



# SYRACUSE CITY SCHOOL DISTRICT

Jaime Alicea, Superintendent of Schools

Finance Department

Suzanne Slack, Chief Financial Officer

June 22, 2022

## RFP #SCSD2022-006 - UPK 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.

### 2.0 – 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
2.1	<p><b>Question:</b> Page 9, Item #4 and Page 11 Item #1 - At the year-end meeting with CBO admins and SCSD UPK admins it was stated that teachers for CBO's would be able to meet the lead teacher standards set by OCFS rather than the requirement for NYS certification or a Pathway Plan and that Pathways would cease to exist, however the RFP indicates that the requirements have not changed.</p> <p>What is the SCSD guidance on this matter? If guidelines have changed for teachers have they also changed for Teacher Assistant's?</p> <p><b>Answer:</b> There is no change for Teaching Assistants. The contract attached to the RFP states, "Certification requirements for lead teachers are subject to change, based on New York State OCF Guidance." The Director of the Office of Early Learning at NSYSED, Jason Breslin, shared with PK Administration that certification requirements for CBO's would only need to meet OCF requirements as a lead teacher. This was shared with CBO agency partners and we are awaiting documentation from NYSED regarding this change.</p>

2.2	<p><u>Question:</u> On page 26, Item #16 class size requirements. We collaborate with OCFS and their preschool ratio is different than SCSD allows. The ration from OCFS is below for 3&amp;4 year old's. If we get our waiver approved over the summer, would we be allowed to operate outside of the noted class size requirements as outlined in this RFP?</p> <p>3 years - 1:7 Maximum class size is 21</p> <p>4 years - 1:8 Maximum class size 21</p> <p><u>Answer:</u> No, we would need to adhere to the requirements in the RFP.</p>
2.3	<p><u>Question:</u> Also, we are waiting for approvals of a OCFS waiver that would allow us to use the NYSED ratios noted in the agreement. If that is not approved prior to the start of the school year, we would have to increase the proposed budget to accommodate additional staff. Would we be able to amend and increase the budget after it's approved?</p> <p><u>Answer:</u> The half day and full day rates per child are fixed at the amounts indicated in the UPK Budget and SUFDPK Budget sections at the top of the Agency Budget Form (pg. 51). The maximum number of children per Agency is finalized at the time of contract execution. A change in the maximum number of seats requested can be made during the period of time between proposal submission and contract sign-off. After contract sign-off, the maximum number of seats would only change if the Agency enrolls fewer than that number of children according to BEDS data (pg. 28).</p>

Sincerely,

Suzanne Slack  
Chief Financial Officer

**END OF ADDENDUM**