
The Purpose of this Addendum is to **provide responses to vendors' questions related to this RFP.**

1. If we intend to use subcontractors, do we need to include a teaming agreement?

Answer: Prime Subcontractor Teaming Agreement information should only be completed if you plan to form a prime-subcontractor team (please refer to Section 16 on pgs. 11-12). If you plan to utilize non-M/WBE and/or M/WBE subcontractors as part of this contract, you should complete Section 9, located on Page 5.

2. Will those demos be virtual or in person?

Answer: Demonstrations will be in person and are anticipated to occur on January 15 & 16, 2025.

3. Request for English / Spanish, are any other languages needed? If so, which ones? Are you looking to utilize an automated translation option like Google Translate or are you looking for a translation option that DISD staff can update translations within the tool?

Answer: In addition to Spanish, we do have staff translate to Burmese as that was one of our most spoken languages, but it varies based on student enrollment. We use automated translation software but there have been concerns about some of the results that don't align to the dialects in our region. If there is access to an automatic translation software that provides the option for us to edit specific words, we would be interested in reviewing.

4. In reference to "formatting" documents that families upload in requirement 4.1.9, can you provide some context for what you are looking for in this requirement? Are you looking to be able to update / manipulate documents that families upload as part of the application / registration process?

Answer: We want to be able to manipulate documents uploaded by families such as if a parent uploads an incorrect document, we want to be able to remove it or replace it. We also want to be able to convert document type to facilitate viewing and/or printing. For example, HEIC to JPG, or other viewable versions. We need software that is printer-friendly for applications and registration forms.

5. In regard to requirements:

- 4.8.1 Supports generation and printing of district forms.

- 4.8.2 Supports on-demand or scheduled printing of forms.

Are you referring just to online application/registration forms that are collected via the platform, or others?

Answer: Yes, we want to be able to mass print documents and other embedded forms within the registration platform. For example, forms such as the home language survey and photo release form, etc. that are embedded within the registration platform for each student. Would also like to mass download any uploaded documents such as Birth Certificates, Immunizations, Parent IDs, etc.



6. Will the product demonstrations on January 16 and January 17, 2025 be in person or virtual?

Answer: Demonstrations will be in person and are anticipated to occur on January 15 & 16, 2025.

7. Are you currently utilizing a system / platform for the collection of interested families as noted in section 4.14? If so, are there challenges with that solution you are looking to alleviate with a new solution for interest list management?

Answer: Our current application and registration platform is able to send mass or individual communication including forms to gather input. We are currently able to track when a parent accepts an offer, receives an email, and/or opens communication received from the district. We are able to see when an email was unsuccessful due to an incorrect email provided by a parent. A need we want to alleviate is having a more efficient process to track and generate reports on students that leave the district and how many we recapture based on information gathered from the application and registration forms.

The information in this Addendum is hereby incorporated and made part of any contract awarded pursuant to this solicitation.

Please sign this addendum and submit along with your copies of the proposal. ALL OTHER PROVISIONS, AND OTHER TERMS AND CONDITIONS REMAIN UNCHANGED. BIDDERS ARE REQUIRED TO ACKNOWLEDGE AND RETURN/SUBMIT A COPY OF THIS ADDENDUM WITH THEIR PROPOSAL.

Company Name: _____ Submitter's Name/Title: _____
Address: _____ City, State and Zip Code: _____
Email Address: _____
Submitter's Signature: _____ Telephone No. _____
Fax No. _____ 800 # (if available) _____
Date: _____

END OF ADDENDUM