



1701 MOUNTAIN INDUSTRIAL BOULEVARD, STONE MOUNTAIN, GA 30083
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TO: ALL OFFERORS UNDER REQUEST FOR PROPOSAL)

RFP 24-576 Teaching and Learning Curriculum Audit Services

FROM: Procurement Department, DeKalb County School District

ADDENDUM NO. 2

RFP 24-576 Teaching and Learning Curriculum Audit Services is hereby amended as follows:

1. This addendum was created to provide responses to the Q&A via IonWave.
2. All other conditions remain in full force and effect.
3. All offerors under this solicitation are kindly requested to acknowledge receipt of this Addendum 1 by signing the page below and uploading with your proposal.

COMPANY NAME/CERTIFYING OFFICIAL SIGNATURE



Q & A Response

The purpose of this document is to provide answers to vendor questions. Please see Questions and Answers included herein.

Solicitation Number: RFP 24-576	Solicitation Title: Teaching and Learning Curriculum Audit Services
Requesting Department: Curriculum & Instructional	Date: 02/09/2024
Buyer: Sierra McGhee-Adams	RFX Initially Posted to Internet: 01/18/2024
Email Address: solicitationquestions@dekalbschoolsga.org	Telephone: 678-676-0532

RESPONSES MUST BE RECEIVED IN THE PURCHASING DEPARTMENT:

DEADLINE TIME - Before 2:00 PM, Tuesday, February 13, 2024

**VIRTUAL PUBLIC ACKNOWLEDGEMENT OPENING
At 3:00 PM, Tuesday, February 13, 2024**

RESPONSES TO BE OPENED: Beginning at 3:00 PM EST.

**Via Microsoft Teams
DeKalb County School District
Purchasing Department
1701 Mountain Industrial Boulevard
Stone Mountain, GA 30083**



#	Questions	Referenced RFX Section	Answers
1.	What is the district's ideal start date for this curriculum audit?		The services will start after the DeKalb County Board of Education approves the award and once there is a fully executed contract in place.
2.	Why specifically is the district interested in a teaching and learning curriculum audit?		The district is interested in a teaching and learning curriculum audit to determine the alignment of the instructional resources, instructional frameworks, fiscal resources and human resources that directly and/or indirectly impact student achievement.
3.	Who are the results of the audit intended for and what would the district like to see happen in August of 2025? For example, will the findings be presented to the board to support future work?		The results of the audit will be presented to the Board of Education. The commendations and recommendations will be shared across the district to develop strategic plans for continuous improvement.
4.	Does the district have a specific audit schedule that they'd like to follow?		The district is flexible with the audit schedule. It is the request that the audit is completed within the 2024-2025 school year.
5.	Are there curriculum adoptions happening currently?		Yes, there are instructional resources adoptions currently in progress in the district.
6.	The RFP lists a number of content areas. Are there certain grade band(s) and/or content area(s) that the district would prioritize? If so, which content area(s)? Which grade band(s)?		The curriculum audit is for all grades, all content areas and programs as listed in the Scope of Work.
7.	What are the current curricular resources being used in each of the listed grade bands/content areas: English Language Arts, Mathematics, Science, Social studies, World language, Health/PE, Visual and performing arts, Music, Career, Technical, and Agricultural Education		The current curricular resources will be made available after the selection of the vendor for the audit.



#	Questions	Referenced RFX Section	Answers
8.	How should the vendor reflect variable audit costs, which would impact our ability to present a lump sum cost?		The lump sum cost should include all costs associated with completing the services requested in the RFP. Please see Revised Attachment A as part of Addendum No. 2.
9.	Does the district have a set budget for this work?		DCSD does not disclose specific project budget information.
10.	What data will we have access to in order to gain insight into operations and tech integration?		The data that can be made available include student achievement, user implementation, organizational charts, student enrollment, program (Special Education, Gifted, Early Intervention Program, Montessori, CTAE, English Learners, etc.) and all others upon request.
11.	Do “Company Profile” (p. 23 of RFP) and “Firm’s Overview” (p. 24 of RFP) need to be presented as two distinct sections within the Technical Proposal, or can that information be combined into “Firm’s Overview”?		Company Profile and Firm’s Overview can be presented as one section within the Technical Proposal.
12.	<p>We plan to work with another company as a strategic partner. How should we plan to upload company documents?</p> <p>Should only the primary company submit attachments (business license, financial statements, etc) and then show how we would partner in the Technical Proposal?</p>		The company that would be entering into a contract with DCSD should provide all of the required attachments and information.
13.	What are the anticipated start and end dates for the project? We note on RFP page 15 under L. Contract Terms that “services will begin on or about June 2024. The initial contract duration shall be for one year from the final execution date of both parties with no additional renewal periods” however we also note the		The services will start after the DeKalb County Board of Education approves the award and once there is a fully executed contract in place.



#	Questions	Referenced RFX Section	Answers
	request on RFP page 5 to “specify our earliest and latest service commencement dates after receipt of award letter” - will the duration always be 1 year from start date, and is it possible to start before June 2024?		
14.	Approximately how many audits do you anticipate ongoing concurrently? Do you have a priority list you can share?		We do not anticipate any other curriculum audits.
15.	What is the format of curriculum (digital, print, a mix?) and are all subjects/grade levels of curriculum located on a digital curriculum management system. If so will we receive training on that system?		The curriculum is available through a mix of digital and print resources. The district can arrange for an orientation of the LMS that hosts the digital aspects of the curriculum.
16.	Can you confirm the grade levels that will be part of the curriculum audit for the following areas: International Baccalaureate, Visual and Performing Arts, Music, Special Education, English Learners, Gifted Learners.		The grade levels for the various programs are International Baccalaureate (K-12), Visual and Performing Arts (K-12), Music (K-12), Special Education (K-12), English Learners (K-12), and Gifted Learners (K-12).
17	What are the grade levels for Early Intervention Program? Can you provide any details on how that content fits into the district’s curriculum?		The grade levels for the Early Intervention Program is K-5. The content for the Early Intervention Program fits into the curriculum as a Tier II resource based upon the Multi-tiered System of Supports.
18.	Can you provide details to help us understand how DCSD currently uses Montessori programs and methods? Is this for all of elementary or K-2 only?		The Montessori Program is a school choice option available at two elementary schools for students in grades K-5.
19.	Does DCSD currently have a DEI/CRE rubric or guidelines that would be the basis for the equity and access audit or would we utilize or		The district does not have a DEI/CRE rubric or guidelines. The selected vendor would be expected to utilize an existing document to conduct the audit.



#	Questions	Referenced RFX Section	Answers
	existing instruments (or modified version of those instruments) to conduct the audit?		
20.	Do all schools in the district use the same curriculum? Is the expectation one audit report per grade level/course or might there be multiple curriculum audits within a grade/subject area?		All schools in the district utilize the same Tier I curriculum. It is the expectation that there is one audit report inclusive of multiple grades, subject areas, and programs.