

To: All Bidders

From: Hugh Murphy, Director of Finance

Date: January 6, 2020

Re: RFP 19-14 E-Rate Consulting Services

ADDENDUM 1

VENDOR QUESTIONS & ANSWERS FOR RFP 19-14

1.) Confirmation: The RFP document in section A "General Contract Information", item #3 "Terms of Agreement" identifies "The agreement shall remain in effect for one (1) year beginning *July 1, 2020*". However, in section G "Official Response Form, item "Pricing" identifies "Year 1 2020-21". The question is are the expectations for the contract scope of services to include/leverage the current open E-Rate application process encompassing services and/or equipment relative to the E-Rate funding period starting July 1, 2020 through June 30, 2021? As you're probably aware there is a unique opportunity by the program for this year only to provide a bonus 20% C2 budget to each school. Issue is this is a one-time use it or lose opportunity which must be requested this funding year. Please confirm your intent.

Yes...for the awardee that will take over the current application process that has been started by the SPS's current consultant. Even though the current application is in process, the actual collections would fall under next contract to start on July 1st, 2020.

2.) Although the RFP specifically defines a "5 page response" (excluding noted exception documents to be included as per directives) is there an opportunity to include related attachments with our response that would provide broader details regarding details of certain sections (i.e. audits and/or efficiencies) which would not be inclusive of the 5 page maximum.

Please follow the instruction and requirement of the RFP.

3.) If confirmed via question #2 that the scope of responsibilities/services are to include this current open E-Rate funding period (2020-2021)...How quickly will a decision be made regarding RFP award? This is important as time is critical regarding confirmation of needs, relevant RFP postings, scoring/award processes including board approval(s) and subsequent Form 471 application structuring/submitting.

The district would like to award within 1 month after the review process which will start on January 20th, 2020.

4.) In regards to professional references would the district accept validation from a 3rd party, non-E-Rate participating organization (manages district technology only) that represents over thirty (30) independent school districts, in regards to our E-Rate support model for their sites and our corresponding success?

The district would like references for similar services (E-rate)

5.) What are the district clearances and/or background checks required if any?

N/A for this RFP.

6.) Will the RFP results be proactively made available to participating respondents after award?

Yes, if requested via FOIA

7.) In regards to structuring our response to best suit the district needs are there any items of previous and/or current concerns for past E-Rate consulting services and/or applications?

No...

8.) Is the district currently involved in any E-Rate audit and/or funding-hold processes? If so please briefly detail. Would the district be seeking consulting services relevant to these pre-contract challenges from the awarded vendor for this RFP?

No...

9.) Are the resumes of key personnel excluded from the 5 page maximum requirement for our response?

Please follow the instruction and requirement of the RFP.