

Request for Information No. III
Bid No. 23/24-01 IT
May 6, 2024

Response to Proposers' Questions

3.1 **Question:** Does Irvine USD have their own Microsoft Master Campus and School Agreement with Microsoft, or is Irvine USD currently purchasing under the Microsoft Master Campus and School Agreement associated with CITE?

Answer: Irvine currently purchases its Microsoft licensing through California IT in Education (CITE)'s [CAMSA agreement/program](#). The CAMSA agreement is close to the five year term limit imposed by Ed Code, so Irvine is considering alternative purchasing vehicles. The intent of this solicitation for bids is to provide a purchasing vehicle for a variety of technologies and associated services. Irvine does not guarantee that all of its Microsoft licensing purchases will be made through the agreement resulting from this Bid.

3.2 **Question:** If Irvine USD has its own Microsoft Master Campus and School Agreement, how many individual EES enrollments are associated with the Master Agreement for Irvine USD?

Answer: IUSD's current agreement includes the following:

Education Qualified Users Count: 2,843
 Student Count: 42,500

SKU	Item	Quantity
9GS-00128	CISSteDCCore ALNG LicSAPk MVL 16LicCoreLic	82
AAD-38400	M365 EDU A5 Unified ShrdSvr ALNG SubsVL MVL PerUsr	2,843
GST-00001	PwrBIPremP1EDU ShrdSvr ALNG SubsVL MVL	1
NK5-00001	PwrBIProforEDU ShrdSvr ALNG SubsVL MVL PerUser	15
H30-00237	PrjctPro ALNG LicSAPk MVL w1PrjctSvrCAL	25
7JQ-00341	SQLSvrEntCore ALNG LicSAPk MVL 2Lic CoreLic	8
7NQ-00302	SQLSvrStdCore ALNG LicSAPk MVL 2Lic CoreLic	8
D87-01057	VisoPro ALNG LicSAPk MVL	25
MX3-00115	VSEntSubMSDN ALNG LicSAPk MVL	15
6VC-01251	WinRmtDsktpSrvcsCAL ALNG Lic SAPk MVL DvcCAL	30

AAD-38405	M365 EDU A5 Unified ShrdSvr ALNG Subs VL MVL PerUsr STUUseBnft	42,500
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3.3 **Question:** Can Irvine USD provide a copy of its current licensing agreement with Microsoft along with any custom terms or discount amendments attached to their current licensing agreement with Microsoft?

Answer: Irvine currently purchases its Microsoft licensing through California IT in Education (CITE)'s [CAMSA agreement/program](#).

3.4 **Question:** On the required bid pricing sheet, rows 80 and 81, "Microsoft 365 Education Licensing" and "Microsoft Licensing -Server" are listed. Additional details are needed to respond to the "Catalog Discount" portion of the required bid pricing sheet specific to Irvine USD's Microsoft licensing. Can Irvine USD provide a report showing all current M365, Server, additional products, and quantities for the Microsoft licensing that the school district is utilizing today?

Answer: See RFI No. 3.2.

3.5 **Question:** Can Irvine USD confirm the term dates of their current licensing agreement with Microsoft, along with the school district's licensing agreement number?

Answer: Irvine's Agreement No. 5523254 is for the term: August 1, 2023 through July 31, 2024.

3.6 **Question:** Can Irvine USD provide the contact information for their Account Executive with Microsoft?

Answer: Irvine USD does not typically provide non-District contact information in response to Bid RFIs.

3.7 **Question:** Once vendor responses are received on May 29th, is it Irvine USD's intent to have a Best and Final Offer (BAFO) period? Or is the pricing to be provided in response to the RFP expected to be a vendor's Best and Final Offer?

Answer: It is expected that Bid Pricing included in Bid Responses is Bidders' best and final offers.

The District may conduct such investigations as the District deems necessary to assist in the evaluation of any bid and to establish the responsibility, qualifications and financial ability of the Bidder, proposed subcontractors, and other persons and organizations to do the Project to the District's satisfaction within the prescribed time (Information for Bidders section 13).

The unit prices set forth by Bidder in the Bid Form Pricing Sheet are intended to give the District flexibility in completing different size Projects for different time periods. However, it is not feasible to list

all of the possible Project timelines, quantities, features, options, etc. in this manner. The District wishes to take advantage of volume discounts for orders of large quantities of Equipment and Work, etc. For this reason, the District retains the right to negotiate prices below the unit bid prices listed, and/or to have certain costs waived, if it is mutually agreeable to the Bidder and District, for any particular projects to be initiated within the overall contract (Information for Bidders section 35).

3.8 **Question:** On page 6, number 4, the district states the signatures of all persons shall be in longhand and in ink or signed via approved electronic signature platform.

- A. Can you clarify what the approved electronic platforms are?
- B. Will wet signatures be required on the original or can electronic signatures be used on the 1 original and 2 copies?

Answer: A. Approved electronic signature platforms include signature verification, such as Docusign.

B. Electronic copies of approved signatures are acceptable (Ex: the 2 copies can be scanned and printed copies of the original bearing the wet signature Ex 2: Docusign signatures are acceptable on the original and 2 copies).

3.9 **Question:** On page 15, number 32, the district states that a minimum of 4 references need to be included, and on the bid form pages 26-28 there are 5 reference tables to complete. Can you confirm the total number of references required?

Answer: Four references are required. If a Bidder does not wish to complete the fifth table in criteria no. 20 of the Bid Form they are not required to.

3.10 **Question:** Can IUSD provide estimates on the number of devices and how many locations will be utilizing this contract?

Answer: The intent of this solicitation for bids is to provide a purchasing vehicle for a variety of technologies and associated services. Irvine USD is a growing district with over 38,000 students, 45 schools and additional administrative locations.

The District will determine low bid by totaling a hypothetical scenario(s) provided at the Bid Opening (Information for Bidders section 11). Quantities shown in the Bid Form Pricing Sheet are estimates only and the District does not guarantee that a minimum or maximum amount will be purchased. The District reserves the right to purchase more or less of the units specified at the unit cost bid (General Conditions section 3).

3.11 **Question:** What are IUSD's deployment expectations?

Answer: The intent of this solicitation for bids is to provide a purchasing vehicle for a variety of technologies and associated services. This bid has been designed as a unit-cost and catalog bid and is not intended for one specific project. Information for Bidders Section 35 states: "The unit prices set forth by

Bidder in the Bid Form Pricing Sheet are intended to give the District flexibility in completing different size Projects for different time periods. However, it is not feasible to list all of the possible Project timelines, quantities, features, options, etc. in this manner.” Please see the Bid for additional information related to delivery expectations. Specific deployment expectations may vary depending on the scope of the project, products ordered and their availability, and the requested implementation services.

3.12 **Question:** Is this bid for IUSD locations only, or the entire Ed[]Tech JPA organization?

Answer: Please see RFI No. 2.5.

3.13 **Question:** Does IUSD expect to award a single or multiple vendors?

Answer: The intent of this Bid is to award to a single vendor. In the event that no one vendor offering broad catalog categories meets the requirements for award, and Irvine USD desires to award to multiple vendors, The District would have to work with legal counsel to determine if multiple awards may be allowed. In the event no one vendor meets the criteria for award, the District reserves the right to reject all Bids (Information for Bidders section 11).

Please keep in mind that the award of this Bid does not ensure an exclusive relationship. Vendors that may not have the ability to provide solutions and equipment across a majority of technology catalog categories should be advised that Irvine USD may still obtain individual quotes and use alternative procurement vehicles in some instances. Information for Bidders section 36 states: “To get the best overall prices, and to save on “hidden” administrative processing costs, the District may not use (at their sole discretion) the unit price contracting method utilization in this bid process to complete small Projects, below this limit.”

3.14 **Question:** Due to the complexity of the RFP, is IUSD willing to extend the RFP deadline an additional two weeks?

Answer: Unfortunately Irvine USD cannot entertain an extension to the proposal due date. Proposals are due by 1:00 pm on May 29, 2024 (over 5 weeks after the release of the Bid).

3.15 **Question:** Is Irvine USD opposed to multiple awards or will this be a single award RFP only?

Answer: Please see RFI No. 3.13.

3.16 **Question:** Are there any qualifiers or incentives for local businesses submitting a proposal?

Answer: Irvine USD’s award will be to the lowest responsive and responsible Bidder. Low bid will be calculated by the total costs of the bid responses against a hypothetical scenario(s). Responsive and responsible vendors will be determined by Bidders’ compliance with bid terms and conditions, and Bidders’ ability to provide solutions and equipment across the greatest number of technology catalog categories (Information For Bidders section 11). Including information related to being a local business,

references, and capacity of the vendor may aid in determining whether a vendor can adequately provide services and is responsive and responsible.

3.17 **Question:** In the bid it states that the services will not be piggybackable statewide, but services are listed later in the bid. Can you please clarify the intent?

Answer: The Piggyback Clause form states “Pursuant to Public Contract Code sections 20118 and 20652 (Community Colleges) Irvine Unified School District authorizes all other eligible public entities to piggyback on this bid, except for services. The responding Bidder authorizes this piggyback by signing below. Instead of listing all agencies and districts individually the Irvine Unified School District intentionally names all eligible public entities in total. The District further waives its right to have warrants issued in its favor.”

This is a standard form required by our County Office of Education. Irvine USD recognizes that there may be different interpretations regarding what types of services can be piggybacked in bids. Irvine USD understands that the previous Bid No. 19/20-01 IT was widely used and is happy to agree to another piggybackable agreement in response to the Bid. The District does not make any determination on behalf of other agencies regarding what type of products and /or services are piggybackable under this Bid. The District encourages agencies planning to purchase based on a piggyback of the resulting agreement to consult with their county and legal counsels.

Irvine USD’s award will be to the lowest responsive and responsible Bidder. Low bid will be calculated by the total costs of the bid responses against a hypothetical scenario(s). Responsive and responsible vendors will be determined by Bidders’ compliance with bid terms and conditions, and Bidders’ ability to provide solutions and equipment across the greatest number of technology catalog categories.

3.18 **Question:** When would a potential start date be for a contract under this bid, as the current contract is set to expire at the end of 2024?

Answer: The agreements resulting from the previous Bid No. 19/20-01 IT is set to expire December 31, 2024. Irvine USD plans to establish a new agreement with the prevailing Bidder for this Bid prior to that date to allow for some overlap in contract terms. The District is cognizant that a lapse in contract term dates may adversely affect long term projects and other districts piggybacking on the previous Bid. Other districts who may piggyback off the resulting agreement from this Bid would need ample time for the agreement to allow for their board approval and contracting processes. During the brief time frame where both agreements are in effect Irvine USD will make determination regarding which agreement to use based on pricing and the best determination for the District for each project.

3.19 **Question:** If we intend to propose alternatives, will samples be required prior to award?

Answer: Please see RFI No. 2.2. Irvine USD is not requesting samples at this time. Vendors requesting substitutions for items specified in the Bid Pricing Sheet - Short List Bid Items should submit

descriptive technical literature fully describing the claimed “or equal” Equipment (manufacturer’s specifications and a picture of the specific item) along with other required information, as specified in Information For Bidders Section 19 of the Bid. Requests for substitutions must be submitted in writing along with the supporting documentation prior to the RFI Deadline (May 15, 2024).

3.20 **Question:** SHI sent over a list of questions regarding Microsoft licenses, will an information sheet or document with the current Microsoft licensing for the district be provided?

Answer: Please refer to RFIs No. 3.1 - 3.6. RFI questions are answered as early as possible, typically within a few days up to a week, in an effort to allow Bidders ample time to finalize responses. Please keep in mind that it takes Irvine USD’s team time to compile answers to ensure the most accurate responses. All RFI responses will be posted by May 22, 2024.