

Question & Answers for ISAC's Prepaid Tuition Comprehensive Account Servicing RFP

Ref # GS-2024-054

Q1: Will ISAC accept electronic signatures such as DocuSign on proposal forms requiring signatures?

A: Yes, electronic signatures, such as DocuSign, are sufficient for the proposal forms.

Q2: Should each of the non-price "Attachments" listed in the "Proposal Submission Directions" be submitted as its own file, or would ISAC prefer the non-price documents be combined into a single PDF file?

A: The non-pricing attachments are not required to be consolidated into a single PDF file. You may attach the non-pricing attachments as independent documents or as a single PDF. Please ensure that pricing information is sent in a separate email from the non-pricing attachments.

Q3: Will ISAC require a performance bond / security for this RFP and/or the ensuing contract? Per RFP p. 6, A.10., it appears that a performance bond / security is not applicable. However, per RFP p. 12, A.22.2.3., "The State may require a performance bond if, in the opinion of the State, it ensures performance of the contract." We want to ensure we are prepared to furnish a bond / security, with our submission and/or during the contracting period, if required in accordance with the RFP, the ensuing contract, and 44 Ill. Admn Code 1.2047

(<https://www.ilga.gov/commission/jcar/admincode/044/044000010G20470R.html>).

A: A performance bond is not required for the RFP. Section A.22.2.3 allows ISAC the option to require a performance bond, if in the opinion of the State, it ensures performance of the contract. ISAC cannot determine ahead of time whether a performance bond will or will not be required on the ensuing contract. The analysis is done on a case-by-case basis after the vendor has been selected.