



SYRACUSE CITY SCHOOL DISTRICT

Anthony Q. Davis, Sr., Superintendent of Schools

Office of Finance

Michael Puntschenko, Chief Financial Officer

4/28/2025

RFP #SCSD2025-010 – Restorative Justice Training and Implementation Services: Addendum #1

NOTICE TO ALL POTENTIAL RESPONDENTS

This Request for Proposals (RFP) is modified as set forth in this Addendum. The original RFP Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the RFP. Respondent shall take this Addendum into consideration when preparing and submitting its Proposal.

PROPOSAL SUBMITTAL DEADLINE

The Proposal submittal deadline remains the same and is not changed by this Addendum.

1.0 – QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the RFP. To the extent that changes to the RFP are required based on the questions received, the RFP has been modified as noted above in the RFP section of this Addendum.

Item	Questions and Answers
1.1	<p><u>Question:</u> Can hyperlinks to supporting documents be used within the proposal narrative?</p> <p><u>Answer:</u> No, any and all supporting documents must be included in the proposal. Information that is not included in the proposal will not be considered during the evaluation process.</p>
1.2	<p><u>Question:</u> Is there an indirect rate as part of the budgeted expense for this RFP? If yes, how is the indirect rate for this RFP calculated?</p> <p><u>Answer:</u> Any indirect costs are expected to be included in the all-inclusive price listed by the Proposer on the Proposal Quotation Sheet (pg. 17). The price listed on the Proposal Quotation Sheet (pg. 17) will be the total amount of the payment that the Proposer may receive. No additional amount will be added to increase the payment amount listed for indirect costs.</p>

1.3	<p><u>Question:</u> What type of signature is required on the signature page?</p> <p><u>Answer:</u> An original (pen/ink) signature is required on the Signature Page (pg. 21) included in the proposal labeled “Original”. The 7 copies of the proposals labeled “Copy” and the electronic PDF copy of the proposal can have a photocopied and/or electronic signature.</p>
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Sincerely,

Michael Puntschenko
Chief Financial Officer

END OF ADDENDUM