



SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

Scott R. Muri, Ed.D., Superintendent of Schools

PURCHASING DEPARTMENT

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Director of Purchasing Services

NOTICE TO OFFERORS

ADDENDA TO COMPETITIVE SEALED PROPOSAL

DATE: June 21, 2018

This ADDENDA forms a part of and modifies the original Proposal Document, issued by the Spring Branch Independent School District.

Invitation to Proposal entitled: **ANNUAL CONTRACT FOR IT STRATEGIC PLANNING**

Proposal Opening Date & Time: **June 26, 2018 @ 1:00 PM**

ADDENDA NO. 2

PROPOSAL NO. 12627

Please make the following additions, revisions, and/or deletions to the Proposal Document:

See Question and Answer below

The offeror shall acknowledge receipt of this ADDENDA in the Proposal Form.

QUESTIONS AND ANSWERS

Question #1:

Are July 17th and 18th the only days available for vendor presentations?

Answer #1:

YES

Question #2:

For privately held companies, per their policy and some directive from investors, financials are not released. However, other means can be provided to assess the company's position in the market, such as press releases on recent contracts awarded or a list of top 5 clients with approximate contract values for each. Is this a sufficient alternative?

Answer #2:

SBISD will review provided information and evaluate accordingly.

Question #3:

Is there an anticipated project start date? Is there an ideal date that the project must be completed by?

Answer #3:

A recommendation to the August Board is expected, and work should begin immediately after approval. The anticipated timeframe would be less than 60 days to completion.

Question #4:

Are there critical district milestones to be consider when putting together a project calendar? (e.g. dates for budgeting)

Answer #4:

NO

Question #5:

Are there stakeholders and governance structures beyond IT that need to be considered?

Answer #5:

The direct reports to the Superintendent constitutes the Senior Staff which is the governance for the district. It is anticipated this engagement would involve interfacing with Senior Staff members as stakeholders. It is not anticipated that that the IT strategic plan would need approval from the Board of Education however there may be a need to engage the BOE IT Liaisons as stakeholders. Most input and decisions pertaining to this engagement would be governed by the IT leadership team which is made up of the direct reports to the CIO. It is not anticipated that the District Improvement Team would be engaged

ADDENDA No. 2

Question #6:

Is there a HUB utilization goal for the RFP?

Answer #6:

NO

Question #7:

Regarding 8.4.1.a.ii, is it the expectation of SBISD that the proposing vendor develop professional development content for ingestion into a content delivery system/learning management system or that the proposing vendor identify content from other sources?

Answer #7:

SBISD will evaluate proposals with content from either offering.

END OF ADDENDA NO.2