<u>**Response to Proposers' Questions**</u>

3.1   **Question**: Will the entirety of our submission be available to potential customers? Or only our answers to the included requirements?

      Answer: Yes. Vendors' entire proposals will be made available to members through the members-only password-protected website. Vendors may request to redact something specific in the proposal, but please keep in mind that members must see pricing and other relevant information to accurately score solutions. Cover letters and other information will be included in the Proposal posted for members to review.

3.2   **Question**: As our team was looking through your RFP Requirements- I just wanted to get some clarification around exactly what you guys are looking for. We are strictly an LMS and not a blackboard for grades and such. Does that put us out of the running for what you are looking for?

      Answer: While this RFP may apply to student and grade learning management systems, the intent of the RFP is for staff-focused professional learning. If a vendor provides a solution that does not track grades that should not preclude them from award. Specific criteria are listed in attachment 1 of the Request for Proposals.

3.3   **Question**: Does each vendor need to review/mark-up the contract now or only if the vendor is selected via the RFP? If we do need to mark up the agreements now, can we make edits on the terms directly or do you require all comments/edits to be made via a separate "exceptions" document (as noted in Part 5 Exceptions-on page 107)?

      Answer: It is acceptable for Vendors to wait until after award to request redlines to agreements. Ed Tech JPA typically sends agreements after award and commence the negotiation process at that point. Award is contingent upon successful contract negotiations. Vendors are welcome to include requested redlines with their response, either directly on the agreements or in the Exceptions, however we will need the agreements provided after award to be redlined as well.

3.4   **Question**: Can we expand the tables offered in the pricing tables to include additional pricing tiers (i.e. Tier 3, 4…etc) that will better showcase our volume based pricing?

      Answer: Absolutely! Ed Tech JPA understands that Vendors typically have more than two tiers of pricing and the intent of the pricing tables is to allow for expansion as needed. Ed Tech JPA does not intent to restrict Vendor's pricing. The intent of the Pricing Form is to allow members easy comparison when comparing solutions.

3.5   **Question**: Are we allowed to include a Cover Letter and/or Executive Summary with our submission?

       Answer: Absolutely! It is common for Vendors to provide a cover letter.