Questions for RFP #251-23-267 – Visitor Management System

Reference	Vendor Question	Answers
Specifications - 7b and 9 and 12, page 4	What is the student system being used?	This refers to our OASIS system (Online Access Student Information System)
Specifications - 8, page 4 "The proposed solution shall allow for the management of frequent visitors through a permanent solution."	What do you mean by a permanent solution? Do you want a PVC badge - or integration with an access controls system - which could use a fob? If an access control system - which one?	A permanent solution is a convenient method for frequent visitors to engage the visitor management system.
Specifications - 10c, page 4 "Customizable database as defined in point five above - point five is Visitor badges must contain a barcode for scanning to expedite the visitor check-out process."	Did you mean point 7?	Yes
Specifications - 13, page 4	Is the Tardy Slip printer a special kind of printer?	Not necessarily. Vendors should explain their solution.
Specifications - 17, page 4	Must all training of staff be on-site at all 198+ facilities? Will a train-the-trainer methodology where training of key personnel is conducted on-site and those personnel train others?	Yes, all training must be on site.
Technical Specifications - Reporting, page 7 The system must allow for reporting of student progress at various levels (i.e., classroom teachers can run class level reports, principal or district admin can run school level or district level reports)."	What type of student progress reports - specifically? More than visitor management - absent, tardy, early dismissal?	No, just the parameters captured by the visitor management system.
Technical Specifications - Browsers, page 8	Do you also use the Microsoft Edge browser?	Chrome is our browser standard.
General	Is the district looking for an On-Premise or a SaaS Visitor Management System?	Will entertain either solution.

General	Is the district looking for: ● Workstations only ● Kiosks only ● Combination of workstations and kiosks (Note: kiosk is typically for self-enrollment – no assistance by a person) How many of each are you looking for? One or two per each school facility? 198 or 396?	We would be interested in both options at this time. A very small number of schools may require more than one kiosk. Less than five locations.
Specifications – Page 4, #5	Will WCPSS accept visitor badges without a barcode? Barcodes are not necessary to the visitor management process and can incur unnecessary equipment and maintenance costs.	Bar code scanning is a requirement of the RFP at this time.
Specifications – Page 4, #7	What does WCPSS envision for "creation… of a customizable database"? What is expected to be created? What is expected to be customizable? 7b: what is the expected functionality of the imports? What is the expected compatibility with the SIS?	The database should be fully editable such that WCPSS can expand fields/information to be captured. The database should not be fixed to where we cannot expand information captured.
PAGE 4, #9	We offer compatibility for tardy and early dismissals through PowerSchool only. What SIS/SMS does the district use?	PowerSchool.
Specifications – Page 5, #15	Will WCPSS consider a hardware light system that does not require kiosk/terminals, but rather can operate with the district's existing computers? We can implement VMS on [school provisioned] iPad to allow for staff/faculty check-in out specifically – acceptable?	Yes, such a system would be reviewed.
Specifications – Page 5, #17	Will WCPSS consider remote training only? Onsite training can incur unnecessary costs that many vendors may hide in their cost proposal.	No, all training must be on site.
Technical Specifications – Page 5 *User Account Provisioning*	Are students expected to have a username and login to the Visitor Management System? If so, please explain the methodology behind allowing students to have access to the system in this manner? Visitor Management Systems are designed to manage a variety of individuals entering and exiting the school district. Students do not typically have access to the	No. Not applicable to this IFB.

	system through a username and login, but rather are able to check in and check out, among other actions, that are logged for school and district use and reporting.	
Technical Specifications – Page 6 *Users must have individual and unique credentials. The system must support the same email prefix assigned to both a staff user and to a student user (e.g., jsmith@wcpss.net for staff and jsmith@students.wcpss.net).*	Are students expected to have a username and login to the Visitor Management System? If so, please explain the methodology behind allowing students to have access to the system in this manner?	No. Not applicable to this IFB.
User Roles – Page 7	Are students expected to have a username and login to the Visitor Management System? If so, please explain the methodology behind allowing students to have access to the system in this manner? And what content are students expected to be able to view?	No. Not applicable to this IFB.
Reporting – Page 7 *The system must allow for reporting of student progress at various levels*	Please explain what is meant by "student progress" – student progress for what is to be recorded?	Not applicable to this IFB.
Reporting – Page 7 *(i.e., classroom teachers can run class level reports, principal or district admin can run school level or district level reports).*	"Classroom teachers can run class level reports" 1. What detail would be expected in those classroom level reports and, 2. Is the Visitor Management System expected to also function as a classroom attendance system?	No. Not applicable to this IFB.
Question 7, page 4	Is the integration with student management intended to be a multi-directional sync so that users can be managed in both solutions or is one system the "primary"	No. Not applicable to this IFB.
Question 12, page 5	What vendor does the district use for Student Information management?	PowerSchool.
Technical Specifications, page 6 User Account Provisioning	The RFP lists preferred integration with Classlink Roster Server and accepted integration with Clever, can WCPS specify the required functionality here (SSO, SCIM, push/pull)?	SSO, push

Technical Specifications, page 6, Rostering/Integration	The RFP lists Preferred integrations with Classlink, IMS, and Clever. Can WCPS specify the required functionality here?	If using for tardy, may need this functionality.
Technical specifications, page 6, Rostering/Integration	The RFP lists Preferred integrations with Classlink, IMS, and Clever, are all of these integrations required, or is one of them sufficient?	No. Not applicable to this IFB.
Proposal Submittal Section, Page 3	Given the nature of the current remote-first climate of most companies, will WCPSS accept electronic signatures for the signed, originally executed proposal response?	No.
Price Proposal Section, Page 12	Outside of the criteria listed in this section, does WCPSS have a price proposal rubric/preferred structure for this IFB?	No.
Specifications, System Features and Capabilities, Question 15, Page 5	Please elaborate on what WCPSS means by "a deductive alternative" for a second kiosk/terminal for faculty and staff to check in/out?	There should be a secondary terminal / kiosk for staff check in process.
Scope of Work, Page 3	What current equipment (I.e., printers, scanners, and hardware) already exists in WCPSS?	WCPSS current equipment is not a consideration at this time as the successful bidder will either replace existing equipment or the district will purchase equipment to be utilized with the software system.