



TO: All Bidders
FROM: Vivens Joachim, BOE Management Analyst/Purchasing Agent
CC: Ryan Fealey, Director of Finance; Jeanie Valentine, Buyer
DATE: May 6, 2022
RE: **RFQ 22-10 Summer School Enrichment Providers**

ADDENDUM 1

VENDOR QUESTIONS & ANSWERS

1. Should a provider limit their ramp up efforts (training and hiring) to handle less than 200-250 Students?
There is no need to limit the number of students you can service.
Will awards be approved for providers that demonstrate they can manage 300-400 kids in multiple schools? or should the aim be for each provider to manage less than the capacity mentioned above?
The capacity of your services is not limited and will not affect the awarding.
2. Last year Robots were purchased for use in the Summer Camp. Are those robots available to be used again and can we inspect their condition in order to advise you if more are needed, or spare parts needed or if those can be used again? **We can quickly come and inspect all the robots for you at no cost to you so you have this information?**
They are available and you are welcome to come look at them at Stamford Government Center.
3. For the budget: Can we include the cost of Robots and materials such as markers and poster paper in our proposal or just include the cost per pupil without these costs?
Please include the cost of supplies in your proposal.
4. Last year we used chromebooks, wifi, smarboards, charging carts, copiers/printers on premises. Will these technologies be available again and can an arrangement be made to have the technologies prepared and inspected by the Coding Provider ahead of time; ideally one month in advance?
Yes and Yes.
5. We teach coding and robotics, will we be able to teach these subjects to grades 6-8 as well as 1-6 and when will this distribution of grades for each provider be known? (This affects planning for instructors assigned to middle school topics vs the elementary school topics).
Yes and by the first week of June.
6. We recommend coding topics for children in grades 1 and above. If K is to be included in all rosters for all providers, or if arrangements can be made for grades 1 and above please advise?
This will be determined by the providers who are awarded the RFQ.
7. It is listed that Enrichment "is requested for three hours after summer school," can enrichment be longer than 3 hours?

This will be determined by the number of students who sign up for enrichment, the cost per pupil and the location of the enrichment.

8. To confirm, six copies of the proposal must be submitted in person in a sealed envelope and one copy uploaded online?

Yes, six hard copies and one electronic copy on a USB drive put into a single envelope to be delivered to the Government Center, 3rd Floor, SPS Finance and Purchasing Department. To clarify, vendors are not required to **upload** anything online.

9. Is the selection committee using the rubric for any proposal over \$100k or for all proposals?

Yes, the rubric is a generic sample for all proposals that exceed \$100,000.

10. Are field trips allowed this summer?

Yes

11. Will there be a rotation schedule, meaning that students can rotate from one activity one week and another activity another week?

This will be determined based upon the providers and the students who select enrichment. There is a possibility that students will rotate after two weeks as summer school and enrichment are four weeks long.

12. Will the students be with a group for 3 hours? Or will they rotate from one class for 1 hour (or 45-mins) and then to another one? This would make a difference in us making an estimate of pupils served and per-pupil cost. Ex. 20 students for 1 hour versus 60 students rotating over 3 hours?

This has not been determined. Again this decision will be made on the providers and the students who are enrolled in enrichment. Both of these scenarios are possible. You may submit prices for both scenarios in your RFQ if you choose.

All other specification and requirements remain unchanged.