

Washington Unified School District

**REQUEST FOR PROPOSALS**

**EXPANDED LEARNING AND AFTER SCHOOL PROGRAM STAFFING AND OPERATIONS**

**Addendum No. 1**

**May 21, 2024**

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RFI:

**Section 4.1.1** Would you like us to carry FCSS on our insurance with WUSD?

RESPONSE: **Yes**

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**Form No. 1** – Site Contract has been removed from the attachments to this Master Contract.

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**PROPOSAL FORM RFP - DOCUMENT D-1**

**Original Text:**

Respondent shall submit a Base Price for Part I. All proposed rates shall include employee salary and all applicable benefits and taxes, including but not limited to, ~~paid sick leave, paid vacation, paid holidays, paid industrial disability leave, paid compensatory time off, other paid leave of absence, and~~ office and administrative overhead costs. Except as specifically stated in the Master Contract relating to economic price adjustments or as mutually agreed in writing by the selected respondent and WUSD, no other adjustments shall be permitted during the Master Contract Term.

**Revised Text:**

Respondent shall submit a Base Price for Part I. All proposed rates shall include employee salary and taxes, including but not limited to, office and administrative overhead costs. Except as specifically stated in the Master Contract relating to economic price adjustments or as mutually agreed in writing by the selected respondent and WUSD, no other adjustments shall be permitted during the Master Contract Term.

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**STAFF POSITIONS AND STAFF POSITION HOURLY RATES SCHEDULE RFP - DOCUMENT D-2**

**Original Text:**

**INSTRUCTIONS:** Each respondent shall list the Staff Position Hourly Rate for each Staff Position in column D-2.4, that respondent proposes to provide Base Services and Supplemental Services to WUSD. **Except as specifically stated in the Master Contract, the Staff Position Hourly Rate proposed for each Staff Position in this RFP Document D-2 shall be the highest Staff Position Hourly Rate at which respondent, if it is awarded the Master Contract, shall charge WUSD, and WUSD shall pay respondent, for the Base Services and Supplemental Services during the Master Contract Term. Respondent shall charge for overtime and double time rates as approved by WUSD. Unless approved by WUSD, WUSD shall not be obligated to and shall not pay the selected respondent for any time during which respondent's staff is not performing Base Services or Supplemental Services, as these terms are defined in the Master Contract (e.g., WUSD will not pay respondent for time during which respondent's staff are on vacation, taking sick or other leaves, attending professional development or training, or attending staff meetings).**

All proposed Staff Position Hourly Rates shall include employee salary and all applicable benefits and taxes, including but not limited to, ~~paid sick leave, paid vacation, paid holidays, paid industrial disability leave, paid compensatory time off, other paid leave of absence, and~~ office and administrative overhead costs. Except as specifically stated in the Master Contract, no other adjustments shall be permitted during the Master Contract Term.

**Revised Text:**

**INSTRUCTIONS:** Each respondent shall list the Staff Position Hourly Rate for each Staff Position in column D-2.4, that respondent proposes to provide Base Services and Supplemental Services to WUSD. **Except as specifically stated in the Master Contract, the Staff Position Hourly Rate proposed for each Staff Position in this RFP Document D-2 shall be the highest Staff Position Hourly Rate at which respondent, if it is awarded the Master Contract, shall charge WUSD, and WUSD shall pay respondent, for the Base Services and Supplemental Services during the Master Contract Term. Respondent shall charge for overtime and double time rates as approved by WUSD. Unless approved by WUSD, WUSD shall not be obligated to and shall not pay the selected respondent for any time during which respondent's staff is not performing Base Services or Supplemental Services, as these terms are defined in the Master Contract (e.g., WUSD will not pay respondent for time during which respondent's staff are on vacation, taking sick or other leaves, attending professional development or training, or attending staff meetings).**

**All proposed Staff Position Hourly Rates shall include employee salary and all applicable taxes, including but not limited to office and administrative overhead costs. Except as specifically stated in the Master Contract, no other adjustments shall be permitted during the Master Contract Term.**

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**Removed Section 1.2.1**

~~1.2.1 — Except for the WUSD-Provided Training, as defined Section 1.5 below, WUSD shall not be obligated to pay Contractor for any costs incurred by Contractor for or related to any professional development or training for Contractor's employees or any subcontractors (if such subcontractors are permitted pursuant to this Master Contract), which costs include but not limited to, fees, material costs, and time to attend any professional development or training and related costs for travel, lodging, and meals.~~

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**SECTION 1.3 SITE CONTRACT – BASE SERVICES AND SUPPLEMENTAL SERVICES.**

**Original Text:**

SECTION 1.3 SITE CONTRACT – BASE SERVICES AND SUPPLEMENTAL SERVICES. The Parties, in coordination with each School Site, shall complete and execute a Site Contract for each School Site for which Contractor shall provide Base Services or Supplemental Services, including any Field Trips. Each completed Site Contract shall be executed by the Contractor, and WUSD' authorized designee before Contractor commences any Base Services or Supplemental Services on a School Site. WUSD shall have no obligation to pay Contractor for any Staff Positions that are not set forth in ~~an approved quote completed and executed Site Contract or that did not actually provide Base Services or Supplemental Services at a School Site.~~ The form of the Site Contract shall be as set forth in the Site Contract form attached to this Master Contract, subject to any adjustments thereto as mutually agreed by the Parties.

**Revised Text:**

SECTION 1.3 SITE CONTRACT – BASE SERVICES AND SUPPLEMENTAL SERVICES. The Parties, in coordination with each School Site, shall complete and execute a Site Contract for each School Site for which Contractor shall provide Base Services or Supplemental Services, including any Field Trips. Each completed Site Contract shall be executed by the Contractor, and WUSD' authorized designee before Contractor commences any Base Services or Supplemental Services on a School Site. WUSD shall have no obligation to pay Contractor for any Staff Positions that are not set forth in an approved quote. The form of the Site Contract shall be as set forth in the Site Contract form attached to this Master Contract, subject to any adjustments thereto as mutually agreed by the Parties.