



Request for Proposal 23012 Family and Community Engagement Assessment and Professional Learning Partnership

Addendum 1 12/2/22

RESPONSES TO QUESTIONS

1. Question: Is there a maximum or minimum budget?
Answer: The anticipated maximum budget is approximately \$100,000 per year dependent upon scope of services provided.
2. Question: When proposing our budget should we be submitting for year 1 (one) only or for all subsequent renewal years (up to year 5 (five))?
Answer: Provide pricing for each year up to five (5) years
3. Question: Will the funding be the same in year 5 (five) as in year 1 (one)?
Answer: At this time, we anticipate that the budget will remain flat unless the district decides to expand the selected project.
4. Question: Should we take any planned expansion of services and therefore costs into account or will that be renegotiated with renewal?
Answer: Costs will be negotiated if the district determines expansion is in the best interest of the family and students
5. Question: How will this contract approach indirect costs?
Answer: Pricing provided should be all inclusive of costs.
6. Question: In section 3 of the RFP the start date for the contract is June 30, 2023, but in section 7 the scope of work starts in June of 2024. Clarify the intended start date for services.
Answer: Per section 7- the initial phase is Award through June 2024
7. Question: The RFP states that the deadline for accepting physical packets is 11 a.m. on December 15, 2022. Is this deadline for the received by deadline and not a postmarked by deadline?
Answer: Per the RFP -proposals will be **accepted at Tulsa Public Schools, 3027 South New Haven, Tulsa, OK** until 11:00 a.m. on December 15, 2022. Proposals received after this date and time will not be accepted.

8. Question: Are there templates for the proposal section A and B?
Answer: No, please complete the response for Section A Vendor Information & Section B Qualifications/Narrative on a separate sheet of paper.
9. Question: If there are no templates for proposal section A & B, are there word count limits or guidance for the narrative and descriptive sections?
Answer: No- but please limit the amount of marketing material to only what is relevant to the proposal.



Rachael Vejraska
Director Materials Management

Vendor Acknowledgement Signature

Proposal responses must include a copy of this page, signed by the vendor, confirming receipt of same. We hope this information is helpful in developing your response and we appreciate your participation.