NOTICE OF REQUEST FOR PROPOSALS
RFP DOCUMENT A

RFP NO. NC- 2018-04
AFTER SCHOOL PROGRAM STAFFING AND OPERATIONS – GROUP B

NOTICE IS HEREBY GIVEN that FCSS requests proposals for: (1) educational and support services for students after school at the School Sites set forth on RFP Document C – After School Programs and Operations Information Sheet; and (2) educational and support services for supplemental programs at selected School Sites for students during summers, winter, Saturdays, and other designated periods from interested respondents in accordance with this Notice of Requests for Proposals and other documents in the RFP Packet. FCSS also seeks, in Additive Alternate No. 1, Tutoring Services for students at FCSS’ programs on an as-needed basis. The particular requirements are in the RFP Packet and the Master Contract. Before the award of the Master Contract, FCSS reserves the right to cancel this Request for Proposals (“RFP”), change any dates stated below, or modify any provisions of the RFP Packet, including the Master Contract.

1. RFP PACKET. The RFP Packet, including the Master Contract, is available starting on the Publicize Start Date stated below and may be obtained by contacting the Contact Person listed above or from FCSS’ website at http://www.fcoe.org (under Doing Business with FCSS).

2. PRE-SUBMITTAL CONFERENCE. An optional pre-submittal conference to acquaint prospective respondents with this RFP, the RFP Packet, and applicable requirements will be held at 10:00 a.m. on 06/08/2018 in Room 274 at the address listed above. Whether or not a respondent attends the conference, which may include dissemination of additional information, the respondent shall be deemed to have notice of all information disseminated at the conference.

3. QUESTIONS. Questions regarding this RFP, the RFP Packet, and/or applicable requirements shall be submitted in writing to, and received by, the Contact Person at the above email before 3:00 p.m. on 06/13/2018.

4. SUBMITTAL AND CONSIDERATION. All responses to this RFP shall be submitted before 3:00 p.m., based on the clock designated by FCSS, on 06/27/2018 (“Submittal Deadline”) at Front Desk at the address listed above. Responses that are timely received will be considered by FCSS and written notice of FCSS’ decision regarding the award of the Master Contract will be issued to respondents who timely submitted responses. FCSS reserves the right to request additional information and conduct one or more interviews of those respondents selected by FCSS.

5. CONTRACT AWARD. The Master Contract and related Site Contracts and Tutoring Services Orders will be paid, in part or in whole, with federal funds and is subject to applicable federal and state laws, regulations, and requirements. The Master Contract will be awarded based on the Method of Contract Award in the Proposal Evaluation Sheet (RFP Document E). FCSS anticipates awarding the Master Contract before 07/15/2018. The Master Contract will be for an initial period of three years, starting on 08/01/2018 until and including 07/31/2021, subject to two one-year extensions at FCSS’ discretion.

Publicize Start Date: 06/01/2018