



DATE: April 26, 2013

TO: All Offerors

FROM: Gaurang P. Pathak  
 Manager of Financial Services/Internal Control

SUBJECT: ADDENDUM TO RFP - CONTRACT NO. CSD-2013-21

**RFP for Student Services Support Staff**

**ADDENDUM #2 Questions & Answers**

**Questions & Answers**

| Questions  | Answers   |
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| <p>1. Section II<br/>           Paragraph #2<br/>           Page 3<br/>           Text Cost to Deliver Service</p> <p>Question:<br/>           Should cost be included by itself on proposal or submitted separately from the proposal and attached to the original proposal?</p>  | <p>Cost to Deliver Services:</p> <p>Cost must be submitted separately in a sealed envelope.</p>   |
| <p>2. Presently, what are the hourly costs existing vendors charge for Hall Monitor, Time-out Monitor and In school Suspension Monitor?</p>  | <p>Current contract hourly rate for Student Services Support Staff is \$23.00</p>   |
| <p>3. Section II<br/>           Paragraph A<br/>           Page 3<br/>           Text Minimum Requirement</p> <p>Question:<br/>           Do worker's compensation or other insurance have to be obtained when the RFP is submitted or can it be obtained after notification of contract and before workers start working in their assigned schools?</p> | <p>Vendors may provide copies of Liability Insurance Certificate as specified in the RFP upon award of contract but prior to providing services.</p> <p>If not including copies of Insurance certificates in the proposal submission then vendor must acknowledge and address their intent in the proposal.</p> |
| <p>4. Section III<br/>           Paragraph C</p>   | <p>The evaluation team at Christina School District consists of subject matter experts or</p>   |

Questions & Answers

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| <p>Page 12<br/>Text Proposal Evaluation Team</p> <p>Question:<br/>Will African American females be members of the Proposal Evaluation Team?</p>   | <p>users of the services.</p>  |
| <p>5. Will the evaluation team select more than two vendors for Contract No. CSD-2013-21 so that no vendor can create a monopoly on providing services which may have already occurred?</p> | <p>Please refer to section B number 17 on page 10 of RFP titled <b>District's Right to Award Multiple Source Contracting</b></p> |
| <p>6. Is this service currently being purchased through contracted services?</p>  | <p>Yes</p>   |
| <p>7. If so, what are the rates being paid by the school district for these services?</p>   | <p>Current contract hourly rate for Student Services Support Staff is \$23.00</p>  |
| <p>8. How many support service workers are currently being provided to school district through contracted services?</p>   | <p>It depends on the needs of each school</p>  |
| <p>9. How many hours per day do these monitors work? Is this consistent each day?</p>   | <p>It varies</p>   |
| <p>10. Do the positions vary from day to day, e.g., hallway monitor duties from 8am-11am, then suspension monitor from 3pm-4pm, etc?</p>  | <p>Yes, it varies</p>  |
| <p>11. Why are these services being contracted out; is it because of an additional need for services/students, or budgetary constraints and looking for cheaper solution?</p>               | <p>Yes</p>   |
| <p>12. Are the student support services staff employed by school district part of collective bargaining agreement?</p>  | <p>No, they are not employed by the school district</p>  |
| <p>13. Are you looking for one vendor as prime vendor?</p>  | <p>No</p>  |