

## **Addendum No. 1**

Date: **June 24, 2024**

Re: **Family Engagement and Communication Materials**

RFP No.: **224-130-7-3**

The following information becomes part and parcel of the Request for Proposal (RFP) #224-130-7-3 effective this date. Firms must acknowledge receipt of this addendum in their solicitation response.

The listed items add to, modify, or otherwise alter the specifications and become part of the solicitation documents. Where a portion of the original specifications are added to, modified, or also altered, the portion not so affected shall remain. Firms may have the right to protest this addendum.

### **Inquiries/ District Responses**

Before the solicitation inquiry deadline of **June 19, 2024**, the District received inquiries regarding this solicitation. The District's response to the questions follows in **bold** font.

1. I have a multilingual training program that has materials for staff to increase parent engagement by training families. The materials are in a portal, but the staff would increase their effectiveness exponentially if I provided them training on the program. Would it be appropriate for me to include training for staff to implement the program in the proposal or is this just online stand-alone materials for families directly? **If the vendor can respond to all of the requests and include this as additional support, then yes.**
2. Will you accept an offer/proposal for only supporting materials and supplies? Or does the vendor need to offer all of the outlined material formats (i.e. the various types of communication materials)? **See #1.**
3. How will you evaluate those proposals that do not offer all of the requested communication materials? **Please include a cost sheet, catalog, per school or per enrollment counts with your bid**
  - a. How are you calculating the Total cost to the district with no estimated quantities or products specified? **See above; costs will be determined as needed by each school and/or the district**
4. Will you award to a vendor that does not offer on-site services? **If the vendor can respond to all of the requests and include the support provided (on- or off-site), then yes.**
5. With no estimated quantities of students per grade, should proposal be based on quantity of 1 of each product proposed? **See #3**
6. What is the estimated dollar value of contract? **See #3**

All other terms and conditions remain unchanged and enforced.

Thank you for your interest in the District.

*Elizabeth D. McDavid*

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Buyer I