



Dallas College
Purchasing Department
4343 IH-30
Mesquite, Texas 75150

August 3, 2020

ADDENDUM NO. 1

RFP No. 2020-65
Small Business Online Intelligence Platform
Dallas College

Deadline/Due Date: August 13, 2020
2:00 p.m.

Please take note that the above referenced Request for Bid Construction is amended as follows.

- A. Questions and Answers below.**
- B. Note: C17, C21 and C23 have been deleted from the original Technical Section C. Revised Technical Section C, pages 47-49 (See Attached).**

In reference to, "1.2. The intent of this online business intelligence platform is to have a platform with the ability to visually depict the following: Provide market data inclusive of demographics and population"

- 1. Question: Is the system expected to provide the data built in, or can it be imported through third party data sources?**

Response: The system is expected to provide the data built in as to understand the source of the data and the credibility of the data.

- 2. Question: Does DALLAS COLLEGE have existing subscriptions or contracts with data providers?**

Response: For the purposes of this RFP, Dallas College does not have existing subscriptions or contracts with data providers to provide this type of platform.

- 3. Question: If the data needs to be purchased and imported through a third party by the vendor, will DALLAS COLLEGE be responsible for the cost of the data purchase as a "pass through", or does it need to be included in the proposal's pricing?**

Response: No, if the data must be imported through a third party by the vendor, Dallas College will not incur the financial responsibility for the purchase of the data as a "pass through". It should be included in the upfront pricing.

- 4. Question: The data description in the RFP is very generic. Hence, if the cost of the data needs to be included in the proposal's pricing, is there a specific list of data types (or sources) that can be provided to the vendors for the bid?**

Response: The specific data types are business types, industry, demographics, and GIS.

In reference to, “9. The proposed cloud-based platform solution shall provide the following features:”

5. **Question: Is DALLAS COLLEGE expecting an “out of box” solution for this RFP, or a custom-built solution acceptable?**

Response: While an “out of the box” solution would have proven successes and evidence of success; Dallas College is not opposed to a custom-built solution.

6. **Question: C10. Is this a requirement? Why would this be needed to accomplish the online business assistance service? We offer a standalone product, not an API.**

Response: This is not a requirement, rather a preference.

7. **Question: C13. Can you please further explain what is meant by “tracking of all data related to preceptors and career mentors, including training, meetings, goals, etc.” Is this necessary for this scope of services?**

Response: No, this is not necessary for the scope of services.

8. **Question: More Clarity on C12, C13, C14, C15. If you have example use cases, that would be helpful for us.**

Response: C12. Not required. If the ability exists, would like to know who is accessing the information if login privileges exist within the platform for staff.

C.13. Not required. Would like to utilize information with regards to those who have accounts within the system. This is not a requirement.

C.14. Not required. If the ability exists to identify program related data, we would like the ability to query the platform.

C.15. Not required. Would like to see if the platform could incorporate the ability to assign tasks to advisors for portfolio management with respect to small business inquiry.

There are no further changes/additions at this time. If there are any questions concerning this request for bid construction, please contact the Purchasing Department at 972/860-7771.

END OF ADDENDUM

REVISED TECHNICAL PROPOSAL: SECTION C

The Proposer must address ALL Technical Approach section items and provide, in sequence, the information and documentation as required (with the associated item references). A Proposal Evaluation Team, made up of three or more Dallas College employees, will independently evaluate and score the proposal's response to each item.

PROPOSER LEGAL ENTITY NAME:				
Proposal Page # (to be completed by Proposer)	Item Ref.	Technical Approach Items	Dallas College Use ONLY	
			Possible Points	Points Awarded
	C.1.	Provide a narrative that illustrates the Proposer's understanding of the RFP requirements		
	C.2.	Provide a narrative that illustrates how the Proposer will complete the scope of services, accomplish required objectives, and meet the Dallas College's project deadlines.		
	C.3.	Competency Creation and Checks: The system will provide applicable users with the ability to create market analysis reports by demographics, labor force and consumer spending. All reports should be accessible for program evaluation.		
	C.4.	Geographic Analytics: Explore and provide opportunities and recommendations based on user information for business opportunities.		
	C.5.	Alerts and Notifications: The system may provide notifications of key activities demographic and industry to all applicable users. Alerts available via email.		
	C.6.	Visual Mapping: Small businesses will be able to access their own industry and business profile in the system and have the ability to download information for which they have applicable permissions. Business owners will be able to navigate the system to provide them business opportunity marketing and business and industry insights.		
	C.7.	Business and Industry Dashboard: Small businesses will be able to access their industry profile in the system or download information for which they have applicable permissions. Small businesses will be able to navigate the system to provide them business and industry profiles.		
	C.8.	Market Strategy Reporting: The system will provide real-time and forecasting reporting for sponsors, partners and employers that project future numbers, characteristics, and trends in our target market. System will run data showing opportunities for businesses, segmented by industry or geography such as number of businesses, industries, consumers, salary, employment, etc.		

	C.9.	System Maintenance/Ongoing Support: Ongoing activity throughout the term of the grant, which includes removing program and design errors, change management, updating documentation and test data and updating user support. Update and maintain data files. Maintenance schedules defined and adhered to, with penalty language.		
	C.10.	Software Interface: Provide the ability to connect the Web/API solution to other platforms such as Neoserra, Salesforce, CRM or any future system, and Apprenticeship.gov, etc. Feeds must be packaged and not dependent on DALLAS COLLEGE IT staff.		
	C.11.	Software System Training for Web API: Provide training for designated personnel on usage of system. Provide train the trainer for appropriate IT personnel with the college.		
	C.12.	Authentication and Permission Management: All users of the system will have authentication credentials, roles, and permissions to be managed at the administrative level.		
	C13.	Administrator/Sponsor: Administrator/Sponsors authorized users will be able to access data for analysis and research, as well as for apprentice and program tracking and program evaluation; for example, tracking of all data related to preceptors and career mentors, including training, meetings, goals, etc.		
	C.14.	Data Management: The system should maintain and provide management capabilities for program related data, including related instruction, business models, program management process/notes and other program requirements (including required documentation).		
	C.15.	People and Project Management: Incorporate tasks and processes for staff and programs. Program access tracking, such as business analysis, and progression in business growth strategies.		
	C.16.	Bulk Data Management and Data Collection: Data updates will be reflected in real-time for analysis, research, and reporting and will be manageable through user interface or bulk updates. Robust search functionality on any data field.		
	C.17.	Security/Privacy: Will include and clearly describe how to meet Dallas College's Security/Privacy requirements. Must also meet Federal Guidelines 2 CFR 200.79 Personal Identifiable Information		
	C.18.	System Testing: Provide statement of ability to, and proposed summary plan for, testing the portal system prior to official launch.		

	C.19.	Provide scope of services in the timeframe specified: System Design: September 1, 2020 Testing Software: September 30, 2020 Implementation/Rollout: October 1, 2020: Provide statement of ability to provide services in the named timeframes, including explanation of where this will not be possible, with explanation of factors influencing delivery time.		
	C.20.	Utilization: System must be available minimum 99%		
	C.21.	Meetings: Ability to support virtual meetings/advising		
	C.22.	Access: System available 24x7		
	C.23.	Professional Services: Vendor supplies or details implementation team. MS Project Plan for implementation, and support past go-live. Vendor supplies functional user and technical support. Vendor provides dedicated project manager during implementation. Project timeline fits academic calendar. Written and video tutorials to support training. Define issue escalation process.		