

**Request for Information No. IV**  
**RFP No. RFP No. 23/24-03 Security and IT Administration**  
*November 2, 2023*

**Response to Proposers' Questions**

4.1 **Question:** Working through RFP No. 23/24-03 Security and IT Administration and some of our responses require an NDA be in place between [Vendor] and JPA.

Attached is our template NDA document. Can you please review, sign, and return? If edits are required, please provide your redlines as soon as possible for our legal review.

**Answer:** Unfortunately, as a public agency Ed Tech JPA is unable to sign a non-disclosure agreement (NDA) of any kind. As a public agency Ed Tech JPA is subject to public records act requests (PRAs). Please see section 3.11 in the RFP and RFI No. 1.30 for additional information regarding how the Public Records Act pertains to this RFP and how Vendors may protect certain aspects of their proposals from disclosure.

4.2 **Question:** Will JPA accept named resellers as part of this contract vehicle?

**Answer:** Please see RFI No. 1.22.

4.3 **Question:** Will JPA be open to receiving the admin fee from another entity?

**Answer:** Please see RFI No. 2.2.

4.4 **Question:** Is JPA open to leveraging an existing MSA and DPA as negotiated on direct contracts with this vendor?

**Answer:** After award Vendors may request redlines in the Purchase Agreement or request to include their MSAs as an attachment to the Purchase Agreement. Vendors may also request redlines in the NDPA. Typically vendor-specific DPAs are not considered if the vendor will host or have access to student information. Awards shall be made contingent upon successful contract negotiations as determined by Ed Tech JPA's sole discretion.

Please note that In an effort to facilitate award and availability of contracts, Vendors who agree to all terms and conditions in the Agreements and do not have exceptions to the RFP may be awarded on an earlier timeline than vendors requesting redlines and exceptions. Requesting redlines will not affect a Vendor's award status as long as JPA contracts take precedence and the parties can agree to terms, but may delay award and the availability of agreements for Member use.

4.5 **Question:** Will your organization sign an NDA so we can provide our Certificate of Insurance?

**Answer:** Please see RFI No. 1.3 and section 3.11 of the RFP for information regarding NDAs. Please note that Certificates of Insurance are not required with Vendors' proposals.

4.6 **Question:** Is there a pricing template or model for the professional services in the scope? For example: fully burdened labor rate, time & material, etc.

**Answer:** Line number S6 on the Pricing Table depicts the best way to represent hourly pricing for professional services. Line number S3 and S4 on the Pricing Table depict possible ways to represent materials (S3 = discount off MSRP, S4 = set rate per unit). Please be sure to add relevant information in the comments section (ex: if professional services are only available with the purchase of equipment).

Below is a section of the Pricing Table for quick reference. Please see the full Pricing Table for additional information.

Line Number	Vendor Reference/Model Number (Optional)	Proposed Solution	Solution Type	Pricing Model	JPA Member Unit Price or Discount Amount/Percentage	Unit Definition/Pricing Basis	Purchase Requirements (volume)	Purchase Type (one-time, annual license)
Use this number where requested in the requirements section.	Unique model number or item number for Vendor reference.	Title or short description of the proposed item(s). Each item or bundle of items should be placed on a separate line.	Type of item(s) proposed.	Indicate whether proposed items are offered at a set price or a set discount level from MSRP or equivalent.	List the unit price of the item or standard discount that will be applied. <b>Unit Price:</b> For equipment, list the cost of a single unit. For software, list the cost per license. Do NOT include Sales Tax. <b>Discount Amount/Percentage:</b> List the percentage or amount discount off of MSRP or Vendor's published/standard prices.	Describe what constitutes a unit. For example, if software is licensed based on student enrollment, Vendor might state (per student, based on total enrollment).	Indicate any threshold requirements (e.g., pricing tiers or minimum purchase amount) customers must meet to qualify for the pricing described in this line item (e.g., >30,000 students, minimum 20 units, purchases greater than \$100,000).	Indicate whether the purchase is a one-time cost (implementation services, equipment purchase) or an annual cost (software subscription, maintenance).
S1	12345	Sample Vendor-Hosted Software Platform (Tier 1)	Software (Subsc. ▼	Set Price ▼	\$2.00	Per Student (Total Enrollment)	>30,000 Students	Recurring (Annu...
S2	54321	Sample Vendor-Hosted Software Platform (Tier 2)	Software (Subsc. ▼	Set Price ▼	\$2.50	Per Student (Total Enrollment)	10,000 - 29,999 Students	Recurring (Annu...
S3	25648-34645	Sample Catalog Discount - Security Cameras	Brand/Catalog D... ▼	Standard Disc... ▼	20%	Discount off MSRP	n/a	One-Time
S4	84569	Sample Next Gen Firewall and Filter (Hardware)	Equipment/Supp... ▼	Set Price ▼	\$150,000.00	Per Unit	n/a	One-Time
S5	91548	Sample Next Gen Firewall and Filter (Maintenance)	Software (Subsc... ▼	Set Price ▼	\$25,000.00	Per Unit	n/a	Recurring (Annu...
S6	n/a	Sample Professional Services - Incident Response/Investigation	Professional Se... ▼	Set Price ▼	\$250.00	Per Hour	min 10hrs per incident	One-Time

4.7 **Question:** What % of an economic price adjustment is factored in year-over-year?

**Answer:** Ed Tech JPA does not automatically factor in an economic price adjustment to adjust pricing each year. Vendors should enter any incremental price increases (ex: 3% per year, in-line with CPI, etc) in the Comments/Description section of the Pricing Form.