

Request for Information No. I
RFP No. 24/25-03 College and Career Planning Platform
October 1, 2024

Response to Proposers' Questions

1.1 **Question:** How are Ed Tech JPA RFPs run and awarded?

Answer: Ed Tech JPA offers multiple awards so its members can leverage the vendors that best meet their needs. Ed Tech JPA's RFP team will review Vendor Proposals and award to Vendors who comply with all terms and conditions (no substantial exceptions) and meet all essential requirements. Essential requirements are denoted in the RFP with double asterisks and green highlighting.

Vendors should also answer non-essential criteria (blue highlighting) to the best of their ability. Ed Tech JPA members vary in size from 1,500 ADA to 600,000 ADA, and have different needs. Ed Tech JPA will make all prevailing Proposals available to members for review. Members will determine what requirements are most important to them and use the information in Proposals to determine which Vendor best fits the needs of their organization.

Vendors who meet all essential requirements (green, double asterisks) and agree to the terms and conditions will be considered for award contingent upon successful contract negotiations. Non-essential criteria (blue) are optional. Vendors are encouraged to respond to non-essential criteria so member districts can make a determination regarding which solution is the best fit for their needs.

Additionally, the Functionality and Usability RFP is sectioned into different modules. Essential requirements are required only to be considered for award in those specific sections. For example, if a vendor agrees to all terms and conditions and meets all essential requirements for sections 3.1 - 3.4, but not for sections 3.5 - 3.11 they will be awarded for sections 3.1 - 3.4. Below is an example of a possible award scenario.

Vendor	3.1 General	3.2 College Planning	3.3 Career Planning	3.4 Academic Planning	3.5 Personal /Social Growth Tools	3.6 Assess ments	3.7 Data and Reports	3.8 Communi cation	3.9 Mobile Functiona lity
Vendor A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vendor B	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No
Vendor C	Yes	Yes	No	Yes	No	No	No	No	No

JPA members have varying needs, and some may require services for only some modules included in this RFP. Members will evaluate Proposals based on their specific needs, so please include a clear description of what your solution offers.

If offering multiple separate solutions please be clear in your proposal which solution meets each criteria by either including separate sections for each product, or differentiating in responses:

Example 1:

3.1 - Product 1 Name response to all criteria

3.2 - Product 1 Name - no response

3.1 - Product 2 Name - no response

3.2 - Product 2 Name - response to all criteria

Example 2:

****2.1.5** Specify whether the Solution is Vendor-hosted (web/cloud-based) or Participant hosted (on-premise).

Product 1 Name: *Product 1 is web/cloud based...*

Product 2 Name : *Product 2 is on-premise....*

Please also be sure to list each product separately in the Pricing Form.

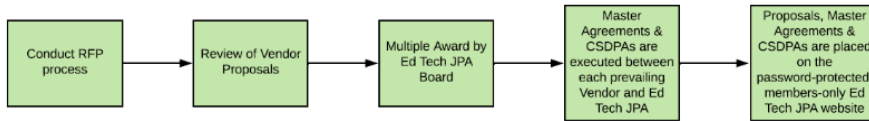
1.2 **Question:** Are contracts available for future Ed Tech JPA members as well, or just to members at the time the RFP is run?

Answer: When a member joins Ed Tech JPA it can leverage any current or previously awarded contract. The membership process is very quick and straightforward. There are no fees for members to join. Ed Tech JPA provides sample board agenda and resolution templates for members in an effort to assist members with their boards' required approvals. The [Ed Tech JPA Membership](#) site contains detailed instructions for prospective members.

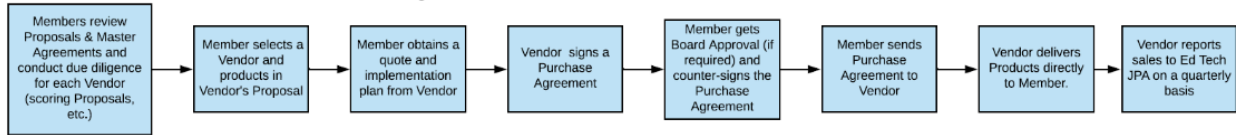
1.3 **Question:** Once the RFP is awarded, how do Ed Tech JPA members enter into agreements with awarded vendors?

Answer: Prevailing vendors will enter into a Master Agreement with the Ed Tech JPA. When JPA members elect to purchase a vendor's product they will enter into a Purchase Agreement between the vendor and JPA member. Samples of the Master Agreement and Purchase Agreements are included as Appendix A of the RFP. For additional clarity please refer to the illustration below.

**Ed Tech JPA:
RFP Award & Master Agreement Execution**



**JPA Member:
Vendor Selection & Purchase Agreement Execution**



1.4 **Question:** Why is the JPA releasing a new RFP, when there are already college and career planning agreements awarded under the previous Ed Tech JPA RFP from 2020?

Answer: Ed Code section 17596 limits contract terms to a maximum five (5) years. The previous RFP for College and Career Planning Platforms was awarded in May 2020. Releasing this RFP allows for award and contract negotiations with responsive vendors with no lapse in contract availability for a college and career planning platform for Ed Tech JPA's members.

1.5 **Question:** Would you have 10 to 15 minutes to meet with myself and our CEO to take a peek inside our platform this week or next week? The most important goal we prioritize is to make sure [Product] is a cost-saving measure for every district. Our founder is very adamant about that goal. I would love to discuss the opportunities for your organization to better serve your schools and to enhance your student's pathways upon graduation.

Answer: Thank you for reaching out to our team. Currently Ed Tech JPA has an open RFP and all questions must be treated as formal Requests for Information. As a result the team member you reached out to is unable to contact you directly. For information about the open RFP please see our website at: <https://edtechjpa.org/procurement/current-procurements> . If you have questions please submit them during the open RFI period directly to EdTechJPA@iusd.org. If you have general questions unrelated to the RFP they must be discussed after award of the RFP. Thank you.

1.6 **Question:** I stumbled upon these CCR-related posts and would love more information on both. Where is the RFI posted or can I please get a copy via email? Do I need to register for the conference? <https://edtechjpa.org/events/college-and-career-planning-platform-rfp-last-day-submit-rfis> <https://edtechjpa.org/events/college-and-career-planning-platform-rfp-vendor-conference>

Answer: Thank you for reaching out. RFP documents can be found at <https://edtechjpa.org/rfp-no-2425-03-college-and-career-planning-platform>. The pre-proposal conference is not mandatory, and all questions and answers will be posted to the website as RFIs.

1.7 **Question:** Will all responses be posted on Oct 21, or be provided on a rolling basis?

Answer: Questions will be answered along with all other questions received and posted to <https://edtechjpa.iusd.org/procurement/open-procurements> on or before the scheduled date for Responses for Questions to be posted. We plan to post answers regularly so Vendors can proceed with completing Proposals without undue delay. In an effort to ensure that all responders are provided with the same information and the RFP process is fair and impartial, all answers to questions will be included as part of the RFI process.

1.8 **Question:** Can the consortium please confirm that we need to submit a hard copy response, or would emailed responses be acceptable?

Answer: Hard copies and a digital copy are required. Please see Section 3.2 of the RFP for details regarding requirements.

1.9 **Question:** What kind of Order Information is required to be included in Appendix A?

Answer: Appendix A of the RFP are the Master Agreement and Purchase Agreement templates for Vendors' review. After award, these agreements will be negotiated and finalized so Ed Tech JPA members can use them to make desired purchases. When a member and vendor complete a Purchase Agreement any vendor quotes/implementation documentation should be included as an exhibit. No vendor quotes/implementation documentation is required as part of the RFP process.

1.10 **Question:** Can the consortium please provide further elaboration on the following functionality requirements:

“3.7.4 Confirm that data from outside the Solution can be integrated into the Solution.”
– What type of data is referenced here?

Answer: Ed Tech JPA members vary in size from 1,500 ADA to 600,000 ADA, and have a variety of different needs. Interested members will select the awarded product that bests their unique needs. The data referenced in 3.7.4 could refer to various types of data, such as student demographics, test scores, grades, and other information that may be relevant to college and career planning.

1.11 **Question:** Can the consortium please provide further elaboration on the following functionality requirements:

“3.7.9 Provide a list and samples of standard reports available for students, parents and counselors within the Solution.”
– Are there any specific types reports required for students and parents?

Answer: Ed Tech JPA members vary in size from 1,500 ADA to 600,000 ADA, and have a variety of different needs. Interested members will select the awarded product that bests their unique needs.

Vendors should include some examples of standard reports and a list of standard reports so Ed Tech JPA members can consider reporting capabilities when scoring proposals. Each member may have different needs related to reporting.

1.12 **Question:** [Vendor]'s team will be in attendance at the pre-proposal conference today. We are wondering if the session will be recorded and if the recording will be made available to attendees? Will you be recording and sharing the video from the meeting?

Answer: Vendor conferences are not recorded, however questions and answers are transcribed and will be included in the RFI responses posted on our website.