 11/22/11**

Will the college want the collection agency to add the collection costs to the defaulted placements? If so, what authority does the school have in allowing the costs to be added (signed agreement, prom note, etc.)? **We do not have authority to allow collection costs to be added to the defaulted payments. We do not have any signed agreements with students. We also do not have any passive agreements stated on our website.**

Can you provide the RFP as a word document? **CMC releases PDF documents when possible to minimize confusion. Please email sboyd@coloradomtn.edu with your reasons for this request.**

If asked to attend an interview, could we include a brief power point presentation? **Yes**

Where should pricing be included within the response document? Contract Information____ Portfolio Information____ Scope of Services Information____ **Please see bid sheet posted 12/2/11**

Will CMC provide the selected agency with suit authorization? **Yes**

Were suit/legals authorized/utilized in the past? **Yes**

In Section III, Instructions to Proposers, there are 6 requirements for the proposer to submit. Is there any additional information that we should provide or is that the only section that should be addressed as far as the actual response to the RFP? **No, your submittal may be based on the information in the RFP document and any subsequent documents including the bid sheet.**

Also, as of right now the only document on the website is the Request for Proposal. Are there any other documents that I should be made aware of that should be included in our response? **Yes, the document you are reading right now. All information related to this RFP will be posted on our website.**

We hope these responses are helpful. Again, please understand that this RFP process is designed to be flexible and interactive. CMC appreciates your ideas for solutions and is trying to find and implement the best value for the college. We are interested in your counsel on the right solution(s) for the college, you are the experts in this area. Thanks to everyone who has submitted questions and has interest in this project. We look forward to working with each of you.