

ADDENDUM 1

(Please sign and return with the submittal.)

QUESTIONS AND ANSWERS:

Note: Spelling, grammar, and punctuation of the questions are shown exactly as submitted by the potential respondents.

No.	Question	Answer
1.	What are the specific languages the city wants to offer their employees?	Spanish is the most needed language. Proposals should specify all languages an Offeror is qualified and willing to provide to the City.
2.	What does in-person and remote language training instruction local immersion classes mean, can you please define and explain a bit more in detail?	“In-person” refers to instruction taking place at a physical location with students and instructor present while learning Sign Language. “Remote” instruction would entail students and instructor utilizing technology (computer/smart phone) to engage in learning while at not in the same physical locations. A local language immersion class is a teaching method in which students are fully immersed in the target language, with instruction delivered primarily or entirely in that language. Please also see Sections 3.6 & 3.7 in the Scope of Work.
3.	What does in-person and remote language training instruction Sign Language mean; can you please define and explain a bit more in detail?	“Sign Language” refers to American Sign Language (ASL) classes. Please refer to the answer to Question 2., and Sections 3.6 and 3.7 of the Scope of Work.
4.	What does in-person and remote language training instruction Cultural Diversity, can you please define and explain a bit more in detail?	Cultural Diversity training integrates language learning with an understanding of diverse cultures.
5.	For remote language training as stated in 3.1 is the city interested in a virtual class with a live instructor, a blended class that includes a live instructor plus an online self-study program or also a 100% self-study program, or all of the options stated above.	The City is open to all options.
6.	Could the vendor propose offerings for just one or several services, or does the city wants the vendor to bid for all services mentioned in 3.2?	Vendors may submit offers for one or more of the services listed in Section 3.2.

7.	How is payment processed?	Please see Section 6.3, Method of Invoicing.
8.	What is the frequency of the services required? Daily, weekly?	Offerors may propose whatever frequency they wish to offer. Historically, most language classes are held once per week over an eight-week period.
9.	Have these services been available to the City before?	Yes
10.	Is the pricing for the contracts currently or previously awarded readily available?	Yes, Please pricing listed in contracts. Find contracts via searching for public records. Search for contract numbers 152691, 152735, and 152744. (Check to enter Keyword search and check document type "Contracts". https://apps-secure.phoenix.gov/PublicRecordsSearch/Home/AdvancedSearchOut
11.	Would a public records request be required to see the contract pricing info?	No
12.	Is there a need for in-person or online classes?	Please refer to Sections 3.2 – 3.7 of the Scope of Work.

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by signing below and returning the entire addendum with the bid or proposal submittal.

Name of Company: _____

Address: _____

Authorized Signature: _____

Print Name and Title: _____