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April 9, 2021

To: All Potential Bidders
From: Tracy Swalwell, Issuing Officer
Re: RFP 21216-04 – Online High School Financial Literacy Program

AMENDMENT ONE

Please amend the subject RFP to include answers to the following timely received questions. This Amendment One shall supersede, modify and/or change all requirements to the contrary in the RFP and associated documents.

1. **Question 1 (Q1):** What is meant by “Proposal Security,” as referenced in this section?
(p.8, section 2.12.7)

Answer 1 (A1): No proposal security required.

2. **Q2:** Section 3.2.4.11 seems to suggest that the Respondent needs to be registered to do business in Iowa before any payment is made, but that such registration could happen after the proposal due date. However, in Attachment 1, it would seem that Respondent’s registration to do business in Iowa must be active at the time of proposal submission.
Can you clarify when the Respondent is required to be registered to do business in Iowa?
By proposal due date, by contract start date, or other?
(p.13, section 3.2.4.11; p. 26-27, Attachment 1)

A2: Section 3.2.4.11 requires a Respondent to be registered to do business in Iowa before payments are made. Attachment 1 concerns sales tax registration. Respondents must select one of the two options on page 27 at the time the proposal is submitted.

3. **Q3:** Can you clarify what type of transaction would qualify for a “cash discount” as referenced in section 3.3.4.2? Is this referring to an ACH bank transfer, rather than a paper check? Other?
(p.17, section 3.3.4.2)

A3: The cash discount refers to terms a vendor may offer for payments made in less than 60 days.

4. **Q4:** Can you clarify what sort of “program events” are being referred to in section 4.2.4?
(p.19, section 4.2.4)

A4: The Division is interested in opportunities to interact with students and teachers. We also want to share information about the program with the media, policy makers, our state government colleagues, and other constituencies. Program events might include events at schools and other venues that will help promote the program and educate others about it.

5. **Q5:** On what date is Respondent required to have insurance limits in place as defined in section 6.4? By proposal due date, by contract start date, or other?
(p. 24-25, section 6.4)

A5: There is not a specific date but insurance certificates will be expected from the selected vendor during the contracting process.

6. **Q6:** Would the State be interested to hear from the Respondent about deeper discounts for an initial contract term that is 4 or 5 years?
(p.17, section 3.3.4)

A6: As set forth on the cover page, the initial term of the contract is anticipated to be three years.