



Charlotte Gensler, CPO
Executive Director: Procurement and Accounts Payable

Dr. Gabriella Durán Blakey
Acting Superintendent

DATE: 05/31/2024

RFP NUMBER: 24-079CG

RFP TITLE: Online High School Transcript Services

ADDENDUM NUMBER: 1

Extension to deadline to submit offers.

The RFP deadline to submit offers has been extended to June 10, 2024 at 3pm Mountain time.

Questions and Answers:

Q1) 3 part question

Q1-1) The Scope of Services states that vendors “must provide a flexible payment model,” but the Pricing Proposal stipulates that pricing must be presented as a “cost per license based on student.” Is APS open to receiving alternative pricing models and/or being presented with multiple pricing options for consideration?

Response Q1-1) Offerors need to complete the pricing form Appendix A completed for per license fee based upon an estimated count of 27,000 students. The form allows for other fees or additional options may be included for APS to consider. APS has been offered flexible pricing models available that range from the requester paying 100% for the request to the district paying 100% for the request. Currently, the district pays 100% of the cost.

Q1-2) Page 22 of the RFP states that “APS currently pays for all transcript requests.” However, the provided examples of alternative payment options focus specifically on financing student requests “(i.e., student pays for half, student pays all, etc.)” Does APS also plan to pay for requests received from third parties, such as admissions offices and background check companies?

Response Q1-2) Not at this time. Offerors may include other options in their proposal.

Q1-3) Is the Byrd Anti Lobbying Certification (page 33 of the RFP) relevant to this procurement and is a signed copy required to be included in vendors’ proposals?

Response Q1-3) The Byrd Anti Lobbying Certification is typically required when there is a federal funding source. The funding source is not currently anticipated to be federal however APS desires to have the form on file if that source of funding comes available.

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

6400 Uptown Blvd. Ne, Suite 305E • P.O. Box 25704 • Albuquerque, NM 87125 | 505.880.2590 • FAX 05.830.1881