



Association of Educational Services Agencies

Request for Information

for

SOFTWARE DEVELOPER FOR AESAs PLATFORM

PROJECT DESCRIPTION:

**AESAs Community platform for members to share information
and best practices**

DATE OF RFI ADVERTISEMENT:

April 13, 2018

RFI MUST BE RECEIVED:

BY ELECTRONIC SUBMISSION ONLY

To the following AESAs Contact –

John Bass, Chief Operating Officer (COO)

Email address: jbass@aesas.us

WHITEPAPER MUST BE RECEIVED BY:

May 11, 2018 at 12:00 PM (Noon) CST

REQUEST FOR INFORMATION (RFI)

Community platform for members to share information and best practice

1.0 Description

AESA is seeking information on how many interested and qualified software developers could provide a portal or electronic platform for our members who are regional education service agencies located throughout the United States, to collaborate, network and share information of best practice.

- 1.1 Request For Information (RFI) Only. This RFI is issued solely for information and planning purposes – it does not constitute as a Request for Proposal (RFP) or a promise to issue an RFP in the future. This request for information does not commit AESA to contract for any service whatsoever. Further, AESA is not at this time seeking proposals and will not accept unsolicited proposals. The RFI respondees are advised that AESA will not pay for any information or administrative costs incurred in response to this RFI; all costs associated with responding to this RFI will be solely at the interested party's expense. Not responding to this RFI does not preclude participation in any future RFP, if any is issued. If a solicitation is released, it will be released on the AESA website: <http://www.aesa.us>. It is the responsibility of the potential offerors to monitor these sites for additional information pertaining to this requirement.

2.0 Background

The Association of Educational Service Agencies (AESA) has identified a need in the education space to connect our members (educators) throughout the country to share best practices and serve as a repository for information. This platform would allow for registered users at all levels within an Educational Service Agency to communicate with their counterparts via an online forum. All registered users must be AESA members.

A second component of this project is an APP (available through the Android Market and Apple App Store) which will alert our users through “push” notifications of (including but not limited to) a response to their posts or notifications of a new post in regard to their idea. The APP must also have the same functionality as the website but presented in a way that is “mobile friendly”.

The response to this RFI should detail products that would promote exchange of ideas and best practices using technology (web and mobile APP) to connect Educational Service Agencies across the country. This tool should be scalable to allow for future expansion of additional partners.

- 2.1 Delivery Date: AESA Community platform would be implemented by August 2018.

3.0 Requested Information

The requested information is to gather cost estimates, implementation timeline, identify available service providers and software, and outline possible solutions to accomplish the objectives outlined in this RFI.

4.0 Responses

Interested parties are requested to respond to this RFI with a whitepaper.

4.1 RFI Whitepaper. The RFI whitepaper is **due May 11, 2018, 12:00 Noon (EST)**. The whitepaper response is limited to 5 single-sided pages and submitted via e-mail only to the Association of Educational Service Agencies Point of contact: John Bass, COO jbass@aesasa.us. The RFI whitepaper should address the following platform service offerings:

1. Electronic platform for members to share information and best practice,
2. Pricing structure,
3. Important Milestones during the project,
4. Service implementation plan and schedule.

Proprietary information, if any, should be kept to minimum and **MUST BE CLEARLY MARKED**. The whitepaper needs to answer the community platform addressed in this RFI. Please be advised that all submissions become AESA property and will not be returned.

4.2 Company Information. The RFI whitepaper should provide the following information: Company Information. Name, mailing address, overnight delivery address (if different from mailing address), phone number, fax number, and e-mail of designated point of contact.

5.0 Meetings and Discussions

AESA representatives may or may not choose to meet with potential RFI service provider. Such meetings and discussions would only be intended to get further clarification of potential capability, especially any development and certification risks.

6.0 Questions

Questions and the whitepaper regarding this RFI should be submitted in writing by e-mail to the AESA Contracting Representative, John Bass, jbass@aesasa.us

7.0 Summary

This RFI is only intended for AESA and its Executive Council to identify sources that can provide a community platform for members to share information and best practices. The information provided in this RFI is subject to change and is not binding to AESA. AESA's Executive Council has not made a commitment to procure any of the RFI requirements discussed, and release of this RFI should not be construed as such a commitment or as authorization to incur cost for which reimbursement would be required or sought. All submissions become AESA property and will not be returned