**RFP 24080 WORKSHEET B**

**WASHBURN UNIVERSITY**

**QUESTIONS REGARDING AI TECHNOLOGY**

**VENDOR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

1. Does your company follow Responsible AI Principles? If so, please describe which ones.

2. Have you built a proprietary AI and large language model (LLM), or do you rely on a third party LLM provider? If you rely on a third-party provider, please specify who that provider is. Please also answer for the specific provider how long they would store our data. Can we access that data? Will our data be used to train AI models or for any purpose aside from the provision of service? RFP 24076 Online Career Development Platform Washburn University, 1700 SW College Ave. Topeka, KS 66621

3. If you are using OpenAI, are you licensing that technology directly through OpenAI or via the Microsoft Azure OpenAI Service?

4. Does your LLM use AI-augmented OCR to extract data from documents with non-standard text or aberrations? Can it accurately extract data if there are (watermarks), (2) blurry scans, (3) handwritten text, (4) creases, (5) smudges, (6) text from tables, and (7) text with non-Latin characters?

5. Does your AI require “human in the loop” review and validation during data ingestion?

6. If your product has generative AI features, what controls do you have to address scalability (latency, rate limits, costs, etc.)

7. If your product has a conversational AI feature, does it show the sources of its answers?

8. If your product has generative AI capabilities, can you describe if and how it leverages retrieval augmented generation (RAG) to help ensure quality results?

9. Will your LLM let us build custom AI to extract specific data like dates, numbers and text fields? RFP 24076 Online Career Development Platform Washburn University, 1700 SW College Ave. Topeka, KS 66621.

10. How will your product’s AI allow us to create custom AI models to generate structured data points from our contracts, such as summaries for terms, calculated dates or dollar amounts, and ratings or classifications of terms?

11. Can we provide direct input about custom AI performance in your product? Will we have control to refine models to enhance the accuracy of the outputs?

12. If your product analyzes data using AI, will you let us test its capabilities and fidelity by uploading thousands of data criteria into a real environment to see firsthand how it works at scale?

13. Please describe how data is used to build an internal Washburn University AI knowledge. This means that Washburn University data cannot and would not be used for any other program builds.

14. Please describe how data is used to build for overall Washburn University (data is used to contribute to the overall platform) and the security of that data from any type of discovery by outside entities.

15. Is there a choice with this platform should Washburn University not want the data used for AI learning and building outside of Washburn University? institution).