Respondent Questions and MPS Answers:

1. **Q.** Vendor is in receipt of RFP 1024 and has been digesting the requirements to ensure we understand district expectations. Would the Milwaukee Public Schools be willing to extend the question due date by one (1) week from Thursday, November 7, 2019 to Thursday, November 14, 2019 at 2:00 p.m. Central Time to allow for a more thorough reading of the RFP?

   **A.** No

2. **Q.** Can you provide details on the next steps in the process after the submission deadline?

   **A.** Refer to RFP 1024:
   - § 3.3 - Award
   - § 5 - Minimum Proposal Requirements
   - § 6.1 - Criteria
   - § 6.2 - Process

3. **Q.** On page 13 of the RFP you describe the target populations for each of the Title services. Beginning with sentence 2 of the Title IVA paragraph, the description for Title IVA services matches those of Title IIA services. Could you please clarify your expectations for Title IVA?

   **A.** The expectation is that the services provider is able to provide Title IV-A services to private school students, staff and parents to support the following priority areas.
   1. Access to a well-rounded education,
   2. Improving school conditions for learning to ensure safe and healthy students, and
   3. The effective use of technology to improve academic achievement and digital literacy.

4. **Q.** On page 28 of the RFP, section 6.2.2 suggests that MPS might be selecting one vendor. Could you clarify whether you intend to select one or multiple vendors?

   **A.** Please see Section 3.3:
   3.3 Award
The result of this RFP may be for **multiple contracts**. However, there is no guarantee that any contractor will be selected by MPS to provide programming or the frequency of services that will be requested.

**MPS reserves the right to award multiple contracts under this RFP to as many contractors as MPS determines is in its best interests.**

In addition, Exhibit 1 bullet two states the following:

MPS reserves the right to award to **multiple vendors** to fill the need or as deems appropriate.

5.  Q. Can we make any changes to the Cost Proposal worksheet? For example, can we add any rows to it?

   A. No

6.  Q. The RFP states on p.12 that two (2) contract service providers currently deliver services in 2019-2020. Is the district limiting the pool of vendors for this contract to two providers, or is the district considering to expand that pool?

   A. Please see section 3.3 Awards on page

7.  Q. In Section 3.3 on page 23 the RFP states that selected contractors will be required to present their program via an “informational booth” to school leaders and staff in order that they can select the company of choice for the upcoming school year. Will contractors, other than the 2 incumbents, have an opportunity to send materials to schools in advance of any selection meeting so that their company products and evaluation information can be given due consideration? If the 2 current contractors are also selected and a party to this new contract, will there be sufficient schools available for any new contractors?

   A. Finalists will be required to provide an informational booth for non-public school officials at a time and place determined by MPS. At that time, the non-public schools will have the opportunity to learn about the respondents in order to choose a preferred provider for their school.

8.  Q. How long have the 2 current vendors been providing service to the Title programs?

   A. Over 10 years

9.  Q. Does the district plan to conduct a pre-proposal meeting in order to clarify information for prospective contractors?

   A. No

10. Q. P. 10 - Under T-IV Safe and Healthy - Providing school-based mental health services and counseling -- What would this look like if a school wanted to set this service up at their building?
A. The Title IVA services provided to schools vary depending on the schools allocation of services. The service provider would be required to consult with the private schools.

11. Q. P. 10 - Under T-IV Effective Use of Technology - Building technological capacity and infrastructure – What would this look like for a school? What would be allowable with this funding for building a school’s technological capacity and infrastructure?

A. The Title IV-A services provided to schools vary depending on the schools allocation of services. The service provider would be required to consult with the private school regarding the schools need as it relates to building technological capacity and infrastructure. The service provider submits a 30-day preapproval to the MPS ESEA Division for all services. MPS works closely with DPI to determine if services are allowable.

12. Q. P. 11 - Under T-IV Effective Use of Technology - Provided a well-rounded education integration with the effective use of technology spending – How would a school use their T-IV funding for this?

A. The service provider would be required to consult with the private school regarding the schools need related to integrating technology across the various subjects that fall under well-rounded education. How a school uses their Title IV-A allocation of services would depend on the amount allocated per school. It would also depend on the need of each private school.

13. Q. P. 11 - Under T-IV Effective Use of Technology - Instructional programming of educational technology (technology supplies and hardware can be purchased under the well-rounded category – What kind of supplies and hardware can a school purchase with these funds?

A. The kind of supplies and hardware purchased would vary depending on the schools Title IV-A allocation of services. It would also depend on the need of each private school. The service provider submits a 30-day preapproval to the MPS ESEA Division for all services. MPS works closely with DPI to determine if services are allowable.

14. Q. P. 19 (B) A description of Title IIIA program services and activities, including goals and an evaluation tool. and P. 21(2.3.9). Contractor shall assess regularly the progress of the Title IA, IIA, IIIA, and IVA program to determine whether participating non-public school children are meeting, or making annual progress toward language acquisition goals and meeting the State’s student academic achievement standards or any alternative standards developed in consultation with participating non-public schools. -- The schools use the ACCESS assessment for their T-III students. MPS has identified the STAR assessment for the Vendors to use for the T-I program. What assessment tool has MPS identified for the Vendors to use for the T-III program.

A. MPS has identified the ACCESS assessment to monitor English language acquisition progress towards reclassification.
15. **Q.** Exhibit 3: Instructional Tracker has a maximum hourly rate identified as $39/hour. Is this the maximum fee we are allowed to charge MPS for the services relating to instructional services? Or, is this the maximum salary rate that can be paid to teachers?

**A.** Please see the revised Exhibit 3.

16. **Q.** Cost Proposal Form: Professional Development for both IA and IIA: Unit of Cost is described as an hourly rate. Many professional development opportunities are not available as a single one-hour unit. If I propose an hourly rate, is it acceptable to describe workshop hours expectations and attendee minimums in Tab B: Response to Request for Services?

**A.** The services provider would need to determine an hourly rate for the professional development training/services provided directly by the service provider to the private schools. This hourly rate does not pertain to outside conferences that the private schools may be interested in attending.

17. **Q.** Cost Proposal Form: Professional Development for both IA and IIA: is the hourly rate unit calculated for all attendees, or is it an hourly rate per attendee?

**A.** The hourly rate unit is calculated for all attendees. The total cost of the professional development training divided by the length of the professional development training.

18. **Q.** Cost Proposal Form: Student Instruction: the rate for student instruction is expected to include computers. Does that include the computers that the students use? If yes, it is expected that all schools will need new computers?

**A.** No, it does not include the computers the students use. The instructional cost should be inclusive of what the service provider’s teachers (teacher computer) would need to provide instructional services to the Title I students.

19. **Q.** Registered to do business in Wisconsin: Our company’s parent company is registered to do business in Wisconsin. Is an additional registration required for our company, the one filing the response? If yes, is it acceptable to file that registration if awarded a contract?

**A.** No

20. **Q.** The student engagement program requires defines the two components as:

   a. Career education activities that directly involve MPS students and
   b. Paid student employment hour that provide one or more MPS students with an actual, meaningful employment experience.

Regarding the 600 hours of student employment and 10 hours of career education, per the Student Engagement requirement: Is it possible for the qualifying third-party vendor to meet the career education and student employment criteria with students attending the private, nonpublic schools served by the third-party vendor?
A. No. Students eligible for the student employment and career education opportunities must attend a Milwaukee Public School. Student employment opportunities must be fulfilled by MPS high school students.

21. Q. Do the employment opportunities and education plan forms have to be completed in advance of the proposal submission, or can these forms be completed once the needs of the schools and students are identified?

A. All schedules are due at proposal response deadline. Successful respondents must include a completed Schedule H1-A Student Employment Commitment and H1-B Student Career Education Plan to demonstrate minimal responsiveness to the student engagement requirements. Respondents may submit Schedule H1-C Alternative Placement Request in lieu of schedule H1-A. All student employment and career education plans are subject to CCS approval.

22. Q. Instructional Services: Section 2.1.5 Delivery indicates that Contractor will implement Contractor’s assessment instruments. Section 2.2.E Management Plan indicates that “the Title I program uses the Star assessment as one required method of evaluation” if Contractor’s standard assessment is not Star, will schools be required to use Star as well?

A. The contractor is required to use an assessment tool determined by MPS in consultation with the private school community. That current assessment tool used is the STAR assessment.

23. Q. What are the current hourly rates of student instruction?

A. The hourly rates for instruction varies depending on the service provider. Service providers determines their hourly rate.

24. Q. Is Contractor allowed to contact non-public schools prior to the vendor meeting/booth event?

A. No
### Instructional Tracker

**School Name:**

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<th>Name</th>
<th>Role</th>
<th>Date of Background check</th>
<th>Date of Technology Acceptable Use</th>
<th>License #</th>
<th>Hours per week</th>
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<th>Hourly Rate</th>
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**Total Instruction Cost:** $0.00

### Counseling Calculation Detail

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**Total Counseling Charges:** $0.00

**Additional Explanatory Notes:**

**Month/Year**