



**Business Services
Contracts Office**
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**REQUEST FOR PROPOSALS
for
PROFESSIONAL LEARNING MANAGEMENT PLATFORM**

**Response to Requests for Information
September 20, 2018**

1. **Question:** Page No. 6 point 7/A: Kindly elaborate more on the importance of importing pay cycles into the required LMS.
Response: Importing pay cycles, or more specifically, pay cycle **codes**, would be used for filtering employee groups for reports.
2. **Question:** Page No. 9 point 2/A&B: Provide sample documents: Kindly confirm if bidder can provide the district with such agreements in the contract award stage instead of proposal submission stage
Response: No, the sample documents are required with the proposal as stated in the RFP. Sample documents will be confidential and not subject to public inspection.
3. **Question:** Kindly advise the data size and type that needed to be migrated from the ERP system
Response: We have not yet determined the data size and type.
4. **Question:** Kindly advise if bidder can only provide SaaS hosting option or the district require the bidder to provide both options.
Response: The proposer does not have to offer both options.
5. **Question:** Kindly determine the number of trainees.
Response: We have not yet determined the number of trainees.
6. **Question:** The RFP states that you will consider both on-premise and Cloud (SaaS) solutions. Do you have a preference between the two?
Response: The District does not have a preference.
7. **Question:** What is the source system/software application for historical data? Approximately how many records do you anticipate for migration?
Response: eSchool Solutions ERO currently houses 15 years of historical data. The number of records has not yet been determined.

8. **Question:** Are there specific challenges not being met? What is driving you to market?

Response: We do not currently have an LMS.

9. **Question:** Section H. Proposed Software System opens with the following: "Define the level of integration among these areas and provide examples of how the integration increases efficiency and improved levels of data integrity. and the date when this version/release first became available." Please define "areas" in the context of this requirement.

Response: If subsystems are being used we are asking for more information.

10. **Question:** Section H, Item 16, b. says, "Describe the edit check functionality and content structure." Please define "edit check" in the context of this requirement. Please also elaborate on the associated "content structure" portion of the requirement. Further details are required to respond here with accuracy.

Response: We need to have a clear understanding of how data is validated in the proposer's system. We are asking for the proposer to elaborate on the functionality and structure of how this is done.

11. **Question:** Please confirm that an externally hosted (SaaS) LMS is acceptable.

Response: Yes, we will consider an externally hosted (SaaS) LMS.

12. **Question:** Our LMS has been used in many professional/corporate training setting, but has not been used in any K-12 market. Is that acceptable?

Response: The RFP states, "The proposed software must be an established, robust Professional Learning Management Platform which is currently used by many in the K-12 marketplace..." As such, we will not consider proposals for platforms that have not been used in the K12 market.

13. **Question:** When do you expect work to begin on implementing the platform? Please provide other relevant dates (e.g., recommendation/award).

Response: Board of Education approval and implementation are anticipated in October and November, respectively.

14. **Question:** As mentioned in the Fiscal Stability/Insurance/Legal section point a. letter from a financial institution stating a current line of credit. Kindly advise if the bidder has no such letter and it was not provided will this cause a disqualification. And if there is an alternate letter that can provided instead of the line of credit.

Response: This is a required component of the proposal and an alternate is not being offered.