



Office of the Mayor-President

Purchasing Division
City of Baton Rouge
Parish of East Baton Rouge
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ADDENDUM NO. 1

June 21, 2016

20008-16 FOR OUT-OF-SCHOOL YOUTH PROVIDERS

Proposal submission deadline: **July 27, 2016 (Revised)**
Proposal Closing Time: **2:00 p.m.**

Your reference is invited to **Solicitation No: 20008-16 FOR OUT-OF-SCHOOL YOUTH PROVIDERS** which is scheduled to open at 2:00pm, on July 27, 2016, for **OUT-OF-SCHOOL YOUTH PROVIDERS** for the City of Baton Rouge-East Baton Rouge Parish.

- 1. This addendum revises the Schedule of Events calendar allowing for a second non-mandatory pre-proposal conference as well as extending the deadlines for questions, responses to questions, and proposal submittal. **Those participants attending the 1st pre-proposal conference on June 13th are not required to attend the 2nd pre-proposal conference scheduled for July 11, 2016.** The revised schedule of events for this Request for Proposal are as follows (changes are in **bold**):

Item	Schedule
1. RFP released - mailed to prospective proposers	June 3, 2016
2. Non-Mandatory Proposer's Conference EmployBR - 4523 Plank Road Classroom #4 Please RSVP to vpitts-ponder@brgov.com	July 11 2016 (9:30AM-11:30 AM Local Time)
3. Deadline to receive written inquiries	July 11, 2016 (5:00 PM Local Time)
4. Deadline to answer written inquiries	July 13, 2016
5. Proposal Submission Deadline	July 27, 2016
6. Purchasing Department Reviews Proposals	July 27-28, 2016
7. Notice of Intent to Award sent	To Be Determined (TBD)
8. Proposal Presentation(s) to LWDB	To Be Determined (TBD)
9. Presentation of Recommended Proposal(s) to Metro Council	To Be Determined (TBD)
10. Contract Initiation	To Be Determined (TBD)

- 2. This addendum provides an updated Insurance Requirements (Attachment C)
- 3. This addendum corrects the Cover page and solicitation number on p. 12 from 20008-15 to 20008-16, as listed.
- 4. This addendum provides responses to questions received by the original inquiry deadline.

Note: A second inquiry period has been provided.

Out-of-School Youth RFP Question Responses and Addendums

1. "Can the proposal be designed to serve only boys and young men of color that addresses the disproportionate issues and challenges that they face to stay on track and reach positive outcomes and productive citizenry? Or must the proposal include both male and female youth participants?"

No, the program cannot serve only boys and young men of color. See Target Population on the pp. 4 and 5 of RFP.

2. Am I correct in understanding that the General Liability Insurance as described in Attachment C is required for the project only for the Occupational Skills and Job Readiness Strategy if selected and not for the Basic Education and Instruction for High School Equivalency Test (HiSET) component?

No, the insurance requirements in Attachment C, p. 64 of RFP, are for both Occupational Skills and Job Readiness Training and Adult/Youth Educational Services providers. (See forthcoming RFP Addendum).

This addendum is hereby made a part of the RFP for OUT-OF-SCHOOL YOUTH PROVIDERS Initiative and should be acknowledged.

Attachment C

**Insurance Requirements for
Basic Education and Instruction
for HiSET**

&

**Occupational Skills and Job
Readiness Training**



Attachment C

Insurance Requirements for Youth/Adult Basic Education and Instruction for HiSET & Occupational Skills and Job Readiness Training

CONSULTANT’S AND SUB-CONSULTANT’S INSURANCE: Consultant and any sub-consultants shall carry and maintain at least the minimum insurance as specified below until completion and acceptance of the work covered by this contract. Consultant shall not commence work under this contract until certificates of insurance have been approved by the City-Parish Purchasing Division. Insurance companies listed on certificates must have industry rating of A-, Class VI or higher, according to Best's Key Rating Guide. Consultant is responsible for assuring that its sub-consultants meet these insurance requirements.

- A. Commercial General Liability on an occurrence basis:**

General Aggregate	\$2,000,000
Each Occurrence	\$1,000,000

- B. Business Auto Policy**

Any Auto; or Owned, Non-Owned & Hired:	Combined Single Limit	\$1,000,000
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- C. Standard Workers Compensation - Full statutory liability for State of Louisiana with Employer's Liability Coverage.**

- D. The City of Baton Rouge and Parish of East Baton Rouge, must be named as additional insured on all general liability policies described above.**

- E. Professional Liability coverage for errors and omissions is not required, but Parish shall have the benefit of any such insurance carried by Consultant.**

- F. Certificates must provide for thirty (30) days written notice to Certificate Holder prior to cancellation or change.**

- G. The Certificate Holder should be shown as: City of Baton Rouge and Parish of East Baton Rouge, Attn: Purchasing Division, Post Office 1471, Baton Rouge, Louisiana 70821.**

NOTE TO PROPOSERS:

- 1) Submit evidence of these Insurance Requirements with all required information set forth in the solicitation documents as your proposal.

- 2) Retain the complete set of Specifications and Contract Documents and a copy of the Insurance Forms for your files.