

# FLORIDA DEPARTMENT OF EDUCATION

BUREAU OF CONTRACTS, GRANTS AND PROCUREMENT  
MANAGEMENT SERVICES  
325 West Gaines Street  
332 Turlington Building  
Tallahassee, Florida 32399-0400

## Addendum #1

RFI NO.: RFI 2017-36

SQL Net Solutions Database

April 21, 2017

This addendum is being issued to provide Answers to Questions submitted timely by vendors during the Question and Answers period AND to provide additional information regarding the Request for Information document.

***Please be advised all questions are keyed as submitted.***

1. Whether companies from Outside USA can apply for this?  
(Like, from India or Canada) **Only companies with established business operations in the U.S.A should respond to this RFI. Any future procurement will prohibit outsourcing of work and data outside the U.S.A.**
2. Whether we need to come over there for meetings?  
**See answer to Question 1.**
3. Can we perform the tasks (related to RFP) outside USA?  
(Like, from India or Canada)  
**No.**
4. Can we submit the proposals via email? **Responses should be submitted per the instructions provided in the Request for Information.**
5. What is the size of the user base? **65,000-70,000 users annually.**
6. What is the size of the DB? **The size of the database is approximately 40650 MB (40 GB). Combined there are a total of approximately 1326 functions, stored procedures, functions and triggers.**

7. How many reports exist? **See question 12**
8. How many stored procedures and triggers exist today? Can you classify them by count and complexity (High, medium, low)? **Around 700 stored procedures, high complexity. Please see the answer to question 2.**
9. How many webpages does the current solution have? Classify them by Degree of complexity (High, medium, low)? **Approximately 600 webpages, high complexity.**
10. How many forms does the application have? Classify them by Degree of complexity (High, medium, low)? **For the current system, the Department uses webpages to accept input from external users, high complexity.**
11. How does the hosting environment look like? **The application is hosted at the Northwest Regional Data Center. Oracle database services are provided by the Agency for State Technology.**
12. Is there a budget set-aside? **Not at this time.**
13. Is there a preference for MWBE, DBE enterprises? **For the purposes of the RFI, no preference exists. There is no preference for MWBE/SDVBE for the procurement phase. During the procurement phase, companies must be registered with the Department of State and authorized to do business before a contract is executed. Additionally, all vendors must be registered on MyFlorida Marketplace and have a valid W-9 form filed with the State of Florida Department of Financial Services before a contract is executed.**
14. Are there an incumbent vendors in place? **No.**
15. What kind of IT support will the Department of Education provide to the selected vendor? **As this is an RFI, no Department IT support will be provided. After the procurement phase, Department IT support will depend on the proposed solution.**
16. What kind of BI solution is in place for the reports? **For the current system, the Department uses SSIS reporting software to generate ad hoc reports from the database.**
17. What kind of technical documentation is available pertaining to the current application? Can you please share? **The existing documentation is outdated and limited in scope. The high level requirements are attached to the RFI.**
18. Who developed the existing application? Can we get the name of the firm? **A combination of internal staff and external vendors.**
19. Is the firm that developed the current application allowed to participate in the RFI? **Yes.**

20. Will the DoE IT staff setup the database for SQL server and migrate the existing data? **DOE is seeking a comprehensive solution and is asking vendors to provide recommendations for this solution.**

21. Will the DoE IT staff administer the Oracle DB and the new SQL Server DB? **DOE is seeking a comprehensive solution and is asking vendors to provide recommendations for this solution.**

**The Request for Information document has change to include the following:**

**External Users/Functionalities**

**K-12 Private Schools**

Private schools are not licensed, approved, accredited, or regulated by the Department; however; Section 1002.42, F.S., requires the administrator of a K-12 private school to register the school with the Department and complete an annual survey online each year.

**Accrediting Agencies**

Submitting annual survey data and being listed in the directory of private schools that is developed from the statutorily required database does not imply approval or accreditation by the state. As part of the database of private school information maintained by the Department, private accrediting agencies indicate via the Department's web application which private schools are accredited by their organizations.

**Public School Districts**

School districts have specific responsibilities related to the McKay and Gardiner Scholarship programs, delineated in authorizing statutes. Student enrollment data is periodically submitted by districts to the Department, files are extracted from that data, loaded into the system, and applications for the McKay Scholarship are reviewed against them. For each McKay Scholarship applicant, and on request for individual Gardiner Scholarship students, district personnel must create a matrix of services where appropriate and use the system to submit a funding code to the Department. Prior to each McKay and Gardiner Scholarship payment, districts must review scholarship student lists to confirm that the students are not enrolled in public schools.

**Scholarship Funding Organizations (SFOs)**

SFOs are established through Section 1002.395, F.S., and must apply to the Department annually to be approved for participation in the Florida Tax Credit and Gardiner Scholarship programs. SFOs receive administrative fees for each scholarship awarded and directly administrate the two programs. For the Gardiner Scholarship, the Department receives, reviews, and funds invoices from SFOs on a monthly basis for newly-reported, qualified students. For Florida Tax Credit, SFOs make payments to eligible private schools on behalf of participating students and provide regular reports of student participation to the Department.

## **Florida Citizens**

The system is also accessed by potential and current scholarship parents, non-participating private schools, and other individuals who do not participate in the various scholarship programs.

System functionality for External Users includes, but is not limited to:

- Submitting data files and reports for upload to the Department
- Completing and submitting reports via the web application
- Viewing and editing submitted data
- Viewing and exporting static and on-demand reports generated by the system
- Receiving routine downloads of system data
- Searching for student and school records
- Enrolling scholarship students, submitting fee schedules, and verifying attendance
- Accessing via secure connection other Department systems
- Viewing on-demand reports generated by the system
- Entering student eligibility and funding data
- Accessing, filtering, and exporting public record data
- Filing intent for students to participate in the McKay Scholarship program
- Using a secure parent log in to view information about their child's scholarship

## **Internal Users/Functionalities**

In addition to maintaining a database of private schools within the state, the Department also provides oversight and administration to the state's three K12 scholarship programs. The system will be used in determining the eligibility of students and providers, and will be used for scholarship payments on behalf of students to approved not-for-profit organizations and to private schools. The scholarship for each program is calculated by a different formula, on a different schedule, and funded through a different mechanism. Funding amounts are pro-rated, based on established application, enrollment, and other program deadlines. The Department currently handles records for over 160,000 students and over 2,500 private providers in these programs annually, and growth is expected to continue.

System functionality for Internal Users includes, but is not limited to:

- Assigning a unique school code to private schools that register with the Department
- Viewing and editing student data submitted by private schools, SFOs, and school districts
- Uploading and viewing documents received from parents and participating private schools
- Generating scholarship payments, each based on multiple eligibility and funding calculation requirements, and documenting the return of scholarship payments
- Documenting and tracking annual private school compliance information
- Logging and tracking calls to the Department's scholarship information hotline
- Logging and tracking actions taken by the Department related to scholarship compliance

- Comparing lists of scholarship students and public school students
- Communicating with users via online forms and auto-generated notifications
- Editing website navigation menus
- Posting user-specific messages available on log in
- Creating and managing secure user profiles and permissions
- Extracting data files to export to other users
- Loading data from other sources using stored procedural jobs or batch processing jobs
- Interfacing with existing systems within the Department
- Viewing and exporting reports for program and data integrity monitoring