

Request for Information No. I

RFP No.18/19-01 Nutrition Management Solution Platform

February 21, 2019

Response to Proposers' Questions

1.1 **Question:** Should Vendors respond to the RFP with pricing for Ed Tech JPA or pricing specific to Irvine Unified School District?

Answer: Ed Tech JPA is a procurement vehicle that allows Ed Tech JPA Members to access best available pricing. Vendors should respond with one or two tiers of pricing, and specify what criteria an Ed Tech JPA Member must meet to qualify for each pricing tier (such as number of licenses, number of locations, etc). IUSD will review the pricing tiers in Vendor's responses and determine which pricing tier applies to IUSD's setup and needs.

This RFP will result in a multiple award, and Ed Tech JPA Members will contact Vendors directly to leverage the award. Vendors will be expected to uphold the pricing in the RFP for all Ed Tech JPA Members during the resulting contract term. IUSD will contact a prevailing vendor and determine what products/modules it wants to implement. The Attachment 1, Part 3: "Functionality and Usability" of RFP No. 18/19-01 lists the modules solicited in the RFP. Vendors can respond to requirements for one or more module(s). If a Vendor does not offer a solution for all modules, the Vendor can still respond to the other sections of requirements.

1.2 **Question:** Please elaborate on the minimum price guarantee acknowledgement.

Answer: Ed Tech JPA is a Joint Powers Authority comprised of several school districts. The purpose of Ed Tech JPA is to streamline the procurement process for Ed Tech JPA Members and Vendors, and to provide consortium pricing to Ed Tech JPA Members. The Ed Tech JPA is designed to also streamline the process for Vendors, allowing them to leverage a single RFP and contract for all eligible school districts and other local education agencies. The minimum price guarantee is the expectation that the Vendor provides the lowest available price to the Ed Tech JPA. The Vendor is making a commitment not to offer a lower price to other entities eligible to join the JPA (e.g., school districts and county offices of education in California). To be compliant with this requirement in the RFP, Vendors must not independently negotiate reduced pricing with other eligible entities. Recognizing that the volume of Ed Tech JPA purchases is unknown at this time, the RFP does invite vendors to offer tiered pricing to ensure that the contract expectations resulting from the RFP award are sustainable.

1.3 **Question:** The RFP mentions a multiple award. How will this work?

Answer: The Ed Tech JPA multiple award process will be similar to other procurement vehicles, such as CMAS and NASPO. Vendors who meet the minimum requirements outlined in the RFP and successfully complete contract negotiations with the Ed Tech JPA team, will be included in the RFP award. Ed Tech JPA members will be able to select the Vendor and products that best meet their needs from the awarded contracts without being required to complete an independent procurement or bid process. .

1.4 **Question:** The RFP mentions DOJ clearance, specifically fingerprinting, for everyone who will be on a school site. Typically a specific district sponsors fingerprinting. Will a Member district of the JPA be sponsoring fingerprinting?

Answer: Section 6.1.7 of the Rules Section of the RFP reads “Any Vendor working on a site where students are present must supply the Participating Associate Member with certification that all employees on the project have been fingerprinted and approved **per state law.**”

Vendors are not required to provide results of fingerprinting when submitting their Proposals. Vendors must supply all Participating Associate Members with certification that all employees on the project have been fingerprinted and approved **per state law** and Participating Associate Member Board policy. California Education Code sections 45125.1 and 45125.2 allow districts to determine when a contractor’s employees or employees of subcontractor will have more than limited contact with pupils and fingerprinting will be required. If employees are determined by the Participating Associate Member to have only limited contact with students fingerprinting may not be required, depending on the Participating Associate Member Board’s policies. Vendors must agree to abide by all Participating Association Members’ policies to enforce the safety of students.

1.5 **Question:** The RFP mentions that Vendors must allow for the extract of user data and usage data. Why type of usage data would this pertain to?

Answer: Vendors solutions must allow for the extract of typical usage and system data that would be beneficial to Ed Tech JPA Members to meet reporting and analysis needs. Typical extracts include, but are not limited to:

- Point of Sale/Front of House system should support extraction of student and school-level data related to the purchase/transaction history for meals and a la carte items.

- Online payment and meal application portals should be able to allow for extraction of data regarding: usage, how often each user logged in, what each user did after logging in, what IP address each user used, basic analysis and usage data, and additional data Participating Associate Members would need for fraud or penetration investigations.