



## Request for Information No. III

### RFP No. 15/16-0003IT, Business Intelligence and Analytics Solution

February 9, 2016

#### Correction to RFI No. II

- 3.1 '2.27 Question: To clarify, might the district award separately for the classroom analytics and the enterprise?' The 'Answer: Yes, Please see response to question 2.20'.

Correction: Yes. Please see response to question 2.26.

#### Response to Vendors' Questions

- 3.2 Question: Page 5, 1.1 Requested Services: "The District may award the RFP to one or more vendors to accomplish the objective of the project." If the District elects to award the contract to more than one vendor, how will the work and responsibilities be divided?

Answer: One award would be for the classroom analytics solution and one would be for the enterprise analytics solution.

- 3.3 Question: Can Word versions of the RFP forms, such as Provider Representation and Certification, be provided?

Answer: The 'RFP No. 15/16-0003IT Response Template' can be downloaded from the Business Intelligence and Analytics Solution webpage by using the IUSD Purchasing page at [http://iusd.org/district\\_services/purchasing/index.html](http://iusd.org/district_services/purchasing/index.html).

- 3.4 Question: Can you identify the composition of the evaluation committee? How many representatives will be on the committee and what are their roles within the school district? How many representatives will be from the community and what expertise do they bring to the committee?

Answer: The evaluation committee will primarily consist of representatives of IUSD's Information Technology Department, teachers, school site and district administrators. The exact composition will be selected as the finalist presentation schedule is finalized.

- 3.5 Question: If we have any attachments, such as cost assumptions or technical assumptions, where should they be placed?

Answer: Cost and technical assumptions (over and above what are required to answer the RFP requirements) should be documented in an appendix to the RFP.

- 3.6 Question: Can you provide an estimate of what you expect to spend for this project? Do you expect to spend under \$1M, between \$1 and \$2M, over \$2M?



Answer: This project has been authorized by Executive Cabinet and the Board of Education. However, the final budget will be determined and adopted based on the proposal that best meets the District's needs. Vendors should not work backward from a number, but present costs based on the solution and services necessary to fulfill the RFP requirements.

3.7 Question: What is the funding source for this project?

Answer: The district will be using LCFF (general and supplemental) for this project. The project was approved by the Board of Education in the adoption of the 2015-16 Local Control Accountability Plan (LCAP).

3.8 Question: What is the target implementation date for this project?

Answer: See answer 2.33 in RFI No. II.

3.9 Question: Have you seen a solution that meet your needs, or would like the proposed solution to emulate?

Answer: IUSD has not seen a product yet that meets all needs perfectly, and is looking to select the best fit for its needs.

3.10 Question: Are there any reporting or analysis requirements that Tableau doesn't already address? If so, what are they?

Answer: IUSD has found Tableau to be a powerful data visualization and exploration tool. We've had concerns about the user-friendliness of the tool for use outside of the IT/Assessment Staff. A solution like Tableau would be an appropriate component of the enterprise analytics response to the RFP. Tableau may not satisfy the full requirements of the RFP. Providers should be sure that their solution satisfies all of the requirements.

3.11 Question: Should we assume that the district has sufficient Tableau licenses to address the district's needs for reporting and analysis against the data warehouse? If not, how many additional server and desktop licenses should we include our proposal?

Answer: Respondents should include the cost of all licenses necessary to use the proposed solution in the proposal.

3.12 Question: How many years of data will be migrated to the new system?

Answer: See answer 2.10 in RFI No. II.

3.13 Question: How many users will need access to the proposed system?

Answer: See answer 2.29 in RFI No. II.

3.14 Question: Page 13, Support: P3.4: The RFP states that the vendors are to "Offer unlimited 24/7/365 support through a toll-free phone number." Can you describe what you mean by unlimited? Unlimited number of calls to the support line? Unlimited number of people with



access (meaning any educator, administrator or support staff member)? Would the District accept other forms of 24/7/365 support. Is the District suggesting that the support line is to be staffed 24/7/365?

Answer: See answer 2.11 in RFI No. II.

3.15 Question: What is the implementation schedule for this project?

Answer: See answer 3.8.

3.16 Question: Do you have a learning management system (LMS) to distribute professional development/ training materials to staff?

Answer: IUSD uses Canvas as a learning management system.

3.17 Question: Do you want the vendor to deliver training to end users or would you prefer to have the school district's professional development team deliver training to end users?

Answer: The district's preferred training model is train the trainer with the school district's professional development team training teachers, and the professional development team and IT staff trained by the vendor.

3.18 Question: Does the school district have a preferred training model?

Answer: See answer 3.17.

3.19 Question: Do you have a Level 1 help desk? If IUSD has a Level 1 help desk, how will responsibilities be divided between IUSD's and the vendor's help desk?

Answer: See answer 2.11 in RFI No. II.

3.20 Question: At yesterday's bidder's conference, we heard that you are interested in a solution that could replace SchoolNet. Are you including SchoolNet's assessment component? In other words, should we be proposing an assessment component as part of our solution? If so, under what heading and which section should we propose this solution?

Answer: If the vendor wishes to propose an assessment solution, it should be included under "Other/Related Systems".

3.21 Question: What District resources would be involved in the project? To what extent (i.e. how much of an FTE for each role)?

Answer: If any ongoing IUSD support will be required to maintain the system, as opposed to develop for the system, providers should specify that in the response to the RFP. During development, providers should assume that IUSD will assign appropriate resources to the project.

3.22 Question: Are vendor resources required to work primarily onsite?



Answer: Vendor resources can work offsite.

- 3.23 Question: We may be providing proprietary or confidential data as part of the response to the RFP. How can we insure that this information remains confidential?

Answer: Responses to this RFP will become the property of the District and subject to the California Public Records Act, Government Code sections 6250, *et seq.* Those elements in each response that are trade secrets as that term is defined in Civil Code section 3426.1(d) or otherwise exempt by law from disclosure and which are prominently marked as “TRADE SECRET,” “CONFIDENTIAL,” or “PROPRIETARY” may not be subject to disclosure. The District shall not be liable or responsible for the disclosure of any such records including, without limitation, those so marked if disclosure is deemed to be required by law or by an order of the Court. A Firm that indiscriminately identifies all or most of its response as exempt from disclosure without justification may be deemed non-responsive. In the event the District is required to defend an action on a Public Records Act request for any of the contents of a response marked “Confidential,” “Proprietary,” or “Trade Secret,” the Firm agrees, by submission of its response for the District’s consideration, to defend and indemnify the District from all costs and expenses, including attorneys’ fees, in any action or liability arising under the Public Records Act.