

**QUESTIONS AND RESPONSES**  
**REQUEST FOR PROPOSALS NO. 106-JJ10 – SPECIAL EDUCATION**  
**MANAGEMENT SYSTEM (SPED)**

1. QUESTION: (Page 20 in document/32 on PDF) – If vendors are selected to give oral presentations on July 29<sup>th</sup>, how long will vendors be asked to present for? Is there any fluctuation as to the date of presentations? Will there be a question/answer session? Will presentations be held in a computer lab setting?

**RESPONSE: Oral presentations are a total of 60 minutes (45 minutes in presentation, with 15 minutes for Q and A). There is no flexibility in the dates or oral presentations. The presentations will not be conducted in a computer lab session.**

2. (No page reference) – M-DCPS asks for forms to be presented in three languages, are vendors required to provide training in a language other than English? If so, what language and to what extent?

**RESPONSE: ALL training is to be conducted in English.**

3. QUESTION: (Page 12 in document/25 on PDF) – Scoring, how will M-DCPS score vendors on optional modules and features not listed on the scoring table? Will vendors receive “bonus points” for providing additional (and included) features?

**RESPONSE: Scoring will be conducted on only the items listed. There will not be “bonus points” awarded.**

4. QUESTION: (No page reference) Will M-DCPS provide electronic version of the Special Education, 504, Gifted and RTI forms which are listed on the district’s website <http://ese.dadeschools.net/formpg.htm>, but which vendors are unable to download.

**RESPONSE: The forms will be made available after the selection of the vendor recommended for award.**

5. QUESTION: In the original RFP, the requested delivery date was August 24, 2009. The original RFP Q&A indicated that this was the desired software installation date and not a go live date. Question 44 of the revised RFP indicates that by November 10, 2009 the system should be “operational”. Please clarify the definition of “operational”. Is this still the software installation date or does this mean that the entire system should be live and rolled out to the targeted user population?

**RESPONSE: November 10, 2009 is the date that the software will be available for use for targeted individuals.**

6. QUESTION: Question 40 of the revised RFP requests a description of how the vendor will institute a transition plan to allow M-DCPS to successfully manage year 2 and beyond of the implementation. Does this include a technical knowledge transfer to handoff the system updates/configuration tasks or the support/maintenance of the existing functionality only?

**RESPONSE: Transition includes transfer of the support/maintenance of the existing functionality and may include transition of system configuration/updates.**

7. QUESTION: Per question 28, does Miami-Dade want responders to include the addition of form functionality in English, Haitian-Creole, and Spanish in the proposed solution or is the capability to add multiple languages the primary requirement?

**RESPONSE: The inclusion of multiple languages is the primary requirement.**

8. QUESTION: On Page 10 for the Price Proposal Sheets as well as Attachment A, does the District want pricing by module in SPED, 504, RTI, and Medicaid? And as it relates to Medicaid, is the pricing for Medicaid to include the Fee-For-Service and Administrative Claiming?

**RESPONSE: The price proposal should include a total cost for all components.**

9. QUESTION: On page 2, Section III, Instructions for submission of proposals, the RFP indicates the proposals should be marked “RFP No. 105-JJ10 – Special Education-Electronic Management System (SPED)

Re-bid". Please confirm that it should be numbered RFP 106-JJ10 rather than RFP 105-JJ10.

**RESPONSE: The correct RFP No. is 106-JJ10. The RFP No. listed on page 2 was a typographical error.**

10. **QUESTION:** On Page 14, the Proof of Concept (POC) section notes required; however, the first sentence reads "may be required". Please clarify if the POC will be required for all (ASP and non-ASP) selected respondents.

**RESPONSE: The POC is required for selected respondents.**

11. **QUESTION:** May vendors have a copy of the ESE PDF forms and a copy of ESE staff to create a "demo site" to be utilized during the proof of concept phase?

**RESPONSE: This information will be provided to those vendors selected for the POC phase, upon request.**