October 16, 2018

ARIZONA STATE UNIVERSITY

ADDENDUM 1

RFP 341903 Open Source Learning Technologies Development Services

Please note the following answers to questions that were asked prior to the deadline for inquiries date of 10/19/18 at 3:00 P.M., MST.

Q1: We would be interested in providing a solution that would include Automation/Autonomics/Machine Learning as well. We would recommend starting by getting a 90 day data dump for us to assess, and then provide recommendations and pull together our proposal. Understanding we may need to sign NDAs, would that be possible to attain?
A1: ASU expects interested firms and individuals to respond to the requirements of the RFP and to be awarded through the RFP process. There should be no need or discussion of NDAs at this time.

Q2: As I understood during the meeting, if we are looking to provide software development services we provide hourly rates for our services. How should we provide these rates? Should we somehow change the format of the Attachment A?
A2: The RFP states that: If proposer is providing development services, please itemize and provide hourly rates to all services provided. ASU expects that your pricing be submitted in a format that allows it to apply across its various project needs to understand potential costs.

Q3: Also if you have examples of the projects/tools you are looking to develop in the nearest future, we can use these samples to give more specific estimate based on their scope.
A3: Section 2(I) Intent includes examples.

Q4: To describe our experience and qualifications we can provide our project samples and/or proof of concepts. Can we present them on the flash drive alongside with the proposal and in the proposal text give references to the files on the drive? Or can examples be provided as web links?
A4: ASU expects proposers to provide details of previous project experience and should provide details proof of concepts if applicable. Per the requirements of the RFP, one soft copy of the RFP should be provided (either flash drive or CD) along with a hard copy of the proposal. Both copies must be exact mirrors of each other. Avoid using web links that direct any information outside of your proposal for ASU's evaluation. See Section X of the RFP for more information.

Q5: Should the contract and all of the Exhibits be confirmed and signed on the proposal stage? Or they are signed as the terms of services are agreed upon? Also should forms FATCA Compliant Substitute W-9, Vendor Authorization Form be filled and send with proposal?
A5: The contract should not be signed, but the proposer must provide any exceptions with justification and alternate language of the contract in their proposer. Exhibits (Section V & Section VII) may be requested to Lorenzo.Espinoza@asu.edu and must be responded to per the instructions of both sections. The FATCA Compliant Substitute W-9, Vendor Authorization form, and all mandatory certifications must be filled and sent with the proposal. See Section X of the RFP for more information.
Q6: You said that you have a large scope of different projects. Would you be able to provide a list of areas for software development you are looking for or perhaps a list of projects that we can estimate?
A6: Section 2(I) Intent includes examples of the software types. Various projects can be found on ASU’s website: https://edplus.asu.edu/what-we-do.

Q7: As a large company, we have a lot of developers (more than 100). In SECTION VII you ask to provide detailed resumes of all developers on staff that may work on ASU projects. Can we provide resumes of key people who can work on the services we propose and according to the agreed services provide resumes of the whole team who will work on the project?
A7: ASU expects that resumes submitted with a RFP provide a nearly exact impression of the people involved in support of ASU.

Q8: Page 4 - Learning Tool Examples: Can you elaborate on “should be able to track important analytical tracking elements to improve student success”? What elements do you want to see? What improvement suggestions would you be looking for?
A8: Tracking elements will be highly dependent upon the functionality of a tool; ASU will be interested in whatever data can be collected in the system that would have a material impact on improving student success in education.

Q9: Page 11 - Section 24: What is a low or no-content of reactive organic compound?
A9: This is not applicable to this RFP.

Q10: Page 11 - Section 26: If we do not plan to make any additional physical purchases, does our current equipment need to be meet EPEAT?
A10: ASU is not sourcing desktop computers, notebooks, and monitors under this RFP, so this is not applicable.

Q11: Page 22 - Section 9: Should we use the list from Section 2 to provide a detailed cost proposal? Should the proposal be written as if we are offering a solution for the areas listed on page 4 AND provide a list of expertise items?
A11: The list referenced in Section II is a partial list of examples and should not be considered a complete list in products/services for this RFP. If your company does provide products/services from this list, please detail them in your proposal, as well as any other products or services that may be advantageous to ASU.

Q12: Section 5.4.10 - If proposer's price for services is tied to any Service Level Agreements (SLAs) outside of the referenced items above in Section 5.4, specify those terms.: Can you please elaborate on this?
A12: If your company's SLA is based on tiered support (bronze, silver, gold maintenance/support services, for example), please elaborate and explain in your proposal.

Q13: As a foreign company, do we have to fill and send FATCA Compliant Substitute W-9 form (p.72) and Vendor authorization form (p.73) as part of our proposal?

Q14: The Enterprise Branding & Marketing link does not provide full access to guests. Is this expected?
A14: The provision of Branding & Marketing is to give notice that ASU has requirements for Branding & Marketing. This information is provided to ASU contracted suppliers. The proposer is to provide acknowledgement in their proposal that these requirements are expected as part of doing business with ASU. Specific requirements are not released during the RFP process.
Q15: “Section 5.8 – Branding” Can you elaborate on what information you are looking for in this section?
A15: Proposers should respond by detailing any previous experience or projects that adhere to any branding requirements. In general, ASU has no specific requirements in a proposer’s response to this section.

Please remember that Proposals are to be mailed or delivered to Arizona State University Purchasing and Business Services 1551 S. Rural Rd. Tempe, AZ 85281, no later than 3:00 P.M., MST, 11/01/18.

If you have any questions regarding this notice, please contact me at 480-965-3849 or Lorenzo.Espinoza@asu.edu. You may also find RFP 341903 and any updates at http://www.asu.edu/purchasing/bids/index.html