



**ROCKFORD BOARD OF EDUCATION
REQUEST FOR PROPOSAL ON SUPPLIES, MATERIALS, EQUIPMENT OR
SERVICES FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

RFP No. **22-39 Online Registration Software**

DATE: **April 27, 2022**

RE: **ADDENDUM NO. 1**

To All Bidders:

Included are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your RFP submission on the due date, please note you must check in on the 1st floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Director of Purchasing by email at purchasingdeptstaff@rps205.com.

CLARIFICATIONS

This addendum includes requests for information (RFI) to date and corresponding answers.

ROCKFORD BOARD OF EDUCATION

By: Dane Youngblood
Director of Purchasing

CLARIFICATIONS

Below are requests for information (RFI) to date and corresponding answers.

1. Can companies outside of the USA apply for this?
 - a. Due to data regulations that limit where the information can be hosted, no.
2. Do we need to come over there for meetings?
 - a. Yes.
3. Can we perform the tasks related to the RFP outside of the USA?
 - a. No.
4. Can we submit the proposals via email?
 - a. No, sealed proposals must be submitted in person, mailed/shipped, or through the RPS 205 Bonfire Interactive portal.
5. Are you able to let us know how many of your schools will need a lottery and how many students are currently enrolled at those schools?
 - a. Right now, there are three lotteries that we run for three schools. We will have an additional special program school anticipated fall of 2024 to make for 4 lotteries.
 - b. The three current lottery schools have 1,526 students at all grade levels. We only do lottery for entry grade (kindergarten at Barbour and Haskell, Pre-K 44 at Montessori). For the lottery grade level, the combined three schools have 192 students.
6. Can you please share how the schools currently manage their choice process and lottery and what the existing systems are?
 - a. Current process is for interested families to apply for the lotteries by a deadline. Advertising and outreach are done to promote the opportunity to apply. The qualifications for the lottery are: 1) live in RPS boundaries, 2) attend an orientation at the school, and 3) for Barbour only, pass a language test. I.T. then takes our spreadsheets and conducts a random lottery. The demographer tells us what portion of current RPS kindergarteners are in which middle school feeder zones and the same portion of seats are awarded in the lottery. This weights the lottery so that it reflects the demographics of our community. The lottery students that do not get seats are then on the waitlists for those schools and are offered seats as they become available.
7. Do you have information on your lottery priorities?
 - a. For grades beyond the entry level lottery grade, guardians may place their student on the interest lists which follow the wait lists. As seats become available, they are offered seats. Siblings of students already in the program are also given priority.