Question	Response
As we begin to prepare our response, is it possible to get copies of the below items as soon as possible so that we can review?33. Are you willing to agree with the terms and conditions of the Institution's Data Security and Indemnification Terms? [We will forward, separately, a copy of Rice's Non-Disclosure Agreement]	Files to be provided
Request a copy of Rice's Data Security Policy	Files to be provided
Request concurrence to be able to share the rfp with a subcontractor that we would use on the delivery team	Bidding firm may share the RFP with a subcontractor that would be used for the product delivery
Is there an opportunity to respond to the project management portion independently?	Yes, firms can propose on the project management portion. There is no penalty for only proposing on one of the scopes.
Can Space Utilization be proposed on without the Project Management scope?	Yes, firms can propose on the space utilization portion. There is no penalty for only proposing on one of the scopes.
We need to execute a NDA in order to disclose a lot of the information requested in the PME RFP. I've attached ours.	Rice is willing to sign.
Will there be a data security review before or after the RFP deadline? (mentioned in the RFP)	That will be done after we've narrowed down the vendors, generally after the demos
Request for references from other "decentralized" institutions. Please define decentralized as intended here. I'm thinking our customers are reducing or eliminating decentralization by mastering FM:Interact.	Our schools and departments are fairly autonomous and run like independent businesses, all capable of making decisions as to how they want to do business, their processes, etc. vs. having common processes across all schools and departments. We need a system that will be flexible enough to accommodate any business differences. Like for approvals of projects.
Line #30. Don't understand migrating across predefined geographic locations. Can you clarify?	We want to know the locations they will use to support us and house/backup our information. If they were to move that to another country, for example, would we be notified? would we have approval of such a move of our services or data?
#131. Are you asking about quality and performance metrics with our hosting service? If so, these are included in our SLA, which we will be providing as an attachment.	Yes. Hosting service, support service, software performance/response times. These should be in the SLA. Will they also be tracked and reported to Rice periodically?
1. Most requirements are in a question format. On page #3 in the RFP it indicates that requirement priority can be determined based on the use of "must", "shall", and "may" in the requirement descriptions. Because these requirements are written as questions, it is unclear what the priority is for many of them. How does Rice University plan to communicate priority for the requirements? How will Rice University calculate ratings for responses using the priority of each requirement?	Rice University takes a holistic approach. Please answer the questions based on software that is generally available. Rice will not be releasing the method for calculating points for each question.
2. Have you had any meetings or demonstrations in the last year with vendors who could respond to this RFP? Which vendors?	We have spoken to a variety of vendors and peer institutions.

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3. Can we use resources located in the US and in India to deliver the scope of services requested? Are there any restrictions that need to be followed if we use this resourcing approach?	Yes. There are no restrictions anticipated until we understand the delivery method.
4. How many users of the software will you have? Please describe the different users types and quantity, example - space requesters,, project managers, space managers, program managers, exct.	Estimated: 20-30 users for the Project Management software (internal) 100+ users for Space Management software (internal) We may also require licensing for external contractor use.
5. Is there any existing software being used by Rice University for Project Management and Facilities Management? If yes, can you specify the product and the vendor please? How long have you been using these systems?	Project Management - in house developed web application Space Management - FAMIS on-premise in conjunction with vendor developed web application Facilities Management - FAMIS cloud
6. Is there an architecture diagram for the current eco-system? (Existing system and its interactions with other systems)	There is currently no documented architecture diagram.
7. Can you please summarize the shortcomings or issues with the current system?	See RFP questions for desired functionality
8. Can you please provide descriptions of the data volumes, data sources and types of data required for data migration? (please list the source, format, volume, and data type for each)	This will be provided for finalists.
9. For migrated data, are there any additional dependent data that is not listed in your response to the above question? (e.g. budgets for projects, time entry for work orders, etc. If yes, then could you please add these to the response above and indicate the dependencies?	This will be provided for finalists.
10. Do you require the data migration of historical data? Please describe and provide volume estimates.	This will be provided for finalists.
11. Can you please list the anticipated number of users by role for the new Project and Facilities management system? (e.g. project managers, super users, space managers, self-service, read only reporting, etc.)	Estimated: 20-30 users for the Project Management software (internal) 100+ users for Space Management software (internal) We may also require licensing for external contractor use. Roles may change based on the scope of the project.
12. Please break down the user counts into concurrent users, end users and administrative users etc.	There has been no determination as of yet for this break down.
13. Will there be any users that would need access to the new facilities management system outside of Rice University's network? Is a VPN required for these users?	In all likelihood, yes, depending on the functionality of selected platform.
14. Is there any specific requirements for advanced analytical reports, KPI reports etc.? Please describe …	Yes, to be provided to finalists.
15. What is the anticipated Start Date & Go-Live date?	Anticipated Start Date: October Go-live Date: Dependent on resource requirements
16. Are there any third party consultants working with Rice University in the RFP and selection process? If yes, can you please list these third party consultants?	No

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17. When the user logs in to the mobile app, how much historical data is expected to be available on the mobile app by default? (For example: Previous 30 days, previous 60 days data etc.)	Depends on software functionality and data types
18. Can you please confirm the number of mobile app users and the user roles required? (For example: Project Manager, Requestor, Approver, Supervisor etc.)	20-30 users, roles to be determined
19. Could you please share some information on the device type (tablets, mobiles) and platforms (iOS, Android) that the mobile solution is expected to support?	Any or all
20. Can you expound on what is meant by "customer approval required before migrating across predefined geographic locations" in requirement #30?	We want to know the locations they will use to support us and house/backup our information. If they were to move that to another country, for example, would we be notified? would we have approval of such a move of our services or data?
21. For each integration listed in requirement #334, please provide a description of the method of integration expected (e.g. batch file transfer, API, staging table, etc.), and the frequency of each integration (daily, weekly, near real-time, etc.).	For all integrations we desire near real time frequency but may accept daily. APIs are preferred method of integration.
22. Are there any other integration requirements in addition to what is listed in requirement #334? Please describe each …	Not at this time
23. For the "Commitment (PREQ)" integration in requirement #334, can you confirm what information will be sent from JAGGAER to the PME Software? Is this a status update?	Purchase requisition information which can include user, vendor, financial, etc. data
24. For the "Commitment Change" integration in requirement #334, can you confirm that PO's will originate in Banner and be sent to the PME Software?	Purchase orders will NOT originate from Banner
25. For the "Commitment Change" integration in requirement #334, can you confirm that Change Orders for amendments and construction originate in the PME Software and are sent to BANNER?	Yes, this would be preferred
26. For the "Invoice" integration in requirements #334, can you confirm that Commitment Invoices, AP Director and Received in AP Director integration elements will all originate in JAGGAER and will be sent to the PME Software?	Yes
27. For the "Invoice" integration in requirements #334, can you confirm that this is a One-way integration per your response to the above question and that no return integration is required?	Yes
28. For the "Work Order" Integration can you describe the relationship between the FAMIS Cloud work orders and the budget line items in the PME Software? (e.g. work orders are part of a larger maintenance or capital project and the cost for these work orders will be applied to the project via this integration).	Example at the end of the question is applicable
29. For requirements #347 - Can you please describe what is meant by the "transactional elements" required for the complete implementation of a space chargeback system?	A robust set of typical attributes/features necessary for managing a system of charges for space
30. For requirement #352 - Can you please describe what space data and enterprise systems you expect the selected system to integrate with in real time? Are there specific business objectives you would like to accomplish for each integration (a-l)?	In the event the enterprise system and the space management system are two different products/programs, the successful proposer needs to insure full, real-time integration of data between the systems including, but not limited to a-l.

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31. 370 - Can you describe what is meant by an "advanced training learning management environment"?	On-line interactive help features including tutorials, how-tos, sandbox
32. For requirement 241, can you define, or provide an example of what you would like to import into the software?	Financial information such as Funding (sources), Budgets (dollars), Commitments/Encumbrances (dollars), or Actuals (dollars) at a program account level
33. For requirement 247, will you cost codes be updated manually or via an integration with the GL? Is this integration already included in your list of required integrations? If not, please provide the details (frequency, method of integration, source/target GL system, etc.).	API, yes, near real time via integration with the GL
34. For requirement 317 and 318, do you plan on storing vendor information in the system ? How is this data supposed to be maintained?	Yes, to be determined
35. For requirement 334 - Do you plan to load AutoCAD Drawings into the system or Revit? If so, are the drawings polyligned? If so, how many CAD drawings? How many total square-feet?	This is desired for space management integration. Drawings are P-lined and total square footage is in excess of 6 million gross SF.
36. For requirement 340 - Is there specific functionality that you would like to see on mobile solution? i.e space management, move management, or any others relating to capital projects	To be provided to finalists
37. For requirement 345 - Is there a specific functionality that you would like to see on mobile ? i.e space management, move management, or any others relating to capital projects	To be provided to finalists