

Supplemental Educational Services Request for Qualifying Providers (RFQ) Pre-Proposal Meeting: Questions and Responses

- Why was there less than a month provided for turn around?
 - The application deadline has been changed from March 30, 2007 to April 12, 2007.
- During the process of completing the application who can be contacted for further questions?
 - Please email Alan Delman at adelman@msde.state.md.us with any further questions.
- Due to the short turn around, if the intent to attend was not submitted can a provider still apply?
 - Attendance at the two technical assistance meetings on March 12 and 20, 2007 is not mandatory.
- Where can Emaryland marketplace be found?
 - <https://ebidmarketplace.com/>
- When will notification of approval be sent; if not approved, when will the provider be able to re-apply?
 - It is expected that approved providers will be notified in June.
 - SES RFQs are released annually. The next RFQ will be released in 2008.
- Would approval in a future application session allow the provider to begin services for a summer session?
 - Any notification letters that are sent to parents by local school systems are required to list ALL approved providers.
- In reference to curriculum, how tied to a specific curriculum should the proposal be?
 - Please refer to the Connection to Maryland's Voluntary State Curriculum (VSC) in the RFQ, Page 14. Additionally, please refer to the Exhibit 16: Review Criteria, Page 98.
- If tied to a specific curriculum, can a vendor apply to provide services for multiple areas in one application?
 - Yes, please refer to Page 5, first paragraph.
- As circumstances change during a service period what steps should the provider take to request changes in service?
 - Please refer to the amendment procedures identified at:

<http://www.marylandpublicschools.org/NR/rdonlyres/917715FF-9106-4FEB-B99E-3FD03540F1E4/10119/SESNewAmendmentProcedures110307.doc>
- Is there a deadline when proposals should be submitted?
 - 2:00 P.M., April 12, 2007.
- Who should proposal materials be submitted to?
 - Please review Page 1 of the RFQ.
- Is the proposal deadline based upon delivery or postmark?

- Delivery. Please refer to Page 11 of the RFQ.
- If deadline were to be extended will notification be sent?
 - Emaryland marketplace will post the new deadline. Participants will also be notified by way of this Addendum. The RFQ posted on marylandpublicschools.org will also reflect the new date.
- In the proposal must the vendor state how many students can be serviced?
 - No. Vendors must state student-teacher ratios, however.
- Is it possible that a single school could have multiple vendors providing service?
 - Yes.
- Are parents allowed to switch providers in the middle of the school year?
 - Yes.
- Is the school allowed to promote one vendor?
 - No.
- Parents do not know that there are options. How will parents be notified of their permission to change providers?
 - This is usually a discussion among parents and local school systems.
- Are there any instances of Supplemental Services being made available to high schools?
 - At this time, no high schools offer SES.
- When re-applying, are providers seen as new?
 - Yes, however, all prior site visit reports and evaluations will be provided to the review panels, who review the new application
- If approved how long are you approved for?
 - Two Years at which time the program will be evaluated for effectiveness. If found to be satisfactory provider approval will be extend another two years. At that time the provider must reapply. Please see the program review calendar available on our website at:

<http://www.marylandpublicschools.org/NR/rdonlyres/917715FF-9106-4FEB-B99E-3FD03540F1E4/11754/SESProvRevandEvalCycle100306update.doc>

- How many approved vendors are there currently?
 - There currently 48 approved vendors.
- Is a list of eligible schools made available? What determines eligibility?
 - Please see the RFQ Exhibit 1. Eligibility is determined by improvement status (Year 2 improvement, Restructuring, Corrective Action)
- Due to the short turnaround time, will consideration be given to postponing the application deadline?
 - The deadline has been changed to April 12, 2007.
- Are there currently SES providers who are working collaboratively to provide services?
 - No.
- Can I include a quote for insurance or do I need to include the actual policy in the proposal?
 - Please see Exhibit 20 in the RFQ.

- In the cost proposal should the provider include the cost for transporting kids to the program?
 - [If the provider plans to provide transportation yes; if not, no.](#)
- Can an SES provider provide life skills, leadership development, and other skills to help students, or are we limited to reading and math?
 - [Please refer to page 5 paragraph 1 in RFQ](#)
- Is more credit given to programs that are up and running versus programs that are new?
 - [No](#)
- Are administrative costs covered under this program, for example salaries for employees?
 - [Any costs incurred to provide services should be included in the contract hour cost.](#)