



DATE: May 6, 2016

TO: All Offerors

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

SUBJECT: ADDENDUM TO RFP - CONTRACT NO. CHR-2016-11

RFP for In School Alternative Program

ADDENDUM #1 Questions & Answers

Questions	Answers
I had a question about CONTRACT NUMBER CHR-2016-11. In the RFP, are you requesting just the behavior modification/management portion for the 7 schools?	Yes for up to 7 schools
Would those submitting a proposal be required at all to provide educational services or just aid in the instruction?	Student work would be provided by the teachers at the schools, the successful vendor would be required to provide assistance with this work to the students in the Alternative Program
In the scope of services, for counseling experience, many of our Glen Mills Schools Counselor/Teachers have many years of experience with juveniles/youth. Is a certification required or strictly experience?	Documented proof of counseling experience would be required if counseling certification is not provided
SECTION II: Paragraph 3: Page 2: Vendor's Responsibilities • The vendor will provide building principals with weekly updates on student progress, issues, etc. 1. Are we going to be required to use eSchool as our reporting/scheduling format?	No, feedback forms will be provided by CSD
SECTION II: Paragraph 2: Page 2: Provide each school with a trained staff member to monitor/facilitate the ISA Program with fidelity. 1. Will the students participating in the program be completely segregated in the <i>school</i> buildings from the general student population and will they have separate bus transportation services?	They program will have an identified classroom for the students, but they will go to the lunchroom to pick up their lunch and in some schools the students will attend core classes at some point during the day. No students will ride regular student transportation with the rest of the student body

<p>SECTION III: Paragraph 4: Page 3: Additional Requirements: • Cost Proposals: We are looking for two separate proposals 1) for four (4) middle schools only and 2) All seven (7) schools (middle and high)</p> <p>1 . In the submission of the RFP does Christina want a per student cost analysis or a total program cost analysis?</p> <p>2. If the RFP requires a total program cost analysis, what is the projection on student numbers and the breakdown middle school student population versus high school student population?</p> <p>3. What is the payment disbursement schedule like for the vendor?</p>	<p>1. Total program cost analysis.</p> <p>2. We have a rolling admission process; there would be no way at this time to provide a projection.</p> <p>3. Payment would be monthly in arrears</p>
What are the bill rates for each role?	Information not available at this time
Who is current vendor?	Pathways of Delaware, Inc.
How are services billed (by service?, by day)	Billed monthly
How many hours are students in the alternative day program?	6.5 hours per day
What is the average length of time (# of weeks in the alternative program)	25 regular education 45 days spec education
Is the program expected to provide transportation to and from school for participants?	no
Will program have access to all school resources/facilities (gym, nurse, etc)	Students will have access with teacher supervision and administrative approval for locations. Student will have access to the nurse on staff
The document references (4) middle Schools and (3) high schools. Do each of these schools have an alternative education classroom or classrooms? Please identify the number of locations and projected number of students at each location?	<p>Yes each have a designated classroom for ISA.</p> <p>We will have up to 7 buildings with classroom, we are unable to project the number of students per classroom as it is a rolling enrollment</p>
Please confirm that the District is only seeking a trained facilitator at each location, and that District will provide program staff and academic programming.	We are seeking trained facilitators to run the program. The district will only provide student work. Teachers will be available stopping into the ISA room to assist students.
Price proposal- how many copies are required for submission?	1 paper and one electronic