

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

October 3, 2024

Addendum No. 1

**REQUEST FOR PROPOSAL NO. 25-0011
EARLY CHILDHOOD ENROLLMENT INFORMATION CAMPAIGN**

This Addendum and Clarification item forms a part of the RFP Documents and modifies the original RFP Documents issued September 26, 2024. Acknowledge receipt of this Addendum on the Addendum Form of the Request for Proposal. Failure to do so may subject proposal to disqualification.

CLARIFICATION:

On Page 4 DELETE:

1.1 Introductions to Proposers

One signed original proposal shall be submitted electronically and clearly marked: REQUEST FOR PROPOSAL NO. 25-0011 ON OCTOBER 17, 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 Proposal 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 Proposals on time.

The Proposal Submission Checklist is provided in Appendix A of this RFP. The checklist contains the required documents needed to be submitted with vendor proposal. All vendors shall refer to the checklist while preparing their proposals to ensure all required documents are submitted (See Appendix A). Failure to submit required documents shall result in rejection and proposals will not be reviewed by the Evaluation Committee.

No Proposal will be accepted after October 17, 2024 @ 10:00 A.M. under any conditions unless in the best interest of NOLA-PS by an addendum notification.

Pre-Proposal Meeting (via Virtual)	Friday	October 4, 2024 @ 10:00 A.M.
Last Day for Questions@ 4:00 P.M. (CST)	Tuesday	October 8, 2024
Last Day for Addendum	Friday	October 11, 2024
PROPOSAL SUBMISSION DEADLINE no later than 11:00 A.M.		October 17, 2024
Oral Presentations (if applicable)		October 24 – October 25, 2024

Evaluation Committee Meeting	October 24 – October 25, 2024
Award Notification (approximate)	TBD
Execution of Agreement (approximate)	TBD

CODE OF SILENCE:

From the date the RFP is issued; through the time the Agreement is finally awarded by NOLA-PS Elected Officials, Proposers shall not contact any Representatives of NOLA-PS, nor the District Staff, nor their Advisors or Consultants with respect to this RFP, or RFP process, other than to submit questions or protest in accordance with the Instructions to Proposers therein. This prohibition does not apply to questions or comments sent in writing to the Director of Procurement, or questions made at Pre-Proposal conferences, in presentations before evaluation committees, or during contract negotiations. Proposers who violate this Code of Silence may be deemed non-responsive, and their proposal may be rejected for cause.

REQUEST FOR PROPOSAL DOCUMENTS: A complete set of Request for Proposal documents shall be used in preparing proposals; neither the Orleans Parish School Board nor its representatives

REPLACE WITH:

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Oral Presentations (if applicable)	October 28 – October 29, 2024
Evaluation Committee Meeting	October 28 – October 29, 2024
Award Notification (approximate)	TBD
Execution of Agreement (approximate)	TBD

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End of Addendum No.1