

**Office of Finance
Division of Procurement
MONTGOMERY COUNTY PUBLIC SCHOOLS
45 W. Gude Drive, Suite 3100
Rockville, Maryland 20850**

November 10, 2023

QUESTIONS AND ANSWERS

**The following are questions and responses regarding
RFP No 9801.1 Athletics Website and Technology Platform**

Question 1	Can companies from outside the USA can apply for this (like from India or Canada)?
Answer 1	MCPS does not host any of our platforms overseas and we restrict access from overseas from a few high-risk countries.
Question 2	Is there a need to come to your location for meetings?
Answer 2	As stated in Section 3.5 of the RFP – The vendor will provide on-site and/or interactive web-based training to school district personnel as needed.
Question 3	Can tasks related to the RFP be performed from outside the USA (like from India or Canada)?
Answer 3	Interactive web-based training to school district personnel may occur outside the USA; however, vendors must demonstrate the ability to provide necessary tech support.
Question 4	Can we submit proposals via email?
Answer 4	We do not accept proposals or responses via email at this time. All responses must be delivered to 45 W. Gude Drive, Suite 3100, Rockville, MD 20850 in hard copy format no later than 2:00pm on November 17 th , 2023.
Question 5	How many of your HS AD's are also Middle School AD's? Are any of the schools tied together MS and HS with the same AD and therefore wanting to have one Scheduling System for both the High School and the Middle School?
Answer 5	None – 25 high school ADs and 40 middle school athletic coordinators. We want one high school and one middle school scheduling platform.
Question 6	How much moving around for your schools playing 1 sport in 1 division/league and another sport in a separate one? This question is geared for tracking statistics, rankings, etc.
Answer 6	Each sport at the high school level features unique divisions. Middle schools are divided into 4 leagues of 10, which are further grouped by divisions of 5.
Question 7	How many Cooperative (shared programs between schools) are there?
Answer 7	None

Question 8	Are you interested in one system that allows communication via email or a system that allows communication via push notifications on our mobile app? Do you require a quote for one or the other or being quoted for each?
Answer 8	We would like one system that does it all. Additional models will be reviewed and should integrate. The vision behind this move is to streamline information, make the administrative side more user-friendly, and create a website and communication platform that is fan/family-friendly.
Question 9	How many hours might be requested in-person training (an approximation is acceptable)?
Answer 9	It would be great to conduct a minimum of three 4 hour trainings for ADs, interested coaches, and central office staff each year (one per season).
Question 10	Are you using this just as a district database to track equipment that you have or are you looking for the ability for coaches/equipment manager level where they track all equipment handed out, returned?
Answer 10	Most equipment will be tracked at the local school level.
Question 11	Are you using a platform now for assigning and paying refs? Is there a state mandated program?
Answer 11	No. There is no state mandate.
Question 12	Are you looking to book space from internal or external groups or both? For example, would outside vendors use this Facility Management System to request space, receive approvals, invoices, etc.? If internal only, would you also be booking shared facilities between schools like stadiums, gyms, etc.?
Answer 12	Internal only. Each school has their own facilities.
Question 13	Can you describe the main challenges you've faced with the current athletics website and technology platforms?
Answer 13	They are not integrated with other platforms. We have information living in multiple places and oftentimes this information varies because the sources are not integrated.
Question 14	Are there features from the current system that you feel are must-haves for the new platform?
Answer 14	One district website that brings together and houses the 25 high schools and 40 middle schools.
Question 15	How does MCPS envision integrating athletic programming with academic standards and initiatives?
Answer 15	Need more context to this question.
Question 16	What are the existing services and contracts that the new platform should integrate with? Can you provide details about their APIs or integration points?
Answer 16	GoFan, NFHS Network, VidSwap, VNN, Dragonfly
Question 17	How do you foresee the website supporting hands-on, outside-of-the-classroom experiences, and can you provide examples?
Answer 17	Need more context to this question.

Question 18	How do you currently handle equipment and facilities scheduling, and are there specific improvements you are seeking?
Answer 18	We currently do not have platforms for this in the athletics program.
Question 19	Could you provide more details on the type and volume of transactions processed through the payment platform for officials and other staff?
Answer 19	We do not use a platform for officials. We use DragonFly to process all workers for state playoffs.
Question 20	What have been the most significant obstacles to effective technology adoption by staff, students, and families in the past?
Answer 20	Training for staff, access for families, use by students – knowledge of the platform and consistent use by stakeholders.
Question 21	Can MCPS provide examples of successful past training or user adoption programs?
Answer 21	GoFan has been the best platform across training, user support, and impact to the program.
Question 22	How technically savvy are the coaches, athletic directors, and staff who will be using the system, and what level of technical support and training does MCPS anticipate needing?
Answer 22	Varies immensely across the program. MCPS will need novice-level training and support.
Question 23	How does MCPS currently manage and deliver multilingual content and communication?
Answer 23	Some content is translated as time allows; however, oftentimes, we are limited to English and/or Spanish, depending on the timeframe.
Question 24	Can MCPS describe their data governance strategy, especially in relation to the types of data that the athletics program will handle?
Answer 24	Data governance is really a framework for collection of rules, and security roles that are put in place to ensure privacy and compliance, we have very specific rules based on the data. So for example, the health related data we are bound by DHHS/HIPAA governance guidance. Our student data is governed by MSDE guidelines, FERPA and other student data privacy regulations. Our FARMS data is governed by USDA federal regulation.
Question 25	Are there any specific incident reports or case studies from past data privacy or security issues that could guide the development of the new system?
Answer 25	MCPS does not host any of our platforms overseas and we restrict access from overseas from a few high-risk countries.
Question 26	Are there any specific milestones or events in the MCPS athletic calendar that we should consider when planning the implementation?
Answer 26	March 1 – start of Spring Sports, August 14 – start of fall sports
Question 27	What metrics or KPIs will MCPS use to evaluate the success of the new athletics website and technology platform?
Answer 27	Number of visits by students, parents, fans, etc. Timely updating and posting of information.

Question 28	How does MCPS currently measure user engagement and satisfaction with their digital platforms?
Answer 28	We have done surveys in the past. We also work closely and get active feedback from MCCPTA, and our associations.
Question 29	Is there an incumbent for this contract?
Answer 29	County Sports Zone has managed the schedules.
Question 30	Is this a new development?
Answer 30	Yes – or use of an existing company template that meets the needs of the district.
Question 31	Do you have any estimation on pricing or LOE if there is an existing/similar interface that was built?
Answer 31	No estimate.