



**RIO RANCHO PUBLIC SCHOOLS
PROCUREMENT DEPARTMENT
ADDENDA #2**

DATE: May 24, 2024

RFP No. 2024-025-RADA

Project: Assessment Management and Data Warehouse System

RFP Submittal Deadline: May 30, 2024, @ 2:00 p.m. local time – (Electronic Submittal)

<https://vrapp.vendorregistry.com/Bids/View/BidsList?buyerId=056be398-47ac-419f-bf5d-2a8035f9fd27>

Question No. 7.: Section 6.1 Short listing. The evaluation criteria descriptions don't seem to align with the factor headings in the provided table. Please confirm the evaluation criteria descriptions (e.g., Factor III focuses on staff, though the heading refers to product features, etc.).

Response to Question No. 7.: Evaluation Factors are:

1.	<p>I. Experience and References:</p> <p>Submit a firm profile; submit detailed information describing your firms’ qualifications providing services as requested in the Scope of Services. Provide information about the firm that demonstrates the ability and capacity of the firm as it relates to the competencies requested to perform the requested services/products.</p>
2.	<p>II. Service/Support/Training:</p> <p>Submit a minimum of three (3) past and/or current customers that your firm has provided similar services as requested in the Scope of Services. Include number of years providing service/product, contact person name, telephone number and email address.</p>
3.	<p>III. Product Features, Technical Specifications and Available Options:</p> <p>Submit information of your firm’s staff that will handle or manage all aspects of the awarded contract with RRPS. Include roles, responsibilities, staff resumes and organizational chart.</p>
4.	<p>V. COST/PRICE</p>

Question No. 8.: Section 6.1 Short listing. The evaluation criteria descriptions don't seem to align with the factor headings in the provided table. Please confirm the evaluation criteria descriptions (e.g., Factor III focuses on staff, though the heading refers to product features, etc.).

Response to Question No. 8.: See question No. 7 for a response to this question.

Question No. 9.: Can the background check process and paperwork be completed after an award is made or is the documentation required to be completed prior to bid submission.

Response to Question No. 9.: Yes

Thank you for your interest in Rio Rancho Public Schools.

ACKNOWLEDGE ADDENDUM WITH RFP:

COMPANY/FIRM NAME

SIGNATURE

DATE