

**Charleston County School District
Request for Proposals
Solicitation Number: P2432
Description: eProcurement Software Solution
Date: April 11, 2024
Amendment #1**

SUBMIT OFFER BY: April 26, 2024, BY 2:00 PM ET

QUESTIONS MUST BE RECEIVED BY: March 27, 2024 by 12:00 PM ET

NUMBER OF COPIES TO BE SUBMITTED: One (1) Original Copy, Five (5) Hard Copies and One (1) USB Flash Drive (See page 2 for details)

PROCUREMENT OFFICIAL CONTACT: Procurement Services
Attention: Debra Coen, NIGP-CPP, CPPO, CPPB
3999 Bridge View Drive
North Charleston, SC 29405
Phone: 843-566-1982
Email: debra_coen@charleston.k12.sc.us

The term “Offer” means your “Bid” or “Proposal”.

Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.

You must submit a signed copy of this form with your offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold your offer open for a minimum of ninety (90) calendar days after the Opening date.		
Print Name of Offeror (Full legal name of business submitting the offer)		Date Signed
Authorized Signature (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)		Taxpayer Identification No.
Title (Business title of person signing above)		Telephone Number
Printed Name (of person signing above)		Facsimile Number
Company Address (Street, City, CCSD & Zip Code)		
Contact Person(if different than authorized signature)		Email Address
Telephone Number	Facsimile Number	

Cover Page

AWARDS & AMENDMENTS: Awards will be posted at the Physical Address stated above. The award will be posted on or before 5/17/2024. The award, this solicitation, and any amendments will be posted at the following website URL: <https://www.ccsdschools.com/Page/432>

ACKNOWLEDGEMENT OF AMENDMENTS: Offerors: Acknowledges receipt of amendments by indicating amendment number and its date of issue. See “Amendments to Solicitation” in Section II Instructions to Offerors:

Amendment No.	Amendment No.	Amendment No.	Amendment No.	Amendment No.	Amendment No.	Amendment No.
1	2	3	4	5	6	7
Initial	Initial	Initial	Initial	Initial	Initial	Initial

OFFEROR’S TYPE OF ENTITY: See Section VII Signing Your Offer & SWMBE Participation.

Small Women Minority Business Enterprise (Please Check appropriate boxes)

- | | |
|--|--|
| <input type="checkbox"/> MBE – Native American Owned | <input type="checkbox"/> Minority Owned Small Business Certified |
| <input type="checkbox"/> MBE – African American Owned | <input type="checkbox"/> Minority Owned Small Business Non-Certified |
| <input type="checkbox"/> MBE – Asian American Owned | <input type="checkbox"/> HUB Zone Small Business |
| <input type="checkbox"/> MBE – Hispanic Owned | <input type="checkbox"/> Small Business Certified |
| <input type="checkbox"/> Women Owned Small Business Certified | <input type="checkbox"/> Small Business Non-Certified |
| <input type="checkbox"/> Women Owned Small Business Non-Certified | <input type="checkbox"/> Corporation |
| <input type="checkbox"/> Minority Owned Small Business Certified | <input type="checkbox"/> Partnership |
| <input type="checkbox"/> Minority Owned Small Business Non-Certified | <input type="checkbox"/> Sole Proprietor |
| <input type="checkbox"/> Other _____ | <input type="checkbox"/> |

The District shall receive all bids by **no later than 2:00 P.M. on the date shown on the Cover Page.**
 Important: **Clearly mark the outside of the envelope, box, or package with the following information.**

**Request for Proposal #P2432
 eProcurement Software Solution for Charleston County School District**

Proposals should be sent via United States Postal Service/hand delivered or courier service to:

Procurement Services
Attn: Debra Coen, NIGP-CPP, CPPO, CPPB
3999 Bridge View Drive
North Charleston, SC 29405

NUMBER OF COPIES TO BE SUBMITTED: When submitting your proposal provide, one (1) Original hard copy, Five (5) hard copies of original, one (1) flash drive electronic copy with original and redacted document. The redacted document will be used for FOIA purposes. The redacted document should not disclose any confidential or company trade secrets & etc.

The above numbered Request for Proposals is amended as set forth below.

Reference and acknowledge this Addendum on the offer submitted. Failure to acknowledge addendum may result in rejection of your offer.

If by virtue of this addendum you desire to change an offer already submitted, such change may be made by submitting an amended bid prior to the closing date and hour specified.

AMENDMENTS TO SOLICITATION

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <https://www.ccsdschools.com/Page/432>

(b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment.

(c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

The deadline for receipt of proposals has been extended to April 26, 2024 @ 2:00PM ET.

Questions received are addressed below.

Question: Is this project already budgeted and approved?

Answer: Yes.

Question: Do you plan to OR have needs for Catalog and Punchout capabilities?

Answer: No

Question: Do you envision this platform being able to allow buyers to make purchases like school supplies, etc. using punchout to likes of Staples, Uline, Amazon & others?

Answer: No

Question: Do you envision the platform to support creation of purchase requisition(s) that would then become the basis of a Sourcing event?

Answer: No

Question: Would you be considering to make an award and issue PO through this eProcurement platform?

Only award notification OR both Award & Purchase Order?

Answer: The award notification.

Question: Do you envision the process where suppliers are sending their invoices or uploading them via this eProcurement solution? If you do, would you do a 2-way match or a 3-way match? Or would any such matching be done within the ERP?

Answer: No.

Question: What integration capabilities does Tyler Munis ERP have? API or spreadsheet upload?

Answer: There is a file import which accepts CSV and XLS files. CCSD users can export data through the user interface and can pull needed data using SQL Server.

Question: Do you have a preferred method of integration?

Answer: No

Question: What is your approval matrix for Supplier onboarding, eRFX, e-Auctions.

Answer: Not known.

Question: How many levels, how many roles, is it \$value based, category based, etc.

Answer: Not sure of the question being asked.

About User counts:

Question: How many core procurement users will you have? (i.e. users who will manage the platform as well as create/manage eRFX, e-Auctions) How many Buyers? (Users who simply submit a requisition) How many Approvers? (Users who simply approve Requisitions, POs, Invoices)

Answer: 3 admins. Requisitions and purchase orders are not part of this RFP.

Question: What is your current contract authoring tool/process?

Answer: Manual process.

Question: Do you envision doing contract authoring within this proposed platform or only contracts management/tracking and leave the contract authoring outside of the eProcurement platform?

Answer: Yes.

Question: Do you currently use or plan to use P-Card

(Purchasing Cards) If you don't, would you be open to receiving that additional solution/services information as part of our response in Section 8.7 as directed?

Answer: No, our pcard program is not included in this RFP.

Question: Do you currently use or plan to use any tool that will allow for seamless user onboarding, improve user adoption of software systems, improve compliance of standard operating procedures and promote knowledge management? If you don't, would you be open to receiving that additional solution/services information as part of our response in Section 8.7 as directed?

Answer: No

Hosting Options

Question: Would you be open to pricing for the eProcurement Software to be hosted by vendor (SaaS/cloud) or deployed on your organization's server (on-premise)?

Answer: Yes, hosted.

User Licensing

Question: How many total users?

Answer: This will vary. We have 12 users in Procurement at this time.

- a. How many internal users will require administrative level access? 3
- b. How many internal users will require the ability to add, edit and delete? Approx 12
- c. How many internal users will require request only access? Not known
- d. How many internal users will require read-only access? Not known

Question: How many internal users do you project will require access to the system at any given time?

Answer: Not known.

Data Import

Question: Does your organization require data import services? If so, please expand upon the data migration / importing requirements for the eProcurement Software? (Such as record info, employee lists, vendor lists, etc.)

Answer: Depending on the information that the eProcurement Software could accept, we can provide all of the above as the data is available via SQL Server or any other method in which you'd prefer to receive data.

a. How many total electronic files (PDF, MS Word, etc) in current/legacy system into the eProcurement Software?

Answer: We don't have existing items to transfer since this is a new process.

b. How many total electronic files in current/legacy system? (rows in the exported spreadsheet)

Answer: We do not have a current eProcurement software for sourcing or contracts.

c. Where are the legacy (historic) electronic contract files currently stored? (shared folders, Sharepoint, document management system, paper, etc)

Answer: Shared drives, paper, email.

Data Integration

Question: Can you please expand upon your preferences to integrate with TylerTech Enterprise ERP (Munis) as well any other requested system integrations? Please provide system details (system name and version, database used, scope of use, home-grown or commercial) if applicable.

Answer: We hope to integrate vendor self-serve portion of the eProcurement software into Tyler Tech Munis.

Tyler Tech Enterprise ERP (formerly known as Munis) is a commercial software and our primary software for housing data like purchase orders, vendors, requisitions and much more (HR, Budgeting, Payroll, AP, etc.) throughout CCSD in a centralized system. All information from an outside system will need to be tied back to requisitions in the Enterprise ERP system. We use commodity codes throughout our system and hope that the eProcurement system has the ability to mirror those codes. We are currently utilizing Enterprise ERP version 2021.10 and it uses MS SQL Server for database services.

Question: Are there any additional systems that may require a one-time data import such as a legacy e-Procurement system?

Answer: No

a. If so, please provide the system name, version, scope of use, the total number of contract records and files being imported into the system and SOAP/REST API, if available. What objects, fields, and tables will your organization be passing in the data integration between the eProcurement System and specified third-party systems?

Question: Are the other systems installed/deployed on your organization's server(s) or is the vendor hosting the software (cloud/SaaS)?

Answer: Vendor hosted.

Question: Do third-party systems have one of the following available for integration and your organization has licensed access: SOAP API, REST API?

Answer: Not at this time.

Question: Can you please provide additional details about your organization's process flows or diagrams as it relates to the integration requirements?

Answer: This can be provided after award.

Document Templates

Question: What documents/contract types would you like to author within the system (number of templates)?

Answer: Not known at this time.

Question: Do you require professional services to configure templates?

Answer: No

a. If so, how many would be required for the awarded vendor to configure?

Workflow

Question: Do you require professional services to configure workflow processes?

Answer: Not known at this time.

a. If so, how many would be required for the awarded vendor to configure?

Can you please provide additional details about your organization's workflow/approval processes?

a. Can you please provide number of steps and examples?

Implementation

Question: Do you have an established time frame for the implementation of the awarded solution?

Answer: No

a. If so, what are the anticipated kick-off and go-live dates?

b. If no specific dates have been established, how many weeks do you plan to dedicate to the implementation process? **This is up to the vendor to propose.**

Question: Does your organization require a full-time dedicated Project Manager for this implementation?

Answer: No

Typically, implementations do not require a full-time dedicated project management resource for the project duration, but rather project management/coordination services hours (remote) can be included with the proposal to support the implementation project management. If a full-time dedicated project management resource is a requirement for this project, are these services expected to be provided online/remote or onsite?

Public Sector Bids

Question: Is your organization eligible to purchase off the GSA Schedule 70?

Answer: No

- a. If yes, would you like GSA pricing in the bid response or retail pricing? If in the event our response is subject to an Open Records Request, will we be notified and given the opportunity to provide a redacted response in accordance with applicable Freedom of Information laws?

Answer: Yes.

Additional Questions

Question: Does the awarded vendors staff have to be e-verified, run through OFAC sanction lists, and meet US working regulations?

Answer: No

Question: Does your organization require an electronic signature tool?

Answer: Yes

a. If so, are you currently utilizing a specific product and which tool are you using? **DocuSign**

Question: How many vendors/suppliers is your organization currently managing and will require Tier 1 support?

Answer: Our current vendor count is approximately 2,000.

Question: Does your organization require a test environment/sandbox?

Answer: Yes.

Question: Is your organization a GCP customer and interested in purchasing our software off Google Cloud Marketplace?

Answer: No.

Question: Are you currently utilizing an electronic signature tool? If so, which tool are you using?

Answer: Yes, DocuSign.

Question: In Functional Requirements – item 24 – is HIPAA and FERPA a vendor requirement for this RFP?

Answer: There may be some documents that are HIPAA or FERPA protected.

Question: Regarding the submission requirements. A hard copy of documents and digital media is required to be mailed in. However, there is mention of the possibility of an approved or alternative electronic submission. What requirements need to be met to be approved for electronic submission and how is that submission executed?

Answer: Electronic submission is not available at this time.

Question: If electronic submission is not possible is electronic signature allowed through DocuSign for the authorized signatory?

Answer: Yes.

Question: Regarding sizing and general scope for pricing purposes. What is your average, estimated or recorded spend throughput currently?

Answer: Requisitions and Purchase orders are not part of this RFP.

Question: How many staff will be users of the software? (Not team members but power users that will have capabilities to modify, create, edit, and administrate within the software)

Answer: Approx 12.

Question: Pages 19 - 20: Would you like us to respond individually to the 4 sections (User Experience, Offeror Best Practices, Innovations, Customizations) or keep them in mind as we respond in a general discussion?

Answer: It is up to the offeror on how to present the information.

Question: Pages 21 -31: Under functional requirements, the first 6 sections mirror the Excel spreadsheet, you mention sections that don't exist in excel (more or less it seems from Section 7, Availability on)- do you want us to answer these separately or should they have been in the excel? Or is this just included for vendor consideration?

Answer: These can be addressed separately.

Question: Section 8 page 35: There are 2 references to a “business proposal” and later, 2 to “business cost proposal”, however on section 9 the pricing is referred to as the “price proposal” — are these all the same thing being referred to with different terminology or are we missing something?

Answer: They refer to the same thing.

Question: Functional Requirements tab, Item 4 Functional Requirements tab, Item 4 ". - The eProcurement Solution must provide electronic signature capability that is integrated/available for use with all transactions in the system, including but not limited to, change orders, solicitation responses, contracts, contract amendments.

Our solution does not utilize eSignature for Procurement processes, only for the Contracting process. The procurement process is auditable and captures history of what was done and by whom to all procurement documents. Is this a satisfactory way to provide the solution to the school system or will we not be considered because of this limitation?

Answer: The electronic signature requirement can be accomplished through a 3rd party integration. Otherwise, electronic “approvals” versus electronic signatures would need to be researched further for compliance.

Question: Desired Features Tab, line 5 The Supplier eProcurement Portal landing page should display the following user information including but not limited to user id, user first name, user last name, date and time of last log in, date and time of last password change. – The supplier portal landing page is not configurable to show these items but they are available to access by the user. Is this a satisfactory way to provide the solution to the school system or will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 17 Allow access to supplier ERP Financial data (e.g. invoice status, payment status, payment summary, 1099 status, payment terms). – We do not support an integration to the supplier’s ERP. However it is possible to let the supplier load that data to the Portal. Is this a satisfactory way to provide the solution to the school system or will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 48 "Automated verification capabilities: j. Secretary of State (SOS) certification.

- Is the SOS certification currently available with an integration to any SAAS solutions? Does the Charleston School System have an active integration to the SOS in place today? If so, what system is receiving data from the SOS today? If not, what is an example of other solutions that currently integrate to the SOS that the Charleston School System is aware of by any state agency?

Answer: No, This is not a mandatory requirement.

Question: Desired Features Tab, line 54 The Supplier Enablement eProcurement supplier registration functionality Should provide the ability to route supplier registration through workflow to other District organizations for review and verification, as necessary (i.e., licensing, certification, finance pre-note, etc.). – Are the “other District organizations” also within the Charleston School System? What is the definition and example of a District organization? If the intent of the functionality is understood, this means that any designated agency of the state will have the capability to access the solution and take action on supplier registration workflow. Is that a correct understanding?

Answer: These would be other departments within the District if needed. This is not a mandatory requirement.

Question: Desired Features Tab, line 68 The eProcurement Buyer Portal landing page should display the following user information including but not limited to user id, user first name, user last name, date and time of last log in, date and time of last password change. – How is this requirement different than the requirement on line 5?

Answer: Duplicated.

Question: Desired Features Tab, line 73 ...providing a secure link that can be emailed to an external individual which will provide access to redacted documents. The user should have the ability to decide which documents will be made available. The link would be time sensitive so it would expire. This functionality is not supported by our solution. Is this a mandatory requirement of the state and if not supported, will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: What Sourcing solution is in place today at the Charleston School System?

Answer: None, it is a manual process.

Question: Desired Features Tab, line 139 The eProcurement Sourcing/Bid Management functionality Should provide the official electronic procurement file for all sourcing event data, documents/attachments (any size or type), modifications, Buyer notes 'to file', evaluator comments and other official records/information meeting all Public Records laws and data retention and open records requirements. – What are the data retention and open records requirements of the School System? How is this requirement being met today?

Answer: Manual process.

Question: Desired Features Tab, line 140 The eProcurement Sourcing/Bid Management functionality Should provide a means to make the electronic procurement file and attachments (any size or type) publicly viewable in a read-only format with the ability to exclude proprietary and confidential information/documents. – How is this supported today? Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 145 The eProcurement Sourcing/Bid Management functionality Should provide the ability to post solicitation documentation on the District's public procurement website. Postings Should include, but are not limited to, detailed information of the entire life-cycle of the solicitation. Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 152 The eProcurement Sourcing/Bid Management functionality should provide the ability to conduct pre-response/pre-proposal conferences on-line as a webinar with the ability to record/capture the event, store it as part of the solicitation record and have the option to publicly post the recording. How is this requirement being met today? Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 174 ability to submit a redacted proposal with explanation for why redacted or hiding confidential and proprietary information. – How is this requirement being met today?

Answer: Manual process. This is not a mandatory requirement.

Question: Desired Features Tab, line 175 The eProcurement Sourcing/Bid Management functionality Should allow the Buyer to require suppliers to submit proposals outside of the system... on-line responses are not allowed. - What is the business case for requiring an off-line response submission and not allowing an on-line response?

Answer: It should have the ability for submission outside of the system if a vendor does not have the capability to submit online.

Question: Desired Features Tab, line 180 The eProcurement Sourcing/Bid Management functionality should provide the ability for the Buyer to publish a list of responders. Use of this function will be optional and allow the Buyer to determine if it will be publicly post or distribute by email to the Suppliers that submitted a response/proposal. The Buyer will have the ability to determine what response/proposal information will be included in either the posting or email. - Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 206 ...to post award results to the District's public procurement website. User Should have the ability to control when the posting will occur and decide what information is posted including the option to include specific attachments (any size or type). The public-facing website will be supported by our solution and will not be sent to the District's public procurement website, so our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 216 The eProcurement Sourcing/Bid Management functionality Should lock and encrypt any response/proposals received when a response or solicitation is cancelled before its due date/time. Allow responders the option to withdraw response. - Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 245 The eProcurement Contract Management functionality Should provide the ability to define/identify contract deliverables and allow the Contract Administrator to capture completion/receipt of deliverables. Receiving in our solution is supported. Receipts are always associated to a Purchase Order. Is this required association acceptable or does the school system just want to capture a receipt on a contract as a document and no reporting or receipt approval workflow is needed?

Answer: Just the capture on a contract.

Question: Desired Features Tab, line 247 The eProcurement Contract Management functionality should provide reporting for contracts that have different pricing for different organizations for the same items that will allow the Contract Administrator to identify, monitor and manage those items with different prices. - Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 255 Allow all users to view vendor performance of all contracts. - Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 264 The eProcurement Solution should provide email notifications to users when any changes are made to their account by any user, including themselves. - Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 266 The eProcurement Solution Should provide password rule definitions/controls that comply with District password policies for all buying and supplier user accounts. - Is the District password policy the same as the "Password Standards for System Users" as provided in the Document number P2432, Functional Requirements?

Answer: Yes.

Question: Desired Features Tab, line 268 The eProcurement Solution should provide capability to auto-generate user passwords that are sent to users that conforms to the District's password change policy. - Our solution does not support this functionality. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 269 The eProcurement system Should support both batch interface and real-time integration abilities. Proposals Should provide complete technical details on these system integration abilities including, at a minimum, standards supported, restrictions, requirements of District systems and whether the functionality is currently in use with other (Insert ERP Brand) customers. What are the "requirements of District systems"?

Answer: The eProcurement system should interact with Enterprise ERP using the methods detailed above. Do you currently have functional integrations with other Enterprise ERP customers? If so, how are you performing that integration successfully? We ask in order to streamline data transitions between systems that may not have to be built from scratch.

Question: Desired Features Tab, line 270 The eProcurement Solution should have, in all components, the ability to import and export data in a variety of standard formats, including at a minimum fixed length, delimited, csv, cXML, text, PDF, Microsoft Word, and Microsoft Excel. - Not all import/export components are supported in all formats by our solution. Is there a list of priorities available? Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 271 the eProcurement Solution components should be, at a minimum, compatible with documents created using currently supported versions of the following but not limited to Microsoft Word, Microsoft Excel, and Microsoft PowerPoint. – Can you explain the need for a procurement solution to be compatible with or to produce a PowerPoint file? What is a typical use case for this need?

Answer: A supplier may submit a power point file as part of a proposal.

Question: Desired Features Tab, line 272 The eProcurement Solution functionality Should be mobile adaptive and responsive such that application pages automatically sense and adjust onscreen content to be readable and usable on all devices (e.g. mobile devices, desktop computer, laptop, tablet) for all eProcurement system modules (including buyer and supplier portals). The operating system needs to be able to support both Microsoft Windows and Apple iOS. IE, Chrome, Firefox, and Safari browsers compliance is required. – Our solution no longer supports IE and IE is no longer supported by Microsoft. Internet Explorer was retired on June 15, 2022. Although it may still work on our solution, can you detail the need to continue using IE as a browser?

Answer: Disregard IE.

Question: Desired Features Tab, line 274 The eProcurement Solution should provide capability for users to have concurrent login sessions with controls to allow the District to specify and limit the number of concurrent login sessions allowed. Can you explain the use case for needing concurrent sessions and then why that should be limited? Will we not be considered if we cannot meet this requirement?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 280 The eProcurement Solution Should provide Help Desk contact information (e.g. email address and phone number) on all screens and should provide a live chat tool to interact with Help Desk staff. We do not provide a live chat tool for users. Is the same requirement in line 281? Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Desired Features Tab, line 283 the eProcurement Solution should support bulk imported data as an alternative to the manual creation of records. – What are the scope of records that would need to be created via bulk imported data? If we do not support this need or we support some capability but not all, will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: Document number P2432, Functional Requirements, item 10. Popularity of browsers used to access the Solution must be tracked to identify browser and platform trends. We believe you should be aware of what your users are using for browsers and can track this by their SSO solution. As the case, this is not supported. Will we not be considered because of this limitation?

Answer: This is not a mandatory requirement.

Question: There is very little mention of the needs for actual procurement in the Procurement Solution Functional requirements. We often see things specified such as support of punchout catalogs, process of enabling of suppliers for shopping, comparisons of items for purchase, hosted catalog support, support of volume discounting, approval workflow, integration to account coding, inventory management and other items related to procurement in such procurement requirements. What are the functional needs for shopping, requisitions, POs and receipts? Is approval workflow needed for these documents or are those documents being created in a different solution? Where is the requisition and PO being created today? Does the desired software also need to manage invoice approval tolerances? What are the requirements around support of non-PO invoices and emailed invoice intake processes?

Answer: The only modules we are looking for are vendor portal, sourcing, and contracts management. We currently utilize Tyler Technologies Munis for the other functions.

Question: Document number P2432, Functional Requirements, item 8 "We continually strive to meet as many Section 508-S.1194.22 (referenced as Section 508 or S.508 below) standards as defined at <http://www.access-board.gov/sec508/standards.htm> and W3C Priority 1 and Web Content Accessibility Guideline standards as defined at <https://www.w3.org/TR/WCAG21/> for web accessibility as is possible, while still meeting the functional and business needs of our customers. Many, but not all, of these standards are met by our solutions today, and development is continuing to meet more of these standards. For example, the top-priority web accessibility guideline of offering text equivalents for non-text elements (W3C 1.1.1 and S.508(a)) is strictly adhered to within our solutions. Another example of this adherence is our solutions do not use color as the only means for relaying information (W3C 1.4.1 and S.508(c)).

As the case, our solution does not fully meet all standards of Section 508, nor W3C Web Accessibility standards. For example, W3C 11.4 and S508(k) state that a full text-only page equivalent of every application page should be available; our solutions only provide an HTML version. Also, the standards dealing with the use of scripts (W3C 6.1, W3C 8.1 and S.508(l and m)) are not supported by our solutions. Additionally, several portions of Section 508 do not apply to our solutions, e.g., multimedia and maps (W3C 1.3, 1.4, S.508(b) and W3C 1.2 and S.508(f), respectively.). If we do not support this need or we support some capability but not all, will we not be considered because of this limitation?

Answer: Please read what is being asked. This is not a mandatory requirement but the proposal must describe your existing accessibility capabilities, etc.

Question: Document number P2432, Functional Requirements, item 19 Data Retention, Archive, and Purge Considerations - The Solution must provide Archive and Purge capabilities which can conform to relevant District document retention schedules. – What are the relevant District document retention schedules?

Answer: This would be provided as needed after award.

Document number P2432, Functional Requirements, item 24 Is HIPAA, FERPA and Childrens Online Protection act a vendor requirement?

Answer: Please read what is being asked. "Offerors must list all government, standards organization or third-party security attestations, certifications and credentials it currently holds that apply specifically to the Offeror's proposal, as well as those in process at time of response. Specifically include HIPAA, FERPA, CJIS Security Policy, PCI Data Security Standards (DSS), IRS Publication 1075, FISMA, NIST 800-53, NIST SP 800-171, and FIPS 200 if they apply."

Any objections to CCSD terms and conditions may be submitted with your proposal. Please note that certain CCSD terms and conditions may not be negotiable and objections to them may deem your proposal as non-responsive.