**Project No. SS-071817**

**Building for Student Success Consulting Services**

**Questions and Answers (Q&A) Issued August 4, 2017**

1. What service areas/offices are involved in the project?

 Part of the project is to consider which student services will be included/excluded; however, among those student services to consider are the following. While this may be a good representation of the student services, it is subject to modification.

* Health & Counseling Center Services
* Intercultural Center
* Financial Aid
* Library Support
* ITS Service Center and Help Desk Consultants
* Disability Support Services
* International Education Support Services
* Educational Development Program
* Full Opportunity Program
* Honors Program
* New Student and Transition Services (i.e. transfer student services)
* Veteran’s Office
* College Tutoring Services
* Academic Advising
* Egistrart
* Career Development and Internship Office
* Student Accounts
* EC Engligh

2. What building(s) will be housing the service areas?

* The buildings anticipated to house the service areas include Jewett Hall, Reed Library and Williams Center; this is subject to modification.

3. Will addenda and responses to questions be sent directly to each firm or will they need to be retrieved from a website? If the latter, what is the URL?

* Addenda and responses will be sent via email to all firms that have requested the RFP link and are subsequently listed as plan holders; firms are advised that they should not rely solely on this method for receiving information in the event email is diverted to a spam folder. Firms should also regularly check back to the URL where the RFP document resides. Any changes and/or updates will be posted to that site at:

<https://fa.fredonia.edu/universityservices/request-proposal-rfp-ss-071817>

End of Q&A.