



The School Board of Miami-Dade County, Florida
SCHOOL BOARD ADMINISTRATION BUILDING
Procurement Management Services
1450 N.E. 2 nd Avenue, Room 352
Miami, Fl. 33132

Direct All Inquiries To
Procurement Management Services

Buyer L. Leasburg-Kramer
PHONE: (305) 995-1364
TDD PHONE: (305) 995-2400

BID/RFP ADDENDUM

Date: January 9, 2007

Addendum No. 1

BID/RFP No.:034-GG04

BID/RFP TITLE: Instant Messaging and Parent Notification System

This addendum modifies the conditions of the above referenced BID/RFP as follows:

- 1) Response to Questions –Questions received as of January 8, 2007
- 2) Copy of Appendix A - attached
- 3) Copy of Price Proposal Excel File - attached

The attached pages containing clarifications, additional information and requirements constitutes an integral part of the referenced bid.

- 1 If your bid/proposal has not been mailed, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been mailed, sign and return this addendum form with the revised pages by the time and date indicated on the revised Bidder Qualification Form.
BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.

I acknowledge receipt of Addendum Number 1.

PLEASE NOTE: If your firm has mailed a copy of this bid/proposal to another vendor, it is your responsibility to forward them a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL I.D. _____ FAX # _____

BY: SIGNATURE (Manual): _____

OF AUTHORIZED REPRESENTATIVE

NAME (Typed)- _____ TITLE: _____

OF AUTHORIZED REPRESENTATIVE

RFP 034-GG04
INSTANT MESSAGING AND PARENT NOTIFICATION SYSTEM

Question: We are trying to access Excel file for Price Matrix as referenced in XXIII."bid link for download" but have been unable to locate this item, please advise.

Response: Spreadsheet is attached as part of this addendum.

Question: Section XI. Cone of Silence lists deadline for inquiry as January 25, 2007. Is this typo? Should it read January 8, 2007?

Response: Yes, this was a typographical error. Questions were requested to be submitted by Jan 8. The date for questions will be extended to Wednesday, January 10, 2007, 2:00 pm to allow for submissions of additional inquiries that may not have been submitted by January 8, 2007.

Question: Section XII. Affirmative Action... Part A. See Attachment A - Affirmative Action Employment Breakdown. Unable to find any document labeled Attachment A, please advise.

Response: See attached

Question: It would seem that MDCPS is asking for a hosted solution, however, would the District consider purchasing a solution, to be operated on premise, if it represented a cost effective solution?

Response: No. We would not consider purchasing a system. We currently do not have the simultaneous number of lines to support the call volume.

Question: I would like to know what your current pricing has been with NTI/Connect Ed this past year. I assume it was a per student rate.

Response: The Districts contract with NTI was for \$930,800.00 for unlimited calls of any type.

Question: Could you also tell me if there was any grants/e-rate funding toward the original purchase? If so how much, and from who?

Response: No grant or E-Rate funds were used previously.

Question: According to the RFP, "An Excel file has been provided on the bid link for download" with proposal sheets. I am unable to find such a file on the bid site. Can you please clarify?

Response: Spreadsheet is attached as part of this addendum.

Question: Additionally, I note that the RFP has an Attachment B & C, but no Attachment A. Is there such a document which we should be reviewing, and if so, where may we find it?

Response: See attached

RFP 034-GG04
INSTANT MESSAGING AND PARENT NOTIFICATION SYSTEM

Question: Regarding the specific goals of the District's Strategic Plan 2005-2008

- a. How does the district envision using the "Instant Messaging and Parent Notification System" to achieve the five goals?
- b. Will the district expect the vendors to demonstrate their ability to help the district achieve these goals?

Response: a. The District envisions the use of the software tool to keep parents actively involved in their child's education by providing daily attendance notices, school function information and providing an interactive communication tool for surveys. In addition it will be used to provide emergency communications to all members of the M-DCPS community (parents, teachers, administration)

b. The vendor may be asked to provide a demonstration of the functionality and capabilities of the service.

Questions regarding technical requirements:

Account Relations and User Interface

Question: In reference to question 12 of the RFP. Please provide examples of specific features to which the district is referring?

Response: When a school goes into the application to send out a communication that school can only send to students that are associated to them. The student needs to be either a current student, a summer student, or a future student (next year's school). A region can only communicate with student that associated to schools in that region. A district administrator would be able to send communication to all students in the district.

Administration:

Question: In reference to Question 14 of the RFP: a. Is the data manually entered or are you asking if the data is transferred only once?

b. Specifically, what type of data would fit into this category (student demographic, staff, parent, etc)?

Response: When information is transmitted to populate the student and staff database it should only be sent one time regardless of the number of groups the students or staff may be in.

Question: In reference to Question 17 of the RFP. How do you define administrator (school, district or technical)?

Response: School – personnel working a school location., Administrator – personnel working at a region or district office., Technical – personnel at ITS that are responsible for supporting data transfer.

RFP 034-GG04
INSTANT MESSAGING AND PARENT NOTIFICATION SYSTEM

Question: Question in reference to RFP question 19. Is your definition of "notification list" the same as groups?

Response: Yes

Notification Features:

Question: In reference to RFP question 49. How are you defining users and please provide an example (i.e. all faculty members for a specific school; all Principals)?

Response: This question refers to cases where multiple children from the same family attend a school. Can you send a notice to a define subgroups so that a family receives only one call regarding a school event?

Question: In reference to RFP question 59. How do you define "notification campaign"? Is it the same as doing a survey?

Response: It could be a survey or a meeting notice regarding a school or district sponsored event.

Question: In reference to question 60. Based on the retrieval of the attendance data, do you want school personnel to initiate attendance calls? Or do you want the attendance calls to be fully automated with zero human intervention?

Response: Fully automated based on a file upload.

Reporting

Question: In reference to RFP question 64. How do you define "notification campaign"? Is it the same as doing a survey?

Response: It could be a survey or a meeting notice regarding a school or district sponsored event.

Question: The district has expressed an interest in calling out attendance. Is the district interested in expanding the attendance calling to include attendance thresholds supporting the district's attendance threshold policies?

Response: MDCPS does not have an attendance threshold policy. We contact the parent on every absence through Connect-Ed.

Question: Does the district expect this to be fully automated (zero human intervention needed)?

Response: A fully automated system is desired.

RFP 034-GG04
INSTANT MESSAGING AND PARENT NOTIFICATION SYSTEM

Question: Is the district interested in automating the notification of other data-driven content? Example: Grades, assignments, cafeteria balance, overdue books and bus route information, etc. How would having these capabilities help the district achieve the five stated goals?

Response: The District has solutions in place for some of the areas mentioned (ie. Gradebook is online, Payment system for cafeteria) Info regarding bus routes

Question: Is the district interested in providing parents "on-demand" access to their messages on the system?

Response: Please include info with our proposal as part of response to question 42.

Question: What does the district use for the following?

Response: Software is detailed below in *Italics* for each area requested.

1. Student information system

Internal Legacy System

2. HR system

Internal Legacy System

3. Gradebook system

Excelsior Software – Pinnacle Gradebook

4. Transportation system

TMT – Fleet Management

Edulog – Bus Routing

5. Cafeteria system

PCS Revenue Control Systems

6. Library system

Destiny



ATTACHMENT A

**AFFIRMATIVE ACTION
EMPLOYMENT BREAKDOWN**

[illegible]

034-GG04 - Instant Messaging and Parent Notification System***Please complete all areas highlighted in yellow*****Proposers Name:****Price Proposal Sheets.*****Please provide options for Site and District Licensing as listed below.***

Item	Description	Unit	Annual Messaging Cost (\$)
Per Site Licensing			
1	Elementary Schools, Primary Learning Centers and K-8 Schools	Ea.	\$
2	Middle Schools	Ea.	\$
3	Senior High Schools	Ea.	\$
4	Adult Education and Alternative Ed. Facilities	Ea.	\$
5	District Offices	Ea.	\$
District Licensing			
6	Up to 525 Schools and Administrative offices (Annual Estimated Call Volume is provided in Attachment C)	Full	\$
7	Additional Schools/Offices added over five (5) years	Ea.	\$
8	Training Cost (include description of training paradigm)	Define method	\$
9	Installation Implementation services (include description of services to be provided)	If needed	\$
11	Discount as provided in proposal		\$