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RFP 21-02
e-Signature and Document Software Solutions
Addendum 3

June 2, 2021

The following corrections, questions, and clarifications are provided concerning WSIPC. RFP 21-01 Computer Software, Licenses and Services. Paraphrasing of the relevant questions posed to the WSIPC RFP Bid Contracts Administrator have been included as appropriate.

QUESTIONS AND CLARIFICATIONS:

Q1 – We understand WSIPC is seeking to establish relationships with one or more vendors to provide e-signature software solutions for its clients. If WSIPC selects more than one vendor, will the vendors be left to compete on a client-by-client basis, or will there be a process that reduces the need to do this?

A1 – Yes, the vendors will be left to complete on a client-by-client basis. Inquiring entities will have the same access to the WSIPC Purchasing website page, and they will have the opportunity to compare discount and pricing offerings. WSIPC does not have an established process.

Q2 – In Appendix C3, you ask vendors “Describe the demographics of your company’s customer base.” Can you elaborate on the metrics you would like reported?

A2 – WSIPC does not have required metrics for presenting the demographics of a Company’s customer base. It is up to the Proposer to include and or format the described information.

Q3 - In Section 3.3.2 The Proposer must describe their experience in providing product and/or services. This includes their experience providing services to the K-12 sector. What evidence is required to document evidence of minimum of \$500,000.00 in the 18 months to educational and public sectors?

A3 – WSIPC does not have a, or any required metrics; it is up to each Proposer to submit information that best articulates their offerings and K-12 sector experience. Each Proposer can submit either financial reports, spreadsheets, or drafted testimonies indicating the minimum threshold values.

Q4 – In Section 3.3.3 The Proposer must describe the demographics of the Company’s customer base. Can WSIPC provide additional direction OR the type of demographic information required? For example, geographic, Public Sector/Education/Commercial customer size?

A4 – WSIPC does not have a required form for presenting the demographics of a Company’s customer base, including demographic or other types of information. It is up to the Proposer to include and or format the described information.

Q5 – In Section C13 Demonstrate your ability to adequately manage the projected sales volume of this optional use contract. Can WSIPC provide a projected sales volume that the Proposer should be prepared to manage?

A5 – WSIPC does not set nor have a required sales volume they anticipate the Propose to manage. WSIPC is looking to see how the Proposer is prepared to manage any and all sales volume generated should they be awarded a contract.

Q6 – In Section D3 Third party integration, what applications will the Proposer be required to integrate with? What Application Protocol interface (API) will Proposer need to provide for integration?

A6 – There is no specific integration requirement. The specification is listed to understand if the solution that vendors are proposing has existing integrations with Skyward or other Education Management Systems, has the capability of integration with third-party party applications or has an API.