

RFP R10-1173 Questions and Answers

Below are all questions and answers for this RFP. The deadline for questions has passed. Deadline for submitting proposals remains December 13, 2024 at 2 pm CST.

Clarifications Request

Question

Scope of Work: 1. The RFP encourages proposals covering a "complete and comprehensive" offering" of products and services. Can you confirm if proposals focusing on a subset of offerings (e.g., only software or professional services) will be evaluated as competitively as those covering all categories? 2. For professional services, are there specific deliverables or areas of focus (e.g., strategic planning vs. operational training) that the evaluation committee prioritizes? 3. national proposals be evaluated more favorably than regional proposals, or are regional submissions equally competitive? Technical Specifications: 4. For cybersecurity and privacy protection services, should proposals align with any specific frameworks or standards, such as NIST, ISO 27001, or CMMC? 5. Are there preferred or required platforms for integration with existing systems (e.g., specific cloud providers, ERP systems, or hardware)? 6. For auditable pricing methodologies, is there a preferred pricing format (e.g., fixed pricing, line-item pricing) to facilitate evaluation? 7. Can the proposer give a price range in the proposal for products or services that require customization based on client needs or any other operational requirements? Evaluation Criteria: 8. The RFP mentions performance metrics but does not provide specifics. Are there pre-defined KPIs or quality standards respondents should address in their proposals? 9. For customer service, are there required service-level agreements (SLAs) or response times that must Can the proposer offer a mix of onshore and offshore team members? 11.

Is there any limitation to the use of offshore team members? 12. Will there be a need for onsite continuous support, visits, or meetings under any of the services or product categories? 13.

Can the proposal provide curated services or customized programs that can benefit the members? 14.Are we required to provide resumes for ALL team members or support personnel who may work under this engagement? 15. If resumes are required, is there a page limit?

Answer

1. Proposals offering only a subset of the complete scope of the RFP will be considered competitive, however, as stated in the RFP, "A multiple award shall be limited to the least number of vendors Region 10 ESC in its sole discretion determines to be necessary to meet the requirements of the Equalis membership," and the evaluation criteria does list "coverage of products and services" as the first criterion under Products/Pricing, so more comprehensive offerings will be factored into the overall score. 2. No, vendors are encouraged to submit their full capabilities that are responsive to the scope. 3. Non-national proposals will be considered competitive, however, as stated in the RFP, "A multiple award shall be limited to the least number of vendors Region 10 ESC in its sole discretion determines to be necessary to meet the requirements of the Equalis membership," and the evaluation criteria does list "Ability of offered



products and services to meet the needs requested in the scope" as the second criterion under Products/Pricing, so again, more comprehensive coverage will be factored into the overall score. 4. Please refer to Article 12 of the General Terms and COnditions for security and privacy standards. 5. No. 6. No, pricing must follow the guidelines set on pages 9-10 of Section 1 of the RFP. 7. Pricing submitted for this RFP should be Not-to-Exceed. 8. All evaluation criteria is clearly spelled out on pages 15 & 16 of Section 1 of the RFP and in the Questionnaire in Section 2. Please review the stated evaluation criteria and related questions. 9. Please refer to the information requested in the Performance Capability and Commitment to Equalis Group Member sections of the Questionnaire. 10. Yes. 11. No, however vendors should be able to travel to the United States to meet with Equalis Group and members if requested. 12. There may be depending on the individual needs of members and the services offered by the vendor. 13. Vendors are encouraged to respond with their full capabilities. Region 10 reserves the right to reject specific parts of a proposal that are deemed impermissable. 14. Please read the question on page 8 of Section 2 asking for resumes of the key employees identified. 15. No, however, resumes should be standard resumes of 1-2 pages max unless there is a good reason for lengthier submissions.

Awarded contract

Question

We are an awarded vendor of RFP 2020-12 Education Software and Related Products valid until Feb. 28, 2026. Do we need to respond to this RFP?

Answer

This RFP is for broad technology services including hardware, software, consulting services, etc. It is up to vendors to decide whether they can submit a competitive proposal and whether there is any benefit to a potential awarded contract.

Education Software

Question

Does this RFP replace 2020-12 Education Software and Related Products and Services (EdTech Cooperative)? Will you be releasing another RFP for Education Software next year?

Answer

No, this RFP is for Region 10's Equalis cooperative and is not related to the EdTech Exchange.



Please contact Michelle Turner for questions regarding EdTech Exchange.

Questionnaire and Required Forms, Page 4

Question
Is electronic signature acceptable on all pages?
Answer
Yes.

Questionnaire and Required Forms, Page 4

Question
Vendors who do not submit a signed contract signature page will be eliminated from consideration. Given our leadership is geographically spread, is an electronic signature acceptable?
Answer
Yes.

Award Process, Section 10.2, Page 3

Question
May we provide a Transmittal or Cover Letter at the beginning of the response.
Answer
You may but it is not necessary or requested.

Performance Capability, Section 10.2, Page 16





If a Supplier can provide some elements of a specific subsection but cannot fulfill the entire subsection, should the provider still incorporate that subsection in their response?

Answer

Vendors are encouraged to respond with their full capabilities.

Performance Capability, Section 10.2, Page 16

Question

Will a Supplier be compelled to respond and provide services in this section should a Program Participant have technology that is not generally supported by the supplier?

Answer

I do not know what section is being referenced, but vendors cannot be compelled to provide services that haven't been proposed.

Evaluation Process, Section 10.2, Page 15

Question

If service capabilities or costs differ depending on the technology vendor in scope (i.e. Vendor A vs. Vendor B) should the supplier identify those as separate services, or will the Supplier be able to identify that during the response of specific Program Participants?

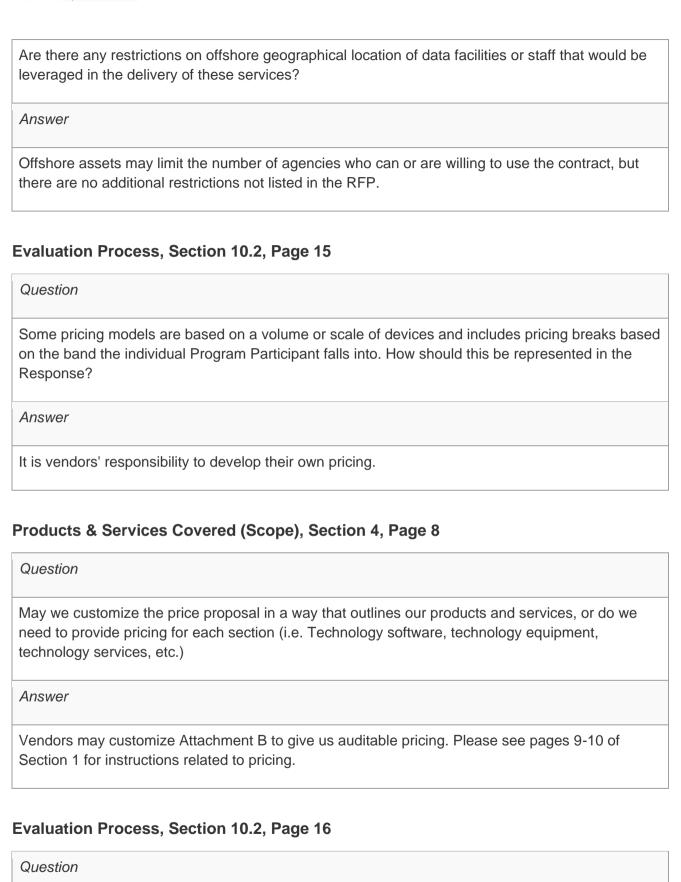
Answer

Vendors must provide not-to-exceed pricing for anything they wish to charge to members through a resulting contract.

Performance Capability, Section 10.2, Page 16

Question







May we provide a mix of commercial and public sector references for a total of five?
Answer
No, Region 10 requested public sector references. Private sector references will not be taken into consideration.
Products, Equipment, consulting and other services, Section 4.2, Page 8
Question
How many awards were made in the last solicitation, how many awards are expected to be made in this procurement? Is Equalis Group able to share the names of the previous awarded vendors?
Answer
There were four awards the last time Region 10 advertised this RFP. Region 10 may choose to award contracts to a single vendor or multiple vendors. As stated in the RFP, "a multiple award shall be limited to the least number of vendors Region 10 ESC in its sole discretion determines to be necessary to meet the requirements of the Equalis membership."
Document Signatures
Question
Hello, you mentioned that signatures can be electronic, i.e. Docusign. Is a signature image, i.e. a jpg of the signature satisfactory?
Answer
Vendors are allowed to sign pages requiring a signature or initials electronically.
D&H Distributing - Fee Structure
Question

Can you provide examples of current fee structures and/or range percentages as it relates to



resale technology products and services?

Answer
Typically, discussions around the administrative fee start around 2-2.5%
D&H Distributing - services
Question
Can we list reseller (D&H partners) delivered technology services as part of our Equalis catalog?
Answer
Vendors are encouraged to respond with their full capabilities. Region 10 reserves the right to reject portions of a response deemed not to be within scope or not to the advantage of Equalis members.
D&H Distributing - vendor catalog
Question
Do manufacturers submitted as part of the D&H catalog have to be pre-approved by Region 10?
Answer
There is not a pre-approval process for this RFP.
D&H Distributing - post sales
Question
Is the expectation that D&H and/or it's reseller partners provide post-sales support (ex-help desk)?
Answer



Vendors are encouraged to respond with their full capabilities.

D&H Distributing - freight

Question

Please confirm that the contractor and/or it's reseller partners are expected to provide free freight?

Answer

Please see Article 7.4 of the General Terms and Conditions, as well as page 9 of Section 1 regarding shipping charges.

D&H Distributing - Buy America

Question

Does TAA Compliance on product SKUs satisfy the Buy America requirement?

Answer

No, TAA compliance does not always ensure compliance with BAA requirements.

D&H Distributing - admin fees

Question

Are admin fees based off category? Enterprise vs Consumer vs Services etc.

Answer

Administrative fees and fee structure are to be negotiated between awarded vendors and Equalis Group.

D&H Distributing - audit freight



Question
Is there any audit process regarding freight charges passed on to EU agencies?
Answer
Freight charges passed on to members must be auditably priced in the proposal. Regarding the EU specifically, it will be the vendor's responsibility to ensure their compliance with EU regulations.
D&H Distributing - marketing resources
Question
What sales and marketing resources does Equalis provide to assist contractors in driving contract usage?
Answer
Equalis Group provides a range of sales and marketing support resources to awarded vendors, please visit equalisgroup.org to see what is offered to awarded vendors.
D&H Distributing - MDF
Question
Does Equalis provide MDF funding to assist in marketing contract usage and adoption?
Answer
No.
D&H Distributing - quote requirements
Question
Are we required to provide NTE (not to exceed) costs on quotes and orders?



Answer

Experience the Power of 1®
Answer
Region 10 is requesting not-to-exceed pricing, please refer to page 9-10 of Section 1 of the RFP.
D&H Distributing - product mix
Question
What is the expected product mix breakdown based on the following categories: Computers (notebook PCs, desktops), Networking/security devices, Peripherals (displays, printers, accessories), Data Center products (servers, storage) and Software (cloud applications, software licenses)?
Answer
Vendors are encouraged to respond with their full capabilities. Region 10 reserves the right to reject portions of a response deemed not to be within scope or not to the advantage of Equalis members.
D&H Distributing - process to add products
Question
What is the process to add products / services to a contract holders catalog?
Answer
Please refer to Article 11 of the General Terms and Conditions.
D&H Distributing - state specific requirements
Question
Are there state specific requirements to approve Equalis as a contract vehicle to their agencies / local municipalities?



Yes, please refer to the state-specific required forms in Section 2 of the RFP.

D&H Distributing - process to access contract

Question

What is the process and requirements for agencies/departments/local municipalities to access and procure off the Equalis contract?

Answer

Agencies must follow their state and local requirements for accessing joint powers agreements and reference the contract number on their PO or equivalent and associated purchasing documentation.

D&H Distributing - tariffs

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Can applicants request an exception to the 120 day post-submission pricing hold in the event that tariffs impact manufacturers' pricing?

Answer

No.

D&H Distributing - litigation

Question

Are there dollar amount materiality thresholds or time thresholds for the litigation question? For example, does Region 10 want information about a \$3,000 dispute that occurred 8 years ago?

Answer

Region 10 is requesting general information on any litigation, bankruptcy, or reorganization actions. Vendors need not respond with detailed accounts of any such actions unless they might be seen to



materially affect the vendor's ability to serve Equalis Group members.

D&H Distributing - licenses, registrations

Question
What are examples of the licenses, registrations, and certifications that Region 10 seeks?
Answer
These might include ISO certifications, MWBE/HUB/etc. certifications, etc.
These might include 150 certifications, MWDE/HOD/etc. certifications, etc.

D&H Distributing - proposal form

Question

Does a failure to complete or agree to any Proposal Form in Section 2 disqualify an Applicant from the RFP?

Answer

Region 10 does not award vendors who will not agree to Federal requirements or Texas state requirements. Failure to agree to forms specific to New Jersey or Arizona might simply result in the contract not being available in those states if awarded. However, the only form that will result in automatic rejection if not signed is the contract signature page.

D&H Distributing - listing exceptions

What is the preferred mechanism to conspicuously list exceptions to any of the forms or agreements?

Answer

Question

Exceptions should be listed on the exceptions form in Section 2.



D&H Distributing - DocuSign

Question
Is DocuSign an acceptable method to execute all of the Region 10 forms?
Answer
Yes, all forms may be signed electronically.

D&H Distributing - negotiation

Question

To clarify the mechanism to negotiate Attachment A of the Equalis Group Administrative Agreement, should Applicant list each of the areas that they wish to negotiate in section two of the Proposal Submission and Required Forms document? Or just that they generally wish to negotiate?

Answer

No, vendors should indicate that they wish to negotiate. Only Region 10's General Terms and Conditions need to have the specific exceptions listed in the response.

D&H Distributing - other contracts

Question

How does the current solicitation (RFP R10-1173) differ from Contract #s: EQ 013120-01e, COG 2127B, COG 2139A?

Answer

Vendors can review existing agreements on Equalis Group's website. Region 10 cannot speak to agreements made by Equalis Group's other lead agencies, however since RFP EQ-013120-01, Region 10 has updated the format of its cooperative RFPs, made some tweaks to the general terms and conditions, and has updated the scope.



D&H Distributing - pricing exception

Question
Respondent is a distributor. A distributor's pricing is typically directly tied to the pricing set by the original equipment manufacturer (OEM). Understanding that OEM may change their pricing in the initial 120 day period, is there an exception process for modifying pricing during that period?
Answer
No.

D&H Distributing - freight and fees

Question

FOB Destination freight terms - is it acceptable for respondent to charge accessorial fees or passalong certain irregular freight costs prompted by the Equalis member's location? (presuming respondent currently does in the normal course of business)

Answer

All pricing must be listed in the response to be considered valid charges for members, including a mechanism for any freight charges or other fees.

D&H Distributing - price increases

Question

In the unlikely event that market conditions or new regulations result in OEM price increases, we (as a distributor) will expect to pass through the increases. What is the written process to submit such requests? Is there a form?

Answer

Please refer to Article 9.2 of the General Terms and Conditions.

D&H Distributing - pricing submission



Question

As a broadline distributor, we are submitting our entire line card with hundreds of vendors and millions of SKUs. What is the best way to submit pricing? Is it through submission of a line card or something more detailed?

Answer

Attachment B has been provided to vendors to submit their pricing. Region 10 cannot advise vendors on how to structure their pricing in a way that fits their particular go-to-market strategy. Pricing submitted must meet the requirements listed in Section 1 of the RFP on pages 9-10.

scope

Question

would two-way radios and accessories be considered in-scope for this bid?

Answer

Please refer to the Technology Equipment subsection of the scope on page 8 of Section 1.

Question for Clarification

Question

In Proposal Form 14, Additional Arizona Contractor Requirements, can you please confirm these requirements only apply to purchases by agencies in the State of Arizona?

Answer

Yes, however several of the requirements are common to most states, such as the prohibition against sex offenders working on-site when students are present and the terrorism country divestments.

Proposal Format



Question

Is there a specific proposal format required for RFP #R10-1173: Technology Software, Equipment, Services, and Related Solutions?

Answer

Yes please refer to the instructions in Section 1 and the questionnaire and required forms in Section 2.

Mandatory

Question

Are there any mandatory experience requirements or reference submissions required for RFP #R10-1173: Technology Software, Equipment, Services, and Related Solutions?

Answer

Yes, as stated in the RFP we require at least 5 public sector references. Please refer to the required materials in Section 2, as well as the instructions and scoring criteria listed in section 1.

Clarification on IT Consulting and Augmentation Services (Page 8) under RFP #R10-1173

Question

Good morning Mr. Clint Pechacek We would appreciate your confirmation on whether our understanding is aligned with the scope outlined in Section 4: PRODUCTS AND SERVICES COVERED (SCOPE) on page 8 of 14 of RFP #R10-1173 for Technology Software, Equipment, Services, and Related Solutions, particularly regarding IT consulting and IT augmentation/contingent staffing services. As Millennium Info Tech Inc. is a Self-Certified WOSB & MWBE, as well as State of NJ SBE & MBE certified, we seek confirmation of our eligibility and capability to provide IT consulting and staffing services to the City of New York under these categories. Regarding the Professional Services category, we respectfully request clarification on the following points: IT Consulting and Strategic Planning: This may involve external consultants or IT experts, potentially sourced through staffing or contingent workforce solutions. Could you kindly confirm whether this aligns with IT staffing and augmentation services? Project Management and Implementation Services: We believe this could require contingent workforce



services depending on the project scope. Could you please clarify whether project management services are intended to include IT staffing support? Custom Software Development and Integration: We understand that this may require skilled IT staff, potentially provided through staffing or augmentation services. Can you confirm whether this area allows for the engagement of contingent IT staff? Training and End-User Support: We anticipate that this may involve temporary staffing to meet specific project needs. Could you confirm whether this service could be fulfilled by IT contingent staff? Technology Roadmap Development: As this may require specialized IT professionals, can we assume that contingent IT staff could be engaged for this service as well? We look forward to your clarification. Sincerely, Sai Challa

Answer

IT Consulting services are included in the scope of the RFP. IT staffing services are not included in the scope are not being directly sought in this RFP. Respondents may offer staffing services as a minor value add to the main offering, but Region 10 reserves the right to reject any staffing services offered that do not meet the standards that would be listed in an RFP for staffing services.

Products and Scope

Question

can you please list out the products and technology solutions that you are looking for including hardware, software subscriptions etc.

Answer

Please refer to page 8 of Section 1 of the RFP for the scope of this contract.

SCOPE

Question

Does this bid include online instructional material subscriptions?

Answer

Instructional software is included in the software subsection of the scope of this RFP, which also asks for a number of other products and services. Please refer to the scope on page 8 of Section



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Currently Awarded

Question

We have been awarded contract 2022-18 (Instructional Materials and Services Software) through 1/1/27. Is there any benefit to responding to this bid?

Answer

This RFP is for broad technology services including hardware, software, consulting services, etc. It is up to vendors to decide whether they can submit a competitive proposal and whether there is any benefit to a potential awarded contract.

Need Clarifications

Question

Good Morning We have below questions regarding this RFP. Appreciate your clarification regarding these. 1. Should our company be registered as IT vendor with Equalis group/Region 10 ESC prior to participate in RFP response for RFP R10-1173? 2. Page no: 33: Is AFFIRMATIVE ACTION AFFIDAVIT (from Section Two: Proposal Submission, Questionnaire and Required Forms) must, if we do not do business in NJ? Need more info on this. 3. Page no: 32: PROPOSAL FORM 16: NON-COLLUSION AFFIDAVIT (from Section Two: Proposal Submission, Questionnaire and Required Forms) needs notary from Notary Public of New Jersey. Is it applicable to only for companies local to state of NJ or any out of state companies also should complete this. (If, so Can Notary be from any state?) 4. Reference to Document (RFP R10-1173 Technology Region 10 - Section 1), our expertise and capabilities are in "Information Technology Software services", "Information Technology Services", "IT Professional Services". In Document Attachment B - Price List, we did not understand how to come up with price, as we are not aware of more in detail of what IT services, expected in this RFP that we can come up with price? Could you please advise for what IT services, we can provide pricing. Thank you

Answer

1. No. 2. New Jersey specific documents are only for vendors who wish to offer this contract to members in New Jersey. 3. New Jersey specific documents are only for vendors who wish to offer this contract to members in New Jersey. 4. Please refer to pages 9-10 of Section 1 of the RFP



concerning pricing requirements. Region 10 cannot advise vendors on how to develop pricing for their products and services.

Instructional Software

Question

Would instructional software be included in the Scope of this proposal?

Answer

Instructional software is included in the software subsection of the scope of this RFP, which also asks for a number of other products and services. Please refer to the scope on page 8 of Section 1.

Pricing File

Question

The RFP instructions and the pricing file indicate that we are to include all part numbers for every manufacturers we include on our response. However, some of our manufacturers have millions of part numbers. The excel spreadsheet will not accommodate that many lines per tab. Do you have a suggestion on how to include all our manufacturers offerings within this constraint.

Answer

Vendors may reference publicly available price files or use multiple worksheets to submit their offering. It is the vendor's responsibility to determine how best to offer pricing that is auditable, transparent, and complete.

CERTIFICATIONS AND LICENSES

Question

This is a national cooperative contract that can be utilized across all 50 states. If a bidder is registered to conduct business in all 50 states (e.g., with secretaries of state), is it your intent to require copies of all certifications to be submitted, or will a statement of compliance suffice?



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State business registrations must either be provided or be available immediately upon request. Other certifications like MWBE and industry certifications must be provided.

RFP

Question
Can you please clarify if this RFP was designed for manufacturers, resellers, or either?
Answer
It is for either.

New Jersey Specific Forms

Question

Pages 31-40 refer to the State of NJ, Harrison Township NJ, and Notary Public of NJ. We're a WI company with no access to a NJ notary. How are we to fill these out? Are we expected to have them notarized by a NJ notary? What's required on these forms for our response to be accepted? Thank you!

Answer

Vendors wishing to do business in New Jersey must fill out the New Jersey-specific forms according to the requirements set forth by the state of New Jersey in those forms. Vendors who do not wish to do business in New Jersey may leave those forms blank.

Question on purchasing vehicle

Question

The question is can T-Mobile utilize one of current purchasing vehicles that is in place currently: such as NASPO, GSA, Sourcewell, NPPGOV?



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No. This RFP is meant to establish a cooperative contract for piggybacking by public agencies as well as meeting Region 10's own needs. Basing the award on another cooperative purchasing agreement would needlessly increase administrative fees and create confusion for members.

Clarification on respondents

Question
Should a technology consultant respond to this RFP?
Answer
It is up to vendors to determine if the services they offer fit the scope of the RFP. Please review the scope on page 8 of Section 1.

120 Day price guarantee

Question

On the PDF Section 3 document – Part A , page 12, item #14 "Contract Signature Form" there is verbiage that states prices are guaranteed for 120 days. However, this verbiage is not present on the PDF Section 2 document, page 45 "Proposal FORM 22". Can you confirm the purpose of the 120 days? We interpret it to mean that the initial proposal pricing must be fixed for at least the initial 120 days before being able to initiate the formal price increase approval process with Region 10 for items that are under direct control (line item priced) of the awardee vs items that are priced as a % off MSRP. Thank you.

Answer

That is correct. Not -to-exceed pricing offered must be held firm for the first 120 days of the contract if awarded,

Response

Thank you.



solution for missing MSRP items

Question

Good afternoon, This questions relates to pricing and the goal of being able to reference a published manufacturer's list price catalogue. There is a subset of manufacturers that have made the conscience decision not to publish an MSRP catalogue. These tend to focus on cabling and associated materials which make up the bulk of the physical infrastructure often needed by clients. We have been looking for a solution in which our distributors would be the ones that publish on their public facing websites a retail list price catalogue for these types of items. We would then use these lists as the reference catalogue on our price sheets. Would this be an acceptable solution?

Answer

As long as the pricing submitted with the RFP is auditable and transparent, it may be submitted. Region 10 must be able to compare pricing submitted by the vendor against other respondents.

Current technology stack

Question

Does Region 10 ESC have a listing of the current software(s) and hardware(s) that are currently in their environment to give bidders and better understanding of their current infrastructure and working knowledge?

Answer

This RFP is to establish indefinite quantity/indefinite delivery products and services for use by Equalis Group members in all 50 states. It is not for a specific environment at Region 10 ESC.

Educational Software

Question

Does this RFP include educational software/licenses for both teacher and student use?

Answer



Yes, software is the first subsection listed in the scope on page 8 of section 1.

Administrative fee

Question
Is there an anticipated range that the administrative fee may be?
Answer
Typically, discussions around the administrative fee start around 2-2.5%.