

SPRING BRANCH INDEPENDENT SCHOOL DISTRICT

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PURCHASING DEPARTMENT

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Date: April 25, 2017

BARBARA A. ROBILLARD

Director of Purchasing and Contracts

NOTICE TO OFFERORS

ADDENDUM TO REQUEST FOR PROPOSAL

DATE: April 25, 2017

This Addendum 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 Data Warehouse and Visualization

Proposal Opening Date & Time: **May 3, 2017 @ 2:00 PM**

ADDENDUM NO. 1

PROPOSAL NO. 11392

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

See Questions and Answers below

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

QUESTIONS AND ANSWERS**Question #1:**

We are a Data Analytics company based in India and are fully competent to handle the requirements mentioned in the RFP 11392. We also have a team of professionals with the requisite experience and skills. We wish to ask whether we are eligible to participate in the tendering process? If suggested or required by contract we can open a local office to support the operations. Also suggest if we can electronically submit the bid.

Answer #1:

SBISD is open to reviewing and evaluating all vendor responses. Please see question #17.

Question #2:

Can the District clarify the format in which it wants vendors to respond, particularly with section 9.1.0 through 9.8.0? Some of these items seem to repeat other sections we need to respond to.

- a. Does requirement 9.3.0 apply to this RFP and so vendors should respond to this requirement?
- b. 9.4.0 asks about training program, but the matrix only refers to online training. Does SBISD also want on-site training as well?
- c. 9.5.0: We assume the matrix in the RFP is the only matrix we have to respond to?

Answer #2:

- a. Yes it does apply and vendors should respond.
- b. Yes, both online and on-site options should be addressed in the response.
- c. Yes

Question #3:

The RFP refers to 30 KPI that SBISD will select. Has the district selected these KPI and share them?

Answer #3:

The KPIs are not yet defined or prioritized.

Question #4:

Has Spring Branch ISD seen a similar data warehouse and visualization that it would like its own to emulate?

Answer #4:

No.

Question #5:

We understand that SBISD is seeking the solution that offers the best value, but is there a budget that vendors should work within for their proposed solution?

Answer #5:

No, the budget is not yet defined.

Question #6:

Is Spring Branch ISD using Ed-Fi? Are there any expectations that the awarded vendor will use Ed-Fi?

Answer #6:

SBISD is not currently using Ed-Fi; and Ed-Fi implementation is optional.

Question #7:

How many users and types of end-users will Spring Branch ISD have for the visualizations? I.e. how many people will be developing visualizations vs. viewing the visualizations?

Answer #7:

There will be approximately 5,000 employee users in various departments and divisions. Approximately 3,000 are teachers, 200 campus level administrators, and 100 district level administrators.

There will be approximately 50 power users and 6 software developers.

Question #8:

Could the District elaborate on its definition of open data BI mentioned in two sections of Section 8.0 'Specifications'? Do you refer to open data as data being open to the public and not containing PII, or an open data architecture?

Answer #8:

The expectation is that there is an extensible data platform where future partners may plug in to the database.

Question #9:

What kind of LMS data is the District expecting to integrate into the new integrated data warehouse?

Answer #9:

SBISD is currently using itsLearning as its LMS.

Question #10:

Can you clarify how the SBISD Common Database will be used as part of the project? Does the District prefer data to be sourced from the data original sources (e.g. Skyward, MUNIS, TEA, etc.) or the SBISD Common Database as it contains already nightly refreshed data from the original sources?

Answer #10:

The SBISD Common Database could be one of many sources for the data warehouse. SBISD data will be accessed from the Common Database in many instances, but the option to pull directly from original sources is open.

Question #11:

Please clarify Question 3 under 8.0 Specifications. Is the district's definition that a formal scope of work would mean a firm, fixed price from the vendor, as opposed to an hourly rate?

Answer #11:

SBISD is open to both options and would like responses to this RFP to include both.

Question #12:

On page 6, it states that proposals should be submitted on these forms. Can you clarify your meaning here? Does the District want us to respond with our answers placed directly into this solicitation document and returned? Or should we simply include the RFP with all signature pages alongside our proposal?

Answer #12:

Please adhere to the specifications stated by using the forms provided in the solicitation. Vendors may provide additional documentation in their own format to support their responses.

Question #13:

On page 32 of the solicitation, SBISD has provided guidance for how the proposal document should be laid out. On page 34 and 38, SBISD has asked vendors to answer "Additional Questions." Should these questions and answers be included in section 4. Responses to Questionnaire, perhaps following the completed questionnaire? No guidance has been provided related to where this should be placed in proposal structure.

Answer #13:

Please include your answers along with the question in section 4.

Question #14:

On page 35 of the solicitation, SBISD has provided another seemingly disparate set of guidelines for how the document should be laid out. Which format should we use for laying out our response? This one or the one on page 32? Or should we find a way to incorporate these requirements into the page 32 format in some way?

Answer #14:

Incorporate the responses into the requirements into the page 32 format.

Question #15:

On page 28, can the District clarify the intention of this page? It appears as though another attempt has been made to identify layout guidelines or response requirements. Should we include these details somewhere in the page 32 format in some way?

Answer #15:

Include details in the page 32 format.

Question #16:

Can the District provide a clarified layout guidelines that vendors can use to respond to the District's requirements?

Answer #16:

Vendors should adhere to the guidelines specific and provide any additional information in their own format. All responses to the questionnaire should be included in the provided chart.

Question #17:

We are a company incorporated in the State of Pennsylvania and

- a. We do not have any presence in State of Texas
- b. We do not employ 500 persons (or more) in the State of Texas

How much of limitation are these?

Answer #17:

These are not limiting factors. Please note Criteria outlined in 6.3.0 and 6.3.1 are the minimum evaluation criteria set by the State of Texas. The committee consider these criteria and all proposal deliverable as requested.

Question #18:

Although, we have serviced Higher Education Institutions for similar requirements, we do not have any experience with School Boards

How much of a limitation is this?

Answer #18:

This is not a limiting factor.

Question #19:

Ours is a predominantly a Remote Service Model with limited presence on your site

How much of a limitation is this?

Answer #19:

SBISD does not understand the question!

Question #20:

Requirement 5.5 doesn't seem to be a complete sentence:

Vendor will run iterative tests in a pilot environment, and once the system has met specified testing criteria, the vendor will turn move

Could have that requirement clarified please?

Answer #20:

Vendor will run iterative tests in a pilot environment, and once the system has met specified testing criteria, the vendor will deploy to a live environment.

Question #21:

Regarding "8.0 Specifications... Additional Questions...item 3" the following statement is made: *"We are interested in using a variety of open-source and proprietary data visualization tools, many of them directly integrated with the SBISD data repository."* Is SBISD saying that it is currently using some data visualization tools that are integrated with the SBISD Common Database described in Section 8.0 of the RFP that the district would like to use against the future data warehouse described in this RFP? If so, please provide information on those data visualization tools and any others that SBISD prefers to use.

Answer #21:

SBISD currently using a custom dashboard. SBISD does not expect the vendor to incorporate the existing dashboard into the new visualizations. SBISD currently utilizes KendoUI Charts and Power BI in addition to the Microsoft suite of products.

Question #22:

Regarding Requirement 1.4, is SBISD seeking out-of-the-box reports, charts, dashboards, and tools that are already designed to measure specific KPI (e.g. attendance, discipline, etc), or is it seeking a toolkit of reports, charts, dashboards, and tools that can be configured and applied to KPI selected by Spring Branch?

Answer #22:

Both

Question #23:

Can SBISD estimate the approximate amount of data eventually expected to be housed in the data warehouse (gigabytes, terabytes, etc)?

Answer #23:

There is not an approximate estimate; SBISD common data size is about 30 gigabytes and will continue to grow. Not all data captured is included in the common data.

Question #24:

What is meant by "metadata integration"

Answer #24:

Integration of any and all data points utilized by SBISD.

Question #25:

Please list any of the 30 KPIs that are known at this time.

Answer #25:

KPIs are not yet fully defined, but examples include attendance, assessment results, and discipline.

Question #26:

One requirement in the RFP, Under Core Functionality at Launch (minimum viable product, is integration of top 30 KPI's (Defined by SBISD). Can you provide a list of the 30 KPI?

Answer #26:

KPIs are not yet fully defined, but examples include attendance, assessment results, and discipline.

Question #27:

The payment terms in the RFP state that "2) Payments for services rendered by the Provider will be paid in monthly installments." The pricing form in the RFP uses a non-recurring and recurring cost matrix. In the pricing form are you looking for non-recurring and recurring costs annually? Are you open to a software as a service pricing model with annual pricing rather than monthly payments?

Answer #27:

SBISD is open to pricing options, which should be provided in the vendor response to this RFP. See question #11.