



# WHITE EARTH TRIBAL & COMMUNITY COLLEGE

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## WETCC Microsoft Power Platform Institutional Data Workflow System:

### Q&A

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1. What Microsoft 365 plan is currently in use? **Microsoft A3 License for Students and A5 for Faculty and Staff.**
2. What Microsoft 365 tools are currently in use? Like SharePoint Online, MS Teams, One Drive, Microsoft Viva etc. **WETCC has about 39-68 products included in the A3 and A5 licenses using programs like Teams, SharePoint, OneDrive, Entra, Viva, Power BI, Power Automate and many more that are included but not used often.**
3. What Power Platform licenses are currently available (Per User, Per App, Pay-as-you-go)? **WETCC has Power apps (with some workflow) are open for all its A5 licenses, but only a couple of accounts are actively using it.**
4. How many active users and concurrent users are expected? **The number of active users ranges from 30-225 users at any given time. Around 60 staff and faculty and 100+ students on a semesterly basis**
5. Will external users (guests/vendors) access the system? **No (guests/vendors) do not have access to WETCC's intranet.**
6. Is Dataverse already provisioned? **No**
7. Is there an existing SharePoint structure? **Yes and no. WETCC has SharePoint installed, but it has not been fully implemented; nor have users been fully trained in terms of its functionality.**
8. Are premium connectors (Dataverse, custom APIs) allowed under current licensing? **WETCC currently uses custom API's for its forms; however, these tend to bug, breaking the form (especially workflow). Troubleshooting these bugs has not been easy, and as a result, WETCC does not plan to migrate these current forms to the new platform. WETCC would look to the vendor for advice in this implementation using the first 7 forms identified in the RFP. NOTE: the finance-related forms will come as a component of the NetSuite ERP at its 10/1/26 implementation. Also refer to the answer to question #21.**
9. Is there a Power Platform governance policy in place? **No.**
10. How many environments are required (Dev, Test, UAT, Prod)? **Test and Prod at a minimum.**
11. Are environments already provisioned or should the vendor create them? **Current access should be assessed followed by vendor creation.**
12. What is the deployment strategy (manual vs automated)? **Currently manual – would like to move to automated.**
13. How many total forms/workflows need to be developed and what is their complexity in simple, medium and complex? **Currently, the campus seeks to develop <30 forms (inclusive of the 7 listed in the RFP); however, some may be passed from the new ERP system. Workflows are form dependent. Most include the requestor, their supervisor, and one other individual. The purchase requisition (likely part of the new ERP system) has 1) the requestor, 2) their supervisor, 3) cabinet member, 4)**

president (if needed), 5) grant PI (if needed), 6) finance director, and board of trustees (if needed).

14. Are workflows standardized or department-specific? Provide their complexity in simple, medium and complex? **Workflow is standardized across the campus (e.g., requests for facility use, catering, event requirements, fleet vehicle reservation), except for purchase requisitions (developed under the new ERP), where workflow is supervisor and accounting fund dependent. NOTE: It's likely that the new ERP system (to be implemented this summer) will handle this workflow.**
15. What is the priority order of forms and workflows? **Given the new ERP, all non-financial forms and workflows will be outlined first, starting with the 7 listed in the RFP. Also refer to the answer for question #13.**
16. What is the average number of fields per form? **This will vary depending on the form. Minimum number of fields would include name, date, department, description, and signature(s).**
17. Are there conditional logic or dynamic forms? **Dynamic**
18. How many approval levels per workflow? **Refer to the answer to question #13.**
19. What systems need integration (ERP, HR, LMS, SIS)? **All four.**
20. Which ERP system is being used? **Currently in transition between ERP systems. Oracle NetSuite is the new system (October 1, 2026, go-live). WETCC is currently using Microsoft Dynamics Great Plains 2018.**
21. Are APIs available or only file-based integration? **While WETCC's long-term goal is to have documented integration specifications for all integrations that make sense to do so, these may not be possible in this allotted timeframe. As a result, file-based formats that WETCC's IT staff will implement may be the best direction in the short term. APIs are available for Populi, Canvas, Destiny Follett, and NetSuite (after October implementation) and, if used during the initial phase, these will be provider to the successful bidder. Also refer to the answer to question #8.**
22. What is the data volume and frequency? **This will be form dependent and will be discussed with the successful bidder during development.**
23. Will any data need to be migrated to the new application? If yes, please specify the data volume (size), data sources, and types of data to be migrated. **No data will be migrated to the new application.**
24. Has data cleansing or standardization already been completed, or will the vendor be responsible for performing data cleanup as part of this project? **Refer to the answer to question #23.**
25. What FERPA requirements must be enforced? **All that apply in each situation. In addition, HR-based data privacy requirements must also be enforced.**
26. Are there data residency or encryption requirements?
27. How many user roles and permission levels exist? **There are currently 2 levels in our organization (Admin, generic user). For forms, refer to the answer to question #13.**
28. What reports are required? **Refer to the answer to question #13.**
29. Are real-time dashboards needed? **No, not at this time. However, this may be form dependent.**
30. What is the frequency of CSV/Excel exports? **Form dependent – daily for some forms (e.g., purchase requisitions, facility/vehicle requests).**
31. How many users are in each training level? **Refer to the answer to question #4. Level 1: end users (all employees), Level 2: power users/editors (~8 employees), Level 3: system administrators/ builders (~four employees).**
32. Will training be onsite or virtual? **Vendor-defined, unless specifically stated in the RFP.**

33. Are there change management expectations? **Yes, reliable workflow that can be changed when people enter/leave or when supervisors/PI change. Additionally, all employees will be expected to use the forms.**
34. What qualifies under 100 hours of support? **Vendor-defined, unless specifically stated in the RFP (e.g., bug fixes only, additional form development, or general M365 administration support, and additional upper-level training).**
35. Are there SLA expectations? **Yes, SLAs are outlined in the RFP under “service level agreements.”**
36. Is there a post-support maintenance contract? **Vendor may provide options, but campus should be self-sufficient at the end of the post period.**
37. What is the expected go-live timeline? **Refer to the RFP.**
38. Will there be a phased rollout? **Rollout can be phased if it falls within the timeframe provided in the RFP.**
39. What is the budget range? **The budget is not public.**
40. Does WETCC provide any local preference or evaluation scoring advantage for local vendors? **The scoring matrix is not public until after vendor selection.**
41. Is prior higher education experience a mandatory requirement for this proposal? **While higher education-specific references are preferred, WETCC will accept other references.**
42. Will federal and commercial experience be acceptable? **Refer to the answer to question #41.**
43. What type of Microsoft Power Platform licenses does WETCC currently hold, and how many users will be accessing the system? **Refer to the answers for questions #1, #2, and #3.**
44. Could you provide an estimated project budget? **Refer to the answer for question #39.**
45. Is the work remote or onsite? **Refer to the answer to question #32.**
46. Will offshore resources be allowed for this project? **Yes, provided the Buy America criteria outlined in the RFP is met.**
47. Are the training sessions to be conducted virtually or on-site? **Refer to the answer to question #32.**
48. Are there specific proposal formatting instructions that a vendor should follow? **No.**
49. Does WETCC have an established budget range or not-to-exceed amount for this engagement? **Refer to the answer for question #39.**
50. Which system integrations (Oracle NetSuite, Populi, Canvas, Destiny Follett) are required at go-live versus deferred to a future phase? **All except Oracle NetSuite will be required at go-live. Also required will be vendor- assurance that the Oracle NetSuite integration can be completed in the 100-day post Go-live period. NOTE: The go-live date for Oracle NetSuite is the same as this go-live.**
51. What Microsoft 365 licensing tier does WETCC currently hold, and does WETCC have an existing Power Platform environment, or will the vendor be responsible for provisioning Dev, Test, and Production environments? **Refer to answers for questions #1, #2, and #3.**
52. Is on-site training expected or preferred, and if so, what is the approximate number of attendees anticipated at each training level? **Refer to the answers to questions #31 and #32.**
53. Is there an expected notice-to-proceed date vendors should factor into their proposed phase schedule? **WETCC will make every effort to award the contract on/before May 22, 2026.**
54. The RFP states that higher education experience is preferred. Will vendors without direct higher education references be considered, provided they can demonstrate

comparable regulated-environment experience (e.g., healthcare, financial services)? **Refer to the answer to question #41.**

55. Can you clarify how many forms are needed? The RFP lists seven. Are more required beyond this list? **Refer to answer for question #13.**
56. Is there an incumbent vendor or internal team currently supporting any part of this system? **Internally support from the IT department and some student services users**
57. Is the incumbent vendor allowed to participate in this RFP? **There is no incumbent vendor.**
58. What are the primary challenges WETCC is currently facing with existing workflows and data management processes? **Over time the custom API forms and/or the associate workflow break. Quality assurance of making sure when the form or workflow is put out to the public that it works fully without fail. Also, an easy way to change the workflow is necessary. Also refer to the answers to questions #8, #21, and #33.**
59. Are there any existing partially implemented solutions (Power Platform or otherwise) that need to be assessed or reused? **Refer to answers to questions #1, #2, and #3.**
60. Can you provide detailed current-state workflows that need to be automated? **Yes, these will be provider to the successful bidder. Also, refer to the answer to question #13.**
61. How many total forms/workflows are expected in scope for initial implementation? **Refer to the answer for question #13.**
62. Can WETCC provide a prioritized list of forms for Phase 1? **Refer to the 7 listed in the RFP.**
63. Will departments have unique workflows, or should a standardized approach be applied? **Unique, refer to answer for question #13.**
64. Are there any workflows requiring multi-department approvals or escalations? **Yes, and yes – refer to the answer to question #13.**
65. Are there any existing form templates or legacy systems that need to be migrated? **Refer to the answer to question #23.**
66. Can WETCC confirm whether APIs are available for NetSuite, Populi, Canvas and Destiny Follett? **Refer to the answers to questions #8 and #21.**
67. Will WETCC provide API documentation and access during development? **Refer to the answers to questions #8 and #21.**
68. Are integrations expected to be Real-time, Near real-time or Batch/file-based? **The initial integrations for the 7 forms named in the RFP will be batch/file based.**
69. What are the expected data volumes and transaction frequency? **Refer to the answer to question #22.**
70. Should Dataverse act as a system of record, or A workflow/staging layer before data is pushed to other systems? **The data to be exchanged will be fully documented during the development stage with the successful bidder. The system of record will be the system of origin.**
71. For training, approximately how many users fall under each level? **Refer to the answer for question #31.**
72. Can you provide the total number of users accessing the solution and their roles? **Refer to answer for question #4.**
73. Do you have an anticipated project start date and the contract duration? **Refer to the RFP for go-live. Also refer to the answer to question #53.**
74. Do you expect the vendor to perform any tasks on-site, or can all work be performed remotely? **Refer to the answer to question #32.**
75. Do you accept offshore resources? **Refer to the answer for question #46.**

76. What is the approved budget or range allocated for this project? **Refer to the answer for question #39.**
77. Should vendors assume that licensing costs (Power Platform, Dataverse, etc.) are already covered under WETCC's Microsoft agreement? **Refer to answers for questions #1, #2, and #3.**
78. What is the current Microsoft 365 licensing level (e.g., E3, E5, Power Platform licenses)? **Refer to answers for questions #1, #2, and #3.**
79. Is a phased rollout acceptable, or is a full deployment expected at once? **Refer to the answer to question #38.**
80. Section 2b states "integration planning with WETCC's systems using API or file-based methods." Does WETCC expect the selected vendor to deliver working, tested integrations between the Power Platform system and Oracle NetSuite, Populi, Canvas, and Destiny Follett — or to deliver documented integration specifications and file formats that WETCC's IT staff will implement? This distinction significantly affects the scope and pricing of our proposal. **Refer to answers for questions #8 and #21.**
81. What Microsoft 365 license plan does WETCC currently hold (e.g., E1, E3, E5, or Microsoft 365 for Education A1/A3/A5)? Power Apps premium connectors and Dataverse storage capacity vary by license. If additional Microsoft licensing is required beyond WETCC's current plan, we want to understand whether that cost should be included in the vendor's all-inclusive price or is WETCC's responsibility. **Refer to answers for questions #1, #2, and #3.**
82. The RFP references several electronic form types across different sections, including purchase requisitions, financial aid questionnaires, employee demographics, faculty book orders, facility requests, IT requests, and library resources. Are all seven of these form types in scope for this contract, or will WETCC identify a priority subset? Knowing the confirmed form count before submission allows us to provide accurate pricing. **Refer to answer for question # 13.**
83. Does WETCC prefer virtual delivery, on-site training in Mahanomen, or a hybrid approach for each of the three training levels? Our proposal includes one on-site visit at the vendor's expense. If WETCC requires multiple on-site sessions across all training levels, we want to reflect the accurate travel cost in our all-inclusive price. **Refer to the answer to question #32.**
84. The RFP specifies a proposal submission deadline of May 7, 2026 and proposal opening on May 8, 2026? Is there an intention to postpone the submission deadline due to the publishing of QA? An anticipated contract award date is not mentioned. This is critical to meet the August 30 training completion deadline and September 30 project deadline. Could WETCC provide an estimated award date so we can confirm the timeline is achievable? **The dates in the RFP are firm; there is no intention to postpone. Refer to the answer in question #53.**
85. Has WETCC previously configured any Power Platform environments (Power Apps, Power Automate, or Dataverse) or SharePoint Online sites within its Microsoft 365 tenant, or will this be a new implementation starting from a clean environment? This helps us accurately scope the System Design and Architecture phase. **Refer to answers for questions #1, #2, and #3.**
86. The RFP states that higher education experience is preferred for professional references. TDI's most directly relevant references are from federal government workflow automation projects using an identical technology stack — Microsoft Dynamics 365, Power Platform, and Azure. Will WETCC accept professional references from federal agency engagements in lieu of higher education-specific references, given the direct technology alignment? **Refer to the answer to question #41.**

87. How many distinct workflows and electronic forms are in scope for this engagement? The RFP references examples (purchase requisitions, financial aid questionnaires, employee demographics, library resources) — are these the complete list, or are additional workflows expected? **Refer to the answer to question #13.**
88. Are the current processes entirely paper-based, or are some already partially digitalised (e.g., existing PDFs, Word forms, or SharePoint lists)? If so, which ones? **Some (including the 7 mentioned in the RFP are partly digitized.**
89. What Microsoft 365 licensing tier does WETCC currently hold? Specifically, does the license include Dataverse capacity, Power Apps per-user or per-app plans, and Power Automate premium connectors? **Refer to answers for questions #1, #2, and #3.**
90. Are there existing site collections, document libraries, or permission structures that the new solution must integrate with or work alongside? **Refer to the answer to question #23.**
91. Is Microsoft Teams actively used across departments, or is adoption limited to specific teams or functions? Are there existing Teams channels or governance policies that must be respected? **Refer to the answers to questions #1, #2, #3, and #4.**
92. For Oracle NetSuite integration: will data transfer be via API, file-based export (CSV/Excel), or both? Does WETCC have an active NetSuite API license or SuiteCloud developer access? **Refer to the answers to questions #8 and #21.**
93. Does Populi expose an API for inbound data integration, or is the expected integration file-based (e.g., CSV import)? What data entities are in scope — student records, enrollment, financial aid? **Also, refer to the answers to questions #8 and #21.**
94. What Canvas data needs to flow into or out of the Power Platform system? Is this primarily reporting/analytics, or does it include transactional data (e.g., enrolment events, grade exports)? **Refer to the answer to question #93.**
95. Does Destiny Follett support API-based integration, or will data exchange be file-based? What specific data flows are required (e.g., faculty book orders, resource availability)? **Refer to the answer to question #21. Specific data flows will be discussed with the successful bidder during development.**
96. Is there a dedicated HR system (beyond Oracle NetSuite) in use at WETCC? If so, what platform is it, and what HR data flows are in scope? **Microsoft Dynamics GP 2018. WETCC's payroll and HR systems are currently also out for bid.**
97. Are all four system integrations (ERP, SIS, LMS, Library) in scope for Phase 1, or does WETCC anticipate prioritizing certain integrations for initial delivery with others following in a later phase? **Refer to answers to questions #8 and #21.**
98. What is the current Dataverse storage capacity available within WETCC's Microsoft 365 license? Has any Dataverse capacity already been consumed by existing environments? **Every license has up to a terabyte of storage. Some individual one-drive files may consume some of this storage already, but that will be user-dependent.**
99. Can WETCC provide a list of the key data entities expected to be stored in Dataverse (e.g., student records, purchase requests, employee records)? What volume of records is anticipated per entity? **This information will be provided to the successful bidder during development.**
100. Which data entities within scope are classified as sensitive under FERPA or HR privacy regulations? Will these entities require field-level encryption or additional access controls beyond standard role-based permissions? **Not fully known at this time. Portions of Populi and Canvas are immediate data entities that fall under FERPA. The HR system is currently under bid. Standard role-based permissions should be sufficient, provided individual data can be protected in aggregated documents and dashboards.**

101. Does WETCC have documented data retention schedules for any of the data entities in scope? If so, will automated retention policies be required within Dataverse or SharePoint? **WETCC is in the process of developing a Record Retention & Destruction Policy. It is anticipated that Dataverse or SharePoint records will be included in this policy.**
102. Are the IPEDS and GAAP reporting requirements expected to be met through Power BI dashboards connected to Dataverse, or through data exports to external reporting tools? **The systems of record handle GAAP. IPEDS reporting may occur via this process.**
103. Can WETCC provide a list of roles and user groups who will interact with the system (e.g., Finance staff, Financial Aid officers, Faculty, IT Admins)? How many users are anticipated in each role? **Yes, this list of roles and user groups will be provided to the successful bidder. WETCC estimates `5 in finance, ~2 in financial aid, ~5 faculty, and ~1 IT admin.**
104. Which specific workflows or forms will handle FERPA-protected student data? Are there existing institutional policies that govern how this data must be handled electronically? **Refer to the answers to questions #9, #25 and #100.**
105. Will any workflows or forms need to be accessible by external users (e.g., applicants, community members, partner organisations) who do not have WETCC Microsoft 365 accounts? **None at this time.**
106. How many staff are anticipated in each training level (Level 1: end users, Level 2: power users/editors, Level 3: system administrators/builders)? **Refer to the answer to question #31.**
107. Does WETCC have a preference for virtual versus on-site training delivery? The RFP notes that on-site training is at the vendor's expense — is on-site training a firm requirement, or preferred? **Refer to the answer to question #32.**
108. Are there specific blackout periods during the academic calendar when training cannot be scheduled (e.g., semester start, exam periods, financial aid processing cycles)? **Semester start.**
109. For Level 3 (system administrator/builder) training — is the expectation that internal staff will be capable of building net-new forms and workflows independently after training, or is the primary goal operational maintenance of delivered solutions? **The goal is that internal staff will be capable of working independently after the training.**
110. What level of WETCC staff availability can be committed to requirements gathering, user acceptance testing, and training scheduling? Is there a dedicated project contact or steering committee for this initiative? **Yes, there is a dedicated project contact whose name and contact information will be provided to the successful bidder when the contract is signed.**
111. The RFP requests "one inclusive price." Does this include Power Platform licensing costs if additional licenses are required, or does WETCC expect to procure additional licensing independently? **Refer to the answers for questions #1, #2, and #3.**
112. For post-100-hour support, what is the expected scope — bug fixes only, system enhancements, additional form development, or general M365 administration support? **Refer to the answer to question #34.**
113. Is this expected to be a greenfield Power Platform implementation, or are there any existing Power Apps/flows that must be reused or enhanced? **Refer to the answer to question #8.**
114. Does WETCC require a Dev/Test/Prod environment strategy, and are any environments already provisioned? **Refer to the answer to question #10.**

115. Are there any naming conventions, standards, or architectural guidelines that must be followed? **No. These will be determined during development.**
116. What is the expected direction of data flow for each system (inbound, outbound, bidirectional)? **Mostly inbound from other systems, but in some cases, data flow will be bidirectional.**
117. Are there any existing middleware or integration platforms (e.g., Azure Integration Services, MuleSoft)? **No. However, WETCC has access to higher education pricing through Microsoft if additional services are needed.**
118. What are the expected data refresh frequencies (real-time, near real-time, batch)? **Refer to the answer to question #68.**
119. Are there any API rate limits, throttling constraints, or performance SLAs for external systems? **None that WETCC is aware of currently.**
120. Who will be responsible for managing and maintaining integrations post-deployment? **This individual, or group of individuals will be identified to the successful bidder.**
121. Should Dataverse act as a long-term system of record or a transient workflow data layer? **The pros and cons of this decision will be discussed with the successful bidder during development.**
122. Is any historical data migration required, or will the system only handle new data going forward? **Refer to the answer to question #23.**
123. Are there any master data management (MDM) or data ownership rules across systems? **No.**
124. What are the expectations for data backup, disaster recovery, and business continuity? **These will be built into the system by the vendor as part of the cloud-based storage.**
125. Are there requirements for multi-factor authentication (MFA), conditional access, or identity federation? **No. Access will be through WETCC's intranet. Also refer to the answers to questions #8 and #21.**
126. Should audit logs be integrated with any centralized security/SIEM tools? **Vendor recommended.**
127. Are there any third-party compliance or audit requirements beyond FERPA (e.g., SOC 2, HIPAA if applicable)? **HR has additional compliance requirements for data privacy.**
128. Is Power BI expected to be part of the solution, or will reporting remain external? **Vendor recommended.**
129. What are the key KPIs and dashboards required for operational and compliance reporting? **These will be discussed with the successful bidder during development; however, best practice standards will be a foundation for these decisions.**
130. Who will be responsible for User Acceptance Testing (UAT) sign-off and validation criteria? **This individual will be identified to the successful bidder.**
131. Are there any performance, load, or stress testing requirements for the system? **No.**
132. Is a phased rollout approach acceptable, or is full enterprise deployment expected at once? **Refer to the answer to question #38.**
133. Does WETCC require a formal governance model for Power Platform (CoE, lifecycle management, approvals)? **Yes. The campus is working on this now.**
134. Are there expected Service Level Agreements (SLAs) for support (response/resolution times)? **Refer to the answer to question #35. Response/resolution times may be form/report dependent and will be discussed with the successful bidder during development.**

135. Will WETCC require ongoing enhancements and roadmap support post initial deployment? **Vendors should include that option in their RFP.**
136. Who will be the long-term system owner (business vs IT) for governance and enhancements? **Ownership will be documented for the successful bidder.**
137. Who are the previous incumbents on this project? **There are none.**
138. What was the annual spend for the previous year on this project? **Refer to the answer for question #39.**
139. If this is a new contract, what is the anticipated budget? **Refer to the answer for question #39.**
140. What challenges or operational issues is the new contract intended to address? **Refer to the answer to question # 58.**
141. How many vendors were awarded under the previous contract? **Refer to the answer to question #137.**
142. Is this contract intended to be awarded to a single vendor or to multiple vendors? **This is WETCC's decision once bids are submitted.**
143. Beyond what's in the RFP, are there any "must-have" capabilities you consider non-negotiable (e.g., e-signatures, mobile-first experience, offline capability, multilingual support)? **Vendor recommended.**
144. Do you have any accessibility requirements we should design to from day one (e.g., WCAG / Section 508 expectations for forms and apps)? **None at this time.**
145. For the most-used forms, what kind of submission volume do you expect (daily/weekly/monthly), and are there seasonal peaks we should plan for? **Daily. Right before each of the three semesters begins is a peak time.**
146. Do you already have data standards or a data dictionary we should align to (field names, codes, master data definitions)? **No. Also refer to the answer to question #8.**
147. Are there specific data retention requirements we need to follow (how long to keep records, legal holds, disposition rules)? **Refer to the answer to question #101.**
148. Do you need audit trails beyond standard platform logging (for example, full field-level change history per record)? **Standard platform logging will be sufficient, provided it includes the user ID.**
149. Separately, should every workflow action be captured as an auditable event (approvals/rejections/comments/timestamps), or only certain actions? **Yes.**
150. For integrations with systems like ERP/LMS/SIS, will API access be available (credentials/endpoints) and do you have technical contacts for each system who can support integration work during implementation? **Refer to the answers to questions #8 and #21.**
151. What file formats do you accept today for uploads (CSV schemas, Excel templates), and are those formats standardized across the college or do they vary by department? **Formats vary, even within a department. Also, refer to the answers to questions #8 and #21.**
152. Are there any known integration constraints we should plan around (rate limits, licensing, vendor restrictions, SSO requirements, security reviews)? **None currently. This will be more fully explored with the successful bidder during development.**
153. Do you have a preferred approach for application lifecycle management (managed solutions, pipelines, source control), and who will own releases after go-live? **Vendor recommended.**
154. Are there any restrictions on Power Platform connectors (standard vs. premium), and do you currently have premium licensing available/approved? **WETCC has the version of Power Platform that comes with the A3 license.**
155. Do you have an existing SharePoint site/hub structure we should align to, or are you open to us proposing a new information architecture? **Yes; however, is vendor has**

**a better option/recommendation for the SharePoint structure, WETCC welcomes a discussion with the successful bidder during development.**

156. Roughly how many people do you expect in each training tier (Level 1, Level 2, Level 3)? **Refer to the answer to question #31.**
157. For Levels 2 and 3, who are the likely builders/admins, and what's their current comfort level with Power Platform/SharePoint (beginner/intermediate/advanced)? **Beginner/intermediate.**
158. Do you prefer training to be organized by department/role (Finance, HR, etc.) or by platform (Power Apps, Automate, SharePoint, Teams)? **By platform.**
159. Would you like training recorded, and should it include hands-on labs/exercises and sample solution packages/templates? **Yes, and yes.**
160. For the included 100 hours / six months of support, how would you like requests handled and tracked (ticketing system, office hours, scheduled sessions, etc.)? **Vendor-defined, unless specifically state in RFP.**
161. Are we understanding correctly that the awarded vendor is being asked to provide 100 hours/6 months (whatever comes first) of free support post-launch? **Refer to the answer to question #34.**
162. In the scoring rubric, can you share what you're looking for when you say, "Development Quality Proposed" and "Design Details"—for example, are you expecting sample artifacts like architecture diagrams, ALM plan, governance model, UI standards, or a prototype? **The UI Standards and prototype of data workflow.**
163. How many manual processes will be implemented/forms will be developed during this project? **Refer to the answer to question #13.**
164. What is the complexity of the workflow related to each of these forms? **Refer to the answer to question #13.**
165. Will any of the forms need to be accessed by guest users? **Refer to the answer to question #105.**
166. What is the total number of system integrations for these forms/information? **Refer to answer 19.**
167. How many WETCC users will work with these forms? **Refer to the answers to questions #4 and 31.**
168. Could WETCC please confirm if it's mandatory for vendors to have all certifications mentioned in point C, section 5. Relevant Experience & Reputation? **Vendor requirement. Also refer to the answer to question #41 regarding preferred requirements.**
169. Are commercial references allowed? **Refer to the answer to question #41.**
170. Could WETCC please clarify if subcontractor references are allowed to be used for the services provided? **Vendor decision, unless specified in the RFP.**
171. In case firms are submitting confidential information in the response, is it required to provide a redacted version? **No, WETCC will not share vendor proposals. Please carefully mark the confidential sections.**
172. What are the key challenges or inefficiencies in the current workflow, forms, and data management processes? **Refer to the answer to question #58.**
173. Can WETCC share a high-level view of your current system landscape, including NetSuite, Populi, Canvas, Follett, and how workflows and data flow across them? **Refer to the answers to questions #8 and #33.**
174. What tools are currently used for forms, workflows, document management, and reporting? **Refer to the answer to question #8.**
175. Approximately how many forms/workflows are in scope, what is their complexity, and what is the current and expected transaction volume? **Refer to the answers to questions #8 and #21.**

176. For each system (NetSuite, Populi, Canvas, Follett), what data needs to be exchanged (e.g., master data, transactions, documents), and which system is the system of record? **Refer to the answer to question #70.**
177. Are the integrations expected one-way or two-way from the WETCC systems to Power Platform environment? **Refer to the answer to question #116.**
178. How the current manual process works to upload to WETCC's systems (e.g., ERP, SIS, HR, LMS) **Refer to the answers to questions #8 and #21. There are currently no uploads between these systems, manual or otherwise.**
179. What integration methods are supported or preferred (APIs, webhooks, connectors, file based such as CSV/Excel/SFTP), and are there any constraints (API limits, authentication, vendor restrictions)? **Refer to the answers to questions #8, #21, and #125.**
180. Are there existing integrations or middleware in place that should be reused, enhanced, or replaced? **Refer to the answer to question #178.**
181. What transformation, validation, error handling, retry, and audit/logging requirements exist for integrations? **Refer to the answer to question #8, 21, and 178.**
182. Do workflows require trigger-based integrations (e.g., form submission/approval triggering updates in ERP or other systems)? **Refer to the answer to question #178. Workflows (e.g., acquisition of necessary signatures on common documents) and information needs (e.g., are the failure rates in a course class-wide or limited to individual student) will trigger integrations; how have the student success coaches responded if individual, etc.)**
183. What security, identity, and compliance requirements (e.g., FERPA, HR data, encryption, SIEM integration) must be enforced across workflows and integrations? **Refer to answer 126.**
184. How mature are WETCC data governance practices (ownership, approvals, audit readiness), and what tools are currently used? **Refer to answer 133.**
185. What reporting, analytics, or advanced automation/AI capabilities are expected beyond standard Power Platform features? **There are none beyond the standard Power Platform features.**
186. What monitoring, alerting, SLA expectations, and support model (internal vs vendor) should the solution meet? **Please refer to the RFP.**
187. What is the expected user base (types and volume), current role/access model, and level of internal expertise requiring training? **Refer to the answer to question #157.**
188. What is the budget, licensing constraints (Microsoft 365/Power Platform)? **Refer to the answer for question #39. Also refer to answers for questions #1, #2, and #3.**
189. Which geography should the implementation Team be working (Onsite/Remote/Offshore)? **Refer to the answer for question #46.**
190. Could WETCC please provide an estimated start date or project award date to add to the timeline? **Refer to the answer to question #53.**
191. Can vendors attach a cover letter to their response? **Vendor decision, unless specifically outlined in the RFP.**
192. Can vendors provide resumes or brief bios of their key personnel? **Vendor decision, unless specifically outlined in the RFP.**
193. If vendors would like to provide information on their key team, can they make a new heading for that? **Vendor decision, unless specifically outlined in the RFP.**
194. Are firms allowed to cross reference for questions that are repeated, for example the response for project objectives will be similar to the response for work approach? **Vendor decision, unless specifically outlined in the RFP.**

195. Can vendors provide ongoing references? **No additional documents will be accepted after the submission date.**
196. Please provide a template for price proposal. **Refer to the RFP.**
197. "c. Certifications in Microsoft Power Platform, SharePoint Online, Microsoft Teams, and Microsoft 365 administration or development." Please confirm if this requirement is for the vendor or the key team proposed." **Refer to answer 168.**
198. Is it mandatory to provide a response to each section point by point from the General Specifications? Can vendors provide a collective response ensuring that all the points covered? **Vendor decision; however, required information must be easy to locate for bid review.**
199. Which workflows or business processes are the highest priority for automation initially? Also, do you already have a defined project backlog, or would you expect us to include a discovery phase as part of the proposal? **Refer to the answer to question #15.**
200. Could you provide a list of key forms you want digitized? **Refer to the answer to question #13.**
201. Which systems (e.g., ERP, SIS) need integration, and do you prefer API or file-based methods? **Refer to the RFP regarding the systems that need integration. Also refer to the answers to questions #8 and #21.**
202. Are there any workflows that are highly customized or unique to your institution? **Refer to the answer to question #13.**
203. How many end-users will interact with the system at each level (basic users, power users, admins)? **Refer to the answers to questions #4 and 31.**
204. Do you have specific data privacy or compliance requirements beyond FERPA and HR that we should be aware of? **Refer to answer 25 and 127.**
205. What is your preferred method for user authentication (e.g., Azure AD, MFA)? **Refer to the answers to questions #8, #21, and #125.**
206. How frequently do you anticipate needing to export data (CSV/Excel) and what is the purpose? **Refer to answer 145.**
207. What is your expected frequency of system updates or changes after go-live? **Vendor-recommended and funding based.**
208. Do you have a preferred tool or platform for project management and communication during the implementation phase (e.g., Teams, Jira, or another tool)? **WETCC personnel are familiar with Teams for communication.**
209. Are there any legacy processes that cannot be changed or automated? **Refer to answer 8.**
210. What is your preferred communication cadence throughout the project? **Vendor-defined to meet stated deadlines.**
211. Are there any existing SharePoint structures or Teams configurations we need to integrate or leverage? **Refer to the answer to question #7.**