

R10-1127 - Tutoring Services

Project Overview

Project Details	
Reference ID	R10-1127
Project Name	Tutoring Services
Project Owner	Clint Pechacek
Project Type	RFP
Department	Equalis
Budget	\$0.00 - \$0.00
Project Description	Education Service Center, Region 10 ("Region 10 ESC") is seeking proposals for the procurement of Tutoring Services. Responses will be accepted until 11/11/2021 at 2:00 PM. All times are Central Standard Time.
Open Date	Oct 15, 2021 9:00 AM CDT
Close Date	Nov 11, 2021 2:00 PM CST

Highest Scoring Supplier	Score
NCS Pearson, Inc.	87.33 pts

Seal status

Requested Information	Unsealed on	Unsealed by
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Proposal (Response to Section 2)	Nov 11, 2021 2:17 PM CST	Clint Pechacek
Pricing	Nov 11, 2021 2:17 PM CST	Clint Pechacek

Questions and Answers

Air Tutors, LLC

Virtual

Hasan Ali, Oct 25, 2021 4:02 PM CDT

Is the district accepting proposals from an all virtual tutoring platform?

Clint Pechacek, Oct 26, 2021 8:33 AM CDT

This is an RFP for national in-person and virtual tutoring services.

Etutorworld

Questions RFP R10-1127 Tutoring Services

Mukul Agrawal, Nov 01, 2021 1:11 PM CDT

Thank you for the opportunity to submit questions. Looking forward to reviewing responses. 1. Section 1:6.6, page 8/17 Administrative Fees states: "Pricing provided shall include the administrative fee paid to Equalis Group." Please provide the required or recommended administrative fee. Is it a set percentage of contract sales? How can we present a proposal without this information? 2. Section 1:7.2.2, page 10/17 Response Submission states: "Deviations from any terms, conditions and/or specifications must be conspicuously noted in writing by Respondent and shall be included with the response. (See Section Two, Proposal Form # 19)." In Section 2, Proposal Form 19 is Affirmative Action Affidavit for doing business with the state of NJ. What exactly is expected in Form 19 response? Form 22 seems to include the space to indicate any deviations from General Terms and Conditions. Please confirm. 3. Section 1:11.1 Award or Rejection of proposals: states respondents must "satisfy all mandatory requirements identified in this document." Please clarify which requirements are "mandatory." Is FORM 16: ADDITIONAL ARIZONA CONTRACTOR REQUIREMENT including Prohibition of Offshoring mandatory to bid for Texas? 4. Section 1: 11.2 Evaluation Process/Qualifications and Experience includes, "Minimum of 5 public sector references relating to the products and services within this RFP" as one of ten criteria eligible for 20 points in the evaluation. Please confirm that qualified respondents

that do not have 5 public sector references will be considered, in other words, this may reduce potential score in this section, but does not eliminate a company from consideration. 5. Section 2: Question 17 on page 8 has a yes/no choice for “Does pricing submitted include the required administrative fee?” Please state the required administrative fee that we should be including, or confirm that we can provide pricing that does not include the fee and you will add the fee (this seems to conflict with Section 1:6.6 which states the fee shall be included.) 6. P 10/49 Question 28: Please clarify that this is referring to reporting the actual monthly sales through this contract, confirm it is not asking how many students we can accommodate per month. 7. Section 2 P 16/49 Form 6: Value Add, and Section 3 Attachment A Equalis Group Administrative Agreement, Appendix B Roles & Responsibilities: Would there be a need to provide dedicated sales and/or marketing professionals to promote the contract within Region 10 ESC school districts? Can we provide exclusively digital marketing? How would Equalis group help with these promotions? 8.

Section 2, page 21/49 Antitrust Certification Statement. Can the Respondent and Authorizing Official be the same person? What is required to be ‘Authorizing Official’? 9.

Page 22/49 Does this 1295 form need to be notarized and a scanned copy included in proposal, as well as online registration? The form available at www.ethics.state.tx.us includes an unsworn declaration that an authorized agent can complete and sign, it does not ask for a notary. Please clarify this requirement. 10. P 33/49 Form 16: Additional Arizona Contractor Requirements –Offshore Performance of Work Prohibited. – If we are unable to comply with this one component for Arizona, therefore not able to sign in compliance with all notice requirements, will this disqualify us from consideration for selection as a vendor ESC or other Equalis members? 11. P 35/49 Proposal Form 18: Non-Collusion Affidavit – this appears to be for Harrison Township Board of Education, is that correct? It is to be completed and notarized? The form says Notary Public of New Jersey- will any state Notary Public Suffice? Please clarify if Notary is necessary. 12. P 36/49 Form 19: Affirmative Action Evidence – having never done contract services work for the state of NJ, we do not have these forms. Is it acceptable to sign/agree to MANDATORY AFFIRMATIVE ACTION LANGUAGE PROCUREMENT, PROFESSIONAL AND SERVICE CONTRACTS on pages 36-38/49 and not submit Required Affirmative Action Evidence on page 36/49? P38/49 has a place for signature of Procurement Agent under language for what contractor agrees to- do you want respondents to sign here if they agree to this affirmative action language? 13. P39-43/49 Form 20: C. 271 Political Disclosure Form. We have no political contributions to report in the state of NJ. Not knowing who may be interested in considering a contract in the future, we are not able to submit any actual forms at this time. I see this guidance is not intended to be provided to contractors. Is it sufficient at this time to state no activity to report and should a NJ district express interest in doing business through a contract, complete any requested forms at that time? This is a very confusing process for responding to a Texas RFP. 14. Form 21: Stockholder Disclosure Certification, is this form required to be notarized? 15. Form 25: Vendor Contract and Signature Form – Do we leave Equalis Group Contract Number blank? What are the administrative fees that we are agreeing to honor? For clarification on any questions please contact Susan Martin at susan.martin@etutorworld.com. Thank you.

Clint Pechacek, Nov 03, 2021 12:41 PM CDT

1. The administrative fee is negotiated between Equalis and the vendor after the Region 10 evaluation committee selects vendor(s) to recommend for award. Historically the admin fee has been 2%. 2. This is a typo. This section should reference Form 22. 3. No Form 16 is mandatory to

do business in the state of Arizona. All forms are clearly identified by which state they are mandatory in, if they are state-specific. 4. That is correct. 5. The administrative fee is negotiated between Equalis and the vendor after the Region 10 evaluation committee selects vendor(s) to recommend for award. Historically the admin fee has been 2%. 6. That is correct. 7. How vendors choose to market any resulting contract is up to the vendor to decide and demonstrate in their RFP. The marketing responsibilities of Equalis Group are outlined in the sample Equalis Group agreement provided in Section 3. 8. Yes the respondent and authorizing official can be the same person, if the respondent has the legal authority to make certifications on behalf of the company. 9. The 1295 Form is to be filled out online. Please follow the directions on the form. 10. It will not. However, the vendor will be unable to be considered for business with Equalis members in Arizona. 11. A New Jersey notary is required. 12. As with the Arizona-specific forms, vendors will not be disqualified for failing to complete New Jersey specific forms. However the vendor will not be eligible to do business with Equalis members in New Jersey. 13. This is a national RFP. Vendors who do not complete New Jersey's required forms will not be able to do business with New Jersey members through a resulting contract. 14. Yes. 15. Yes. The administrative fee is negotiated between Equalis and the vendor after the Region 10 evaluation committee selects vendor(s) to recommend for award. Historically the admin fee has been 2%.

Kelly Education

RFP Question 1

Angela Amundsen, Nov 01, 2021 1:50 PM CDT

Are there any scope variations for colleges and universities compared to K-12?

Clint Pechacek, Nov 03, 2021 12:44 PM CDT

No, the scope does not differentiate between higher education and K-12 tutoring services. Please refer to page 7 of Section 1 for the description of the scope of services.

RFP Question 2

Angela Amundsen, Nov 01, 2021 1:53 PM CDT

Will the process be centrally or de-centrally managed post award? o Will tutoring program requirements be managed at the region level or school level? o Will it be expected that individual implementations would occur at each site? o Would sites select single/groups of vendors and how?

Clint Pechacek, Nov 03, 2021 12:48 PM CDT

That will be up to the individual cooperative members who utilize this contract. Different members may wish to manage implementation at the district or individual school level, depending on their local programs and laws and incentives in their respective states.

RFP Question 3

Angela Amundsen, Nov 01, 2021 1:53 PM CDT

In what subjects/content areas will tutoring be offered?

Clint Pechacek, Nov 03, 2021 12:51 PM CDT

All subjects/content areas are being sought, including but not limited to mathematics, literature, literacy, geography, history, science, foreign languages, computer literacy, and other commonly taught subjects in K-12 and higher education courses. Professional development is also acceptable as value add, as noted in the scope.

RFP Question 4

Angela Amundsen, Nov 01, 2021 1:54 PM CDT

Will the district/school provide district curriculum, supplemental materials, and assessments used in the students' classroom for the tutor to leverage if the vendor does not maintain an independent curriculum?

Clint Pechacek, Nov 03, 2021 12:52 PM CDT

That will be up to the individual members choosing to utilize the contract.

RFP Question 5

Angela Amundsen, Nov 01, 2021 1:55 PM CDT

How many tutors are anticipated to be needed for this opportunity?

Clint Pechacek, Nov 03, 2021 12:54 PM CDT

This is an Indefinite Quantity/Indefinite Delivery contract for the national Equalis membership. The number of tutors that may be needed is not known at this time.

RFP Question 6

Angela Amundsen, Nov 01, 2021 1:56 PM CDT

How long will tutoring sessions be? How many sessions will be offered per week? What days/times will tutoring most likely be needed?

Clint Pechacek, Nov 03, 2021 12:54 PM CDT

These details will be determined by the Equalis member wishing to utilize the contract.

RFP Question 7

Angela Amundsen, Nov 01, 2021 1:57 PM CDT

Will tutoring services be offered to special education students and ELLs?

Clint Pechacek, Nov 03, 2021 12:55 PM CDT

Potentially, yes, the vendor may be requested to provide tutoring to special populations.

RFP Question 8

Angela Amundsen, Nov 01, 2021 1:58 PM CDT

Does Region 10 use Microsoft Teams?

Clint Pechacek, Nov 03, 2021 12:57 PM CDT

Region 10 has access to Microsoft Teams, however we cannot know whether the members who may purchase from this contract would have Microsoft Teams.

NCS Pearson, Inc.

Questions for RFP #R10-1127 for: Tutoring Services

Proposal Coordinator, Nov 02, 2021 3:46 PM CDT

Questions Regarding Request for Proposal #R10-1127 for: Tutoring Services Submitted by NCS Pearson, Inc. (Pearson) Page Section Question Page 8 :Section 3 Part A, Article 10, section 10.1 Is the intent of this relationship/procurement that all sales for Vendor's offered product must go through this procurement vehicle? By way of example, you state that Region 10 ESC can audit pricing being offered to eligible entities/agencies that is "materially inconsistent" with this Agreement. See also, Section 2.1 of Appendix B. Is there a requirement that Vendor cannot offer any pricing to another customer that is lower than what is offered here (most favored nation)? By way of example, you state that Region 10 ESC can audit pricing being offered to eligible entities/agencies that is "materially inconsistent" with this Agreement. There are references to "eligible entities" or "eligible agencies" but these terms are undefined. Can you please define who are considered eligible entities/agencies? Form 18: Non-Collusion Affidavit This form has "Harrison Township Board of Education" in the text—is this correct? If not, please explain. Form 11: Antitrust Certification Statements Can you clarify who can sign as the Respondent and who as

the Authorizing Official? Can they be the same individual?

Clint Pechacek, Nov 03, 2021 1:07 PM CDT

1. No, the intent of this RFP is not that the Vendor would use this procurement vehicle to the exclusion of all other means of selling to public agencies. Article 10.1 defines audit rights and does not require the vendor to sell exclusively through this contract. Article 2.1 defines the term of the agreement and similarly does not express a requirement of exclusivity. 2. Yes the intent of this contract is to establish best available pricing for Equalis members. Vendors may take exception to terms and conditions as stated in the RFP. 3. Please refer to the fourth recital on page 3 of the General Terms and Conditions: "WHEREAS, the Vendor Contract will provide that any state, county, special district, local government, school district, private K-12 school, technical or vocational school, higher education institution (including community colleges, colleges and universities, both public and private), other government agencies or non-profit organization may purchase products and services at prices indicated in the Vendor Contract upon registering and becoming a Member with Region 10 ESC." 4. Yes. This is the form provided by the State of New Jersey. 5. Yes, the respondent and authorizing official can be the same person, if the respondent has the legal authority to make certifications on behalf of the company.

One on One Learning

Equalis Group Administrative Fee

Marcel Monnar, Nov 02, 2021 12:56 PM CDT

Page 8 of the RFP, Section 6.6 Administrative Fees states: "Pricing provided shall include the administrative fee paid to Equalis Group." What is the administrative fee to be paid?

Clint Pechacek, Nov 03, 2021 12:57 PM CDT

The administrative fee is negotiated between Equalis and the vendor after the Region 10 evaluation committee selects vendor(s) to recommend for award. Historically the admin fee has been 2%.

Optimum Tutoring Solutions Inc.

Applicants from outside of the USA

Ewa Rambally, Oct 26, 2021 7:04 PM CDT

Hello, Do you consider applicants from outside of the United States? Do you consider incorporated for-profit tutoring companies?

Clint Pechacek, Nov 01, 2021 11:54 AM CDT

1. Yes. 2. Yes.

The Equity Leadership Group LLC

Types of Tutoring Services

Karla Manning, Nov 01, 2021 3:01 AM CDT

Are there any specific content areas within the tutoring services that are being sought? (i.e. Math Tutoring, Literacy Tutoring, etc.)?

Clint Pechacek, Nov 01, 2021 11:55 AM CDT

1. All content areas are being sought.

Proposal Format

Karla Manning, Nov 01, 2021 3:02 AM CDT

Is 'section two' the only document that is to be submitted for the RFP? Do we need to write a proposal narrative as well?

Clint Pechacek, Nov 01, 2021 11:57 AM CDT

Section 2 is the only document to be submitted for the RFP. Any narratives written should be in response to questions contained in Section 2.

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Administration Fee

Kristi Dorman, Oct 25, 2021 10:31 AM CDT

Hello, What is the Admin Fee % for Equalis Group for each deal with a district?

Clint Pechacek, Oct 26, 2021 9:02 AM CDT

The administrative fee is negotiated between Equalis and the vendor after the Region 10 evaluation committee selects vendor(s) to recommend for award. Historically the admin fee has been 2%.