



Department of Procurement Services

160 South Hollywood Street · Room 126 · Memphis, TN 38112 · (901) 416-5376

QUESTIONS AND ANSWERS

RFP 07072023AW Enhancing School Capacity to Address Youth Violence Phase II

1. Will SCBE pay for supplies or after school activities or vendors needed for after school activities?
 - a. We will not provide supplies, that is the Vendor's responsibility.
2. Will the Vendor/Organization have a dedicated room each day of the 5 days at each school?
 - a. We will have a dedicated room, but anything could come up academically that will take precedence.
3. Will it be the same day and time at each school?
 - a. Yes
4. Will there be school support staff at each school?
 - a. We will not have school support staff at each school. There is an Advisor over the Grant that will provide support. Also prior, the Advisor will provide training to Vendors selected. We also have a Safety Special Project Coordinator that the outreach worker will work with, and they too will provide support.
5. Once the contract is signed, will a list of students' names be given before the first day of school?
 - a. They will have a list of students to start. However, it is the Vendor's responsibility to form relationships and build upon their caseload.
6. Will there be 30 students per school/per class or a total of 30 schools across 5 schools?
 - a. 30 students per school over the course of that school year. This will be explained in training once vendors are awarded. There is an entry and exit guideline for students. All of the information will be explained in detail in a weeklong training.

7. Is it required to have one (1) worker and a backup person total of a total of five (5) workers and five (5) backup workers so each school can have one (1) worker and one (1) backup worker?

a. A vendor will not be awarded all five (5) schools; three (3) maximum and a minimum of one (1). This depends on the capacity of the vendor. They will have to have one (1) worker plus a backup for each school.

Thank you,

Procurement Services