**RFP 2022-031422 IDENTITY MANAGEMENT SYSTEM**

**QUESTIONS & ANSWERS:**

Q. Can you please clarify this requirement? The system shall provide for maintaining owners for each system or account. We are no sure how you are defining owners as well.

A. Owners are referring to domain admins and the ability to maintain user permissions between systems.

Q. Can you please clarify this requirement? The system shall provide for automatic provisioning/ fulfillment of requests for certain systems or accounts.

A. This is referring to the ability to request certain access rights or create permissions based upon attributes or groups.

Q. In a separate envelope, provide a comprehensive schedule of fees that will be charged and/ or received by the firm in connection with the management of this account (include management fees, service fees, administrative fees, any applicable deposits required for inception of services). Just to clarify that you do not want pricing to be included in the primary RFP response document but in a separate envelope. If that is the case, do you want it in 3 separate envelopes as per your response request of 3 separate copies of the RFP?

A. Yes, price should be in separate envelope. If there are three copies, 3 envelopes are needed.

Q. We received the RFP for the school district but in order to work on pricing could you please let me know your total number of students and the total number of full time equivalent employees?

A. The district has roughly 14,000 students and 2,500 employees. Out of the 2500 employees, just under 2000 are full time employees.

Q. Can you please tell me what you mean by “statement”. Do you mean billing statement? Or do you mean some other kind of statement or possibly an upgrade to the software?

A. Most of our requested service providers report on usage, efficiency of the product being purchased/ services being provided.  This is requesting information/ examples of any reports or reporting that is provided as a result of the efficiency and usage of the workflow system that you would provide in your standard package to the school board- if it is not applicable- you can state that.

Q. Can companies from outside Canada apply for this? Whether we need to come over there for meetings? Can we submit the proposal via email?

A. For this one- we typically use USA based companies only.  Especially with Federal Funds. RFP has to be hand delivered/ US postal Service/ Fed Ex , UPS or  through Central Auction Site

Q. The system shall provide for additional required access forms to be completed as part of the workflow. Can you give me an example of the workflow?

A. This is referring to the ability for users to request certain access levels or group membership with a workflow option.

Q. We received notification of this RFP March 7, 2022. We would like to confirm that the RFP can be submitted electronically through central bidding. If we submit it there, do we also need to submit the original and hard copies as requested in the RFP?

A. If you are submitting the RFP response through central bidding, an original hard copy (copies) are not applicable. Digital copy is sufficient. There is no extension granted.

Q. There is a requirement in the RFP stating, “the system shall provide for deeper reporting and analytics of all data maintained; including the ability to export data to excel”. Is this referring to having logs within the ID management tool, or analytics for what users are accessing from a portal? I don’t see anything about an SSO in this RFP, but just want to make sure that this is only for an ID management tool and not an SSO.

A. This is referring to logs in the identity management system.