



Alamogordo Public Schools

ADDENDUM 1

Response to Written Questions

RFP 003-2022

Afterschool Programs, Summer Programs, and Project Based Learning Programs

All Contractors, Subcontractors and suppliers are reminded that they shall be familiar with all addenda items

January 19, 2022

Q#1-For after-school, Saturday, and/or summer programming, will Alamogordo accept a virtual program for onsite students or is the expectation that onsite students be supported by onsite vendor staff?

A#1-Onsite vendor staff must support and supervise students and the implementation of their proposed program to include direct instruction, project-based learning, virtual interactions or any blended learning models.

Q#2-Is Indirect cost (administrative) an allowable budget item; if so, how much?

A#2- All costs including administrative costs should be included in your cost proposal. These vary among vendor services and must be determined by the proposer.

Q#3- What about the requested budget? Is there any guidance about how that should be formatted?

A#3- There is no required proposal format for the budget, however, a clear description of budget items will assist the evaluation committee with better understanding your price proposal.

Q#4-Will funds be delivered to the vendor as reimbursement invoiced or otherwise?

A#4-Services must be invoiced after they have been rendered in accordance with awarded price proposal rates and not prior to delivery. After receipt of legitimate and approved invoices, APS will utilize district standard accounts payable practices to pay awarded proposers.

Q#5-Is subcontracting allowable?

A#5-Subcontracting between the awarded proposer and subcontractors is allowable as long as the service providers meet district requirements identified in the RFP and the awarded proposer obtains prior written consent from the district, the district reserves the right to approve or deny any proposed subcontractor. The awarded proposer will be responsible for all agreements with, and compensation to, subcontractors.

Q#6-Would APS be able to provide location for a summer program for secondary students which would allow use of classroom space and computers?

A#6- This is possible. A Facilities Use Agreement would need to be executed and costs associated with use (i.e. custodial, security, ancillary, utilities, etc.) would need to be negotiated between the district and the awarded proposer.

Q#7- What is the official dates of the term of the proposal? Start and End.

A#7- Awarded proposals will result in an initial contract to begin after APS Board Approval, State budget approval, and per the effective term dates in the contract. All services in each fiscal year must be rendered and invoiced prior to June 20th of the current contract year. The district has the option to renew contracts for three additional years.

Q#8- Will you allow teachers from Alamogordo Public Schools to teach for vendors during summer and After School Programs?

A#8- Yes, as long as it does not conflict with the related staff's district contract time or responsibilities and the district's requirements in the RFP are met. Alamogordo Public Schools current employees would be considered subcontractors of the awarded proposer, and thus all subcontractor requirements would be applicable. Alamogordo Public Schools current employees and awarded proposers must develop their own agreements for employment and methods for compensation separate from Alamogordo Public Schools employee contractual agreements.

Q#9- Sundance Educational Consulting Inc. has developed Student Learning Kits in Math, Reading/ELA, STEM, Art and Native Arts and Culture. The Reading and Math kits are aligned to CCSS and the STEM kit is aligned to NGSS. Since we are located in Placitas, NM we cannot offer After School Program services in Alamogordo, however we are wondering if these learning kits may be of interest in this or another solicitation? Over 9,000 of these have been ordered by schools throughout NM and AZ since the Pandemic began. The kits were developed specifically to address the needs of students, parents and schools during the pandemic.

A#9- Any vendor with a product outside the scope or that does not meet the scope of the RFP, may contact Dillon Voss and/or Marie Bouma dillon.voss@alamogordoschools.org marie.bouma@alamogordoschools.org to be directed to the proper district contact.