



**ALBUQUERQUE
PUBLIC SCHOOLS**

Accelerate Progress for Students

Rennette R. Apodaca, MPA, CPPO
EXECUTIVE DIRECTOR OF PROCUREMENT

Raquel Reedy
SUPERINTENDENT

**RFP NO. 19-047RR
ADDENDUM #1**

March 18, 2019

Please see following questions and answers regarding RFP:

Question:

Professional Development – Do we need to add staff to the proposal or to another proposal?

Answer:

No. You can apply for 1, 2 or 3 areas of your expertise

Question:

What level is greatest need?

Answer:

In general elementary schools; however, middle school has the biggest gap.

Question:

How many are offering middle school by show of hands?

Answer:

6 – 8 vendors.

Question:

What is the budget for these programs?

Answer:

Different grants and funding vary.

Question:

Does proposal include monies from the State Legislature?

Answer:

Depends on how PED drops grants. To get funding for PED approval from APS first, write proposal to State Legislature and they will except after approval from APS. RFP ensures qualified, safe and valid partners



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Question:

How is the RFP separate from funding?

Answer:

RFP is a bid/proposal looking for multiple partners. APS wants to know who you are as a vendor bases on qualifications, insured and bonded to verify you can legally work with APS Students.

Question:

Whom do you contact for questions in regards to this RFP?

Answer:

Any questions you must contact Robert Russell.

Question:

How many submissions can you bid on within the RFP?

Answer:

Depending upon qualifications, you can bid on one or all three submissions.

Question:

Should we/vendor include different models of levels at schools?

Answer:

Yes

Question:

Is sixty pages the max that can be presented?

Answer:

Yes, just let us know the important points of your program.

Question:

Chess program - coordinators at school site...do schools provide coordinators?

Answer:

Not all schools have that capacity and funding may be available to vendor for coordinators.



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Question:

Why is cost per student listed? Are you trying to hit that price?

Answer:

APS just wants see what projected prices per student may be for program. High tech program may cost more than another program that does not require as much cost.

Question:

Fee Scale for Parents – Can you please explain the fee scale for parents and what is the current approved scale that was established by the City of Albuquerque? Does APS have a modified version of the approved fee scale or does it match the City's scale?

Answer:

The district does not establish fee scales for OST services. Our goal is to maximize the number of students who have access to OST Services by partnering with organizations that: establish a reasonable fee scale (based on a local market analysis); leverage and utilize various income (e.g. grants, program fees, child care subsidy, donations, etc.) to offer a sliding scale and scholarships; and ensure that there are opportunities for targeted, high need students who are referred from the school to attend. The City of Albuquerque has a fee scale that is accessible to most families and can be accessed via their website.

Question:

If a vendor has established student to teacher ratio for their courses that is provided for optimal student learning how they should handle drop in students in they are at program/course capacity. How do current vendors work with this requirement?

Answer:

It is recommended that vendors partner with schools and the district to determine the best process to marketing to families so that they understand the capacity of the program, the process and timeline for registration, and how a waiting list is managed. This will facilitate more equal access to services. If a vendor's program does not allow for drop in slots, please note the reasons in the application.

Question:

Is there a facility usage fee for programs held on site, or is it the same for each campus or does it vary campus by campus?

Answer:

Please see the APS Building Usage Procedural Directive and contact information.



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Question:

Teachers – In some of our activities, we utilize certified teachers. Is it preferred to hire APS teachers on campus or to use non-APS teachers? If the preference is to hire APS teachers, is there a pre-determined after school activity rate that must be honored?

Answer:

Each vendor determines the education, experience and skills of the personnel that they hire to provide OST Services. As well, the vendor determines the compensation. There is no preference regarding hiring of APS teachers.

Question:

Transportation – Does APS provide late transportation for parents/students who elect to participate in Out of School Time activities? What would be the scheduled departure time for late transportation? If late transportation is not provided is it expected that the vendor must provide?

Answer:

The district does not provide transportation for OST Services. Some grant funding that will be eligible to vendors may allow for transportation costs. Vendors determine whether transportation is included as part of their OST Services in each school. If it is included, the vendor arranges for and/or provides it.

Question:

Snacks (p. 19-20) – If the offeror must provide a low cost or no cost snack, what is the districts minimum requirements for an after school “snack”?

Answer:

The minimum requirements for snacks will be:

- Access to drinking water
- Afterschool snacks must contain at least two different components of the following four: a serving of fluid milk; a serving of meat or meat alternate; a serving of vegetables or fruits or full strength vegetable or fruit juice; a serving of whole grain or enriched bread or cereal. (*resource: USA Food and Nutrition Service on Afterschool snacks*)

Question:

Reporting (p.20) Offeror may be required to report OST Activity attendance into a data collection system on a weekly basis. Is the data collection system already in place/defined or can vendor use their own data collection system?

Answer:

Vendors may be required to utilize a specific data collection system, if so they will be notified.



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Question:

Is the expectation that the successful provider come to the table with funding, or does your model support charging parents a tuition fee for services?

Answer:

All funding from the district to vendors/contractors is provided on a reimbursement basis. In as such, vendors/contractors must have enough operating income to provide services prior to being reimbursed. In terms of fees to families for services, our goal is to maximize the number of students who have access to OST Services by partnering with organizations that: establish a reasonable fee scale (based on a local market analysis); leverage and utilize various income (e.g. grants, program fees, child care subsidy, donations, etc.) to offer a sliding scale and scholarships; and ensure that there are opportunities for targeted, high need students who are referred from the school to attend.

ACKNOWLEDGE ADDENDUM WITH RFP:

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

COMPANY/FIRM NAME

SIGNATURE

DATE

Robert Russell, Interim Director