DANVILLE-PITTSYLVANIA COMMUNITY SERVICES

RFP#2024LearningMgmtSys

REQUEST FOR PROPOSAL- LEARNING MANAGEMENT SYSTEM

ADDENDUM #1- Responses to Questions Received through April 12, 2024

Addendum #1 posted April 15, 2024 on the procurement page of DPCS website

Each Question is numbered below and the DPCS responses to each question are in blue font.

1. Regarding forms needing signature: Are electronic signatures (validated via DocuSign) acceptable? A wet or electronic signature are both acceptable.
2. Regarding Section I: Does the stated 300 total staff include non-employees as mentioned in Section II.A, item 35? How many of the 300 staff are service providers? How many are considered administrative roles? The 300 staff are employees, approximately 250 are service providers in various capacities (Direct Support Professionals through Psychiatrists). Approximately 50 are administrative roles with various job duties that sometimes overlap with individuals receiving services.
3. Regarding Section II.A, item 27: Is on-site support a requirement? On-site support is not a requirement as long as an online platform can be used to remote screens to share information and support.
4. Regarding Sections III through VII: Are we allowed to take exception to or redline some of the standard language throughout the RFP document, such as indemnification, etc.? Yes, please submit an attachment to your response identifying any items in the procurement for which you take exception to and provide a reason for each exception so the attachment can be reviewed with your response.
5. Regarding Attachment E: Are we to understand from the structure of the pricing sheet that DPCS is seeking a 5-year agreement? DPCS is seeking a Learning Management System with a five year agreement and pricing listed for each year; however, when a vendor is selected and the contract is negotiated, conditions will be specified for which DPCS could terminate the agreement with a sixty to ninety days notice.
6. Is DPCS seeking any integrations with third-party applications, such as an HRIS for user provisioning or user data exchange? If so, can you name the platform(s) currently in use? DPCS is seeking an integration with Windows Active Directory and potentially Barracuda Networks cybersecurity training.
7. With regard to your service providers, how many are providing Behavioral Health Services vs Intellectual & Developmental Disabilities services? Do some provide both? Being that DPCS has a large number of Direct Support Professionals, it is close to a 50/50 split between Behavioral Health (BH) service providers and Developmental Disability (DD) Service Providers. There are a handful of staff (approximately 10) that provide both BH and DD services.

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Note: A signed acknowledgement of this addendum must be received by this office either prior to the due date of the responses to the RFP or attached to your response to the RFP. Signature on this addendum does not substitute for your signature on the original bid document. The original bid document must be signed.

Sincerely,

Mary Beth M Clement, CPA

Mary Beth Clement, CPA
Director of Finance
Danville-Pittsylvania Community Services
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434-799-0456 ext 3078

_____   _____
Name of Offeror   Title

_____   _____
Signature of Offeror   Date