

**NOLA Public School
Procurement Department
2401 Westbend Parkway, Suite 5076,
New Orleans, LA 70114
Paul A. Lucius, Executive Director of Procurement**

May 23, 2024

Addendum No. 1

REQUEST FOR QUALIFICATIONS NO. 24-0080

JOBS FOR AMERICA’S GRADUATES (JAG) PROGRAM

This Addendum and Clarification item forms a part of the RFP Documents and modifies the original RFP Documents issued May 21, 2024. Acknowledge receipt of this Addendum on the Addendum Form of the Request for Proposal. Failure to do so may subject proposal to disqualification.

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DELETE: PAGES 11-15

2.1 Statement of Qualifications as provided on Exhibit A - Professional Architectural Services Form

General:

The purpose of this form is to provide members of the OPSB Evaluation Committee with specific information regarding the qualifications of interested firms submitting for a particular OPSB project.

2.2 Statement of Qualifications Deadline and Submittal

Architectural firms are limited to submitting one SOQ, either as a Prime Consultant, or as a Joint Venture of multiple Prime Consultants that can be classified as a Corporation, Limited Liability Company (LLC), Joint Venture or Limited Liability Partnership. If a firm submits more than one (1) application for this project as a single Prime Consultant and/or as a Joint Venture, all Qualification Statements submitted by the Consultant(s) or Firm(s) will be rejected.

This rule is not intended to limit firms from entering into nonexclusive agreements as a Subconsultant with more than one SOQ Prime Consultant. Subconsultants include, but are not limited to: Environmental Engineers, LEED Consultants, Civil Engineers, Structural Engineers,

MEP Engineers, Acoustical Consultants, Kitchen Consultants, Landscape Architects, Associated Architects and Architects and other design professionals experienced in Historic Preservation that are not part of a Joint Venture, and are not signatories to the SOQ, and to any future Agreement for Services.

It is not necessary for the Joint Venture to be recorded or registered as a Joint Venture with the Louisiana Secretary of State at the time of the submission of the SOQ. However, upon submission of contract, the Joint Venture shall be registered in accordance with the appropriate Federal, State and Local Statutes.

2.3 Point-of-Contact

The main point of contact for this RFQ is, unless notified otherwise:

Orleans Parish School Board

c/o: Paul A. Lucius, Executive Director of Procurement (email:
procurement@nolapublicschools.com 2401 Westbend Parkway, Suite 5010
New Orleans, LA 70130

All correspondence regarding the RFQ should be emailed in writing and should be directed to the RFQ Main Point of Contact.

2.4 Statement of Qualifications Preparation Costs

The Orleans Parish School Board is not responsible for any costs associated with the preparation, submittal, or presentation of any Statement of Qualifications for this submittal.

2.5 Property of Statement of Qualifications

All Statements of Qualifications and other materials submitted in response to this RFQ procurement process become the property of the Orleans Parish School Board. All submittal information shall be held in confidence during the evaluation process and prior to the time a Notice of Intent to Award is issued. Upon the completion of the review and evaluation of all Statements of Qualifications submitted in response to the RFQ, all responses shall become public documents of the Orleans Parish School Board and open for review by the public. By submitting a Statement of Qualifications, the Respondent acknowledges and accepts that the full contents of the Statement of Qualifications shall become a public record open to public inspection. The wishes of any Respondents marking a Statement of Qualifications; or any part of a Statement of Qualifications as proprietary and/or confidential, shall be neither accepted nor honored.

2.6 Evaluation Criteria

In order to be considered for selection, the School shall provide the mandatory requirements:

1. Registered Charter Management Organization within Orleans Parish School

2. The following evaluation criteria will be used in evaluating the SOQ, as submitted in "Evaluation Criteria:"

- **Track Record:** Applicant has a proven track record of student and educator participation in related supports and technical assistance opportunities (0-15 points)
- **Career Pathways Vision & Strategic Objective Alignment:** Applicant clearly articulates a vision for career-connected learning and the JAG program and describes how that vision aligns with the school/CMO's larger strategic objectives/initiatives and graduate profile(0-15 points)
- **Career Pathways Leadership and Partnership:** CMO/School Leadership allows collaboration and access to JAG coursework, work-based learning, and/or soft skills development. Leadership is committed to implementing the JAG program and is willing to allow the JAG lead to make decisions regarding programming and follow through with implementation (0-20 points)
- **Goals & Outcomes:** Applicant has clear and measurable goals for their JAG program that include student outcomes(0-15 points)
- **Monitoring & Continuous Improvement:** Applicant has a clear plan with action steps to implement, measure and monitor success and adapt/improve throughout the year to address gaps and barriers(0-10 points)
- **Overall:** Why should the City of New Orleans Office of Workforce Development fund this program for this school? (Please explain your answer) (0-25 points)

2.7 Selection Process

The contract for this project will be awarded through a qualifications-based selection process. All qualification statements, and support documentation provided will be reviewed by the OPSB Evaluation Committee. There is no limitation on how many Architectural Firms the District will be selecting.

The Evaluation Committee will carefully consider all SOQ according to the aforementioned evaluation criteria and make a recommendation to the Orleans Parish School Board on the highest ranked firms.

All Respondents will be evaluated by the RFQ Selection Committee that will conduct an independent, objective evaluation of applicants for the provision of professional services. All members of the Evaluation Committee must execute a disclosure certifying they do not possess a conflict of interest with any of the Respondents.

Before beginning the evaluation process, the Evaluation Committee must review the RFQ, only related to the Statement of Qualifications and the evaluation criteria. The Evaluation Committee shall be comprised of the following members:

A Representative from the Office of Procurement shall serve as the Evaluation Committee coordinator, and is solely responsible for disseminating all information received during the RFQ evaluation process.

2.8 Right to Reject Statements of Qualifications

The Orleans Parish School Board reserves the right, at its sole discretion, to reject any and all Statements of Qualifications, to cancel this RFQ in its entirety, or to cancel the selected pool of approved applicants.

Any submittal which does not meet the requirements of this RFQ may be considered to be non-responsive, and the SOQ may be rejected. SOQ Respondents must comply with all of the terms of this RFQ, and all applicable local, state, and federal laws and regulations. The Orleans Parish School Board via Office of Procurement may reject any SOQ that does not comply with all of the terms, conditions, and performance requirements of this RFQ.

It is the intent of this RFQ to replace a previous RFQ for similar services. If an Architectural Firm, from a previous RFQ is in the process of preparing work, and is placed in the pool of successful applicants, the Respondent may not be awarded new work under this RFQ, until work under the previous RFQ has reached the Construction Administration phase.

2.9 Objection to the Award

If any Respondent who submitted a proposal has an objection to the award of the contract to the Selected Architectural Firm(s), the objecting Respondent, shall furnish that protest, in writing, to the Executive Director of Procurement within ten (10) Business Days of the notification of non-award. The protest shall describe in detail the basis for the protest, and shall request a determination under this section of the Instructions within this RFQ.

If a protest is filed in a timely fashion, the Executive Director of Procurement will review the basis for the protest and relevant facts under such terms and conditions as he considers proper. Upon completion of the review, the Executive Director of Procurement shall submit his findings and recommendations to the Superintendent and/or OPSB, who shall then review the matter under such terms and conditions, as deemed proper. Upon receipt of authority to act from the Superintendent or OPSB, the Executive Director of Procurement will notify those Respondents involved of its decision. The decision shall be final and binding on the objecting Respondents.

2.10 Nondiscrimination

No person shall be excluded from participation in, be denied benefits of, be discriminated against in the admission or access to, or be discriminated against in treatment or employment in the Orleans Parish School Board's contracted programs or activities on the grounds of handicap and/or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal constitutional statutory law; nor shall they be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in

the performance of contracts with the Orleans Parish School Board or in the employment practices of the Orleans Parish School Board's contractors. Accordingly, all SOQ Respondents entering contracts with the Orleans Parish School Board shall, upon request, be required to show proof of such nondiscrimination.

2.11 Statement of Qualifications Withdrawal

SOQ Respondents may withdraw a submitted Statement of Qualifications at any time up to the deadline for submittals. To withdraw a Statement of Qualifications, the SOQ Respondent must submit a written request, signed by an authorized representative, to the RFQ point of contact before the deadline for submitting Statements of Qualifications. After withdrawing a previously submitted Statement of Qualifications, the SOQ Respondent, may submit another Statement of Qualifications at any time up to the deadline for submitting Statements of Qualifications.

2.12 Statement of Qualifications Amendments and Errors

The Orleans Parish School Board shall not accept any amendments, revisions, or alterations to Statements of Qualifications after the deadline for submittal.

SOQ Respondents are liable for all errors or omissions contained in their Statements of Qualifications. RFQ Respondents shall not be allowed to alter Statements of Qualifications, Standard Form OPSB- AE documents after the deadline for submittal.

2.13 Property of Statement of Qualifications

All Statements of Qualifications and other materials submitted in response to this RFQ procurement process become the property of the Orleans Parish School Board. Selection or rejection of a response does not affect this right. All submittal information shall be held in confidence during the evaluation process and prior to the time a Notice of Intent to Award is issued. Upon the completion of the review and evaluation of all Statements of Qualifications submitted in response to the RFQ, all responses shall become public documents of the Orleans Parish School Board and open for review by the public. By submitting a Statement of Qualifications, the Respondent acknowledges and accepts that the full contents of the Statement of Qualifications shall become a public record open to public inspection. The wishes of any SOQ Respondent(s) marking a Statement of Qualifications, or any part of a Statement of Qualifications, as proprietary and/or confidential, shall be neither accepted nor honored.

2.14 Insurance Requirements

Professional Liability Insurance in the amount of:

- \$ 1,000,000 for construction costs of \$1,000,000 to \$10,000,000
- \$1,500,000 for construction costs of \$10,000,000 to \$20,000,000
- \$ 2,000,000 for construction costs over \$20,000,000

A maximum deductible of \$ 50,000 will be required to be carried by the design

professional. Comprehensive General Liability with minimum limits of \$500,000 per accident/occurrence. Comprehensive Automobile Liability Insurance with minimum limits of \$300,000 per accident/occurrence.

2.15 Required Documents and/or Forms

- Please see Exhibits A-I for all required documents/forms

REPLACE WITH:

2.1 Statement of Qualifications as provided for Exhibits A - I

General:

The purpose of this form is to provide members of the OPSB Evaluation Committee with specific information regarding the qualifications of interested schools submitting for the JAG program.

2.2 Statement of Qualifications Deadline and Submittal

One signed original qualifications shall be submitted electronically and clearly marked: REQUEST FOR QUALIFICATIONS NO. 24-0080 ON JUNE 6, 2024 AT 10:00 A.M. to Mr. Paul A. Lucius, Executive Director of Procurement: procurement@nolapublicschools.com.

The Orleans Parish School Board will not be responsible for the opening of, post-opening of, or failure to open a Qualification Response not properly addressed or identified.

The Orleans Parish School Board will not assume the responsibility for any delay as a result of failure of any entity to deliver Qualifications Responses on time.

No Qualifications Response will be accepted after June 6, 2024 @ 10:00 A.M. under any conditions unless in the best interest of NOLA-PS by an addendum notification.

2.3 Point-of-Contact

The main point of contact for this RFQ is, unless notified otherwise:

Orleans Parish School Board

c/o: Paul A. Lucius, Executive Director of Procurement (email: procurement@nolapublicschools.com) 2401 Westbend Parkway, Suite 5010
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year to address gaps and barriers(0-10 points)

- **Overall:** Why should the City of New Orleans Office of Workforce Development fund this program for this school? (Please explain your answer) (0-25 points)

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- \$1,500,000 for professional services cost of \$10,000,000 to \$20,000,000
- \$ 2,000,000 for professional services cost over \$20,000,000

2.15 Required Documents and/or Forms

- Please see Exhibits A-I for all required documents and/or forms

Please acknowledge Addendum No. 1 on Proposer Certification Form Attached to this Addendum.

PROPOSER’S CERTIFICATION

TO: ORLEANS PARISH SCHOOL BOARD

Procurement Department

2401 Westbend Parkway, Fifth Floor, New Orleans, LA 70114

Acknowledgment of Addendum:

Addendum No.: _____ Dated: _____
Addendum No.: _____ Dated: _____
Addendum No.: _____ Dated: _____

1. Having read the **Request for Proposal No. 24-0080 - Jobs for America’s Graduates (JAG) Program**. I, the undersigned, authorized to represent the corporation, partnership, sole proprietorship (the Company) listed below, hereby submit to the Orleans Parish School Board this Request for Proposals for providing the service as listed above.

2. This proposal is submitted on behalf of:

Company: _____
Address: _____
City: _____ State: _____ Zip: _____

3. I further certify that I/we have examined and fully comprehend the scope and conditions supplied for the consulting services for collections and that the Company agrees to furnish to the NOLA-PS said services for the payment amount listed on the attached Price Proposal form.

4. In submitting this proposal, the Proposer agrees to the terms and conditions of the Request for Proposal, including the Specifications and instructions to Proposers. If this proposal is signed by a partner, the person hereby states that he/she has the authority to bind the partnership; if signed by a corporate officer or employee, that person hereby states that he or she has the authority to bind the corporation. **(Corporate Resolution or written evidence (i.e. memo, letterhead, or board minutes) of the authority of the person signing the proposal is required to be attached and submitted with the Proposal Documents.**

Signature of Company Representative:

Representative’s Title: _____ Date: _____

END OF ADDENDUM NO.1