



LOUISIANA DEPARTMENT OF EDUCATION

April 30, 2019

ADDENDUM NO. 3

Your reference is directed to RFP #678 PUR-3000012102, which has a deadline for the submission of proposals of 2:00 p.m. (CST) on May 17, 2019.

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED REQUEST FOR PROPOSALS.

ACKNOWLEDGEMENT: If you have already submitted your proposal and this Addendum does not cause you to revise your proposal, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail to: Louisiana Department of Education, C/O Karen Evans, Appropriation Control, P. O. Box 94064, Baton Rouge, LA 70804-9064, by hand delivery to: 1201 N. 3rd Street, Ste. 5-242, Baton Rouge, LA 70802 and indicate the file number and the bid opening date and time on the outside of the envelope for proper identification. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the proposer from complying with the terms of its proposal.

Addendum Acknowledged/No Changes:

For: _____ By: _____

REVISION: If you have already submitted your proposal and this Addendum requires you to revise your proposal, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to proposal opening by mail to: Louisiana Department of Education, C/O Karen Evans, Appropriation Control, P. O. Box 94064, Baton Rouge, LA 70804-9064, by hand delivery to: 1201 N. 3rd Street, Ste. 5-242, Baton Rouge, LA 70802 and indicate the file number and the bid opening date and time on the outside of the envelope for proper identification. The State reserves the right to request a completed Acknowledgement at any time. Revisions received after proposal opening shall not be considered and you shall be held to your original proposal.

Revision:

For: _____ By: _____

Louisiana Believes



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**Addendum #3 for RFP 678PUR-3000012102
Responses to First Set of Proposer Inquiries
Posted April 30, 2019**

Responses to First Set of Proposer Inquiries

1. Exactly what information must be redacted? Do schools, employees, etc. have to be redacted or just the name of the applicant applying. Do I only redact "Sabine Parish School Board" or must I also redact the names of the schools served? Does this include the applicant name in the upper right hand corner by the page number?

Answer: Page 8 of the RFP states that an Anonymized Copy is a copy of the application that does not provide any identifiable information of the applicant. (Ex. Redacted or black boxes or X'd out if done electronically – ex: XXXXX or [REDACTED]). "Sabine" would be redacted, which is identifiable information and a school name, which is identifiable information. Yes, that will include the portion of the applicant's name in the upper right hand corner that is identifiable.

2. Are site coordinators able to be school day employees who work past the school hours to manage the site?

Answer: Yes, site coordinators can be an employee of the school that performs site coordinator duties once their regular school day has ended.

3. Is a school day employee able to be the educational liaison if the person works past the school hours to manage the academic components of the program? Are we able to have one educational liaison that serves all four sites?

Answer: Yes, the educational liaison can be an employee of the school that performs those duties once their regular school day has ended. Yes, one educational liaison can serve all four sites.

4. Are sites able to serve multiple schools? Example: If a site is housed at Rivers High School and serves Rivers High School students, will the site also be able to serve Shelly High School if the students from Shelly High School are transported to Rivers High School?

Answer: Yes.



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5. Please clarify what the definition of the administrator is for the purpose of this grant. Will it prohibit lower-level administrators who are not the principal or AP, but are also not teachers (i.e. School Deans) from participating?

Answer: A school administrator is a leader in a school, such as a principal, vice principal, dean of students or other school leaders in an official capacity. A school administrator (principal, vice principal, dean of students, or any person serving on the school's administrative team) cannot be compensated in any way (monetary, exchange of services, gifts, etc.) by a 21st CCLC program.

6. We'd like further detail on the sports-related activities rule (non-allowable expense). Are we able to pay coaches for after-school practices in competitive sports?

Answer: Page 43 of the RFP states that 21st CCLC funds cannot be used to pay for school-related and school wide athletics, or organized competitive sports activities, league fees and all associated costs, salaries or district dues and are strictly prohibited and considered supplanting. Competitive [interscholastic] sports costs are costs that would have been covered previously through other means, and therefore are prohibited under the 21st CCLC program's supplement-not-supplant statutory requirement.

7. How deep does redaction need to be? Do we need to redact city and neighborhood?

Answer: Page 8 of the RFP states that an Anonymized Copy is a copy of the application that does not provide any identifiable information of the applicant. (Ex. Redacted or black boxes or X'd out if done electronically – ex: XXXXX or [REDACTED]). No, the city and neighborhood does not need to be redacted.

8. The RFP p. 22 mentions the cost of insurance. Is this related to awarded contracts only, or does it need to be in the application budget?

Answer: Insurance will not need to be obtained until a contract is awarded. The cost of insurance only needs to be included in the budget if 21st CCLC funds are being utilized for payment.



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9. P.39 parent consent form to access data - does this apply to students/sites within a consortium application that are not the lead applicant and are from a different charter network than the lead applicant?

Answer: Yes. Page 39 states that in order to meet performance reporting requirements and also to comply with federal confidentiality regulations, all non-school 21st CCLC grantees (or LEAs serving students through 21st CCLC who are enrolled in other LEAs) must develop and utilize a written release form to secure parental permission to gain performance reporting data from their children's school records.

10. What is the maximum number of hours for the executive director and maximum pay per hour?

Answer: Page 52 states the Program Director, Site Coordinator, and all other salaries/wages must be based on and reported using a percentage of time designated for the 21st CCLC program. All salaries and wages must be consistent with the policies and procedures of the proposer's agency. Additionally, Page 31 states regardless of the size of the grant, proposed costs must be reasonable and necessary to carry out the program's purposes and objectives.

11. Can we hire a technical administrator with funding from 21st Century? On page 31 in the scope of work it states that the following positions are: (1) Full time Project Director, (2) Education Liaison, and (3) Site Coordinators.

Answer: Page 31 states that to fully support the program and align with best practices, grantees must budget salaries for three (3) required staff positions. Hiring additional staff to implement 21st CCLC program is allowed.

12. We have two of our schools (elementary and middle) are combining into one K-8th school. If we continue to seek 21st Century funding support, would the school be considered one school (K-8th) or two separate schools (K-5th and 6th-8th).

Answer: Yes, it would be considered one school.



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13. What is the minimum number of school we can serve?

Answer: 1 (one) school minimum.

14. Can the educational liaison role be split across multiple sites, making it a site specific role? (The rationale is that the content matter might be different, so we could have tailored support for elementary and secondary after school programs).

Answer: Yes.

15. Can the Educational Liaison be a stipend additional work role for a full-time school-day employee? If so, what type of school day staff (teacher, administrator, etc)?

Answer: Yes, the Educational Liaison can be paid by stipend and can be a full-time school day employee. However, the Educational Liaison can only work for the 21st CCLC program once the individual's daytime duties have been completed and they are no longer being paid by the school system. There must be a clear separation of time and duties. Note that Page 32 states that lead teachers or administrators acting in other capacities during the school day cannot satisfy the requirements of these positions. School Administrators or those acting in that capacity cannot be employed by a program.

16. How does the department classify a "Lead Teacher" who would be exempt from a site coordinator role (versus a teacher)?

Answer: Lead teachers are experienced educators who work with other teachers, administrators and parents to help both teachers and students have a positive, productive school experience. The RFP states on page 32 that Lead teachers or administrators acting in "other capacities" during the school day cannot satisfy the requirement of these positions.



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17. In 2.1 it states that all programs must be implemented through a partnership with at least one LEA and one nonprofit agency, government, etc. As a Charter School Network with an LEA, do we count as both of these entities? If not, can you clarify this paragraph (second paragraph under scope of work)? What are the requirements of this partnership?

Answer: Yes. An LEA does not have to partner with another agency.

18. In 3a. of the project requirements, it explains that there is a private school consultation requirement. Does this apply to public charter schools in New Orleans, or are we exempt from this consultation requirement? If it does apply, then would New Orleans charters all have to reach out to the same private schools because the 3-5 mile radius for the attendance zones all overlap?

Answer: Yes, the consultation requirement regarding private school consultation applies to public charter schools. Refer to the 21st CCLC Non-Regulatory Guidance - F-10 page 20, F-16 page 22 and F-20 page 23. Yes, the charter would have to reach out to the same private schools within the required radius for the designated attendance zone.

19. What does the private consultation look like, is there specific or recommended language for outreach?

Answer: See Form C on page 83 of the RFP for instructions.

20. Can early learning centers that serve Pre-K be a site for 21st CCLC?

Answer: According to the 21st CCLC Non-Regulatory Guidance, page 27, G:3, 21st CCLC program funds can be used for support services for pre-kindergarten children. Although “students” are designated in statute as the intended beneficiaries of the program, the Department believes that younger children who will become students in the schools being served can also participate in program activities designed to get them ready to succeed in school.



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21. Is there a minimum number of students that need to be served at a single site, if we have multiple sites?

Answer: Page 31 states that 33 students is the minimum to be served based upon the minimum award available of \$50,000.

22. Can 21st CCLC serve Pre-K 3-year olds? What about Pre-K 4-year olds?

Answer: According to the 21st CCLC Non-Regulatory Guidance, page 27, G:3, 21st CCLC program funds can be used for support services for pre-kindergarten children. Although "students" are designated in statute as the intended beneficiaries of the program, the Department believes that younger children who will become students in the schools being served can also participate in program activities designed to get them ready to succeed in school.

23. With the 1% maximum requirement for parent activities, does that mean we have to use some funds for those activities up to 1% or just that we can't use more than 1% for those activities?

Answer: No more than 1% of the budget can include expenditures for parent activities.

24. Is there specific REQUIRED language to use for the board resolution?

Answer: Sample Board Resolution is below:

Below is a sample board resolution. When a contractor is a corporation, a formal, dated board resolution must be secured and attached to the contract, indicating that the signatory is a corporate representative and authorized to sign said contract.

MEETING OF THE BOARD OF DIRECTORS
OF
(CORPORATION'S NAME)



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A meeting of the Board of Directors of (CORPORATION'S NAME) was held on (DATE), whereby a resolution was passed authorizing (NAME AND TITLE OF THE INDIVIDUAL AUTHORIZED TO SIGN ON BEHALF OF THE CORPORATION) by his signature, to enter into any and all contractual obligations on behalf of this corporation.

Secretary and/or Chairman

25. Do LEAs have to submit transcripts for the financial manager?

Answer: No. Page 39 of the RFP states that LEAs do not need to include Form F.

26. We have vendors that are part of the Hudson Initiative. Do we include MOUs and Letters from them as well in section A & B or do we just list them in the Veteran/Hudson Initiative Form and Documentation?

Answer: Page 80 Form A (Partnering Agencies Form) of the RFP states that Each agency must sign an MOU found on Form B. NOTE: An individual, agency, or organization or other entity that only provides services (usually for a fee) is considered a vendor, not a partner, and would not require a Partnership Agreement. MOUs and partnership letters are only needed from partners, not vendors.

27. Are the terms "executive summary" and "abstract" used synonymously?

Answer: Yes.

28. Information in Section 1.9.3 (pages 11-12) titled Executive Summary requests information that is not in the section titled Abstract of Section 3.5 (page 49) of the Project Requirements. Do we write the Executive Summary/Abstract based on what appears on pages 11 and 12 or page 49?

Answer: Yes, you will write the Abstract/Executive Summary based upon what appears on Pages 11-12 and 49.



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29. Is financial audit necessary to be awarded a contract under this grant?

Answer: No. However, a proposer must be able to financially support the program for three (3) months without receiving claims.

30. Is a LaVet or Small Business partnership necessary to be awarded a contract under this grant?

Answer: No.

31. Can an applicant submit an application for a full year of services, which include school year and summer programming?

Answer: School year and summer programming is a requirement of the grant. See page 33 of the RFP for the required hours of programming.

32. Where can proposers find copies of the Pre-proposal conference slide deck?

Answer: https://www.louisianabelieves.com/docs/default-source/family-support-toolbox-resources/21st-cclc-mandatory-pre-proposal-conference-04-19.pdf?sfvrsn=59e79f1f_8

33. Can a proposer apply for a combination of Traditional and ELT services?

Answer: No, a proposer will have to choose to submit a traditional proposal or an ELT proposal.

34. Should/may applicants serving students who meet one or more funding priorities listed on p.56 use \$1525 per student in their application budget?

Answer: Yes.

35. For the 4 blind copies, in addition to the agency name, should addresses/cities also be removed? And, what about key staff names/resumes? Should they be blinded as well?

Answer: Page 8 of the RFP states that an Anonymized Copy is a copy of the application that does not provide any identifiable information of the applicant. (Ex.



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Redacted or black boxes or X'd out if done electronically – ex: XXXXX or [REDACTED]. No, the addresses/cities do not need to be redacted.

36. Where should we put references? End of page or end of proposal? Do they count in 22 pages?

Answer: References should be put at the end of the narrative. No, references do not count toward the 22 pages.

37. How do we number Performance Goals & Indicators since they don't count in number of pages?

Answer: Number the pages in order as you normally would. The additional pages that contain the performance goals & indicators will not be counted as part of the page limit.

38. Where should Veteran/Hudson Initiative be included?

Answer: Page 77 - The checklist instructions state a complete proposal consists of all of the following items submitted in the following order. Proposers will not be allowed to alter or revise application documents after the submission deadline.

39. Are all tables and forms available in a word format? Where can we get them?

**Answer: LA Believes - The RFP is available in Word format:
https://www.louisianabelieves.com/docs/default-source/family-support-toolbox-resources/la-21st-ccllc-rfp-c10-final.docx?sfvrsn=dbf29f1f_4**

40. In last proposal, we put a statement at end of budget about no pending litigation and no employee, contractor ever being convicted pg. 14). Where do we put this statement in narrative? Internal Controls section?

Answer: This should be placed in the Project Cost Section.



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41. Is the Attachment 1: Certification Statement on pgs. 60 and 61 the Executive Summary 1.9.3 asked for on pg. 11? If not where does the Executive Summary go?

Answer: No. The Executive Summary/Abstract are referred to interchangeably. Please refer to page 47, Section 2.5 Project Requirements for placement.

42. If a veteran 21st Century provider has been employing a highly skilled full-time site coordinator, if awarded a grant, may we keep that person on full-time and use 21st Century funds to pay part of his/her salary? Could the balance be considered in-kind match from the provider? In other words, is there any prohibition from employing a site coordinator full-time if there are other funds covering the portion of their salary not covered by 21st Century?

Answer: Pages 31-32 state that to fully support the program and align with best practices, grantees must budget salary for three (3) required staff positions. Site Coordinators – (hours not to exceed one (1) hour prior to programming and one (1) hour after programming) - one (1) dedicated person for each site qualified to manage the design and implementation of all site-level activities. 21st CCLC funds will only be able to pay a portion of the salary noted in the Site Coordinator description.

43. We have been partnering with a CBO at three of our schools, piloting using their corps members as tutors at one school. (Generation Ready auditor Phernando Bearden observed this program.) May we use 21st Century funds to expand this tutoring partnership?

Answer: Salaries for tutors is an allowable expenditure under 21st CCLC.

44. Regarding the education liaison - does the hire have to be new or can it be an expansion / change of an existing role?

Answer: The hire does not have to be new.



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45. May we include part-time administrative support in our budget (beyond the project director and site coordinator)?

Answer: Beyond the required salaries noted on pages 31-32 of the RFP, the proposer has the ability to create their own organization structure. Page 31 states that regardless of the size of the grant, proposed costs must be reasonable and necessary to carry out the program's purposes and objectives.

46. For the anonymized copies, is it acceptable to redact a hard copy by hand, then scan and submit the electronic version? Or must we redact all (including the identifying signatures, etc.) electronically? And if it must be redacted electronically, can you suggest a program that allows you to redact identifying elements like signatures?

Answer: Yes, it will be acceptable to redact a hard copy by hand, then scan and submit as the electronic version.

47. On page 10 it states "Public charter schools that operated multiple LEAs will be funded in only one contract." Please clarify; CMOs may have more than once charter school, but there are no charters that are part of more than one LEA.

Answer: Public charter schools or CMO's that operate multiple LEAs (or charters schools) will be funded in only one contract. They may apply for multiple sites, but only under one contract.

48. Related clarification: Can a CMO/charter network/district submit multiple applications as long as the schools within each are unique to one application?

Answer: LEAs or other eligible entities will be funded in only one contract. Public charter schools that operate multiple LEAs will be funded in only one contract.

49. On redaction: There is no way to electronically redact parts of the application that are scanned, such as the certification page, partner letters, etc. What do you recommend?

Answer: You may redact those portions by hand.



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50. Can you clarify the difference between a vendor and a partner? For example, if we pay a community-based organization to provide specific services, would we need a MOU from them?

Answer: See the definition of vendor on Form A on page 80 of the RFP.

51. Can the Site Coordinator be someone who is already on staff at the proposed school?

Answer: Yes

52. Can existing staff members who wish to participate in afterschool tutoring be paid to do so?

Answer: Yes

53. We are a CMO (501c3) that operates multiples public charter schools, each of which is their own LEA. Should we submit one application for all three schools?

Answer: Public charter schools that operate multiple LEAs will be funded in only one contract. You may list each school as a site under in the one proposal submitted.

54. What about partners and the proper nouns that identify nonprofit programming to be implemented that can easily be searched on the Internet to reveal location and other specific information that could enhance the chance of guessing the applicant? On MOUs and in the narrative, do we avoid being disqualified if we are sure that EVERY reference to the applicant is "blacked out?" All anonymized copies have to be saved separately and then edited to remove the applicant name. Or do we have to guess about other organizations that are part of our program services, even if the applicant name is not mentioned or included?

Answer: Page 8 of the RFP states that an Anonymized Copy is a copy of the application that does not provide any identifiable information of the applicant. (Ex. Redacted or black boxes or X'd out if done electronically – ex: XXXXX or [REDACTED]).



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55. "Anonymized copies must be completely redacted electronically (p.15)" All anonymized copies have to be saved separately and then edited at the end of the process to remove the applicant name? Every MOU, partnership letter, and other pages, often in pdf, will have the name of the applicant. With the relatively short time line between the release of the RFP and the due date, may applicants use a black opaque marker to anonymize all attachments, letters of support and partnership, and MOUs, as long as the applicant name cannot be discerned?

Answer: Yes, you may redact those portions by hand.

56. Will veteran providers have to redact the parish they provide service in as well as schools they serve?

Answer: No.

57. Will you accept the fiscal manager's electronic transcript?

Answer: No, Form F states that this must be an official transcript.

58. Are we allowed to hire supervisors of Head Start Centers/Programs?

Answer: No, the Supervisor of Head Start Center/Program is considered an administrator.

59. Can the director have a dual role and perform the education liaisons' responsibilities? Q There are 2 staff already in the 21st CCLC office.

Answer: Yes, only if the job description of the Director is inclusive of providing academic oversight for the program.

60. For the anonymizes copies do you block out signature pages?

Answer: No, only the name of the organization submitting the proposal.

61. Are only schools with the CIR or UIR designation eligible?

Answer: No.



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62. Is the Tier 1 curriculum required?

Answer: Yes, page 33 of the RFP states that Tier 1 curriculum is required.

63. Is Transportation home required?

Answer: Transportation home is not required, however it is strongly encouraged and should be budgeted if the program is not on the school site.

64. Where do we insert Performance Measures Table into the narrative? Which section?

Answer: Please refer to the instructions on page 91. "2. Copy AND paste the template below into the body of Project Design and Implementation section OF THE APPLICATION PACKET. This will NOT count toward the allowed twenty two (22) pages.

65. Where should we indicate the Louisiana framework for evaluation, academic performance, attendance standards? Is this what you are using for post-award evaluation or should this be used in the pre-award application?

Answer: This will be used as a post award evaluation.

66. Do we have to do anything with the parent consent form within our pre-award application?

Answer: You will use the consent form post award.

67. If you apply for a priority area, can you apply for more than \$800,000 or should you reduce the number of students served?

Answer: No. Page 31 of the RFP states that the maximum number of students to be served based upon a maximum of \$800,000 is 533 students.

68. Can you apply for a Traditional program and ELT?

Answer: No, a proposer will have to choose to submit a traditional proposal or an ELT proposal.



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69. Can you clarify the language on awarding contracts to LEAs?

Answer: An eligible entity will only be funded under one contract. Additionally, different entities will not be allowed to be operated by the same authorized signer/prime contractor.

70. Is one entity only allowed to apply for 4 program sites?

Answer: Yes, a program can have a 4 site maximum. See page 85 Form E.

71. If the St. Tammany Parish School Board as a whole will not be meeting until May 8, 2019 will a letter from the school boards attorney stating the superintendent has the authority to execute documents necessary to apply for grants be acceptable?

Answer: Yes, a signature authority letter from the board attorney will be acceptable.

72. For 4.c. of the narrative, do applicants respond in narrative format or fill in the table 1? Or both?

Answer: See page 91 of the RFP for Performance Indicator template and instructions.

73. Does the table count as part of the 22 pages?

Answer: If you are referring to the Performance Measures table, please refer to the instructions on page 91. "2. Copy AND paste the template below into the body of Project Design and Implementation section OF THE APPLICATION PACKET. This will NOT count toward the allowed twenty two (22) pages.

74. I have been inquiring about this proposal, and just found it. I realize the mandatory conference was on yesterday. Is there any way we can still be considered for this proposal?

Answer: Page 16 of the RFP states the Mandatory pre-proposal conferences will be held at the times and locations noted on the Schedule of Events, Section 1.6. All proposers interested in submitting a RFP in response to the 21st Century



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Community Learning Centers RFP are required to participate/call in to one (1) of the scheduled Zoom meetings. Any proposer who does not participate/call in to a minimum of one (1) of the Mandatory Pre-Proposal Zoom Meetings will be rejected. Note – Refer to Addendum 2 on the LAPAC website that indicates an additional pre-proposal conference opportunity on May 1, 2019.

75. When anonymizing or redacting the proposal, are we to redact the proposer name only or should we redact all information relating to the organization including address and phone number? Also can we substitute the proposer name with the word, "Proposer," using find and replace?

Answer: Page 8 of the RFP states that an Anonymized Copy is a copy of the application that does not provide any identifiable information of the applicant. (Ex. Redacted or black boxes or X'd out if done electronically – ex: XXXXX or [REDACTED]). The Proposer name would be redacted, which is identifiable information.

76. Should all information relating to the proposer be redacted throughout the entire proposal including narrative, budget, MOUs, partnership letters, attachments, appendices, fiscal audit, etc.?

Answer: Yes.

77. Is it allowable for a proposer who will operate 4 sites to include students from a school outside the proposed sites to receive services such as Credit Recovery? If yes, can those students be counted in with one of the proposed site's participants?

Answer: Yes.

78. On page 42 of the RFP, it states the evaluation can be no more than \$8,000.00. On page 51 of the RFP it states the evaluation can be no more than \$5,000.00. Which is accurate?

Answer: \$5000.



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79. Identify whether the following are administrative costs or program costs: (1) program director, (2) educational liaison, (3) site coordinator.

Answer: There is not enough information provided to be able to determine the program/administrative costs for the positions listed. Any costs, direct or indirect, that support the management of the program shall be considered administrative in nature. Please see page 42 of the RFP for more information.

80. Define Staff Insurance on page 69 of the RFP and is it mandatory?

Answer: Staff insurance on page 69 is a part of the sample contract template. More information will be provided around this requirement post award.

81. Define Cyber Liability Insurance on page 23 of the RFP and is it mandatory?

Answer: More information will be provided around this requirement post award.

82. Our Nonprofit services more than one parish. I am aware you can have up to 4 sites. However, my question is can we apply for more than one parish? If so does that still put us at the 4 maximum or is it 4 maximums per parish?

Answer: Yes, you can apply for more than one parish, with a 4 site maximum. However, an eligible entity will only be funded under one contract. Additionally, different entities will not be allowed to be operated by the same authorized signer/prime contractor.

83. Is there a limited number of sites that districts can operate in this RFP? I am asking because the current cohort has a limit of four and I have not read anything in the current RFP that states a limit.

Answer: See page 85 Form E, Four (4) site max.

84. Question regarding confirmation of conference attendance via the Zoom App: I logged into the conference through the Zoom App at 2:07pm. I listened to all of the roll calls that took place at about the 20-minute mark and waited to be recognized for the Zoom App attendees. Once the App attendees were asked to identify themselves by entering their name & agency, I wasn't aware of how to pull up the chat window. I didn't see my chat



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window option as 'available' until about 5 minutes later. At that moment, I entered my information into the chat & explained how I had been present but was unable to chat at the requested time. Additionally, I was able to enter my information on the chat window to check in a second time at the end of the meeting session, at about 3:36pm. I stayed on the meeting call for its entirety. ** Please clarify if we have met the meeting attendance requirement (despite the technical difficulties). **

Answer: This question cannot be answered as the entity is not identified.

85. Our organization is in Calcasieu Parish. We saw the listing on the Funding Priority Page (page 79) of the RFP, which shows the "Cohort 9 Parish List". Can we apply for this RFP if our parish is not listed on the list of cohorts? Would it qualify as a funding priority as a parish not currently served in Cohort 9?

Answer: Yes. Calcasieu Parish is not on the Cohort 9 list and would qualify as a funding priority.

86. Are startup costs allowable to be reimbursed through this RFP? If so, is there a maximum allowed for startup costs?

Answer: The state shall not be liable for any costs incurred by applicants prior to issuance of or entering into a contract. Pre-award costs are not an allowable expense under this grant.

87. Is it a requirement for a proposer who is a non-profit organization to partner with a school or educational agency?

Answer: Yes

88. Do all non-profits applying as a proposer need to be listed and "screened" as an "external organization" prior to submittal of the proposal?

Answer: No



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89. Please advise if there will be a makeup mandatory Pre-Bid Conference Call for potential proposers who did not participate in one of the 3 posted pre-bid conferences.

Answer: Page 16 of the RFP states the Mandatory pre-proposal conferences will be held at the times and locations noted on the Schedule of Events, Section 1.6. All proposers interested in submitting a RFP in response to the 21st Century Community Learning Centers RFP are required to participate/call in to one (1) of the scheduled Zoom meetings. Any proposer who does not participate/call in to a minimum of one (1) of the Mandatory Pre-Proposal Zoom Meetings will be rejected. Note – Refer to Addendum 2 on the LAPAC website that indicates an additional pre-proposal conference opportunity on May 1, 2019.

90. We're a newly formed 501c3 Non Profit with 2 years of community involvement experience for the Non-Profit. Our staff is composed of retired social workers and educators with experienced exceeding 20 years. Can we submit our staff experience for the experience and proven success?

Answer: Yes

91. We're a CBO (community based organization) which makes us a Non-LEA. As listed in RFP " All Non-LEAS applicants that receive and audit, must also submit copies of their organization's most recent year's independently audited financial statements." We currently have not received funding exceeding 500,000. We have only submitted 990 postcard electronically in place of annual audits. Will that meet the requirements? If not are we required to submit with a parent entity? If so, what are the qualifications of the parent entity to back us financially?

Answer: Yes, that will meet the requirement.

92. If one of your community sites is a OSHA and ADA compliant church, do you have to be child care certified for afterschool program?

Answer: No.



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93. Does an RFP have or need to have reference letters in addition to MOU's?

Answer: Please refer to page 82 of the RFP and review the Instructions for Form A & B and Partnership Letter(s).

94. Should program names be redacted in stakeholder and reference letters and in budget pieces, or only in the narrative?

Answer: Page 8 of the RFP states that an Anonymized Copy is a copy of the application that does not provide any identifiable information of the applicant. (Ex. Redacted or black boxes or X'd out if done electronically – ex: XXXXX or [REDACTED]).

95. What is the procedure if there is a question or questions after April 16th?

Answer: All inquiries should be directed to the RFP Coordinator as listed on page 17 of the RFP.

96. Are letters from school principals required for the RFP?

Answer: Please refer to page 82 of the RFP and review the Instructions for Form A & B and Partnership Letter(s).

97. Are vendors considered partners if they provide a portion of their services as in-kind contributions?

Answer: See the instructions on page 80, Form A of the RFP.

98. On page 77, the 4th item says "cover page" and Board Resolution. I cannot find any information on the board resolution. I have included our resolution from our 2016 RFP. Will this type of resolution suffice? (see attached doc "Kids Orchestra Board Resolution")

Answer: Yes, this is a board resolution. However, the board resolution that is required for this RFP must be dated within this calendar year. Refer to page 15 of the RFP.



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99. We did not become aware of the requirement to participate in the pre-proposal conference in time to attend any of the meetings. Can we still submit a proposal, or will it automatically be rejected?

Answer: Page 16 of the RFP states the Mandatory pre-proposal conferences will be held at the times and locations noted on the Schedule of Events, Section 1.6. All proposers interested in submitting a RFP in response to the 21st Century Community Learning Centers RFP are required to participate/call in to one (1) of the scheduled Zoom meetings. Any proposer who does not participate/call in to a minimum of one (1) of the Mandatory Pre-Proposal Zoom Meetings will be rejected. Note – Refer to Addendum 2 on the LAPAC website that indicates an additional pre-proposal conference opportunity on May 1, 2019.

100. Am I eligible for the 21CCLC bid if I did not attend the Pre-proposal zoom meeting?

Answer: Page 16 of the RFP states the Mandatory pre-proposal conferences will be held at the times and locations noted on the Schedule of Events, Section 1.6. All proposers interested in submitting a RFP in response to the 21st Century Community Learning Centers RFP are required to participate/call in to one (1) of the scheduled Zoom meetings. Any proposer who does not participate/call in to a minimum of one (1) of the Mandatory Pre-Proposal Zoom Meetings will be rejected.