



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA  
 SCHOOL BOARD ADMINISTRATION BUILDING  
 Procurement Management Services  
 1450 N.E. 2nd Avenue, Room 650  
 Miami, FL 33132

Direct All Inquiries To Procurement Management Services Buyer's Name: _____ PHONE: (305) 995-_____ Email: _____ TDD PHONE: (305) 995-2400
--

**BID/RFP ADDENDUM**

Date: \_\_\_\_\_

Addendum No. \_\_\_\_\_

BID/RFP No. \_\_\_\_\_ BID/RFP TITLE: \_\_\_\_\_

**This addendum modifies the conditions of the above-referenced BID/RFP as follows:**

---



---



---

*All information, specifications terms, and conditions for the above-referenced BID/RFP, are included on the document posted on the Procurement Management website at <http://procurement.dadeschools.net>*

*The attached pages containing clarifications, additional information and requirements constitute an integral part of the referenced bid.*

1. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been submitted, sign and return this addendum form with the revised pages by the time and date indicated on the Bidder Qualification Form. BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.

**I acknowledge receipt of Addendum Number \_\_\_\_\_**

PLEASE NOTE: If your firm has forwarded a copy of this bid/proposal to another vendor, it is your responsibility to forward him/her a copy of this addendum.

**(PLEASE TYPE OR PRINT BELOW)**

LEGAL NAME OF BIDDER: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE ZIP CODE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ E-MAIL I.D. \_\_\_\_\_ FAX # \_\_\_\_\_

BY: SIGNATURE (Manual): \_\_\_\_\_  
 OF AUTHORIZED REPRESENTATIVE

NAME (Typed): \_\_\_\_\_ TITLE: \_\_\_\_\_  
 OF AUTHORIZED REPRESENTATIVE

**Addendum #1 for RFP16-046-MT, Title I Equitable Supplementary Educational Services (ESES) for Non-Public School Students and Subject to their selection by a participating non-public school.**

**The following is a list provides answers to the questions received:**

1. Do the catholic schools select one vendor for all their schools or can each school select their own vendors.

**Answer:** The Archdiocese of Miami, Department of Schools, has identified their Superintendent of Schools as their authorized representative. The Archdiocese's Superintendent of Schools selects one vendor for all the Catholic schools.

2. What documentation/form is required to show participation from an SBE/MBE?

**Answer:** Please see Section 1.14 and Section 4.0 of the RFP as it provides the answer.

3. What is the total number of students who received services last year under this program?

**Answer:** A total of 5,400 students received services last year under this program.

4. The RFP states on page 28 that, "Exhibit 1 found in Section 7 is to be used as the cover page for the Proposal. This form must be fully completed and signed by an authorized officer of the Proposer submitting the proposal." We do not see a signature line. Where should the officer sign?

**Answer:** Please complete the document, without the signature.

5. Should the Proposal Section 4) Technical Qualifications include responses to all of Section 2.0, or only the items requested in Section 2.9.

**Answer:** Please see page 28, Technical qualifications, as the responses MUST include all aspects of Section, including Section 2.9.

6. Please confirm the only page restrictions are for responses to Section 2.9.

**Answer:** Yes.

7. C. Proposer must provide documentation of three to five years' experience providing instructional services, professional development and parental involvement activities in non-public schools in Florida within the last five years. Question: Are firms only eligible if they have Florida non-public school experience or is it preferred? Can Florida Title I public school experience providing similar services be used? Can experience outside the state of Florida be used? Can individual managing member non-public experience be used?

**Answer:** Firms, not individuals, are only eligible if they have Florida non-public school experience in providing instructional services, professional development and parental involvement activities in the State of Florida.

8. D. Proposer must supply the names, addresses and contact information of three (3) school districts in the state of Florida where they have delivered or are delivering similar services, along with letters of recommendation from the non- public school directors in those districts as stated in Exhibit 6 of this RFP. Question: Can names of school districts outside of Florida be supplied? Can Title I public school directors/principals letters of recommendation be used?

**Answer:** Proposer must supply the names, addresses and contact information of three (3) school districts in the state of Florida where they have delivered or are delivering similar services, along with letters of recommendation from the non- public school directors in those districts as stated in the approved RFP.

9. RFP-16-046-MT is requesting “research-based” responses in section 2.9, can the bibliography be added as an appendix?

**Answer:** Yes.

10. RFP-16-046-MT is requesting one (1) unbound original and eight (8) bound copies, Is there a preference to how we bind the copies?

**Answer:** No.

11. Question #2: Please explain PD for teachers at the non-public school A. Establish and direct the ESES for Title I eligible students at participating non-public schools, including but not limited to: ensuring appropriate staff credentials, a teacher/student ratio of no greater than 1:6 and with a grade span no greater than three (3) grades within each group; establishing program goals and objectives; conducting continuous services monitoring and program evaluation; conducting teacher consultation and supervision; providing professional development for teachers at the non-public school; and encouraging parental involvement.

**Answer:** Professional Development is for teachers at the non-public schools in the core academic subjects, classroom management, parent-teacher conferences, or any other areas identified by the individual private school authorized representative during consultation and program design depending on the need of the school. A menu of possible sample offerings is to be provided by the proposer based on experience/capacity.

12. Question #3: Where are students located? Where are the teachers located? B. Provide a teacher(s) with appropriate credentials, including substitutes as needed, at each participating non-public school with the responsibility for planning, administering, and assessing a customized supplementary instructional program in language arts/reading, mathematics, science or social

studies for Title I eligible students. Teachers hired by the provider cannot engage in team teaching or other cooperative instructional activities with non-public school personnel, and cannot introduce any religious matter into the instruction or become involved in the religious activities of the nonpublic school.

**Answer:** The students and teachers are located at each individual non-public school.

13. Question #4: Where are families uniting? At school? Online? Explain family learning events. E. Provide parent training and parental involvement activities that unite families and schools; focus on family learning events; encourage parent- teacher conferences; provide discipline techniques; and show parents how to help their children with homework. Provide parental communications in English, Spanish, and Haitian Creole.

**Answer:** The families meet at the school. The explanation of the family learning events is the responsibility of the proposer. Examples would be homework assistance, discipline, parent-teacher conferences, family literacy, etc. The offerings depend on the individual proposer's experience and capacity, along with the determinations made during consultation with each individual private school based on their needs.

14. The description has a few words that I would like clarification on "non-public" schools. Can you explain what NON-PUBLIC schools means? Is this RFP with Miami-Dade Public Schools, which is public?

**Answer:** A "non-public" school is an elementary or secondary non-profit private school. Yes, this RFP is with Miami-Dade County Public Schools, which is a public entity, but it is for instructional services, professional development and parental involvement activities for eligible private school children, teachers, and parents.