



# DISTRICT OF COLUMBIA PUBLIC SCHOOLS

**Amendment No. 3 – Attachment A**  
**Prospective Bidders Questions Second Set of Official Questions**  
**Request For Proposal (RFP) No. GAGA-2019-R-0003**  
**DCPS Study Abroad Program**

The District of Columbia Public Schools (DCPS) issued the subject Request for Proposal (RFP) GAGA-2019-R-0003 on November 27, 2018 seeking competitive responses from Prospective Offerors. The RFP stimulated several questions from interested Offerors. DCPS is providing the following responses to the questions.

**OFFEROR QUESTIONS AND DCPS RESPONSES:**

- Q.1** Core Programs are required to be priced at 10 and 20 students but in J.10 the same countries require only one price to be provided. Should we include two prices for these countries in J.10 to mirror the core program pricing?
- A.1** **Core Programs in B.4 require prices for a minimum of 10 and maximum of 25 travelers. J.10 list the total number of travelers for each trip and should be priced accordingly.**
- Q.3** If a company does not have the specific type of tour in one of the core trips (i.e. only has Service in Costa Rica, but not a combo of Language and Service), does that disqualify them from being eligible to bid on or win any of the core tours?
- A.3** **Yes, unfortunately we have to compare apples to apples for the technical portion and the only way to do that is if all Offerors are submitting the same types of trips.**
- Q.5** If Offeror is submitting pricing for non-core trips, do they need to submit them in the same format as B.4 or just fill in J.10 Price Schedule? If they need to fill out B.4 sheets, will DCPS provide additional B.4 sheets by trip or is the offeror responsible for creating them for each trip?
- A.5** **All Offerors should be submitting pricing for core trips in order to be eligible for this award.**
- Q.6** With regards, to B.4. sheets, if per person price is different for 10 students and 25 students, can there be an additional line included to reflect that?
- A.6** **Yes, see revised Section B.4 via Attachment B.**
- Q.7** Can you confirm the pricing equation if offeror isn't bidding on all 20 trips?

**A.7** The stated pricing evaluation is only applicable to the pricing provided for the core trips.

**Q.8** Section B.4.1.2 states that offerors must submit prices for all ten (10) core trips; additionally offeror shall submit prices for any additional trips on the schedule for which they wish to be considered (see Attachment J.10 – Price Schedule). Using the evaluation metric listed in section M.3.2, can vendors expect that the core trips be evaluated on price individually or will the cost of the core trips be evaluated as a block of trips?

**A.8** The cost of core trips will be evaluated jointly using the stated pricing evaluation metric.

**Q.9** Section M.3.2 - Is each tour subject to the same price evaluation individually or will the final proposal price be taken into consideration. For example, company A provides a quote for all tours listed on the price schedule (core and other destinations). Company B provides a quote for all core tours and some option destinations. How are the proposal prices here differentiated?

**A.9** All Offerors will initially be evaluated using the pricing evaluation metric provided in the solicitation on the core trips as a whole. These initial scores (technical and pricing) will be used to narrow the Offeror pool.

*Core Technical (70) + Core Pricing (30) + CBE Points (12) = Possible Score of 112*

Using the above equation and a pre-determined baseline, we will establish a group of potential awardees. (i.e., an offeror must have 80 points out of 112 to qualify).

Once you are qualified to receive an award, that award (trips – core & non-core) will be selected based on:

*Technical Points for Each Trip (6) + Price Points for Each Trip (30) = Max Score of 39 Each Trip*

In the example provided, both Company A and B would be evaluated on the technical specifications submitted for the core trips and their pricing evaluated for those trips as well. Assuming both company make it over the established baseline threshold, then each trip submitted by the organizations would be evaluated on its own merit to determine the awardee.

**Q.10** Are you looking for an agency that can fulfill all five (5) destinations, or if we can submit proposal for the countries that we feel confident to deliver high quality programs?

**A.10** We would love to bulk the travel as much as possible but one award for all core destinations isn't mandatory.

- Q.11** We are the leading organization in teaching Spanish with language and cultural immersions in 40 destinations. There are some concepts in your study abroad call that I am not sure we fulfill as a non-American organization; criminal records for example.
- A.11** **DCPS does not have sufficient clarity from the contractor to address this question.**
- Q.12** Can you let me know if the Subcontracting Plan belongs in the technical or the pricing binder?
- A.12** **The Subcontracting Plan should be submitted with the Technical Proposal.**
- Q.13** Is there an approved template and instructions for how the proposal should be written and submitted.
- A.13** **See Section L- Instructions, Conditions and Notices to Offerors for instructions on submitting Proposal.**
- Q.14** Since each student and ambassador will be covered with travel insurances for over x \$\$\$, is this sufficient to meet the \$25K per person requirement for emergencies?
- A.14** **The \$25K in emergencies is a separate but related cost to the provided travel insurance. Often times travel insurances requires co-pay and/or deductibles – the \$25k would be used to cover those fees on a cost-reimbursement basis**
- Q.15** Do you have a date in which we will receive the response to questions? Given that proposals need to be shipped out by Friday in order to arrive for the Monday deadline, are you considering extending the final submission deadline as a result of this shift?
- A.15** **Q&A was released via amendment 2 on Dec 7, 2018. Due to the delay DCPS is extending the Proposal due date to Tuesday December 18, 2018 by 4:00 p.m. EST.**