

**NOLA Public School
Procurement Department
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September 17, 2026

Addendum No. 1

REQUEST FOR PROPOSAL NO. 27-0022

TITLE I SERVICES FOR NON-PUBLIC SCHOOLS

This Addendum and Clarification item forms a part of the RFP Documents and modifies the original RFP Documents issued August 20, 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 9 Page(s).

CLARIFICATION:

1. **Question:** The RFP states that the contract will end on Jun 30, 2026, which has already passed. Will there be an addendum released? ***CONTRACT TERM AND RENEWAL:*** Contract term will begin upon execution of contract and end on June 30, 2026 with an option to renew for two (2) additional one (1) year a periods. If warranted terms and conditions for an amendment to the contract will be in writing, negotiable and subject to NOLA-PS approval.

Answer:

ON PAGE 8 DELETE:: CONTRACT TERM AND RENEWAL: Contract term will begin upon execution of contract and end on June 30, 2026 with an option to renew for two (2) additional one (1) year a periods. If warranted terms and conditions for an amendment to the contract will be in writing, negotiable and subject to NOLA-PS approval.

REPLACE WITH; CONTRACT TERM AND RENEWAL: Contract term will begin upon execution of contract and end on June 30, 2027 with an option to renew for two (2) additional one (1) year a periods. If warranted terms and conditions for an amendment to the contract will be in writing, negotiable and subject to NOLA-PS approval.

2. **Question:** Who currently holds or most previously held this contract?

Answer: OPSB currently contracts with four Title I service providers: Believe to Achieve, Catapult Learning, Sylvan Learning, and Learn It Systems.

3. **Question:** Do unilateral changes to the contract come with additional funding? (e.g. OPSB reserves the right to make unilateral modifications to this Request for Proposal (RFP) and contract based on any changes in Title I regulations or the US Department of Education Every Student Succeeds Act (ESSA) that are developed and distributed after issuing of the RFP and signing of the contract.)

Answer: Yes. NOLA-PS may amend the contract to include additional funding if additional Title I funds become available and are allocated for these services. Any additional funding would be subject to availability, applicable funding requirements, and the appropriate contract amendment/approval process.

4. **Question:** What is the timeframe for the PROJECT BUDGET: \$5,170,711?

Answer: The \$5,170,711 represents the initial allocation for FY 2026–2027. Therefore, the timeframe associated with this project budget is Fiscal Year July 2026– June 2027.

5. **Question:** Can we inquire as to who Orleans Parish School Board worked with in 2025-2026?

Answer: OPSB currently contracts with four Title I service providers: Believe to Achieve, Catapult Learning, Sylvan Learning, and Learn It Systems.

6. **Question:** Would that company or companies be eligible to contract again through this RFP?

Answer: Yes, companies would be eligible to contract again through this RFP.

7. **Question:** What did these previous companies charge for their services?

Answer: Current contracted rates are \$70.00 - \$75.00 per instructional hour for instructional services and \$75.00 - \$94.50 per hour for counseling service. Administrative costs are 7% -10% of the monthly instructional services cost. Parental involvement workshops are \$125 - \$225 per hour, and professional development workshops are \$175- \$400.00 per hour.

8. **Question:** Are there preferred subjects to be taught, is there a school-approved curriculum or will providers also be giving curriculum, and is there an approved tutor : student ratio?

Answer: Services are based on the individual needs of participating non-public schools and eligible students. There is no districtwide preferred subject, school-approved curriculum, or universal student ratio. Providers should work with participating schools to determine appropriate instructional programming and curriculum based on identified student needs and Title I requirements.

9. **Question:** Will you consider proposals from providers that specialize exclusively in K-2 foundational reading skills (e.g., phonemic awareness, phonics, fluency)?

Answer: Everyone is allowed to participate in the RFP process. Please note that the Non-Public Schools to be serviced have enrollments of grades K-12, K-7, and 8-12. When the school leader makes their selection, the vendor must service students within their grade of enrollment status.

10. **Question:** Section 2.0 says OPSB served Title I students in approximately 53 schools in 2025-2026. What was the grade-level distribution of the students served that year?

Answer: Non-Public Schools to be serviced have enrollments of grades, K-12, K-7, and 8-12.

11. **Question:** Section 6.0, evaluation criterion 6, asks for a proven record of hiring certified teachers for Title I instruction and coaching. Do tutors need a state teaching certificate, or is this a preference?

Answer: Under the Federal and Louisiana Department of Education (LDOE) guidelines, teachers in Title I programs and schools must meet applicable state certification requirements.

12. **Question:** If teaching certifications are required for tutors, may they work under the supervision and coaching of certified educators?

Answer: The RFP requires vendors to demonstrate a proven record and plan for recruiting certified teachers for Title I instruction and coaching. The RFP does not expressly state that every individual providing tutoring services must hold teacher certification. Vendors should clearly identify the qualifications, roles, responsibilities, and supervision structure of all instructional personnel in their proposal.

13. **Question:** If certification is required, must it be issued by Louisiana, or is certification from another state acceptable for staff delivering services remotely?

Answer: Staff providing Title I instructional services must meet the certification requirements applicable to the services being provided. Certified educators are required; tutors are not acceptable. Certification from another state may be considered provided the educator meets all applicable Louisiana and NOLA-PS requirements for delivering Title I services.

14. **Question:** Progress Evaluation item 11 lists LEAP 2025, Iowa Test of Basic Skills, and Terra Nova as acceptable standardized measures, followed by "etc." Will you accept DIBELS, or an equivalent early literacy screener, as a standardized measure of progress for students in kindergarten through second grade?

Answer: Yes, DIBELS is an accepted assessment.

15. **Question:** The Background Check provision on page 5 and Fiscal and Regulatory Requirement 7 require a criminal history record for every person providing services. Our tutors work remotely from many states and do not enter school buildings. Must vendor staff be fingerprinted and cleared through the Louisiana Bureau of Criminal Identification and Information? Or does a comparable state and national criminal background check satisfy the requirement for staff delivering services remotely?

Answer: Title I instructional services under this RFP must be provided by certified educators, not tutors. Vendors should follow their company protocols for all required background checks and clearances for personnel providing services. A national criminal background check will satisfy the background check requirement for staff providing services remotely.

16. **Question:** Do any badging or site access requirements apply to remote staff?

Answer: Personnel providing services exclusively remotely will not require physical site-access credentials unless their assigned duties require access to a NOLA-PS or participating school facility. Any required system or technology access credentials will be addressed during implementation.

17. **Question:** What is the process to get tutors fingerprinted and cleared?

Answer: Title I instructional services under this RFP must be provided by certified educators, not tutors. Vendors should follow their company protocols for all required background checks and clearances for personnel providing services. A national criminal background check will satisfy the background check requirement for staff providing services remotely.

18. **Question:** Three parts of the RFP describe the cost figure differently, and we want to submit the right one. - The Computed Cost Score section says the cost evaluation "will be based upon standard cost rates submitted by the proposers," then scores with $CSF = (LPC/PC \times X)$, where LPC is the lowest proposed cost. Section 4.0, item 18 says that because Title I allocations are pre-determined, the fee schedule will be judged on stewardship of federal funds, including "lowest per child cost" and "best student to teacher ratio." Form 9.0 gives one blank for a total annual fee.

Answer: Please provide a total annual cost.

19. **Question:** A standard cost rate, a per-student cost, and a total annual fee are three different numbers, and can rank vendors in three different orders. Vendors are also proposing different amounts of service. One may offer three sessions a week and another five, so the lowest total fee may buy the least instruction. For consistency across proposals, which figure should every vendor report as its proposed cost, and where should it go? If it is a rate, please name the unit, such as cost per student per instructional hour?

Answer: Respondents are responsible for determining a standard cost rate per service, per student, estimated number of students one has the capacity to effectively provide instructions (per service), including the total annual cost per year of service

20. **Question:** Section 7.2 says the response cannot go over 20 pages, then lists Tabs 1 through 12. At the pre-proposal meeting we heard the limit covers Tabs 1 through 8 only. Please confirm which tabs count toward the limit. (Procurement)

Answer: The twenty(20) page limit does not include TABS 9-12.

21. **Question:** Fiscal and Regulatory Requirements 2, 4, and 5 ask us to submit a Monthly Management Report template, an invoice template, and a Conflict of Interest Management Plan template. Do these count toward the page limit, or do they belong in Tab 12?

Answer: No , this does not count toward the page limit as it is sample work requested.

22. **Question:** Fiscal and Regulatory Requirement 4 asks for the invoice template in Excel format. Section 1.1 asks for one signed original submitted electronically, and at the pre-proposal meeting we heard the submission must be PDF only. Should we send the Excel file alongside the PDF?

Answer: Excel file is acceptable, but narrative and all other required documents should be in PDF format.

23. **Question:** Please clarify the method for determining the lowest cost submitted for services. How will the district ensure that cost rates are based on the same criteria? For example, cost rate “A” from vendor “A” is based on a certain ratio, specific length of each session, and the number of sessions per week. Cost rate “B” may be higher but include more service time than rate “A”. Will the district apply standards to the rate cost quote that ensures that comparisons are equitable? One rate may be higher than the next but reflect more actual service time.

Answer: Please be advised that the vendor with the lowest price will receive the highest score and all others will receive scores by dividing their score by the lowest price.

24. **Question:** If multiple vendors are selected, what will be the process for schools selecting their vendor of choice? Will each vendor have equal opportunity to be selected for the pool of schools?

Answer: If multiple vendors are awarded contracts, NOLA-PS will provide participating non-public schools with information regarding the approved providers and available services. Each participating school will be allowed to select its preferred provider based on its identified Title I needs. Once selections are finalized, NOLA-PS will notify each vendor of its participating schools and applicable allocations.

25. **Question:** Will a school have the opportunity to select different vendors for each service component? For example, could a school select Vendor “A” for Title I, Vendor “B” for Title II, and Vendor “C” for Title IV?

Answer: Yes, schools will have the opportunity to select their choice of vendors to provide Title I, Title II, and Title IV services. They can select the same to service all Title Programs, or they have the option to select three individual vendors. Once vendors have passed the RFP Selection Process, vendors will have the opportunity to make presentations to the Non-Public Schools introducing the services they provide. School leaders will elect their individual providers to make the best decisions based on the Title I Needs Assessments of their school.

26. **Question:** Does the 20-page limit apply only to Tabs 1–10, or does it include the cover, templates, resumes, and Appendices A and B?

Answer: Please see response to Question No. 20.

27. **Question:** Should respondents submit one combined PDF with the all the required attachments and narratives? Are attachments expected to be zipped or condensed to ensure firewalls don't reject the size of the files or will a folder that contains all files be accepted?

Answer: Respondents should submit one combined PDF with all the required attachments and narratives. Zipped or condensed files are only permissible for requested reports and logs.

28. **Question:** What should respondents enter as the “total annual fee” on the Cost Form when schools may select among multiple providers and the proposal includes unit-based pricing?

Answer: For purposes of completing the Cost Form, respondents should use the total available Title I allocation of \$3,897,431.25 as the maximum funding available across participating schools. Respondents should also provide the requested unit-based pricing. The \$3,897,431.25 represents the total program allocation and is not a guaranteed contract amount for any individual provider. Final expenditures will be based on participating schools’ provider selections, approved services, and available allocations.

29. **Question:** At the proposal stage, what documentation or language is required to show that we can meet the requirements for background checks and required insurance knowing that most of those specific pieces would be implemented post award?

Answer: Proposers should submit documentation demonstrating their ability to comply with the background-check and insurance requirements identified in the RFP. Awarded vendors will be required to provide and maintain satisfactory evidence of required employee clearances and insurance coverage prior to the commencement of services and throughout the contract term.

30. **Question:** For an out-of-state corporation or LLC, is qualification to do business with the Louisiana Secretary of State required at proposal submission, or may it be completed before contract execution?

Answer: Yes, qualification to do business with the Louisiana Secretary of State is required at the time of proposal submission.

31. **Question:** Can you clarify what components of the proposal count towards the 20 page limit? For example, the “Fiscal and Regulatory” requirements section asks for multiple templates (Monthly Performance Management, Invoice, Conflict of Interest Management Plan). Do these count towards the 20 page limit?

Answer: (A) Tabs 1-8 count toward the 20-page limit. (B) No , the examples referenced above are considered as sample work and will not be counted towards the 20-page limit.

32. **Question:** There are also multiple forms we have to complete and resumes we need to include. Do these count towards the 20 page limit?

Answer: Please see answer to Question No. 20.

33. **Question:** Are we able to include an Appendix with supplemental materials to enhance our narrative? If so, will that Appendix count towards the 20 page limit?

Answer: No, Please be advised that any proposal that exceeds the 20-page limit shall be rejected for failure to follow submittal requirements.

34. **Question:** Per the "Fiscal and Regulatory Requirements" section in the RFP, it is stated that the vendor "Must be able to implement the program on the first day of school for the 2026-2027 school year." Since 2026 – 2027 school has already begun, when is the expected project start date for these services?

Answer: The anticipated initial contract term is January 1, 2027, through June 30, 2027. Services are expected to begin on or after January 1, 2027, following execution of the contract and completion of all applicable implementation requirements. OPSB will have the option to renew for two (2) additional one (1) year periods.

35. **Question:** Regarding the pricing: would OPSB like to see a pricing breakdown per full day EPD, half day EPD? For instructional, what types of delivery methods does this district prefer and what type of unit of measure is preferred?

Answer: Proposers should provide a detailed pricing structure sufficient for NOLA-PS to determine the cost of each proposed service model. At minimum, pricing must include cost per pupil, instructional minutes per week, sessions per week, minimum and maximum students per session, materials, applicable technology/software costs, and all other costs associated with service delivery. Administrative fees must be separately identified. If rates vary by delivery model, student participation, group size, or service type, each applicable pricing model should be presented separately.

Current contracted rates are \$70.00 - \$75.00 per instructional hour for instructional services and \$75.00 - \$94.50 per hour for counseling service. Administrative costs are 7% -10% of the monthly instructional services cost. Parental involvement workshops are \$125 - \$225 per hour, and professional development workshops are \$175- \$400.00 per hour.

36. **Question:** Is the District looking for narrative responses for the “Progress Evaluation” and the “Allocation and Use of Title Funds” sections of the RFP? Will these responses be included in the 20 page limit?

Answer: Yes, narrative responses are required for the ‘Progress Evaluation’ and ‘Allocation and Use of Title Funds’ sections. These narrative responses are included in the 20-page limit.

37. **Question:** Regarding the DBE requirement - on the preproposal call, DBE Responsiveness Forms 1, 2 and 3 and the Certification checklist were discussed as being required to sign and submit with our proposal. Can you confirm which of the additional forms in the RFP documentation are required to be signed / submitted with our response (i.e., DBE Professional Services Mobilization Reports 1, 2 and 3)? If this answer depends on different scenarios (i.e., in the case that we do/do not have a DBE partner), can you specify those conditions?

Answer: The following DBE Forms are required to be submitted: DBE Responsiveness Form 1, DBE Responsiveness Form 2, Verification of DBE Certification Form, and DBE Professional Services Compliance Certification Checklist. Additionally, every service proposed by the Respondent does not require a DBE Partner.

38. **Question:** Does the 20-page limit apply only to Tabs 1–10, or does it include the cover, templates, resumes, and Appendices A and B?(Procurement)

Answer: Please see Answer to Question No. 20.

39. **Question:** At the proposal stage, what documentation or language is required to show that we can meet the requirements for background checks and required insurance knowing that most of those specific pieces would be implemented post award?

Answer: At the proposal stage, you do not need to submit actual background checks results for individual employees; however, you must provide organizational proof of capabilities and compliance to demonstrate that your company meets screening requirements. Attach your company's policy for operating procedures for screening employees and subcontractors, proof of an active agreement with an accredited background check provider and or a sample background check report redacted template displaying exact types of checks performed (i.e.. Criminal history (fingerprints), SSN verification, drug testing) without revealing private data.

40. **Question:** For an out-of-state corporation or LLC, is qualification to do business with the Louisiana Secretary of State required at proposal submission, or may it be completed before contract execution?

Answer: Yes, qualification to do business with the Louisiana Secretary of State is required at the time of proposal submission.

41. **Question:** Our company is currently certified as a WBE. Will our existing certification qualify toward the RFP's 35% DBE participation goal, or must the company hold certification through the specific five agencies listed in the RFP?(DBE)

Answer: A WBE or MBE certification will not suffice as a substitution for DBE Certification. The Respondent must have certification through one of the five (5) DBE certifying agencies listed in the RFP.

End of Addendum No. 1