

New Mexico Public Education Department

REQUEST FOR PROPOSALS (RFP)

Charter School Authorizing Data System



RFP #

24-92400-00010

Amendment # 4

Amendment Issue Date: February 2, 2024

RFP Release Date: November 13, 2023

This Amendment is being issued to include and clarify the following sections in the Request for Proposals (RFP) as reflected below, and shall prevail over any other conflicting information in the RFP:

II. CONDITIONS GOVERNING THE PROCUREMENT

GENERAL REQUIREMENTS

32. New Mexico/Native American Resident Preferences

To ensure adequate consideration and application of §13-1-21 NMSA 1978 (as amended), **Offeror must submit a copy of its valid New Mexico/Native American Resident Preference Certificate or its valid New Mexico/Native American Resident Veteran Preference with its proposal.**

Certificates for preferences must be obtained through the New Mexico Department of Taxation & Revenue

<http://www.tax.newmexico.gov/Businesses/in-state-veteran-preference-certification.aspx>.

In accordance with §13-1-21(H) NMSA 1978, an agency shall not award any combination of New Mexico/Native American Resident Preferences.

IV. SPECIFICATIONS

B. TECHNICAL SPECIFICATIONS

The Offeror shall provide the following services:

3. Mandatory Specifications

j. **IT Security System Compliance and Monitoring.** Offeror must provide a plan for remaining compliant with the PED IT and DoIT's security protocols and continued monitoring in order to ensure compliance.

k. **The Family Educational Rights and Privacy Act (FERPA) Compliance and Monitoring.** Offeror must provide a plan for compliance with the FERPA as well as monitoring and ensuring the security and confidentiality of all personally identifiable information and student education records.

C. BUSINESS SPECIFICATIONS

7. New Mexico/Native American Resident Preferences

To ensure application of § 13-1-21 NMSA 1978 (as amended), an Offeror **MUST** submit a copy, in this section, of its valid New Mexico/Native Resident Preference Certificate or its valid New Mexico/Native American Resident Veteran Preference Certificate, as issued by the New Mexico Taxation and Revenue Department.

V. EVALUATION

A. EVALUATION POINT SUMMARY

The following is a summary of evaluation factors with point values assigned to each. These weighted factors will be used in the evaluation of individual potential Offeror proposals by sub-category.

Evaluation Factors <i>(Correspond to section IV.B and IV C)</i>	Points Available
B. Technical Specifications	
1. Data System	Pass/Fail
2. Document Management	Pass/Fail
3. Compliance and Performance Management	Pass/Fail
4. Training and Ongoing Support	Pass/Fail
5. Data System Features	Pass/Fail
B. 6. Organizational Experience	10
B. 7. Organizational References	2
B. 8. Mandatory Specifications	47
<i>a. Track Performance</i>	<i>8</i>
<i>b. Tailoring System Tool</i>	<i>8</i>
<i>c. Date and Time Stamps</i>	<i>3</i>
<i>d. Aggregated Analysis.</i>	<i>8</i>
<i>e. School-level Reporting.</i>	<i>6</i>
<i>f. Training</i>	<i>5</i>
<i>g. Ongoing Maintenance and Technical Support</i>	<i>5</i>
<i>h. No-Cost Access</i>	<i>4</i>
<i>i. Contractor's Guarantee During Transition</i>	<i>Pass/Fail</i>
<i>j. IT Security System Compliance and Monitoring</i>	<i>Pass/Fail</i>
<i>k. FERPA Compliance and Monitoring</i>	<i>Pass/Fail</i>
B. 9. Desirable Specifications	6
<i>a. Charter Applications</i>	<i>2</i>
<i>b. State and Federal Reporting</i>	<i>2</i>
<i>c. School Reminders</i>	<i>2</i>
C. Business Specifications	35
<i>C.1. Financial Stability</i>	<i>Pass/Fail</i>
<i>C.2. Performance Surety Bond</i>	<i>Pass/Fail</i>
<i>C.3. Letter Of Transmittal</i>	<i>Pass/Fail</i>
<i>C.4. Campaign Contribution Disclosure Form</i>	<i>Pass/Fail</i>
<i>C. 5. Oral Presentations</i>	<i>5</i>

<i>C.6. Cost</i>	<i>30</i>
TOTAL POINTS AVAILABLE	100
C.7. New Mexico Resident Business / Native American Resident Preference	8
C.7. New Mexico / Native American Resident Veteran Preference	10

Table 1: Evaluation Point Summary

B. EVALUATION FACTORS

8. Mandatory Specifications (See Table 1)

8.i. Contractor's Guarantee During Transition of Charter School Authorizing Data System and Related Services

Points will be awarded based upon an evaluation of the thoroughness and clarity of the Offer's plan as to how a contractor (as the incumbent) must guarantee during a transition of services to a new Contractor for the period required by the Procuring Agency or procuring entity, not to exceed ninety (90) days, during a termination of services or during a period whether either the Contractor or the procuring entity is in default.

8.j. IT Security System Compliance and Monitoring

Points will be awarded based upon an evaluation of the thoroughness and clarity of the Offer's plan for compliance with the PED IT and DoIT's security protocols and for monitoring to ensure continued compliance.

8.k. The Family Educational Rights and Privacy Act (FERPA) Compliance and Monitoring

Points will be awarded based upon an evaluation of the thoroughness and clarity of the Offer's plan for compliance with the FERPA and for monitoring and ensuring the security and confidentiality of all personally identifiable information and student education records.

16. C.7. New Mexico/Native American Resident Preferences

Percentages will be determined based upon the point-based system outlined in § 13-1-21 NMSA 1978 (as amended).

A. New Mexico Resident Business Preference / Native American Resident Preference

If an Offeror has provided a copy of its New Mexico Resident Preference Certificate or Native American Resident Preference Certificate, the points awarded will be calculated as 8% of the total points available in this RFP.

B. New Mexico/Native American Resident Veteran Preference

If an Offeror has provided a copy of its New Mexico Resident Veteran Preference Certificate or Native American Resident Veteran Preference Certificate the points awarded will be calculated as 10% of the total points available in this RFP.

**This information along with other materials referenced for this RFP are located within the Procurement Library at:
<https://webnew.ped.state.nm.us/rfps-rfis-rfas/>**