



Charlotte L. Gensler, CPO
EXECUTIVE DIRECTOR OF PROCUREMENT & ACCOUNTS PAYABLE

Dr. Gabriella Durán Blakey
SUPERINTENDENT

DATE: 10/01/2024

RFP NUMBER: 25-027 CG

RFP TITLE: Leadership Development, Performance Management, and Internal Project Management

ADDENDUM NUMBER: 1

See Question and Answers submitted

Question 1) Can you please provide any information on your current ERP system and/or any other current system you are using in relation to this RFP?

Answer 1) Our Enterprise Resource Planning system, (ERP), is not a part of the RFP

Question 2) In regards to your "Internal Project Management Scope" can you provide more detail on what this role encompasses?

Answer 2) As projects are identified, the successful vendor(s) will be responsible to provide services to manage the tasks associated with it.

Question 3) Can you please provide details on any current talent acquisition, performance management, and human capital management functions within your current system and/or architecture?

Answer 3) Performance management for leadership is conducted through the New Mexico administrator evaluation system (click link) Excel NM. In APS, we have a cadre of assistant superintendents that manage the principal performance management system, including principal evaluation, coaching, and compliance. School principals supervise assistant principals in their schools.

Question 4) Are any of the components of your ERP system and associated support modules/programs currently "in-flight"?

Answer 4) Our Enterprise Resource Planning system, (ERP), is not a part of the RFP.

Question 5) Is APS seeking a single vendor to deliver on all elements of the scope of work outlined in the RFP, or can offerors apply to support just a portion of the scope (e.g., Leadership Development System Design but not Special Education Services)?

Answer 5) Our preference is to contract with a single vendor. However, we welcome offerors to share what they are capable of delivering. APS reserves the right to multi-award contracts as necessary for adequate delivery or service.

Question 6) To be able to submit this proposal, can we only submit for certain bullet points under the scopes of works? Or are you looking for a vendor for all ?

Answer 6) see Answer 5)

Question 7) What is the anticipated period of performance for this effort/scope of work?

Answer 7) After award of contract. This RFP allows for up to 4 year contractual agreement but does not guarantee a set amount of work, and is subject to appropriations of funds, RFP terms and conditions, applicable laws and if the contract is in the best interests of APS. Purchase orders will be issued for work to be performed.

Question 8) Is the leadership development program targeted at the APS main district office only or is it the intent to go out and develop leadership at the field level?

Answer 8) Field level.

Question 9) Are the components requested/proposed expected to integrate with the existing or planned human resources and payroll platforms? If so, please expand on this in more detail.

Answer 9) No, but we are interested in being as aligned as possible in how we report data.

Question 10) Does the vendor need to provide services for all areas of the scope of work - Leadership Development System Design, Performance Management Processes, Special Education Services, and Federal and State Programs Support?

Answer 10) see answer 5)

Question 11) Will you accept multiple bidders for this solicitation? In other words, can a vendor apply and be selected to complete the scopes of work requested for leadership development and performance management only?

Answer 11) see answer 5)

Question 12) Is it possible to apply to 1-2 scopes of service outlined in the RFP (e.g., leadership development system design, performance management processes) as opposed to all 4 areas? 2) Is it possible to see the Special Education Roadmap referenced on page 23 of the RFP? 3) Can you share the current structure for APS leadership roles? In other words, who and how many district administrators manage school principals?

Answer 12) see answer 5)

Please click [HERE](#) to see our organization chart- the Assistant Superintendents of Schools (7 total) manage school principals. The special education roadmap focuses on increasing LRE across our district.

Question 13) Is this a four (4) year contract? Or is this a one (1) year contract with three (3) - one (1) year contract extensions?

Answer 13) see Answer 7)

Question 14) When is the expected start date and end date for the proposed scope of work?

Answer 14) After award of contract.

Question 15) Is there a budget limit or expectation for the original contract?

Answer 15) no budget determined at this time.

Question 16) Are bidders able to include a price narrative in their proposals to provide more context on the price?

Answer 16) Offerors should refer to the requirements of the RFP which includes the price proposal form.

Question 17) Is the District looking to award to one vendor? Does a vendor need to submit into each of the scope of work categories?

Answer 17) see answer 5)

ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL:

Addenda not signed and returned may consider the RFP non-responsive and may be rejected.

COMPANY/FIRM NAME

SIGNATURE

DATE