



Information Item No. 2

Date of Information Item No. 2: February 13, 2023

**Arlington Public Schools
Procurement Office**

Request for Proposal 61FY23

Request for Proposal Title: Integrated Student Supports for Identified At-Risk Students

Request for Proposal Number: 61FY23

Request for Proposal Issue Date: January 26, 2023

Pre-Proposal Conference: February 2, 2023, (Refer to Request Title Page 2)

Proposal Due Date and Time: February 17, 2023, No Later Than 11:59 P.M. (EST)

Procurement Office Representative: Hamed Hameedi, Senior Procurement Specialist
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The following information is provided to help Offerors submit an Offer in response to RFP No. 61FY23.

Q1. Can you please provide the link to the Pre-Proposal Conference recording?

A1. The Pre-Proposal Conference Recording and list of attendees are available at APS website under Solicitation Column for RFP 61FY23. The link to the webpage is provided below: [Link to the Solicitation #61FY23](#)

Q2. Can we submit the proposals via email?

A2. No.

Q3. Other than your website, where is the RFP posted?

A3. The Request for Proposal (RFP) is posted on Virginia's online electronic procurement system, eVA, website. The link to the RFP on the eVA website is as follows: [Link eVA Website to RFP #41FY23](#)

Q4. Is Arlington Community HS currently being served, will it be included?

A4. Arlington Community HS is not currently being served. There are currently no plans to include it.

Q5. Is this a one-year contact?

A5. The initial term of the contract shall commence on the date the Contract is fully executed by the Procurement Director/ Procurement Agent and expiring on June 30, 2024. Work under this Contract shall commence July 1, 2023. APS has the right, but is under no obligation, to amend the contract for four (4) additional one-year periods. (Please see the Addendum No.2)

Q6. Should the proposal be written as a one-year request (July 01, 2023 – June 30, 2024) for \$189,000? Or should the proposal include activities and metrics that would be completed if the contract was renewed annually, for up to five years?

A6. The Proposal should be written for a one-year Contract. Price increases after the Initial Contract Term may be adjusted in accordance with Addendum No. 2.

Q7. In addition to the Appendix I: Pricing Schedule for the \$189,000 award, should the proposal include a full program budget for all proposed programming (including costs above and beyond \$189,000, to be covered by the Contractor)? If so, can we use our own template to prepare the full program budget, or will a template be provided?

A7. Yes, it should include the full program budget to include those items that you will cover as a contractor. You should use the Appendix I for drafting your cost proposal.

Issued By:

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