



Rennette R. Apodaca, MPA, CPPO
Executive Director

Raquel Reedy
Superintendent

RFP NO. 20-010RMS - ADDENDUM #3

Questions and Response

August 28, 2019

1. **Question:** Based on the APS's Contractors' Manual Scope of Work, does APS want vendor(s) to include other services, such as written translation and on-site interpretation in addition to telephonic interpreting services specified in the RFP?
Response: This RFP is for remote interpretation only.
2. **Question:** Would APS consider vendor to include video remote interpretation as an alternate service to telephonic interpreting for those students who are LEP and those students with disabilities such as ASL?
Response: Please include video interpreting as an option, but not as a primary way of providing service.
3. **Question:** Is this contract exclusively for telephone interpretation, or will written translation and On-Site (incl ASL), also be needed?
Response: This RFP is for telephone interpretation only.
4. **Question:** If it is exclusively for telephone interpretation, can you foresee a future need for written translation and Onsite (incl ASL) interpretation services?
Response: It is hard to predict what the end users will need in the future. If we do need those types of services in the future, we will have to issue an RFP.
5. **Question:** The contract states that it will give preference to New Mexico resident businesses and NM veteran businesses. Is there a requirement for out-of-state businesses to subcontract with NM resident businesses or NM veteran resident businesses?
Response: No this is not a requirement. For more information on New Mexico state preference please visit the New Mexico Taxation and Revenue webpage.
6. **Question:** The RFP states that the volume is expected to increase. What is the anticipated increase percentage?
Response: We are looking at small increases of a few percentage points. What is more difficult to predict is the languages needed.

7. **Question:** Per the RFP title and the scope of work, the intent of this solicitation is for Telephonic Interpreting Services. Please explain why insurance is required. Isn't the intent of the insurance requirement is to cover liabilities when the Vendor/Supplier's sends staff/contractors to Albuquerque Public Schools' facility/property?

Response: General Liability Insurance is a requirement for all APS contracts. You must be able to furnish certificates of insurance with the contract documents and prior to commencement of work.

8. **Question:** Under "Company Profile," the RFP is requesting physical and material resources. Please clarify what you are looking for under these categories. In regards to financial resources, is the solicitation requesting for our financial statement? What is the solicitation looking for with "information resources?"

Response: The Company Profile provides the opportunity for you to describe your company to our evaluation team as it pertains to the Scope of Work of the RFP. You can provide documents that you feel would represent your company the best way.

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