

**University of Maine System  
Higher Education Non-Credit Continuing Education Registration Solution  
RFP#2017-72  
ADDENDUM #02**

**CLARIFICATIONS**

1. Even though the Q&A period is expired, are you able / willing to share the number of annual registrations from the programs that will be using the proposed system at USM? Pricing solely by FTE, without providing a cell / parameter for a range of unique annual registrations (for any program within the Maine system), is just not possible especially if we this is the only opportunity to provide a BAFO.

As an example, if the departments at USM (that would use the proposed system) have a total of 5,000 students and/or members, the number of unique registrations could easily be 30% to 50% more than the number of students. As another example, Osher programs easily register 3-5 classes per one member.

**ANSWER:**

**Appendix C, Exhibit 1, Table 1**

University of Southern Maine

- Osher Lifelong Learning institute (OLLI) – 4 FTE
  - ❖ 3800 annual course registrations,
  - ❖ 100 trip registrations,
  - ❖ 100 special events registrations, and
  - ❖ 400 SAGE lecture registrations.
  - ❖ 2000 members who currently register as a "pre-requisite class".
- Professional Development Programs (PDP) – 4 FTE
  - ❖ 1400 annual registrations
- Lewiston-Auburn Campus (LAC) Senior College – 4 FTE
  - ❖ 250 annual registrations
- USM Financial Team – 2 FTE
  - ❖ No registrations