

Addendum #1

RFP #WRESA-36-2025-2026-03

Pre-K to Adulthood Special Education Training & Curriculum

Revisions

- 1. Section 1.1 Minimum Mandatory Requirements #2** – Proposer must provide a copy of business license indicating business can be conducted in Wayne County, Michigan. Please include a copy with your proposal. – **Omitted, not required.**

Questions and Answers

Q.1. Is it a mandatory requirement that students have access to the program? Or, can vendors submit programs that are just for teacher use?

A.1. Yes, it is mandatory for the students to have access to the program due to the following RFP Scope of Work, Sections 1.3, C.; 1.e. & 3.b.:

- Enables home access for students and parents (e.g., homework, extension activities).
- Both students and teachers should have access to real-time progress tracking and targeted learning activities.

Q.2. Can a vendor choose not to include a 2% fee?

A.2. The 2% administrative fee is required to be remitted, no exception. We have had vendors that have been part of the program that have chosen to absorb the 2% fee in their pricing because they receive the benefit of having to not put together other public bids, which in turn saves them time and cost. We have also had other vendors that have simply added 2% to their overhead. Either way, it is required.

Q.3. Can you explain exactly how the fee should be applied? Monthly, one time, annual?

A.3. The vendor will be contacted by CoPro+/MAC on a quarterly basis for all of its self-reported sales (all billings made to an entity whether it be for sales or service) and the 2% will be applied to all sales and services made to entities using the contract.

Q.4. Will the 2% administrative fee be paid by our company to CoPro+/MAC, or will Wayne RESA be withholding 2% and pay CoPro+/MAC directly?

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A.4. The 2% administrative fee will be paid by the vendor to CoPro+/MAC.

Q.5. In scenarios where the upfront cost differs from the ongoing cost, how would you like this formatted on the Attachment A pricing document?

A.5. If there are additional upfront costs that do not align with any of the line items on Attachment A – Pricing, please feel free to add additional line items by adding row(s) within category 2 IMPLEMENTATION AND PROFESSIONAL DEVELOPMENT.

Q.6. Should we provide pricing for the total contract value or first-year pricing?

A.6. Please provide pricing for the total Contract value, which is for 3 years.

Q.7. Related to the Company's Organization Chart – Is the request for the entire organization or key personnel who will support the full implementation of this RFP only?

A.7. An Organization Chart of key personnel who will support the full implementation is ideal; however, Wayne RESA will also accept one of the entire organization.

Q.8. Regarding the mandatory requirement: "Proposer must provide a copy of business license indicating business can be conducted in Wayne County, Michigan..." Can we submit our business license from our home state, or do we need a business license from Wayne County?

A.8. We are removing this as a minimum mandatory requirement and apologize for the inconvenience. This is no longer a requirement.

Q.9. Will you be awarding this RFP to one vendor or multiple vendors?

A.9. Wayne RESA would like to award one vendor.