
LONG BEACH UNIFIED SCHOOL DISTRICT

ADDENDUM NO. 1 – Questions and Answers

RFP 01-2122 K-12 Tutoring Service

ISSUED: 8/25/2021

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NOTICE TO ALL PROSPECTIVE BIDDERS:

This Addendum/Responses to Request for Clarifications (RFC) and any attachments are hereby incorporated and made part of the above referenced Bid. All information contained in the original terms, conditions, and specifications shall be included in the contract, except as modified herein.

Please amend your bid package to reflect the above changes, revisions, and/or clarifications. Acknowledge the inclusion of all addenda issued on the blanks provided on your Bid Form. Your failure to do so may render your bid non-responsive.

Thank you,

Mr. Jaime Gorospe, Contract Analyst

Long Beach Unified School District

Purchasing and Contracts

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RFB #: 01-2122 K-12 Tutoring Services

Questions Due: **8/20/2021**

Answers Due: **8/25/2021**

RFP Contact: Jaime Gorospe, Jgorospe@Lbschools.net

Item#	Vendor Inquiry	District's Response
1	Can you please clarify if these services will only be delivered at school sites (either in-person or virtually), or will there be an in-home option (in-person or virtually)? We have worked with your district for 17+ years as a 1-to-1 in-home provider (as well as virtually as of last March), and we were wondering if in-home would be an acceptable delivery model? The reason we ask, is that the majority of our existing staff are available outside of the school day - afternoons, evenings, and weekends and are not available for at-school programs during or immediately after school.	Tutoring services will be provided before, during or after the school day. Services will be provided at school sites. 1:1 services would be for home hospital and at the discretion of the school site admin.
2	TES was awarded a contract to provide tutoring services for LBUSD last year, effective through the 21-22 school year. Is this RFP for other services?	Yes. See page 1, paragraph 1: "...proposal from consultants qualified and experienced in providing K-12 tutoring to accomplish the following: remote and/or onsite high dosage tutoring..." Also, please see Item 6 - CONTENT OF PROPOSAL, all items under Article 6 - Detailed Proposal for Performing the Services and EXHIBIT A - SCOPE OF WORK.
3	Will multiple vendors be chosen to meet the different needs/subject areas of students? We are a K-8 math-only tutoring provider, can we still apply?	We will be selecting those vendors who best meet the scope of work described in the RFP. Yes, you can apply.
4	On page 4, under Miscellaneous, it states: iii. Each hardcopy of the RFP must be spiral bound, tabbed and organized in the order listed in Article C of this section in the order listed therein. -- I could not find an Article C, does this simply mean #6 content of the proposal on page 3 (that order?) 1. Detailed Proposal for Performing the Services 2. Staff Resouces, etc etc 3. Billing Rates	Item 6 - CONTENT OF THE PROPOSAL (RFP), All items listed under Article C - Detailed Proposal for Performing the Services, items i through vii.
5	*What is the anticipated volume of students who may require tutoring? *About how many students to you expect to be in this program?	We anticipate a significant amount of K-12 students will qualify for tutoring.
6	If a vendor does not have their own curriculum or assessments, but utilizes supplemental content from district curriculum for tutoring sessions, will this vendor still be eligible to respond?	Yes.
7	Is the district or vendor responsible for grouping students by grade and skill level for small group tutoring?	The district will be identifying students who will receive this intervention. There is an expectation that the tutor progress monitors student achievement in support of exiting students from this intervention when needed.
8	What is the minimum education requirement for tutors?	See Exhibit A - SCOPE OF WORK, Minimum Requirement under Article d. Expectations
9	Are out of state tutors eligible for virtual tutoring?	Our goal for tutoring is in person. Virtual will only be used as needed.
10	Is there an anticipated breakdown of 1:1 and small group sessions for tutoring? (ie. 40% 1:1 and 60% small group)	No.
11	When is the anticipated start date for tutoring services to begin?	TBD; approximate date would be October 1.
12	Will the district accept electronic signatures through docusign?	Yes. DocuSign is acceptable.
13	The RFP indicates we must submit one original and 2 copies. Will the district accept forms executed via digital signature?	Yes, digital signature (i.e., DocuSign) is acceptable.
14	On page 4. of the RFP it states, "Each hardcopy of the RFP must be spiral bound". Will the district accept hardcopies in 3-ring binders?	Yes.
15	We still get push back from parents who do not want a tutor coming to their home due to fears of Corona virus. Will you offer on-line tutoring in these cases?	Our goal is for in-person tutoring services at a school site. On-line tutoring will be offered, as needed, at the district and or site's discretion.