# Midwestern Higher Education Compact
# Statistical Software Request for Proposals
# December 12, 2013

| Vendor A |
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**General Questions:**

Q1. Within the last calendar year, how many different colleges/universities used MEHC negotiated contract pricing?

A1. MHEC's Technology Cost Saving Program offers a portfolio of hardware, software, and services contracts that exceeds $300 Million in sales. Contracts are available to member states, or affiliate members, of the Midwest Higher Education Compact (MHEC), the Western Interstate Commission for Higher Education (WICHE) and the Southern Regional Education Board (SREB). The current member states are: Alabama, Alaska, Arizona, Arkansas, California, Colorado, Delaware, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maryland, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Mexico, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, South Carolina, South Dakota, Tennessee, Texas, Utah, Virginia, Washington, West Virginia, Wisconsin and Wyoming. The states are the members and the public and not-for-profit higher education institutions, K-12 entities and state and local governments are eligible or potentially eligible to utilize the contracts.

Q2. Would MHEC ever act as the bill to for licensing or would invoicing always be directly with the Eligible Participant?

A2. No.

Q3. How many finalists will be chosen?

A3. Unknown.

**Specific Questions:**

Q4. P.4 E
Please define and provide an example of a "higher education agency".

A4. Any public and not-for-profit higher education entity located in a member state (i.e. University of Minnesota, Augsburg College, and Normandale Community College).

Q5. p.4.E
Do you consider a hospital that is affiliated with a university to be an Eligible Participant as defined by "higher education agency"?

A5. Public and not-for-profit Higher Education, K-12, State, Local, and City and non-profit entities

affiliated with education may be eligible organizations (i.e. non-profit university medical hospital).

Q6. p.5  #1.D
Please define what is meant by "invoices must be received separately for campus business units".  Does this define each campus as a business unit or does it define each department within a campus as a business unit?

A6. Billing must be by Eligible organizations through standard business supply channels and acceptance.

Q7. p.5  #1.D
Please further clarify and provide an example of how an order fulfillment system will work seamlessly in conjunction with common ERP systems.

A7. Through standard distribution channels, order fulfillment may either be a paper based or ecommerce procure to pay system. Process may require a sales quote, confirmation, invoicing, order changes, delivery, payment, and returns.

Q8. p.5 E
Please provide more details but what is meant by "if software proves to be unsatisfactory"?  Is this meant to reflect if there is a defect in the product?

A8. Yes. Warranty terms in the agreement would address this situation.

Q9. p.6 H
Please provide examples of situations in which Eligible Participants will have locations outside of North America.

A9. The intent is to address U.S. institutions with a campus presence or delivering degree programs aboard, e.g. China or Belize.

Q10. p.7 V
How is the administration fee paid?  Is it a separate fee remitted to MEHC?

A10. The administration fee is a separate fee remitted to MHEC quarterly, to cover the costs of conducting this request for proposal and contract maintenance.  We're asking you to suggest a number.

Q11. p.7 V
How often is the administration fee paid?  If a license purchased is an annual license is the fee paid one time when the license is initiated or is it also paid with each year's renewal?

A11. The administration fee is paid on a quarterly basis at the time the sales are reported to MHEC, and are based off of sales under the Master Price Agreement.

Q12. p.11 I # 2
Our product provides for the fitting of models that are nonlinear in the parameters as well as another type of nonlinear for the predictors.  Does this meet the requirements for Nonlinear modeling as requested in this section?

If no, please provide further clarification of what the functionality need is that you label as Nonlinear modeling under the heading Statistical Modeling.

A12. Yes.

Q13. p.12  J How will "eligible participants" be identified/identify themselves  to the vendor?

A13.  MHEC (along with WICHE and SREB) is an interstate compact. The states are members of the compact and the eligible participants are the public and not-for profit higher education, K-12 and state and local government entities in the member states.  These entities have the authority to purchase from the MHEC contract. Referencing this contract would be a means of identifying themselves.

Q14. p.13  #1
Is the e-commerce website requirement for a specialized site for MEHC use only or can it be a public site that is also available to MEHC?

A14. Preferred to have a tailored "vendor portal" featuring the highlights of the contract offering. Public website resources can also be incorporated.

Q15. p.16 R
Re: "After the Master Price Agreement(s) are executed, all proposals and documents pertaining to the proposals will be open to the public."  Can you provide a copy of an executed approved proposal and documents pertaining to the approved proposal between MHEC and a software provider?

A15. All RFP proposals received are kept on file at MHEC.  Any party may request to see a copy of these proposals once a Master Price Agreement has been executed. MHEC will make available to the requesting party a copy of the requested RFP proposal except for those parts of the RFP proposal that are trade secret materials as defined by the laws of the MHEC member states and which are clearly marked as trade secret materials.   Additional restrictions and requirements regarding the availability of RFP proposals received by MHEC are set forth in Section R of the RFP.  All executed Master Price Agreements are published at http://mhectech.org/contracts.

Q16. p.16 R
Can you further explain how the "public" will have access to executed proposals ?  ie: will it be posted to a public website, available upon request only, etc.

A16. Please see A15 above.

**Vendor B**

Q16 1.The MHEC was established in 1991, and the MHEC Technologies Committee
was created in 2003. When was the first purchasing vehicle for
technology products established, and what has been its utilization?

A16. MHEC has had technology purchasing committees in one form or another since the mid-1990s.  There were specific product committees created (for instance one for academic scheduling software in 1996 that negotiated contracts for the then-new Resource 25 and Schedule 25 products). By the late 90s there was one large committee for telecom, and one large committee for computing. Early

contracts which saw wide usage were for Novell (in about 2001) and computing hardware, which was renewed a couple times, and will come due again soon.

Q17. 2. What is the anticipated volume for statistical software that justified the distribution of the Statistical Software RFP?

A17. The potential is hundreds of thousands. In MHEC region alone, over 1000 Higher Education institutions or four million students across the 12-member Midwestern states, plus K-12 and an option to expand to states within the other three regional higher education compacts.

Q18. 3. Will a list of Eligible Participants be provided allowing software companies to identify existing customers?

A18. No. All public and not-for profit higher education institutions, K-12 and state and local governmental entities in a member state are eligible participants and are eligible to utilize MHEC's contracts. The contract will allow transition of existing customers to the MHEC contract.

Q19. 4. (G.1.B) What is the nature of the warranty? Typically, software is licensed on an "As Is" basis with terms and conditions on the availability of identified software or documentation fixes. Does the warranty provision being requested allow the customer to return the software for full refund, which would impact revenue recognition for the software companies?

A19. See A8 above.

Q20. 5. (G.1.D) What are the requirements implied by stating "working seamlessly in conjunction with common ERP system?" What is the common ERP system?

A20. See A7 above.

Q21. 6. (G.1.F) How can bid prices include all freight charges for all the potential geographies without requiring software vendors to set shipping and handling charges higher than needed for Eligible Participants?

A21. The agreement will require products be shipped F.O.B. destination unless otherwise agreed to by vendor and eligible organization. We realize with software much of the transaction will be through electronic supply chain.

Q22. 7. (G.1.O) Why the requirement of six years for record retention, which is a longer time period than typical state and federal procurement requirements?

A22. The record retention requirements vary from state to state, with the six year requirement being the longest.

Q23. 8. (G.1.Q) These requirements are written from the point-of-view of a

publicly-held company, not a closely-held or private company. Can
Financial Capacity report requirements be offered that better reflect
what is appropriate for a closely-held or private company? Can such a
company provide alternate business performance information (e.g.
customer base, third-party confirmed financial ratios)?

A23. Yes.

Q24. 9. (G.1.V) What is the magnitude of the administrative fee being sought?

A24. The fee for all purchases ranges from 0.05% on contracts over $100 million or so, to 2% on
contracts under a million. We're asking you to suggest a number.

Q25. 10. (I.1.C) Please clarify.

A25. Looking for the interoperability of the product with other solutions. Must closely relate to the data
management of the product features.

Q26. 11. (J.1) Are pricing changes associated with a new major release
intended to be covered by the price change requirements?

A26. Yes, price change requirements allow for new products with similar discount pricing.

Q27. 12. Are any of the member states requiring the Eligible Participants to
purchase off of the Master Agreement?

A27. No. However procurement rules in member states may require the use of a valid competitively bid
contract, which this contract award would satisfy.

| Vendor C |
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Q28 1.) Will each institution contract directly with the selected vendor for the statistical software they
wish to purchase?

A28. Yes, referencing the pre-negotiated terms and conditions of the MHEC Master Price Agreement.

Q29. 2.) How many vendors will be awarded from this RFP?

A29. Unknown.

Q30. 3.) Page 15, section R. Provider Selection, you state that 15% of score will be based on innovation.
Will you please provide more detail regarding what is meant by innovation?

A30. MHEC is not a group purchasing organization. MHEC addresses real issues in higher education and
statistical software solutions was identified as one of the top issues (procurement, selection, and price).
We are seeking proposals that offer not just a price discount; we are seeking an innovative offering that
would leverage volume purchasing and acceptance of a standard solution.

Q31. 4.) Is there a provision for an e-commerce web site for this contract as referenced on page 13 under the 1. Price/Fee Increases section?

A31. This ecommerce site would reference the published pricing.

Q32. 5.) Are there other methods of purchasing other than a vendor supplied purchasing website (E-commerce as mentioned in Section J) that would be acceptable?

A32. Yes, the method of purchase is limited only by the desire and ability of Eligible Participants to do so.  Examples would include direct sale, use of resellers, etc.

Q33. 6.) Will the Master Pricing Agreement, including the pricing schedule, be a publically available agreement or will the pricing terms be kept confidential between the vendor, MHEC and the Eligible Participants?

A33. Yes, see A15 and A16 above.

Q34. 7.) Is it appropriate to respond to the proposal in our own response template, provided we utilize the same section and question numbering?

A34. Yes.