

**VISALIA UNIFIED SCHOOL
DISTRICT ADDENDUM#1
RFQ #2024-12
Full Service and Enrichment Services**

This addendum forms a part of the original RFP documents. The following questions and answers provide clarification or modify the original document scope of work, please read the following carefully:

Pre-Submittal Questions (PQ's)

PQ #1 In Section H, it says the following: Please complete, sign, and return the District-Required Forms included in Appendix 1. I read through the RFP in totality and could not locate where Appendix 1 is with the forms needed to be signed.

Answer: *There will not be a specific form that is district required; this is verbiage we accidentally left in from other requests requiring lump sum costs. We will however have a signature acknowledgement for any addenda that we release.*

PQ #2 Will the district be staffing SOSIs or Behavior Techs for any sites or those with SLC classes? None were included in the proposed staffing.

Answer: *The addition of a Behavior Technician or equivalent position is desired for each elementary site. The primary role of this position is to support the students in the afterschool program with high needs, including but not limited to, IEP support, behavior support, and other student related supports. Sites with Specialized Learning Centers (SLCs) can employ up to two of these positions. SLC sites include Denton Elementary School.*

PQ #3 Will attendance remain as is or will there a new method to track for these sites?

Answer: *The district will be providing the attendance tracking and reporting program for these sites.*

PQ #4 Will the district continue to provide snack as is?

Answer: *The vendor is encouraged to submit the option to provide a snack.*

PQ #5 Can the proposals include an Administrative/Indirect cost? If so, what is the current indirect rate for the district?

Answer: *Yes, proposals may include administrative/indirect cost. Current indirect cost for VUSD is 6.18%.*

PQ #6 PY currently has Certificates of Liability for each VUSD school site versus one district form. Do you want PY to submit copies of the certificate for the seven proposed sites?

Answer: *Insurance requirements will be requested from selected service providers once district decisions are made. Sample contract verbiage was included to provide district expectations to proposers.*

PQ #7 Is this a new initiative for the district, or has the district operated similar programs in the past?

Answer: *This is not a new initiative for the school district. In addition to the recent expanded learning opportunities program that was implemented in the recent previous years, afterschool full-service providers have been utilized by VUSD for years prior.*

PQ #8 If it's not a new initiative, what company(s) served as a full-service turnkey vendor(s) previously?

Answer: *The most recent vendor utilized by the district is ProYouth Expanded Learning.*

PQ #9 Just to confirm, is the district seeking a vendor with the capacity and experience to coordinate and manage the after-school program across one or more sites, provide staffing, curriculum, equipment, and program materials infused with social-emotional learning (SEL), and coordinate service provision from other organizations to complement the program delivered to participating students?

Answer: *Yes, this is correct.*

PQ #10 What is the expected hourly compensation rate for the Operations Manager, Site Director/Site Coordinator, and support staff?

Answer: *Sites without grant funding will be supplemented to match the minimum ASES grant fund award of similar programs. It will be up to each firm to decide the hourly wage for their employees.*

PQ #11 Is the district also willing to accept references that include service provision outside California, or is the district exclusively interested in previous programs organized in-state?

Answer: *The district would prefer California references.*

PQ #12 Will the district provide nursing services during the program?

Answer: *Nursing services are not provided for afterschool programs.*

PQ #13 Are there any signature pages that will need to be submitted with our proposal?

Answer: *See answer to PQ #1 above, only signature pages provided will be via addendum as an acknowledgement of receipt.*

PQ #14 The RFP states that responses need to be postmarked or in person no later than 11AM on November 8, 2024. Does that mean they can be mailed out on November 8th?

Answer: *No, packets must be received before 11am November 8, 2024. It is the proposer's responsibility to ensure that any mailed in postmarked proposals have a confirmed delivery before the deadline date and time.*

PQ #15 Can you share how many students will participate in at least some portion of the Core program? Will all students rotate through Core in between club activities.

Answer: *Currently, all students are considered a part of the “core program” and all afterschool partners work together as one program for the entirety of the day. Students release at the end of the school day, all partners are required to provide staff to greet and sign in students per their roster. Additionally, all partners monitor students during snack until students are released to enrichment at 3PM. Students remain with their club leader until the conclusion of enrichment at 5PM. At this time, club leaders bring students back into the cafeteria for release time. A significant amount of students leave before 5:00PM, so there hasn’t been a need to increase staffing late into the afternoon.*

PQ #16 How many students will participate in the core program?

Answer: *The number of students at each of the sites is listed in the RFP.*

PQ #17 Will all students rotate through Core in between club activities?

Answer: *Please see the response to #15 above.*

PQ #18 Who is responsible for checking students in and out?

Answer: *The full service vendor will be responsible for checking students in and out.*

End of Addendum

Company

Date:

Signature

Please sign and return one copy of this Addendum with your proposal. All addenda paperwork does not count towards any page limit listed in the RFP.