

**NOLA Public School  
Procurement Department  
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**August 19, 2026**

**Addendum No. 2**

**REQUEST FOR PROPOSAL NO. 27-0017**

**MUNICIPAL AND COMMUNITY AFFAIRS SERVICES**

This Addendum and Clarification item forms a part of the RFP Documents and modifies the original RFP Documents issued July 30, 2026. Acknowledge receipt of this Addendum on the Addendum Form of the Request for Proposal. Failure to do so may subject proposal to disqualification.

**This Addendum consists of 2 Page(s).**

**CLARIFICATION:**

1. **Question:** Proposals are capped at a 20-page limit. Does the page limit exclude Tabs 9-12? Does it exclude a cover sheet and a page for the table of contents? Does it exclude any other pages?

**Answer** Yes, the proposal is capped at a 20-page limit. Tabs 9-12 are excluded from page limit. The coversheet is a required document. The table of contents counts towards your 20-page limit. Tabs 9-12 are the only pages excluded 20-page limit.

2. **Question:** The RFP requires 3–5 references from school districts. Will respondents be penalized if they list references that are not school district-related? For example, would it be permissive for a respondent to list references demonstrating substantive work with a local municipality?

**Answer:** No, the respondents will not be penalized if they list references that are not school district-related? Yes, it is permissive for a respondent to list references demonstrating substantive work with a local municipality

3. **Question:** Under section 7.2 of the RFP, Tab 11 requires the following DBE forms be completed and included in the proposal: DBE Responsiveness Form 1, DBE Responsiveness Form 2, DBE Certification Letter, and DBE Professional Services Compliance Certification Checklist. The last form includes a box at the bottom regarding the attachment of six different forms ("DBE Responsiveness Form 1, DBE Responsiveness Form 2, DBE Mobilization Form 1, DBE Mobilization Form 2, DBE Mobilization Form 3, and Verification of DBE Certification"). Which of those six forms must be acknowledged and initialed by the respondent to ensure compliance with responding to the RFP?

**Answer:** The following “Supporting Documents” shall be checked and initialed, within the DBE Professional Services Compliance Certification Checklist:

- DBE Responsiveness Form 1
- DBE Responsiveness Form 2
- Verification of DBE Certification

4. **Question:** The Contractor Certification Checklist (page 79 of the RFP) lists five documents at the bottom of the form to be attached and acknowledged: DBE REPORT 1: Contracting Compliance; DBE REPORT 2: Good Faith Efforts; DBE REPORT 3: Affirmative Action Steps | Equal Employment Opportunity Efforts; DBE REPORT 4: Minority | Female Participation; Verification of DBE Certification. Which of these five documents must be attached and initialed by the respondent to ensure compliance with responding to the RFP?

Answer: The “Contractor Certification Checklist” is not required to be submitted.

5. **Question:** Under section 7.2 of the RFP, Tab 12 requires the NOLA PS forms (Appendix A) be completed and included in the proposal. The NOLA PS forms include certain DBE forms: "DBE Responsiveness Form 1, DBE Responsiveness Form 2, DBE Verification Form...DBE Certification Checklist (must be notarized), Professional Services Compliance Certification Checklist (or) Contractor Compliance Certification Checklist". Does this mean that a respondent can choose to submit the Professional Services Compliance Checklist or the Contractor Certification Checklist, and if so, will the respondent be penalized for not submitting both? ?

**Answer:** Respondents shall submit “Professional Services Compliance Certification Checklist”.

**End of Addendum No.2**