

Questions for RFP #251-23-288 – Virtual Tutoring

Reference	Vendor Question	Answers
	What is the anticipated number of students to serve?	1-100
	Is this just a 1-year program or will there be any extensions?	One year to start. Extensions may be possible.
	Are digital signatures acceptable?	No.
	Is there a specific grade band that will receive services?	Offered to K-12. Likely students 3-12 will be participating.
	Is the tutoring open to all subject areas?	Yes
Scope of Work, page 5	Will tutoring sessions be scheduled by students, parents, or a single point of contact at the district?	Scheduling will occur between vendor and parent/caregiver/youth.
Scope of Work, page 5	Is the district looking for a high-dosage tutoring model (i.e., regularly scheduled tutoring sessions taking place at least three times per week, at least thirty minutes per session)?	Yes. The population has unique needs and having options works best.
Scope of Work, page 5	Is the district looking for an on-demand tutoring model (i.e., tutoring is not regularly scheduled; students opt in to tutoring on-demand)?	Yes. The population has unique needs and having options works best.
Qualifications, page 5	Our firm is currently not approved to do business in NC but would like to bid on this RFP. Is this acceptable?	Firms may seek approval and register with the Secretary of State in North Carolina upon award. Firms shall not be on any Federal or State disbarred list.
Scope of Work, p. 5, #4 "A pre-assessment and a post-assessment of academic progress will be required for each student participating in the program."	How and who will deliver the pre and post-assessments? Does WCPSS have existing pre-assessment data that can be used?	Vendor will deliver the pre and post assessments. No.
Cost Proposal, p. 5, "Bid price shall be provided as an hourly rate and shall be all-inclusive."	Will WCPSS consider other all-inclusive pricing scenarios in lieu of an hourly rate?	WCPSS will consider all price proposals.
RFP Attachments/Terms and Conditions, Page 7-8	Is Workman's Comp insurance required if tutoring is provided online from the instructor's home?	No.
	To achieve target outcomes, will this program utilize regularly scheduled High-Dosage tutoring or on-demand online tutoring? Or both? Do you utilize NWEA assessments? Would the use of NWEA assessment for the pre- and post-assessments be acceptable?	Both. Vendor will have discretion in choosing pre and post assessments to be used.

	Does a potential bidder need to register anywhere in order to submit/mail in a proposal?	No.
	Is the district accepting electronic submissions at this time?	No.
	Is the district accepting electronic signatures at this time?	No.
Scope of Services	Will the district be providing students a space/place to ensure access to computer and internet? If not, what control measures are in place to make sure participating students have ample access to receive the tutoring services?	Students will have access to a hot spot and Chromebook. A school staff person will work with the family to ensure a proper space is available. However, this population is highly mobile so environments may vary.
Scope of Services	Do you have a general distribution of grade bands for those students (How many 6 th , 7 th , etc.)	Not at this time.
Scope of Work, page 5	Is the district looking for 1:1 or Small Group tutoring?	1:1
Scope of Work, page 5	Will the district ensure that students have internet access and computers or tablets that include cameras and mics?	Yes
Scope of Work, page 5	The start date is July 1, 2023. Will services span the summer, and into the 2023-2024 school year?	Yes
Qualifications, page 5	What is the criteria or scoring rubric to guide the evaluation of the proposal?	Factors to be considered will include qualifications, relevant experience, fee, and ability to perform work in a timely manner. WCPSS retains sole discretion to award the contract to the vendor(s) it believes will best serve the interests of WCPSS and may consider any factors, documents, or information it deems relevant in making that determination.
Background and Project Objectives	What is the average or projected number of McKinney-Vento students in WCPSS to be served each year? (with 30 hours' services)	1-100
Scope of Work (date of start)	Do you anticipate any request to start prior to July 1, 2023?	If possible, yes.
Scope of Work (Question 1)	Is it okay for tutors to be located in another time zone as long as they are available during your requested hours?	Preference is Eastern Standard Time.
Scope of Work (Question 5)	This appears to be for either a bank of hours, to be assigned as needed, or a rate quote, paid per consumption, with consumption requests submitted as needed, "on demand." What is the desired turnaround time to deliver/launch tutoring for submitted requests?	Preferably within 24-48 hours but the timeframe is negotiable.