



# PECOS CYBER ACADEMY

RFP 2024-2025-001  
Ancillary and Related Services (Virtual)

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PRE-CONFERENCE March 8, 2024

# Background of PCA

A young child with short hair, wearing a striped shirt, is seen from the side, looking at a laptop. The laptop screen shows a woman with long hair, wearing a red top, in a video call. The background is a blurred indoor setting with a desk, a potted plant, and some books.

## A Free Online Public K-12 School in New Mexico

A virtual charter school where we value you finding your purpose in the greater world.

# Procurement Schedule

- Acknowledgement of Receipt Due March 8

This gets you all communication in the future

You can submit an RFP without this receipt, but you may not get all information between now and due date

- Deadline to submit additional questions Due March 8

We will respond to questions from today's conference as well

- Response to questions/RFP Amendments will be shared with Receipt list by March 15

## Proposal Schedule cont.

-Submission of Proposals – Due by 3pm Wed, March 27, 2024

We are not taking digital submissions. It must be mailed and received

-Demonstration Agenda Released- April 1, 2024

-Proposal Evaluation - April 5, 2024

-Selection of Finalists - April 8, 2024

-Product Demonstrations - Week of April 29-May 3 Scheduled Virtually

-Contract(s) Award - May 15, 2024

# Current Ancillary/Related Services Capacity at PCA

3 Full-time Speech Language Pathologists

1 Full-time Occupational Therapist

1 Part-Time PT

1 Full-Time Diag/School Psych

2 Social Workers/Mental Health Counselors

1 Part-Time School Nurse

1 Part-Time O&M

1 Part-Time VI Teacher


# Scope of the Procurement

- Speech and Language Services and Evaluations
  - Occupational Therapy Services and Evaluations
  - Physical Therapy Services and Evaluations
  - Clinical School Psychological Services & Evaluations
  - Social Work and Mental Health Services
  - Educational Diagnostic Evaluations
  - \* Adaptive PE services
  - School Nursing
  - \* Recreational Therapy
  - Orientation and Mobility Services
  - Visual Impairment Services
  - \* ASL Interpreting Services
  - \* Behavior Management Services
- \*Indicate possible future need above current capacity counts

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A vendor does not need to provide all areas to apply and be considered

# Number of copies

## Technical Proposal

- 1 Hard Copy \*Proposal with signed forms (can be a digital signature)
- 6 Copies on USB Flash Drives –Proposal in single PDF and images of signed forms –Unprotected documents

## Cost Proposal

- 1 Hard Copy
- 6 copies on USB Flash Drives –Single PDF with cost proposal only

\*\*Amendment from original signatures



# Mailing submission

Received by 3pm, Wednesday, March 27, 2024

Pecos Cyber Academy

% Robbi Coker

3112 Plaza Del Prado

Alamogordo, NM 88310

# Technical Proposal

- a) Signed Letter of Transmittal
- b) Table of Contents
- c) Proposal Summary
- d) Experience
- e) References
- f) Response to Specifications (**except cost information which shall be included in Cost Proposal**)
- g) Response to Contract Terms and Conditions
- h) Offeror's Additional Terms and Conditions
- i) Signed Campaign Contribution Form
- j) Resident Business Certificate or Resident Veteran Business Certificate
- k) Resident Business Preference or Resident Veteran Business Preference
- l) Other Supporting Material (Optional)

# Cost Proposal

Within each section of the proposal, Offerors should address the items in the order in which they appear in this RFP. **All forms provided in this RFP must be thoroughly completed and included in the appropriate section of the proposal. All discussion of proposed costs, rates or expenses must occur only in Cost Proposal on the cost response form that is created by the Offeror.**

# Point Summary

<b>Factor</b>	<b>Points Available</b>
Qualifications	15 points
Experience	15 points
Response to Specifications	25 points
References	15 points
Cost	30 points
TOTAL	100 points**

\*\*Amendment from 150 points

# Questions?

Robbi Coker

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