

**Request for Information No. II**  
**RFP No. 19/20-07 Media Repository Solution**  
*May 21, 2020*

**Response to Proposers' Questions**

2.1 **Question:** We want to clarify what products fall under the scope of work for the RFP, as we wouldn't normally classify our products as media repository solutions. We have core digital textbooks for Science, Social Studies, and Math. We also have our "Discovery Education Experience" or DE.X, a supplemental product that is curated standards-aligned digital content across all content areas K-12, and our digital "STEM Connect" supplemental STEM product for K-8. Would these be acceptable to propose in this RFP?

**Answer:** A media repository is an online platform that serves multiple functions: Store video and image collateral, Provides tools to meet accessibility guidelines for stored videos, and Allows for file management and sharing of such content. Vendors must meet the essential criteria listed in the RFP to be awarded. Any additional features may be included in the RFP responses, as long as the essential criteria are met.

2.2 **Question:** Why is JPA creating a new procurement category for Media Repository Solution?

**Answer:** Ed Tech JPA typically releases Requests for Proposals based on the needs of its members. Irvine Unified School District has an immediate need for the Solution.

2.3 **Question:** What specific media is JPA expecting as part of the RFP?

**Answer:** Please refer to Attachment 1 in the RFP for specifics regarding the desired Solution. The Solution should allow for both photo and video media to be uploaded.

2.4 **Question:** Was there an original RFI that led to this RFP? If so, when?

**Answer:** There was no Request for Information issued. The Request for Proposals is a solicitation for vendor proposals and determination of award will be based on the scores proposals receive.

2.5 **Question:** How many awards does JPA anticipate granting for this RFP?

**Answer:** Ed Tech JPA does not set a predetermined number of awards. Ed Tech JPA offers multiple awards so its members can leverage the vendors that best meet their needs. Ed Tech JPA's Media Repository Solution 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 non-essential 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. 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 RFP is sectioned into different modules. All vendors must respond to essential requirements in Section 3.1. Essential requirements for sections 3.2 - 3.8 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 - 3.8 they will be awarded for sections 3.1 - 3.4. Below is an example of a possible award scenario.

Vendor	User/General	Management Features	Organization and Analytics	Sharing	Media	Reporting	Mobile Device	Accessibility
Vendor A	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Vendor B	Yes	Yes	Yes	No	Yes	No	No	No
Vendor C	Yes	Yes	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.

2.6 **Question:** What is the preferred pricing method or model that works best for JPA (per student, per building, etc.)

**Answer:** Ed Tech JPA purposefully has not set a required pricing method. We have found that vendors typically refer to set their own parameters surrounding pricing. Typically vendors offer pricing on a per-student basis, but they often offer pricing on a per-school-site basis as well. In some cases vendors have offered a hybrid, setting a per-student price for their base Solution and a per-school-site price for additional modules offered.

Vendors may also offer tiered pricing based on their preferred criteria. If a Vendor wishes to offer tiered pricing based on term length they may do so. Often vendors offer pricing with a price inflator (Ex: 3% increase per year). We recognize that the JPA is a new format for Vendors, and that

committing to one low price guarantee can be a hardship on vendors. The sliding scale/tiered pricing referred to in Section 1.11 allows Vendors to 1.) If a Vendor's Solution has different options or modules Vendor offer them separately in tiered pricing, 2.) JPA membership varies widely, including Members of widely varying sizes. Members may tier pricing based on Member size (ex: Tier 1 = 1- 5,000 ADA, Tier 2 = 5,001 - 15,000, Tier 3 = 15,001 - 25,000, etc.), 3.) Vendors may tier pricing based on type of implementation (ex: remote vs onsite).

Please refer to the Pricing Forms in Appendix C to view the format for tiered pricing. Please also note, that tiered pricing is not required by Ed Tech JPA. Vendor may elect to offer one price for all members. Vendor may also add more than two tiers if they wish to offer additional pricing tiers.

Ed Tech JPA recognizes that while a typical RFP is specific to one school district, this type of RFP offers a Vendor's Solution to many different districts/County Offices of Education. The goal in our pricing structure is to allow vendors flexibility while also allowing our members transparency regarding prices.

2.7 **Question:** Should we anticipate receiving answers to these questions prior to them being posted publicly? If so, will we have the opportunity to ask additional questions?

**Answer:** Pursuant to the advertisement and sections 3.5 and 3.8 of the Request for Proposals Responses to all RFIs received will be posted on the Ed Tech JPA Website. It is Vendor's responsibility to monitor the Ed Tech JPA website for RFI Responses, RFP Amendments, changes, updates, revisions and/or uploaded documents. The deadline for questions is 12:00pm on May 14, 2020 and any questions received after that deadline will not be responded to.

2.8 **Question:**How critical is the ability to upload non-video resources to the platform?

**Answer:** Media should include both photos and video. If a Solution offers only video content related services the Vendor should clearly state that in its proposal and in each applicable criteria.

2.9 **Question:** Is this ETJPA Bid requesting services that allow students and teachers to upload content, as well as administrators? Please provide more details.

**Answer:** Please see the beginning of Part 3 in Attachment 1 of the RFP for different user types requested in the RFP. All Organizational Users should have the ability to upload content, including teachers and students. If a Solution allows for users to have sign-in accounts without the ability to upload content the Vendor should clearly state that in its proposal and in each applicable criteria. If different user accounts are priced differently Vendors should clearly outline which user accounts meet each criteria and clearly state costs in criteria and Appendix C.

2.10 **Question:** It is unclear what types of services are being requested. Please provide additional details on the kinds of services that are being requested; to include specific types of content?, delivery-based?, feature-based?, etc.? Any further clarification or details provided will be appreciated.

**Answer:** Please refer to Attachment 1 in the RFP for specifics regarding the desired Solution. The Solution should be an online media repository platform that allows users to upload both photo and video media content.