

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

September 17, 2026

Addendum No. 1

REQUEST FOR PROPOSAL NO. 27-0030

TITLE II 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 3 Pages.

CLARIFICATION:

1. **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: The 20-page limit does not apply to Tabs 9-12.

2. **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 required attachments and narratives. Zipped or condensed files are only permissible for requested reports and logs.

3. **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 IV allocation of \$80,615.97 as the maximum funding available across participating schools. Respondents should also provide the requested unit-based pricing. The \$80,615.97 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.

4. **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.

5. **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.

6. **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?

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.

7. **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 through 8 will count towards the 20-page limit. B) No, the examples referenced above are considered as Sample Work and will be counted towards the 20-page limit.

8. **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 response to Question 1.

9. **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.

10. **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: January 1, 2027 – June 30, 2027, with OPSB having the option to renew for two (2) additional one (1) year periods.

11. **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: A) Professional development services should be priced using hourly rates of service. B) Instructional services may be delivered in person, virtually, through a hybrid model, computer-assisted learning, or a combination of these methods. The specific delivery method will be determined by the School Leader based on the school's Title II Needs Assessment.

12. **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.

13. **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.

End of Addendum No. 1