



## WSIPC RFP 22-04 Online Payment Solutions

### RFP Bid Addendum I

December 1, 2022

The following corrections, questions, and clarifications are provided concerning WSIPC RFP 22-04 Online Payment Solutions. Paraphrasing of the relevant questions posed to the WSIPC RFP Contract Administrator have been included as appropriate.

#### **QUESTIONS AND CLARIFICATIONS:**

- Q1** – What is an example of an automatic late fee – what would be a K-12 transaction type which is charged, what type of K-12 transaction would incur a late fee, what would be the normal measurement of what is late, what would be the rate method for such a fee?
- A1** – WSIPC is not looking for specific late fee criteria. WSIPC is asking if Automatic Late Fees Apply, if the answer is no, you have an opportunity to explain why you don't have/offer that feature.
- Q2** – Where exactly are questions/addendums posted? Do we need a WSIPC member portal sign in?
- A2** – All Addendums relative to RFP 22-04 will be posted on the WSIPC webpage located via this link: [Online Payment Solutions | WSIPC, K-12 Technology Services](#)  
No, you do not need a member portal to sign in.
- Q3** – Is the per Student FTE the only pricing option?
- A3** – No, the reference to per Student FTE is an example listed in RFP 22-04 Appendix E - [Vendor Cost Proposal Pricing Form](#) (Excel Download) as noted in the below screenshot. You should list or reference your Cost Specifications, Final Cost to Customer for each perspective year you include. (See below)

**Product pricing is based on MSRP or List Price?**  
 Enter Yes or No: \_\_\_\_\_

**Vendor Cost Proposal Pricing Form**

**Instructions:**  
 Use Appendix E - Vendor Cost Proposal Pricing Form to define all costs for products and/or services being proposed. Proposals must include any associated fees such as installation, hosting, training, licenses or subscriptions, maintenance fees such as technical and product support, etc., and be clearly identified in pricing. Year 1 and 2 pricing columns have been provided. If you offer additional years or multi-year packages,

	Product or Service	Cost Specifications	WSIPC Discount	Final Cost to Customer	Yr 2 Cost	WSIPC Discount	Final Cost to Customer	COMMENTS/CLARIFICATIONS
<b>Example</b>	<b>License Fees</b>	<b>\$7.00 per Student FTE</b>	<b>10%</b>	<b>\$6.30 per Student FTE</b>	<b>\$7.00 per Student FTE</b>	<b>10%</b>	<b>\$6.30 per Student FTE</b>	
	<b>Implementation</b>	<b>One time flat fee of \$8,000</b>	<b>10%</b>	<b>\$7,200</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	
	<b>Production Hosting Fees</b>	<b>\$1.50 per Student FTE</b>	<b>10%</b>	<b>\$1.35</b>	<b>\$1.50 per Student FTE</b>	<b>10%</b>	<b>\$1.35</b>	

**A4** – In Appendix D – Product Service Requirements: Integration with other tools, what does “other tools” mean, and or what other tools would require integration? We integrate with Skyward SIS; would this be the context?

**A4** – Other tools means other Third Party applications; the Skyward SIS is a good example.