

**Midwestern Higher Education Compact  
Creative Software for Design, Print, Media, and Web  
Request for Proposals  
July 30, 2013**

<b>Vendor A</b>
<p>Q1. Under General Information and Qualifications</p> <p>D) The Contractor’s order fulfillment system must work seamlessly in conjunction with common ERP system and/or member institutions purchasing card systems that eligible participants may choose to use.</p> <p>Please clarify what “seamlessly” means. What type of confirmation do you want with this question? We have thousands of education customers and we have not been asked this question before. Any clarification you can provide would be most helpful.</p> <p>A1. Schools may require the ability to order software in their current ERP system and/or with Procurement Cards as necessary. Any confirmation requirement would come from the institution. Some examples of ERP systems in use include Ariba, Katera, etc.</p> <p>Q2. General Formatting of the document. Do we just begin to respond on Section 1 – General Information and Qualifications or do we begin at Functional Specifications? Do you have any specific presentation guidelines on how the information is organized?</p> <p>A2. Please answer all questions in order to provide a complete response. The focus of our review will be on how well your products meet the specifications, but companies who cannot meet the qualifications will not be considered.</p> <p>Q3. One additional question regarding the products with “functionality for media”. Can you define “media”?</p> <p>A3. Media is the delivery mechanism of the product. This may be a download or a physical disk. To best fit the needs of a variety of schools, we hope to see both options.</p> <p>Q4. I also see nothing for video applications. Is this because video is part of one these product categories already?</p> <p>A4. Video editing criteria could be met by more than more categories.</p>
<b>Vendor B</b>
<p>Q5. Do you envision purchases being made strictly at the university, school or government agency level; or do you see end-users or students making direct purchases?</p> <p>A5. Yes, an opportunity exists beyond higher education institutions, to offer the contract to K-12, local and state government. See section E. Eligible Participants for the detail explanation. Yes, options (and consider it in everyone’s best interest) for both institution end-users and students purchases. We</p>

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Note: Questions are shown “as is” as received by the vendors.

anticipant students to request the ability to purchase the product, and offering an extremely competitive rate will be an attract offer to students.

Q6. Under the “Categories” section in (I. Functional Specs, #2) do you have any pending use cases for the document management or web content management criteria?

A6. No.

Q7. In addition to providing you answers to your questions about the product capabilities and our credentials in the higher ed /government marketplace, the primary deliverable seems to be a Preferential Price Schedule that the conglomerate can buy from. Is this correct?

A7. Yes, pricing is important, but the institutions will also require products and licensing options that fit their needs.

#### **Vendor C**

Q8. You have requested references for the different FTE tiers. Do the references need to be for a particular manufacturer? It appears that this bid is not manufacturer specific.

A8. No, they do not need to be for a particular manufacturer. The references should be for Higher Education institutions with similar licensing and/or product implementation for which you have done business.

Q9. What is meant on page 7 “S” for “services” to at least eight of the member states?

Q10. The Midwestern Higher Education Compact geographic region expands across twelve Midwestern States. At a minimum, to meet the needs of the Compact, the proposer must success demonstrate the capacity to conduct business in eight of the twelve member states.

Q10. Does MHEC already have a CLP agreement? If so, can we get the CLP number?

A10. Many MHEC institutions have CLP numbers; MHEC does not have an individual CLP number.

Q11. Have you already started working with Adobe? Do you know how many schools (and what the FTE count is that we would be looking at) would like to participate in an Enterprise Term Licensing Agreement?

A11. Yes, many institutions are working with Adobe and some have Enterprise Term Licensing Agreements. Not all schools do, however. The MHEC region consists of over 1000 Higher Education institutions with over 400,000 students. There are no guarantee minimums.

Q12. How many finalists are expected?

A12. Four or more finalists.

Q13. Who incurs the fees for MHEC? Is it the reseller or the end user?

A13. The Master Price Agreement contract holder is responsible for the administration fee.

Q14. Please advise as to what is meant by the administration fee on page 7 section "T".

A14. The administration fee is to cover cost of conducting this RFP and maintenance of the contract. The fee for all purchases typically ranges from 0.10% on contracts over \$100 million or so, to 2% on contracts under a million. We're asking you to suggest a number.

Q15. Can the training be done by the manufacturer?

A15. Yes, the manufacturer can be an option as long as you identify who is doing the training.

Q16. In reference to section Q subsection e on page 7, how large of a list are you looking for? What information are you looking for? Just the customer name?

A16. The formal request is being made for this type of information in section I. Functional Specifications subsection 1. Specifications F. by completing the requirements in Attachment A. References.

Q16. Will you be sending the answers to all questions posed by all of the prospective providers, or will we only have answers to the questions that we have posed?

A16. The answers to all vendors' questions and any other notifications will be posted to <http://MHEC.ORG/RFPs>.