

**WELLESLEY PUBLIC SCHOOLS**  
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**TO:** School Counseling Bidders  
**FROM:** Cynthia D. Mahr  
**DATE:** April 7, 2025  
**RE:** School Counseling RFP Addendum #1

Below is Addendum #1 to the School Counseling RFP issued by the Wellesley Public Schools on March 24, 2025.

**Question 1:** Following the list of requested documents on pages 7-8, I am confused on which one is the exhibit A I should submit, is it the cover letter on page 14, or the exhibit A on page 43?

**Answer 1:** Exhibit A is on Page 14. The Exhibit A on Page 43 is part of the Student Data Privacy Agreement.

**Question 2:** Same thing with exhibit B, is in the on page 8, or the one on page 44?

**Answer 2:** Exhibit B is on Page 15. The Exhibit B on Page 44 is part of the Student Data Privacy Agreement.

**Question 3:** How can I submit the examples for types of support requested on the last table page 16, is it okay to attach an extra document with that information?

**Answer 3:** Examples requested as part of Exhibit C on Page 16 should be added as an attachment from a document editor of the vendor's choice (i.e. Microsoft Word, Google Docs, WPS Office, LibreOffice, Dropbox Paper, and Zoho Writer) . Per the bid document, "Answers to the questions in this section must be in the order presented below and noted with Question Letter and Heading Name (e.g., Question A1 – Experience)."

**Question 4:** On page 17, can I choose to add process for the first two years instead of all 3?

**Answer 4:** The bid is for a three-year contract. All three years will need to be priced to be deemed a responsive vendor.

All other terms and conditions of the RFP remain unchanged.

***Please ensure that you acknowledge all addenda on your bid form. Failure to acknowledge all addenda could result in rejection of your bid as non-responsive.***