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RFP NO. 21-025RMS - ADDENDUM #3

Questions and Response

March 15, 2021

1. **Question:** Attachment C, cost sheet. For vendors proposing tiered or volume based per student pricing, should the per student prices be provided in Cells C4, D4, E4, etc. with corresponding volume assumptions in cells C5, D5, E5, etc.?
Response: Yes that format will be sufficient.
2. **Question:** If a vendor is proposing per student pricing only, what costs go in the breakdown of costs over the course of the contract in cells C10, C11, etc.?
Response: Please utilize the most current usage data of 20,000 students. However, this number is variable for any future usage and does not guarantee future usage.
3. **Question:** In order to allow the district to compare totals in cell C15 what student volume by year should be assumed?
Response: Please utilize the most current usage data of 20,000 students. However, this number is variable for any future usage and does not guarantee future usage amounts.
4. **Question:** Can vendors attach a sheet with additional information, including optional training courses and pricing for those options?
Response: Yes, however Attachment C must be filled out and submitted.
5. **Question:** RFP page 17, Mandatory Qualifications, #2 Experience. If the proposed solution was acquired by the vendor within the last three years, it may not be possible to provide a copy of an award letter from a K-12 School District from 3-5 years ago. In addition, some contracts are click through agreements and a letter of award was not issued. In these cases, will customer references—project description with district contact information—for clients that have used the product for at least three years be accepted to meet this pass/fail requirement?
Response: As stated in the RFP an Offeror must submit evidence with documentation of minimum 3-5 years of providing Digital Curriculum to K-12. Must also submit a copy of awarded contract and/or award letter and/or award email from K-12 School District.

6. **Question:** Number of students:

K-2

3-5

6-Alg 1

Number of teachers:

K-2

K-5

6-Alg 1 (math teachers)

Response: The number of students and teachers is variable.

7. **Question:** Will professional development related to the project be done at the district level or the building level?

Response: Provide a solution for both at the district level and building level.

8. **Question:** The RFP asks “Must submit copy of awarded contract and/or award letter and/or award email from K-12 School” under item 2. Experience on page 17, which presumes a contract with the reference school’s business was gained through an RFP. What other documentation would be admissible in lieu of an RFP award letter?

Response: This is a mandatory requirement. Please submit a copy of contract.

9. **Question:** On pricing worksheet Atch C, on Line 5 Annual Fees, do you mean ongoing maintenance and support fees? Or something else?

Response: This refers to any reoccurring annual fee.

10. **Question:** Please confirm audited financials do not count towards the 120-page limit.

Response: You do not need to include the financial documents in the 120 page limit.

11. **Question:** Page 14, Scope of Work: “The program must be specifically aligned to the Common Core State Standards with written documentation, by grade level, of standards addressed/targeted (please include in proposal).” Imagine Learning’s standards correlation documents are over 100 pages. With the correlation documents count towards the 120-page limit?

Response: Yes, the correlation documents count toward the 120 page limit.

12. **Question:** As vendors are required to respond to the Evaluation Criteria—Qualifications, Experience, Proposed Solution, User and Admin Roles, Security and Privacy, Implementing, Onboarding, and Customer Support—will our response to these criteria count towards the 120-page limit?

Response: Yes the Evaluation Criteria responses will be counted towards the 120 page limit.

13. **Question:** Will sandbox credentials and instructions on how to access the program count towards the 120-page limit?

Response: Yes.

14. **Question:** Should vendors provide both a clean copy of the proposal and redacted copy?

Response: No, Please send a clean copy.

15. **Question:** Appendix B; please confirm that items 5 and 6 are duplicate.

Response: Yes these are duplicates.

16. **Question:** For Mandatory Requirement 2 (Experience) on page 17, does a sales contract meet the K12 'award letter' request?

Response: A copy of an actual signed contract by both parties will be acceptable.

ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL: Addenda not signed and returned may consider the RFP non-responsive and may be rejected.

SIGNATURE

Date