



UNIVERSITY OF BALTIMORE

Office of Procurement

DATE: July 8, 2025

TO: All Prospective Proposers

FROM: Stacey Brooks Wesley Gordon
Contract Specialist and Associate Director
sbrooks@ubalt.edu wgordon@ubalt.edu

RE: **ADDENDUM #1**

NAME OF PROJECT:

COURSE EVALUATION SOFTWARE SERVICES SOLICITATION: UB-25-SB-22

The following amends the above referenced solicitation documents and is issued as Addendum #1 dated 7/8/2025. The due date and time for the **Technical Proposal** remains **Thursday, July 31, 2025 on or before 10:00 AM EST**. Receipt of this addendum is to be acknowledged by completing the enclosed “Acknowledgement of Receipt of Addenda Form” and including it with your Technical Proposal.

Clarifications to the Solicitation:

1. Enclosed with this Addendum #1 are the questions received electronically and the University’s responses.

END OF ADDENDUM #1 DATED 7/8/2025

Enclosed: Questions and UBalt Responses
Acknowledgement of Receipt Addenda
Form

Questions & UBalt Responses

Q No.	Adden. No.	Question	UBALT Response
1.	1	Is it possible to submit 2 technical responses? One that is unaltered, and another that redacts all confidential information.	Please refer to Section I: General Information, Sub-sections: 1.11: Public Information Act Notice and 1.22: Multiple Proposals.
2.	1	Regarding 1.14 CONTRACT TERM in the Solicitation document, is the total contract for life amount referring to four (4) years in total (the initial contract + up to three (3) additional, separately exercisable 12-month periods)? ➤ This question is because in section 2.2, it indicates that <i>“Pricing shall be fixed for the first five (5) years.”</i>	The total life of the contract is up to four (4) years. The first initial year and up to three (3) renewal options.

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

FOR: ADDENDUM 1 to SOLICITATION UB-25-SB-22, COURSE EVALUATION SOFTWARE SERVICES

TECHNICAL PROPOSAL DUE DATE: Thursday, July 31, 2025 at 10:00 AM EST

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1 dated 7-8-2025

Addendum No. dated

Addendum No. dated

Addendum No. dated

Addendum No. dated

As stated in the Solicitation/RFP documents, this form is included in our Proposal.

Signature

Name Printed

Title

Date