



Department of Purchasing & Contract Compliance

Felicia Strong-Whitaker, Director

Date: November 17, 2015

Re: 15RFPFRESHGRANTTUTORING, On-Site Tutoring and Support Services

Dear Proposers:

Attached is one **15RFPFRESHGRANTTUTORING, On-Site Tutoring and Support Services** copy of Addendum No. 1, hereby made a part of the above referenced
Except as provided herein, all terms and conditions in quote referenced above remains unchanged and in full force and effect.

Sincerely,

Cheryl Cochran

Cheryl Cochran
Chief Assistant Purchasing Agent

Winner 2000 - 2009 Achievement of Excellence in
Procurement Award • National Purchasing Institute



15RFPFRESHGRANTTUTORING, On-Site Tutoring and Support Services

Addendum No. 1
Page One

This Addendum forms a part of the contract documents and modifies the original quote documents as noted below:

- The RFP due date and time are changed from Friday, November 20, 11:00 A.M. legal prevailing time to Monday, November 23, 2015, same time.
- Attached are responses to questions submitted by interested proposers.

15RFPFRESHGRANTTUTORING, On-Site Tutoring and Support Services

Addendum No. 1
Page Two

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Department of Purchasing & Contract Compliance, Fulton County Public Safety Building, 130 Peachtree Street, SW, Suite 1168, Atlanta, Georgia 30303 by the proposal due date and time November 23, 2015 at 11:00 A.M. legal prevailing time.

This is to acknowledge receipt of Addendum No.1, _____ day of _____, 20__.

Legal Name of Proposer

Signature of Authorized Representative

Title

Response To Questions - 15RFPFRESHGRANTTUTORING, On-Site Tutoring and Support Services

Question 1: I have a question with regard to RFP# 15RFPFRESHGRANTTUTORING.

Are Online Tutoring companies eligible to apply for this RFA?

Response: All companies with an authorization to transact business in Georgia are eligible to apply. The successful applicant(s) shall provide highly-trained professional tutors (on-site and in-person) to support low income elementary school students residing within Fulton County Commission District 3.

Question 2: We are a twenty year old company that is a sole proprietorship located in Pennsylvania. We have completed many tutoring services in Fulton Co. over the years with your foster care children division. How do we submit our authority to do business in GA since we are a sole proprietorship? Just our fictitious name and IRS docs from the state of PA? Thank you.

Response: This is not applicable to a sole proprietorship.

Question 3: Can we have an estimated amount of funds available for this grant?

Response: The estimated amount of funds available for RFP# 15RFPFRESHGRANTTUTORING is \$69,333.00.

Question 4: My company, FEV Tutor, is interested in responding to RFP No. 15RFPFRESHGRANTTUTORING for On-Site Tutoring & Support Services.

We are a provider of live, 1-to-1 virtual tutoring services and are currently working with several Fulton County Schools (under RFQ 126-15 Virtual Tutoring services).

We pair each student with their own 1-on-1 professional tutor who works with them in real-time on our engaging virtual whiteboard. Students work with their tutor based their own Personalized Tutoring Plan which is created in collaboration with FEV's Education Team and FCS teachers and staff.

FEV is familiar with FCS curriculum and standards and will work to ensure the tutoring program is a direct extension of students' core classroom. Most of our work at Fulton County Schools is with At-Risk/Title I students

who are working to bridge skill gaps, increase achievement, and to catch back up to grade level.

I was wondering if you would consider an online tutoring vendor such as ourselves as part of Fulton County's RFP No. 15RFPFRESHGRANTTUTORING for On-Site Tutoring & Support Services?

Response: All companies with an authorization to transact business in Georgia are eligible to apply. The successful applicant(s) shall provide highly-trained professional tutors (on-site and in-person) to support low income elementary school students residing within Fulton County Commission District 3.

Question 5: The Educational Advisory Foundation is grateful for the opportunity to submit proposal documents to Fulton County for the F.R.E.S.H. on-site school tutoring program. As we prepare our proposal, we hope you might clarify an item for us. We are a registered non-profit (501)(c3) in the state of Georgia. Do we need to register as a vendor through the Fulton County Government Web site? Or is it acceptable to submit proof of non-profit status, Georgia state registration, and Tax ID information with our proposal instead?

Response: You are not required to register through the Fulton County Government web site but we encourage you to register. If you are awarded the contract, your registration is a must. Proof of non-profit status or Georgia state registration is acceptable.

Question 6 What is the typical cost range for tutorial sessions per day?

Response: The cost will vary by agency, depending on the level and scope of services being provided. Applicants should provide information based on their specific program design.

Question 7: What is the range of time that services shall be rendered? (e.g. tutoring offered three days a week x \$20 per day for 60 students = \$3,600)

Response: Applicants should provide information based on their specific program design and how it will meet the need (or solve the problem) of onsite school tutoring for low income students

Question 8: How often would tutoring and support occur?

Response: Applicants should provide information based on their specific program design.

Question 9: Do you have a certain student ratio expectation? (e.g. 10:1 or 15:1)

Response: Applicants should provide information based on their specific program design.

Question 10: Will the program end December 2016, or is there a possible renewal to extend into the 2017 school year?

Response: The contract term will begin upon Notice to Proceed (NTP) through the school year 2015-2016.

Question 11: Is transportation required to take students home after services are provided?

Response: Transportation is not a requirement of the RFP. However, applicants should provide information based on their specific program design.

Question 12: Will the location for tutoring be provided at the school?

Response: The RFP is for onsite tutoring services rendered at schools serving youth residing in Fulton County Commission District 3. Applicants are responsible for establishing/ arranging agreements/MOU with applicable schools based on their specific program design.

Question 13: How often would you like assessments to take place? (e.g. Quarterly or Weekly?)

Response: Applicants should provide information based on their specific program design. Agencies will be required to complete a performance report at the close of the contract term.

Question 14: Does it matter if the organization is a for-profit or non-profit organization?

Response: No.

Question 15: Do we apply for each bid opportunity by paper using the PDF attached to the announcement and simply answering each question?

Response: Your proposal response should be submitted via mail, hand delivery in a sealed envelope in a PDF paper format as outlined under No. 3. Proposal Guidelines.

Question 16: Is there a page limit on the bid proposal?

Response: No. However, no. 4 under 3.1.1 Company Summary specifies that the purpose of your agency should be provided in 75 words or less.