



## **OFFICE OF COUNTY MAYOR GLENN JACOBS**

Procurement Division, 1000 N. Central Street, Suite 100, Knoxville, TN 37917

### **ADDENDUM I REQUEST FOR PROPOSAL 3389 COLLEGE AND CAREER READINESS PROGRAM**

**ADDENDUM DATE:** April 4, 2023  
**BUYER:** Jay Garrison, CPPO, CPPB  
**ORIGINAL CLOSING DATE:** April 12, 2022 at 2:00 PM

#### **THE FOLLOWING IS FOR CLARIFICATION:**

**QUESTION 1:** Section IV Scope of Work 4.4: Budget specifications: \$50,000 is for the 8th grade & the 11th grade 1- day career exploration experiences only? Are we missing a budget component regarding the other programming as outlined on subsequent pages, IE. Postsecondary Visit, business and industry visits, job shadow, internships, and the curriculum that accompanies those programs? For example, on page 13 the chart outlines programming for 36,030 students - just to clarify, is this RFP only for the Career Expo (4,500 8th graders) and the College & Career event (4,500 11th graders)? Other programs would be additional programming outside of this scope of work?

**ANSWER 1:** The budget is what we currently have allocated in ESSER 3.0. The additional activities, beyond the Career Expo and College and Career Event, may be added as a need for services arises and budget funds become available.

**QUESTION 2:** On the Career Expo outline on page 13, are the following items included in the \$50,000 or are they going to be paid for by KCS: facility rentals, AV, rentals, t-shirts for staff & volunteers, hospitality for staff & volunteers, technology solutions?

**ANSWER 2:** The average cost of a one-day even per grade level is approximately \$50,000. That cost is all-inclusive.

**QUESTION 3:** We would like to get clarification on coordinating donations for sponsorships and gift-in-kind that are raised for student career and hiring events for 8th and 11th grade- where will those funds go, is this something that will be utilized to underwrite event costs, will it go to KCS, where will these funds be housed and how will they be utilized and/or dispersed?

**ANSWER 3:** There is a project account for the sponsorship dollars. The account's purpose is to support the development of The 865 Academies in many ways, including, but not limited to, the guaranteed experience.

**QUESTION 4:** Page 15 - if additional vendor staff are utilized for event specific support, can funds that are raised, but utilized for personnel costs?

**ANSWER 4:** The vendor can bring on additional staff if necessary, with the approval of KCS.

**QUESTION 5:** Not mentioned in the scope of work but outlined in the deliverables: One postsecondary visit per student for 8th & 9th grade students, one business and industry visit per student, student job hiring event. Are these student experiences included in the initial \$50,000 budget estimates?

**ANSWER 5:** The postsecondary visits and industry visits may need additional logistical support, and they will need curricular support and training for t KCS teachers and staff. These would not be included in the \$50,000.



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**QUESTION 6:** If the awarded vendor brings current organizational partnerships to the table to offset event & personnel costs, would this be subject to KCS approval for how they are utilized? Can these additional sponsors be recognized in the event materials/ as sponsors?

**ANSWER 6:** KCS has established levels of partnership that we can share with the vendor. We would expect consistency with partnership levels and recognition, and in accordance with Board policy.

**QUESTION 7:** Will vendor logo and representation be allowed to be in all program materials?

**ANSWER 7:** Yes. Vendor logos will be in all materials associated with the events or programs supported by the vendor. They will be represented as the vendor, not as a sponsor.

### **THE FOLLOWING IS TO BE ADDED:**

**Exhibit A. – Federal Funding Requirements (attached)**

**End of addendum.**

**Jay Garrison, CPPO, CPPB**  
**Procurement Coordinator**



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### **EXHIBIT A FEDERAL FUNDING REQUIREMENTS KNOX COUNTY PROCUREMENT DIVISION REQUEST FOR PROPOSALS NUMBER 3257**

#### **Equal Employment Opportunity**

During the performance of this contract, the contractor agrees as follows:

(1) The contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation, gender identity, or national origin. The contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, sexual orientation, gender identity, or national origin. Such action shall include, but not be limited to the following:

Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

(2) The contractor will, in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, sexual orientation, gender identity, or national origin.

(3) The contractor will not discharge or in any other manner discriminate against any employee or applicant for employment because such employee or applicant has inquired about, discussed, or disclosed the compensation of the employee or applicant or another employee or applicant. This provision shall not apply to instances in which an employee who has access to the compensation information of other employees or applicants as a part of such employee's essential job functions discloses the compensation of such other employees or applicants to individuals who do not otherwise have access to such information, unless such disclosure is in response to a formal complaint or charge, in furtherance of an investigation, proceeding, hearing, or action, including an investigation conducted by the employer, or is consistent with the contractor's legal duty to furnish information.

(4) The contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice to be provided advising the said labor union or workers' representatives of the contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(5) The contractor will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(6) The contractor will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the administering agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(7) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts or federally assisted construction contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order 11246 of September 24, 1965, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.



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(8) The contractor will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (8) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the administering agency may direct as a means of enforcing such provisions, including sanctions for noncompliance:

*Provided*, however, that in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the administering agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

### **Clean Air Act and Federal Water Pollution Control Act**

Contractors and subcontractors will comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. 7401-7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. 1251-1387). Violations will be reported to the U.S. Department of Education (DOE) and the Regional office of the Environmental Protection Agency (EPA).

### **Debarment and Suspension**

A contract award will not be made to a party listed on the governmentwide exclusions in the System for Award Management (SAM).

### **Lobbying**

The Contractor certifies, to the best of its knowledge and belief, that:

a. No federally appropriated funds have been paid or will be paid, by or on behalf of the Contractor, to any person for influencing or attempting to influence an officer or employee of an agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with any contract, grant, loan, or cooperative agreement, the Contractor shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c. The Contractor shall require that the language of this certification be included in the award documents for all contractors and that all subcontractors shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352.

### **Procurement of recovered materials.**

Contractors must comply with section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 CFR part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition,



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where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

### **Preferences for Products Produced or Manufactured in the U.S.**

(a) This contract award prefers the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products).

(b) For purposes of this section:

(1) "Produced in the United States" means, for iron and steel products, that all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.

(2) "Manufactured products" means items and construction materials composed in whole or in part of non-ferrous metals such as aluminum; plastics and polymer-based products such as polyvinyl chloride pipe; aggregates such as concrete; glass, including optical fiber; and lumber.