



SPECIAL ADMINISTRATIVE BOARD OF THE TRANSITIONAL SCHOOL

DISTRICT OF THE CITY OF ST. LOUIS

Purchasing Department
801 North 11th Street
Saint Louis, Missouri 63101

**RFP# 023-1617 Professional Development in the System-Wide Implementation
of Professional Learning Communities in SIG Schools**

ADDENDUM No. 5– QUESTIONS AND ANSWERS

1. Which schools are the 6 SIG schools? Elementary? Secondary? Elementary Schools: **Answer: Monroe, Jefferson, Ford, and Adams** Middle Schools: **Fanning & Langston Middle**
2. Budget: do we need to or can we include the cost of:
 - Subs?
 - Stipends?
 - Food?
 - Printing?
 - Books?
 - Materials?
 - Anything else we need to know about budget?
 - Restrictions on indirect costs – percentage, types of indirect services, etc.? ?

Answer: They can add in whatever they want, we reserve the right to accept or reject the additions.

3. The RFP emphasizes working with the Leadership Team – we have questions about that approach?
 - Would we work with the Leadership Team only?
 - Can we work with collaborative teams?
 - How will other staff receive PD and coaching if only Leadership Teams?

Answer: Leadership teams initially, then open to allowing them to work with collaborative teams.

4. Attachments– what can we attach- see below:
 - Proposed PD – curriculum
 - Tools – examples
 - Evaluation instruments – examples
 - Resumes and bios
 - Other information about our organization?

Answer: May include all.

5. It appears that these 6 schools will also be partnering for work in Guided Reading and University Partnerships as evidenced by the other outstanding RFPs. Is that the case, and if so, will the partners be co-creating their scope and services with the school teams? Answer: That was not in our thinking and planning but we could explore this further.
6. Per item 5.4.4 of the RFP, we understand that you would like for us to mark up the form to show any revisions that our contracts department may request. However, there are also several sections in the template that are highlighted in yellow. Is it your intention that we complete all of those sections as part of the RFP application process? Or, can certain areas highlighted in yellow be kept blank until a final scope of work is agreed upon? Answer: Certain areas of the agreement may be kept blank until the final scope of work is agreed upon.
7. What do you envision the planning and pre-implementation phase to entail? Answer: The grant provides for the district to work with the partner and school improvement team to develop the plans around information gathered from the school's needs assessments and observations from schools and previous experience around PLC process. This grant cause for more ground work from the team inclusive of the Principal, SIG Team and the Partner. There will be some differentiation as well as some overarching things across the schools.
8. Would you recommend bidders building the pre-implementation phase into their scope of work? Answer: Yes.
9. Can we have access to the baseline data from the SIG Grant as part of the planning for the Priority Schools? Answer: No
10. Can you identify which six schools are apart of the grant? Answer: Monroe, Jefferson, Ford, Adams Elementary and Fanning & Langston Middle
11. Do any of these schools have PLCs currently in place? Answer: Not at this time.
12. The requirement to hold a license in the City of St. Louis, how do we fulfill the requirement or are we required to fulfill the requirement? Answer: The license requirement must be fulfilled within 60 days of the execution of the contract with the successful vendor.
13. Can you provide any curriculum or assessments that may be present in the schools from the District level or commonly developed in the buildings? Answer: The curriculum and assessments being used varies. Eureka Math, Pearson, Engage for ELA, Acuity for Benchmark.
14. What is the desired start date for the services? Answer: The planning and preparation phase will begin in March 2017 and June 2017 for the ground work with teachers and leadership teams.
15. Is there any expectation about how often the provider would me onsite? Answer: Clarification would be provided during the pre-implementation discussion.