



Notice of Addendum No. 1

Date of Addendum No. 1: November 15, 2023

**Arlington Public Schools
Procurement Office**

Request for Proposal 66FY24

Request for Proposal Title: Systems Change Consultancy Services

Request for Proposal Number: 66FY24

Request for Proposal Issue Date: October 27, 2023

Pre-Proposal Conference: November 2, 2023

Proposal Due Date and Time: November 20, 2023, No Later Than 11:59 P.M.
(Local Prevailing Time)

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Modifications to the RFP: Modifications are **highlighted in red** for additions and **Black** for deletions.

The following modifications in Sections II. Technical Requirements, Appendix C. Insurance Checklist and Appendix E. Contract Terms and Conditions are made to RFP 66FY24 through Addendum No.1.

Sections II. Technical Requirements

3. Training and Documentation: By no later than July 31, 2024 – Delivery of Professional development workshops, training sessions, and presentations on inclusion and equity topics that are customized to the needs of the school or district. **APS' preference is in-person but are open to proposals for other models.**

Appendix C - Insurance Checklist

Coverages Required			Limits (Figures Denote Minimums)		
Bidder Use	APS Use	Number	Coverage Type	Coverage Limit Per Occurrence	Coverage Aggregate Limit
Coverage Present (Place an X in the Box if coverage is present)	Coverage Present (Place an X in the Box if coverage is present)				
Commercial General Liability Insurance					
		1	Premises / Operations	\$ 1,000,000.00	\$ 2,000,000.00
			Completed Products / Operations		
		2	Sexual Abuse & Molestation (SAM)	\$1,000,000.00	\$2,000,000.00
Subcontractors Commercial General Liability Insurance					
		3	Subcontractors General Liability	N/A	N/A
Worker's Compensation & Employer's Liability Insurance					
		4	Worker's Compensation	Statutory Limits	Statutory Limits
			Employer's Liability	N/A	N/A
Commercial Automobile Liability Insurance					
		5	Owned	\$1,000,000.00	\$2,000,000.00
			Non-Owned / Hired		
Professional Liability / Errors and Omissions					
		6	Professional Liability	N/A	N/A
			Errors and Omissions		
Cyber Liability Insurance					
		7	Owned	\$ 2,000,000.00	\$ 4,000,000.00
7. Professional Liability including Network and Privacy Security Liability Insurance ("Tech E&O")					
		8	Technical Errors & Omissions	N/A	N/A
Property Insurance					
		9	Builder's Risk	N/A	N/A
Umbrella / Excess Insurance					
		10	Umbrella Liability	\$ 2,000,000.00	\$ 3 4,000,000.00
		11	Excess Liability		
		12	All insurance carrier AM Best Ratings are an A- or better or its equivalent		
		13	All deductibles and or self-insurance component have been submitted to Arlington Public Schools for review.		

Appendix E. Contract Terms and Conditions

Type of Insurance	Limit Per Occurrence	Aggregate Limit
Use of Excess / Umbrella Liability Insurance	\$ 2,000,000.00	\$ 3 4,000,000.00

Issued By:
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