ADDENDUM NO. 1

November 13, 2017

RE: RFP No. 017.18.B5, Integrated Online Keyboarding Solution

FROM: Purchasing Office
           Howard County Public
           Schools 10910 Clarksville
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           Ellicott City, MD 21042
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TO: PROSPECTIVE BIDDERS

This addendum modifies the Original Bidding Documents as noted below. Acknowledge receipt of this Addendum in your Proposal. Failure to do so may subject the Bidder to disqualification.

1. ADD
Questions & Answers, 1 - 21

No.	Question	Answer
1	Is the district going to purchase keyboarding for the entire district in July 2018?	Yes
2	How many students will use the keyboarding program in the 2018-19 school year?	25,314
3	Will there be only 1 awarded vendor?	It is the intent of HCPSS to award one contract. HCPSS retains the right to award multiple contracts if in the best interest of the school system to do so.
4	Can companies from Outside USA can apply for this? (like from India or Canada)	Companies outside of the United States may respond to this solicitation although HCPSS' standard Data Sharing Agreement (Attachment E) specifies that *student data must stay in the United States*. Companies outside of the United States must provide supporting evidence with their offer detailing how they will structurally adhere to this strict policy.
5	Do we need to come over there for meetings?	If a meeting is requested for further RFP evaluation, virtual meetings are acceptable. If awarded the contract, on site meetings are preferred for implementation, support, and training.
6	Can we perform the tasks (related to RFP) outside USA? (like from India or Canada)	On site meetings are preferred.
7	Can we submit the proposals via email?	Yes. Time & date received will be verified by email time stamp received on HCPSS email servers.
8	Can you please let us know how many student licenses you will need for this RFP? Our pricing is tiered based, and to complete the Price Proposal we'll need to know how many licenses the district expects to need.	25,314 projected elementary student enrollments for FY19
9	**5.1.9**. Align with research-based literacy instructional strategies. Can you be more	Aligned to the Maryland State College and Career Readiness Standards. http://mdk12.msde.maryland.gov/instruction/curriculum/reading/index.html

	specific?	
10	**Attachment D & E:** How should we provide the data collected or shared under Attachment D/Section E.1 and Attachment E/H.1? In a document, may we simply refer to each provision and specify data fields that replace "xxx, yyy, zzz"?	By signing your offer, you are agreeing to provide this information when/as required after award is made. This data may be provided in your response to the RFP to clarify your proposal.
11	**3.** Importing/exporting data to/Clever applications. Can you give us some examples of "Clever applications" that you are referencing?	Looking for a way to accommodate analytics about the use of the product for accountability and usage. Clever can already pull this information with the tools that we have integrated into the system, like Wixie data, Dreambox data, etc.
12	**4.** Integrating with Canvas/LTI with roster provisioning. Can you clarify the difference in how you use Clever vs. how you use Canvas for rostering? Can you share a diagram of how the systems interact?	To streamline the way students log in and are rostered in classes, it depends on the product as to whether we use Clever or Canvas. We want more than just a single sign on, but a way to provision accounts based on courses/sections/teacher, etc.
13	**Evaluation** - Do you require/prefer a demo account in order to evaluate the product?	No
14	**Licenses** - Can we have a definitive range of the number of students that would be using EduTyping annually?	25,314 projected elementary student enrollments for FY19
15	**Pricing -** When submitting pricing do you want an all inclusive price or a line item price based on the different requirements (initial training, ongoing training, etc.)?	All inclusive
16	**Pricing** - Would you like pricing submitted in the form of individual and multi-year pricing?	Pricing shall be submitted in accordance to the RFP documents. The initial term is three years with 3 additional one-year renewal options. HCPSS is open to, and will evaluate alternative pricing structures offered in consideration of the stated contract period.
17	**Standards** - Are correlations to the required standards required at the time of bid submittal?	Correlations may be provided to further clarify information provided
18	**Submission** - Can we submit marketing materials as part of the bid?	Marketing materials may be submitted with an offer as supplemental information but will not be considered when evaluating offers nor part of any resulting agreement.
19	**Training** - Can you provide more detail on the specifications for onsite training year over year?	Yearly training/on-boarding for staff during onboarding training
20	**Training** - How frequent is the in-person district leader training expected to be?	Dependent of product implementation. Ideally, district leader training would take place early July and August.
21	**Training** - During the implementation process what is the expectation for training (in person, remote, number of trainers, webinar, etc.)?	Training/professional learning in a variety of formats: Face2Face, remote, self-paced, and virtual/webinar. First Face to face training would be in late August.

END OF ADDENDUM