



## COLTON JOINT UNIFIED SCHOOL DISTRICT

### ADDENDUM NO. 1

#### RFP 24-13JB Physical Education Enrichment Program November 21, 2023

Addendum No. 1 is issued in response to questions received from prospective firms.

**Question No. 1:** Are you planning on hiring one provider for all of the programs or might you hire more than 1?

**District Response:** *No, the District will select one firm to provide the services.*

**Question No. 2:** On the price proposal form, there is an hourly rate column (which I'm assuming means the hourly rate for our programming) and then the "Total Cost for Coaches" column. I'm not sure what information you are looking for here. Just the total number of hours times the hourly rate? (I just wanted to confirm you aren't looking for something other than that.) If our On Site Coordinator/Lead coach pricing is included in our programming hourly rate (which also includes supplies, lesson plans, training), does that need to be broken out?

**District Response:** *If the cost for the lead coach/site coordinator is included within the hourly rate, please indicate "included in the hourly rate" in the column titled Total Cost for Coaches.*

**Question No. 3:** What type of support are you expecting Vendors to fulfill for this RFP: PLC, Lunch-recess support, recess support, After School, Other?

**District Response:** *PLC*

**Question No. 4:** What grades are Vendors expected to service?

**District Response:** *TK through 6*

**Question No. 5:** It says on page 16 that "The vendor will meet with each elementary school for 10 days per site, January 16, 2024 - May 31, 2024." with a Jan 16 start date for the contract. However, 2 schools are scheduled on Jan 11 & 12. Can you please clarify the correct dates?

**District Response:** *January 11, 2024 is the correct start date.*

**Question No 6:** For the purpose of providing stability for staff, can the Vendor have input on program dates for schools that state they are flexible with their dates?

**District Response:** *Yes, we would greatly appreciate working with the vendor on the schedule so we can coordinate around other Enrichment teacher schedules and breaks. We can work together on this to meet both the vendor and district needs.*

**Question No. 7:** We do not see a "Respondent Questionnaire" or questions to answer, which is described in Section F, page 6 of the RFP. Can you clarify which questions/questionnaire Vendors must answer?

**District Response:** *Please disregard this section, there is not a "Respondent Questionnaire to be completed."*

**Question No. 8:** There is a discrepancy in two documents regarding Smith Elementary School's Lead Coach Hours. On the "Price Proposal Form" (on page 18 of the RFP) it says "55 hours". However, on the, "Schedule of Service Dates and Times" form, it says "57.5 hours" (similar to all other elementary sites that are scheduled to receive 10 days of service per site. Should the "Price Proposal Form" be adjusted to say "57.5" Lead Coach hours to match the "Schedule of Service Dates and Times" form?

**District Response:** The correct number of hours for Smith Elementary is 57.5. A revised price list is attached and must be used when submitting your RFP.

**Question No. 9:** Can you please clarify what specific services you'd like the Lead Coach to perform?

**District Response:** The lead coach will supervise the other coaches for the purpose of:

- Supervising classes to ensure skills are taught, followed by structured activities
- Assist in a medical event

- Provide additional supervision
- Assist if a student needs re-directing
- Ensure appropriate equipment and supplies are brought

**Question No. 10:** Can you please clarify how many References you'd like the Vendor to submit (Section E, page 6 of RFP)? Do you want a list of *all* school districts the vendor has provided services to over the past 5 years, or a sample (i.e- 3-5 district references) that the vendor has served in this time period?

**District Response:** *A minimum of 2 references is required of districts serviced that are similar to our district in size and must be within the last 5 years.*

**Question No. 11:** What "certifications and attachments" are you referring to in Section H of the RFP (page 6) that we are to submit, in addition to the forms described below this sentence?

**District Response:** *The following attachments must be submitted with the RFP.*

- *W-9 Tax Form*
- *Worker's Compensation Form*
- *Equal Opportunity Certification*
- *Debarment, Suspension & Exclusion Certification*
- *EDGAR Federal Funding Contract Compliance Form*
- *Non-Collusion Affidavit*

**Question No. 12:** Can you please clarify if Vendors must submit the CRIMINAL BACKGROUND INVESTIGATION/FINGERPRINTING CERTIFICATION form (on pages 28-29 of the RFP) with our proposal?

**District Response:** *The Criminal Background Investigation / Fingerprinting certification forms must only be submitted by the firm award the contract.*

Question No. 13: When will Vendors know if they are selected to support this District need?

**District Response:** The District anticipates requesting board approval on December 14, 2023

**REVISED PRICE PROPOSAL FORM**

**RFP No. 24-13 Physical Education Enrichment Programs**

*Under penalty of perjury, the undersigned does hereby agree to provide and complete all services in accordance with the entire RFP No. 24-13JB documents, including but not limited to addenda acknowledged based on the fee schedule provided shown below or attached hereto above:*

<b>PRICE FORM</b>			
<b>School Site</b>	<b>Total Number of Hour</b>	<b>Hourly Rate</b>	<b>Total Cost for Coaches</b>
Alice Birney Elem. Coach Hours	230	\$	\$
Alice Birney Elem Lead Coach Hours	57.5	\$	\$
Cooley Ranch Elem Coach Hours	230	\$	\$
Cooley Ranch Elem Lead Coach Hours	57.5	\$	\$
Crestmore Elem. Coach Hours	230	\$	\$
Crestmore Elem. Lead Coach Hours	57.5	\$	\$
D'Arcy Elem. Coach Hours	230	\$	\$
D'Arcy Elem. Lead Coach	57.5	\$	\$
Grand Terrace Elem. Coach Hours	230	\$	\$
Grand Terrace Elem Lead Coach Hours	57.5	\$	\$
Grant Elem. Coach Hours	230	\$	\$
Grant Elem. Lead Coach Hours	57.5	\$	\$
Grimes Elem. Coach Hours	230	\$	\$
Grimes Elem. Lead Coach Hours	57.5	\$	\$

Jurupa Vista Elem. Coach Hours	230	\$	\$
Jurupa Vista Elem Lead Coach Hours	57.5	\$	\$
Lewis Elem. Coach Hours	184	\$	\$
Lewis Elem. Lead Coach Hours	46	\$	\$
Lincoln Elem. Coach Hours	230	\$	\$
Lincoln Elem. Lead Coach Hours	57.5	\$	\$
McKinley Elem. Coach Hours	230	\$	\$
McKinley Elem. Lead Coach Hours	57.5	\$	\$
Reche Canyon Elem. Coach Hours	230	\$	\$
Reche Canyon Elem. Lead Coach Hours	57.5	\$	\$
Rogers Elem. Coach Hours	230	\$	\$
Rogers Elem. Lead Coach Hours	57.5	\$	\$
Smith Elem. Coach Hours	230	\$	\$
Smith Elem. Lead Coach Hours	57.5	\$	\$
Sycamore Hill Elem. Coach Hours	230	\$	\$
Sycamore Hill Elem. Lead Coach Hours	57.5	\$	\$
Terrace View Elem. Coach Hours	230	\$	\$
Terrace View Elem. Lead Coach Hours	57.5	\$	\$
Wilson Elem. Coach Hours	230	\$	\$
Wilson Elem. Lead Coach Hours	57.5	\$	\$
Zimmerman Elem. Coach Hours	138	\$	\$

Zimmerman Elem. Lead Coach Hours	34.5	\$	\$
		Total	

The undersigned has read the specifications, instruction and conditions, and all supplementary conditions or instructions included herein, is familiar with and understands the provisions and proposes and agrees to furnish and deliver services in strict accordance with these specifications, in BIDDER ACKNOWLEDGES

THE FOLLOWING ADDENDUM:

Number    Number    Number    Number    Number    Number    Number    Number  
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Acknowledge the inclusion of all Addenda issued prior to bid in the blanks provided above. Your failure to do so may render your bid non-responsive.

structions, conditions and provisions, and the prices quoted herein:

Name of Firm \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

By \_\_\_\_\_ Title: \_\_\_\_\_

*Signature*