

	GUILFORD COUNTY SCHOOLS Addendum 1 Virtual Courses Purchasing Department 501 W. Washington Street Greensboro, NC 27401
Direct all inquiries to:	Request for Proposals: 6217
Shayla C. Parker	Bid due date: August 12, 2020
<u>parkers3@gcsnc.com</u> / 336.370.3238	Commodity: Virtual Courses

NOTICE TO BIDDERS

Please be advised that this document serves as Addendum number one for RFP 6217 for Virtual Courses. The close date and time remains unchanged and all RFP’s must be emailed to Shayla Parker at parkers3@gcsnc.com before 2:00pm EST on Wednesday, August 12, 2020. Please see the questions and the respective answers below.

QUESTIONS:

Q1. I assume Article 2 Chapter 64 of the NC General Statues is asking if we have 25 or more employees in NC, they must sign the E verify?

A1. If you employ 25 or more employees, you must confirm that they have all been verified through E-Verify that they are eligible to work in the United States.

Q2. Should we sign page 2 of 14 and return that prior to the bid submission?

A2. Page 2 may be completed and submitted with the final RFP submission.

Q3. Evaluation Criteria Pg 5: Are proposals with multiple courses the only ones being considered, or can a contractor submit for one course? Ex: A financial literacy course.

A3. Multiple courses are required.

Q4. Evaluation Criteria Pg 5: Can the course be provided only to 9th-12th grade? Ex: NC has a Financial Literacy graduation requirement for high school students as of this Fall

A4. It would need to be a full course catalog for K-12 courses. Individual courses can go across various grade levels; however, a solution needs to have courses for K-12 including English, Math, Science, Social Studies, and Special courses.

Q5. Due to the current COVID-19 pandemic, our office, located in Scottsdale AZ, continues to operate with very limited staff, and most are working remotely, including our authorized signers. Would it be acceptable to have the required bid form signed electronically via secure DocuSign in lieu of wet signature?

A5. Yes, electronic signatures will be accepted.

Q6. Is it the District's intent to ingest content into the Canvas learning management system? Or is the District looking for an SSO option where the student would link to content from the LMS?

A6. The content should be able to be housed within canvas.

Q7. Is the District seeking one provider to provide all content, or will the District consider multiple providers for specific grade bands (i.e., K-3, K-5, 6-8, or 6-12)?

A7. Yes.

Q8. Please provide the number of student enrollments per grade.

A8. That information is not readily available.

Q9. The *Bid Submission* list does not include a cost request. Should cost be included with the response? If so, is there a particular format the District would prefer?

A9. Yes, you should include cost. There is no particular format required.

Q10. We will include the Terms and Conditions for Use of our Licensed Products as an attachment to our Bid Submission. Will you accept our Terms and Conditions as an attachment?

A10. Yes we will accept the terms and conditions as an attachment.

Q11. We will include our Exceptions Taken for the conditions specific to this Invitation for Bids, the specifications, and the North Carolina General Contract Terms and Conditions as an attachment to our Bid Submission. Will you accept our Exceptions Taken as an attachment?

A11. Yes we will accept the exceptions as an attachment.

Q12. We will include a Cost Proposal in our Bid Submission as the fourth section after three section listed on page 6. Will you accept our Cost Proposal as an additional section?

A12. Yes we will accept that as an additional section.

Q13. We plan to include relevant documents as evidence of our success in our Bid Submission. Will you accept Bid Submission attachments or addenda consisting of relevant evidence of our proven success?

A13. Yes; we appreciate relevant data.

Q14. The RFP requires vendors to compute tax and add it to the bid. As a not-for-profit State Agency, we neither impose nor collect taxes. Will you accept our cost proposal without taxes computed and added?

A14. Yes, we will accept your cost proposal as submitted.

Q15. This instruction conflicts with section 2.0 General Information. As a not-for-profit State Agency, we neither impose nor collect taxes. Will you accept our cost proposal without taxes computed and added?

A15. Yes, we will accept your cost proposal as submitted.

Q16. For the background investigation requirements, will GCS accept the background investigations conducted by us for our employees, with the understanding that the background investigations meet all applicable federal regulations?

A16. Yes, GCS will accept the background investigations conducted by your company.

Q17. The RFP includes a requirement for a performance bond or alternative guarantees without expense to GCS. The industry standards for Software as a Service (SaaS) Agreements do not normally include performance bonds or alternative guarantees. Please confirm whether the requirement in this RFP for a performance bond or alternative guarantees applies to this contract. If it applies, this requirement will preclude our organization, as a State Agency, from submitting a bid.

A17. A performance bond is not required for this RFP.

Q18. The RFP references statewide term contracts. Does that mean our cost proposal must include statewide pricing in addition to the pricing we provide specifically for GCS? The reference implies other State and Local Government Agencies within North Carolina may utilize the contract (piggyback). Please confirm whether GCS intends to allow other agencies to piggyback on the contract. If that is the GCS intent, please specify the terms for other agencies to piggyback on the contract.

A18. Your cost proposal does not have to include statewide pricing. As per the North Carolina General Statutes, any Local Government Agency may choose to piggyback of a contract if it meets all the requirements set forth from the state. It is not the intent of GCS to solicit opportunities to other agencies but that does not preclude agencies from doing so.

Q19. Regarding curriculum, what elective courses does GCS require?

A19. We are requesting elective classes including foreign languages, arts, CTE classes.

Q20. Regarding training, how many instructors does GCS anticipate will need training?

A20. We have 70,000 students and 5,000 teachers. We would use a train the trainer model.

Q21. Regarding training, how many instructors does GCS anticipate will need training?

A21. It is possible that this training could go throughout the year.

Q22. Regarding training, what is the date teacher training needs to begin and what is the date teacher training needs to conclude?

A22. We would be interested in proposals sharing their best guide for planning the PD.

Q23. Will Guilford County Schools be considering SEL courses for this RFP?

A23. We would consider SEL courses, if there are also the content courses that it would come with but would need the content courses as the first priority.

Q24. Is the district open to awarding to a vendor that provides an existing solution that can be modified as needed to meet the district's needs? If so, is the district open to awarding to multiple vendors to include vendors who specialize in primary and/or secondary education?

A24. We would prefer an integrated solution for all grades, but if that is not possible we would review vendor submissions that support only primary or secondary education.

Q25. Is canvas compatible with Microsoft 365?

A25. Yes Canvas syncs with Microsoft.

Q26. Do the schools in the Guilford County School System have a subscription to Microsoft 365 (it's free for institutions [here](#).)

A26. Yes; all staff and students have Office 365.

Q27. Do staff know there is a video conferencing feature, called Teams, that they can use for classes, meetings, etc.?

A27. Yes; teams is our recommended tool for live teaching and online meetings.

Q28. Do they know there is no time-limit on the conference calls and streaming on any subscription level of Teams?

A28. Yes; teams is our recommended tool for live teaching and online meetings.

Q29. Are schools using the same assessment tools currently? (Ex: If one of the schools in GCS is using mentoring minds, are other schools using the same assessing tool or are they using different ones like Study Island or Reading A to Z).

A29. Yes; our blended learning department has developed our own self-paced trainings for staff on the use of teams and how to use teams in Canvas

Q30. Is there a centralized virtual space where students' academic data can be accessed by schools in and out of the district? (Ex: If Sally moves from Western Guilford to Page, will Page be able to see all her academic scores and data from Western Guilford? Is this just as possible if Sally moved to Ardrey Kell in Charlotte, NC or New Rochelle Highschool in NY?)

A30. Yes; all schools in the state of North Carolina use PowerSchool as our student information system that contains all of the student information

Q31. What assessment tools are schools in GCS system using now?

A31. Our main tool is Performance Matters

Q32. Could you confirm whether any vendor who is offshore based out in a country like India is eligible to participate in this RFP? We have our offices in Washington, Redmond where our sales team is based but the work related to this RFP will be executed from India. Are we eligible?

A32. Yes, you are eligible to participate in this RFP.

Q33. How is GCS determining vendor ability to accommodate "large scale"?

A33. Not determining ability; just want it known that we have 75,000 students.

Q34. How does GCS define a “special” versus “elective” course?

A34. These are interchangeable. These are courses like art, music, foreign language, CTE courses, etc.

Q35. Are CTE courses considered “electives” or “special”?

A35. Yes.

Q36. Is there a preferred tool that you want like Articulate Storyline 360, Adobe Captivate etc.?

A36. We do not have a preferred tool to use.

Q37. We assume that all the content in raw format like PPT,PDF, word document will be provided to the vendor.

A37. The content should be provided in what we purchase.

Q38. Is there a particular volume, number of hours of content development that you can specify? Or do you want us to provide a per hour cost of development?

A38. The district would like a total cost for your course catalog or a per course cost.

Q39. Is it the District’s intent to ingest content into the Canvas learning management system? Or is the District looking for an SSO option where the student would link to content from the LMS?

A39. The content should ingest into Canvas.