DATE: September 24, 2019

TO: All Offeror’s

FROM: Angela R. Young
Executive Director of Contracting

RE: Request for Qualifications No. 111-20, Social Emotional Learning Programs

Please see Addendum No. 1 for the above-referenced solicitation.
A. The following are questions received and FCS’ responses for the above-referenced solicitation:

1. Will Fulton Schools consider eBook collections on Social & Emotional Development (no program or service included) for award under this solicitation?
   
   No.

2. Should each of the 16 submittals be sealed separately and then all put in a larger container?
   
   No. They do not have to be sealed separately.

3. Are samples required for # 111-20 (SEL)? If so, what and where?
   
   Yes, one (1) sample per level should be provided. Send to Fulton County Schools, Contracting Department (Sample RFQ 111-20), 6201 Powers Ferry Road NW, Atlanta, GA, 30339.

4. The RFQ requires that "The programs must align with the FCS board approved Student Success Skills (SSS) and in development standards". May I get a copy of these standards or direction on how to locate the standards on your website?
   
   Our Student Success Skills (SSS) standards are still in development and will be completed 10/31/2019. The awarded vendors will be expected to develop a standards alignment prior to award. However, for the RFQ vendors are expected to show clear alignment with our six (6) Student Success Skills: Sense of Belonging, Self-Awareness, Self-Management, Social Competence, Collaborative Problem Solving, and Reflective Learning Strategies.

5. Is there a grant associated with this RFQ?
   
   No.

6. Can we use references from schools in your district? 15 schools in your district have been using our program.
   
   Yes, include external references as well.

7. When will the decision about the RFQ's be made?
   
   Undetermined.

8. Can we propose two different options for district adoption of the program, or can we only go with one?
   
   Yes, you may submit more than one option.

9. Does the district ever mandate programs or must approved vendors be chosen by individual schools?
   
   Yes. Selection is not approved by individual schools.
10. Can you please provide if there are a specific number of educators and students that you would like pricing for?

We cannot at this time. Please include pricing per educator cost as well as discounts for certain numbers of licenses.

11. Can you please clarify on section 1 on the preparation of submittals part B? It says information received in less than 5 days prior to the schedule receipts of submittals will not be acted upon. Does this mean we would need to submit the RFQ 5 days prior to the due date (October 1st)?

Submittals are due October 1, 2019. If you believe this RFQ appears not to be Fair and Open, such information should be supplied as early in the procurement process as possible. You will need to submit such information no less than five (5) days prior to the due date of the RFQ.

12. We see that the Abstract with Technical Requirements is attached starting on page 56 of the RFQ. As it is not listed as required section in the evaluation components, can you please confirm you do not expect the vendor to complete this section to include with their response and the only required appendices are I-III?

You are required to complete the Technical Requirements (Appendix IV).

13. If we are not based in Georgia and have no locations nor employees there; do, we need to be registered to do business in the state? Additionally, are there any other registration requirements from Fulton County?

You do not have to be registered to do business in the state.


14. Per Section I, paragraph no.7 on page 6, you ask that “When stating equipment pricing at minimum the stated price shall be F.O.B. destination to include all charges for delivery, unloading, placing in our buildings as directed by the authorities in the buildings, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, costs of bonds and any other cost”. Would you prefer that we include the shipping charges in the unit cost of the product?

Yes.

15. Can you clarify your request for financial documents? On page 37, Section II, paragraph B, you state that you would like 2 years of audited financials. We would submit the past two years of tax returns in the place of audited financials. We would like to confirm that this is acceptable.

Yes.
16. On page 30 you mention that “FCS seeks submittals from Offerors who can demonstrate expertise and experience in all eight (8) categories. Will it be permissible to submit our proposal without Collaborative for Academic, Social, and Emotional Learning (CASEL) approval, research documentation, or inclusion in national databases, as we do not have those currently available?

A committee will review the Statement of Qualifications and evaluate the qualifications of the Offeror(s). Offeror(s) should make their best effort to describe their capabilities and expertise.

17. On page 31, it is indicated in Category 2 that we are to list how our materials meet the requirements for “Implementation/Fidelity.” Because there are no black-and-white “requirements” for implementation, would our materials be passed over for award?

A committee will review the Statement of Qualifications and evaluate the qualifications of the Offeror(s). Offeror(s) should make their best effort to describe their capabilities and expertise.

18. On page 31 in Category 3, you ask that vendors “if selected, develop an aligned curriculum map between (SSS) standards and their curriculum; include pacing options.” That said, developing a curriculum map, including pacing options will be dependent upon staff availability and will have to be scheduled. Is this acceptable?

A committee will review the Statement of Qualifications and evaluate the qualifications of the Offeror(s). Offeror(s) should make their best effort to describe their capabilities and expertise.

19. Page 31, Category 4, requirement A asks for print as well as online resources. Our materials are print based only and do not offer an online component. Additionally, as we do not have a technology component, Category 8 on page 32 will not apply. Will lack of online resources and technology component be permissible?

A committee will review the Statement of Qualifications and evaluate the qualifications of the Offeror(s). Offeror(s) should make their best effort to describe their capabilities and expertise.

20. Page 34, Section I, Technical Capabilities—Methodology. It is listed that you are looking for a comprehensive social and emotional learning program. The materials that we would be submitting are supplemental print materials that use nonfiction and fiction to help teens think about and discuss key topics critical to successful social interactions and emotional health. Because our materials are not a traditional “curriculum” would it be passed over for award?

Yes, we are looking for a comprehensive SEL program or curriculum.
21. We do not currently have materials available as outlined in Category 7: Parent/Guardian Engagement on page 7. However, we are looking to implement materials for parents/guardians in the future. If we do not currently have materials for parents/guardians to include in our submission, but are looking to add this in the future, would that be permissible?

Yes.

22. Page 18, number 9 references progress reports. What type of progress report would be needed?

Reports that can be used by teachers to measure the student’s progress and send home to parents.

23. What type of online resources are needed? How will they be used? Are the online resources for student or teacher?

Online resources could be used by parents, teachers, or students depending on the program.

24. You require fidelity tools. What type of fidelity tools or rubric tools?

Tools that observers can use to ensure that the program is being implemented with fidelity. This can include walk-through tools, an observation rubric, peer review tools, etc.

25. You want an annual program evaluation which includes outcomes of treatment. What does this mean? What is the treatment?

The treatment is the program. We would like a program evaluation completed by the vendor using our data.

26. Are all teachers in the district going to be expected to adopt an SEL program? Will all need PD?

Yes.

27. On page 30 of the RFQ, FCS states “All Offerors who qualify will be notified of their selection and given an opportunity to provide submittals ‘as needed’ to FCS.” Would the District require selected vendors to submit a second round of proposals?

For those offeror’s who qualify to be on the list, Fulton County Schools (FCS) will request pricing proposals as services are needed in the perspective category for which they have been approved/qualified.

28. Would a purchase involving multiple schools be possible through this RFQ?

Yes.

29. Would the District consider a district-wide project?

This may be an option.
30. This is regarding page 36, section titled "History and Organizational Structure of the Firm":

Since we are a company based in Canada, what would be required?

1) Business license in the state of Georgia

2) Registration in the state of Georgia

The State of Georgia does not require a general business license. Once you have obtained a valid business tax certificate, your business may legally operate throughout all of Georgia. You are required to provide a valid license to operate a business.

B. All other terms and conditions remain the same.