BUFFALO PUBLIC SCHOOLS PROCUREMENT OFFERING

RFPQ 27-1228-057 STUDENT AND FAMILY SUPPORT PROGRAMS AND SERVICES

Offering Summary

SUMMARY:

The purpose of this Request for Pre-Qualification (RFPQ) is to allow organizations with specific programming an opportunity to be prequalified to work with Buffalo Public Schools locations and departments. Bidders will submit a proposal for "STUDENT AND FAMILY SUPPORT PROGRAMS AND SERVICES" and will answer questions related to four categories: Family and Community Engagement, Social Emotional and Wellness Supports, Positive Youth Development/Mentoring, or Supplemental Academic Enrichment.

This RFPQ is offered on a cyclical basis, every three months. It is open for approximately two months for vendors to review and submit proposals and closed for one month for evaluations.

A minimum score of 70 points will be required to qualify your proposal. Upon receiving a passing score, your program will be placed onto our Pre-qualified Community Partner Catalog (PCPC) for a period of **two years**. The catalog is available for review by administrators and staff who are looking to contract for these support services. **Placement in this catalog DOES NOT guarantee a contract**. Once your proposal is approved, you may promote your services so that BPS staff may gain awareness of how your program can benefit BPS students and families.

The schedule for the 2026/2027 school year is:

RFPQ OPENS	RFPQ CLOSES	EVALUATION CLOSE DATE
10/5/2026	**11/27/2026***	12/18/2026
1/5/2027	**2/26/2027**	3/19/2027
4/5/2027	**5/28/2027***	6/18/2027
7/5/2027	**8/27/2027**	9/17/2027

*Please be advised that BPS is closed 11/25/26-11/27/26 for the Thanksgiving Holiday and 5/26/2027 for Easter and will be unavailable for assistance.

DESIGNATED CONTACTS:

Owner (Primary): Susan Faulise, Assistant Director of Purchase, smfaulise@buffaloschools.org

The dates specified on the timeline of this offering are subject to change via an addendum

TIMELINE:

Release Date:	10/05/2026	10:00 AM	Advertise Dates:	
Questions Due*:	11/02/2026	5:00 PM	- Website/BONFIRE	10/05/2026
Answers Posted:	11/06/2026	5:00 PM	- Buffalo News	10/04/2026
Offering Closed:	11/27/2026	5:00 PM		

RFPQ 27-1228-057 STUDENT AND FAMILY SUPPORT PROGRAMS AND SERVICES

Offering Summary

*Questions regarding this offering must be submitted via the online offering portal @ https://buffaloschools.bonfirehub.com/portal/?tab=openOpportunities

OTHER OFFERING PARAMETERS:

Type of Offering:	RFPQ
Basis of Award:	Individual Criterion- See individual rubric for more info.
Minimum Score:	70
Award may be split among respondents:	Yes
Award may be consolidated:	N/A
Subcontractors may be used:	Yes
Insurance is required:	Yes, if awarded a contract.
NYS DOL Prevailing Reference:	N/A
Response Surety Required ("Bid Bond"):	No
Performance Bond Required:	No
Formal contract required:	Yes
Proposals valid for:	**2 years (1/1/2027 - 12/31/2028)**

SUBMITTAL OPTIONS:

The only method of submittal will be electronically through the Euna Procurement (formerly Bonfire) site.

Electronic via BPS Euna Procurement portal at:
https://buffaloschools.bonfirehub.com/portal/?tab=openOpportunities.

Technical assistance with submitting your response electronically is available by contacting the contract owner at the contact information listed on the prior page.

THIS PAGE RESERVED FOR OFFERING SUMMARY

RFPQ 27-1228-057 STUDENT AND FAMILY SUPPORT PROGRAMS AND SERVICES

Offering Specification

1) GENERAL INFORMATION

Bidders are required to complete two mandatory questionnaires. They are titled “Offering Questionnaire” and “RFPQ REQUIRED QUESTIONNAIRE.” RFPQ evaluators will get all information used for determining a score from these questionnaires. If the bidder chooses to support the questionnaire responses with uploaded documentation related to the question, please be sure to CLEARLY LABEL each document and properly reference the document in the response. For the “RFPQ REQUIRED QUESTIONNAIRE,” each bidder will complete the "General Questions" section. Once "General Questions" are complete, the bidder will only fill in the remaining sections related to the bidder's proposal. The remaining sections are related to the responses to questions 1-4 in the "General Questions" section.

a. **GENERAL DEFINITIONS:**
Please refer to “Standard Terms, Conditions, & Disclaimers”

b. **OFFERING SPECIFIC DEFINITIONS:**
RFPQ – Request for Pre-Qualification

c. **VENDOR INFORMATION:**
Qualified vendors are encouraged to submit a response for providing the services described. If the vendor plans to subcontract any of the work described in the **Scope of Work,** the vendor must complete all response requirements for the subcontractor. If a vendor plans a joint venture with another company and/or utilizes subcontractors, the vendor shall specify accordingly and complete all response requirements for each company involved in the offering response.

d. **RESPONSES:**

Any and all contracts awarded as a result of this offering are subject to the Terms & Conditions stated in the offering. The submission of any other terms or conditions by a respondent may be cause for rejection of the response.

All responses should clearly state/include the following:

STANDARD REQUIREMENTS:

1. Completion of Question Set 1, “Standard Requirements and Respondent Data” document.
2. Completion of the “Offering Questionnaire” document.
3. Proposal of services, which includes:

a. A cover sheet that includes: the company/organization's name, contact person's name, date of submittal, phone number, business address, e-mail, and any other contact information.
b. Company background information
c. Description of services
d. Scope of services
e. Research or evidence-based support for your program
f. Deliverables (program goals and benchmarks)
g. Cost proposal in the requested format.

4. **Optional Items**: Current Certificate of Liability Insurance *This will be required when a contract is awarded.
5. Respondent must provide a list of at least three (3) client references and their contact information. References will be contacted at the sole discretion of the District.
6. *Optional* items as required by responses to the "Offering Questionnaire", including but not limited to:
    a. "Disclosure Narrative", any format.
    b. "Debarment Narrative", any format.
    c. "Certifications" such as MBE/WBE/SDVOB. **Consideration will not be given without a valid certificate.**
    d. "Policy 5414 Compliance Narrative", any format.
    e. "Subcontractor Documentation", any format.
    f. "Anti-Lobbying Narrative," any format.
7. Respondents may submit any other information they consider relevant to their response to this offering by using the "Other Vendor Information" document upload.

2) SCOPE OF WORK

OFFERING SPECIFIC REQUIREMENTS:

The bidder must NOT be virtual-only platform/s. Buffalo Schools is not looking to partner with a virtual program at this time. The bidder must supply the following information:

- How the organization will enhance existing services and contribute to a school's improvement plan.
- How the proposal will support existing school-based service delivery models and how it helps fill in the resource and service gaps based on the needs of the schools for which the proposal is designed.
- Knowledge and skills critical to improving student and school outcomes.

RFPQ 27-1228-057 STUDENT AND FAMILY SUPPORT PROGRAMS AND SERVICES

Offering Specification

- Familiarity with and ability to align with the BPS strategic plan.
- Diversity Equity and inclusion (DEI) statement and method of regularly assessing progress
- Three references
- A sample invoice with an ideal budget that includes duration of service, frequency, and cost.

The bidder will choose the category/s of which the proposed programming will align. The bidder will then supply the following information for the category to which the programming relates: Family and Community Engagement, Social Emotional and Wellness Supports, Positive Youth Development/Mentoring, or Supplemental Academic Enrichment.

Family and Community Engagement:

- A data-supported plan or program developed to increase the capacity and relationships of the school staff and students' families.
- Meaningful evidence to show that its staff has a plan or program developed to increase the capacity of/relationship with the surrounding community.
- A strategic plan, or sufficient evidence of past practices, for communicating with building administration to address the needs of students and families.
- Evidence of, or has an evidence-based program/method, that specializes in including parents as valued stakeholders in students' educational decisions and outcomes

Social Emotional and Wellness Supports:

The proposal aligns with the Department of Social Emotional and Wellness Support's work to support the whole child via holistic interventions ranging from, but not limited to, Social Emotional Learning Competencies, the Whole School, Whole Community, Whole Child model, Restorative Practices, Trauma Informed Care, Mental Health, Physical Activity, Multi-Tiered Systems of Support, Nutrition, Health Education, and the Youth Risk Behavior Survey.

Proposals shall include supports and services in the areas of wellness promotion for students and staff through avenues such as, but not limited to, assemblies, workshops, professional development and enrichment activities during school/district wellness events.

- Evidence to show program alignment to district wellness policy
- Program goals to support increase in district data in areas of social, emotional and wellness supports, such as Youth Risk Behavior Survey, SEL screener, attendance, suspension, graduation, etc.
- Proposal provides detailed narrative of programming and services offered

Positive Youth Development/Mentoring:

- The proposal effectively develops and engages/exposes students to art, music, theatre, and dance.

- How the proposal has established additional, meaningful connections to engage students with college and career readiness exploration.
- Programming shows evidence of including life skills, resiliency, and esteem-building activities.
- The proposal has aligned its programming with the School Goals and the BPS strategic plan for social-emotional learning, amplifying student voices, and cultivating trust.

Supplemental Academic Enrichment:
All programming must align to in the following ways:

- Social-emotional learning, amplifying student voices, and cultivating trust.
- Homework support/exam preparation support
- Reading/Literacy support
- Supplemental instruction support, tutoring support, or academic skills support

Potential Vendors can also see the District's Buffalo Public Schools Strategic Plan, Code of Conduct, restorative practices information, Youth Risk Behavior Survey, and other Buffalo Schools data found on the BPS website for more guidelines on programming needs and support.

3) EVALUATION PROCEDURES

a. **Review of Responses**
Responses will be evaluated by a cross-functional team consisting of subject matter experts and a Purchasing representative.

b. **Respondent's Presentations**
Respondents may be required to present once, at the District's discretion, including a question and-answer session with the evaluation team. Questions and specific requests to be addressed during the presentation will be forwarded to the respondents.

c. **Evaluation Criteria**
Responses will be evaluated on a 100-point scale as defined in the tables below.

BUFFALO PUBLIC SCHOOLS PROCUREMENT OFFERING

RFPQ 27-1228-057 STUDENT AND FAMILY SUPPORT PROGRAMS AND SERVICES

Offering Specification

FAMILY ENGAGEMENT PROGRAM CRITERIA	Category Points
This proposal/organization has a valid Diversity Equity and inclusion (DEI) statement and a method of regularly assessing its progress as related to Family Engagement.	15
The proposal articulates how it can enhance existing school-based service delivery models to help fill in the resource and service gaps based on the needs of the school/s and improve student outcomes.	20
The CBO has meaningful evidence in the proposal to show that staff has a data supported plan or program developed to increase the capacity and relationships of the school staff and students' families. (This can be professional development, regular meetings, staff and family events, a system of communication, or any other reasonable plan or program that increases staff relationships with families.)	20
The CBO's proposal has meaningful evidence to show that its staff has a plan or program developed to increase the capacity of the surrounding community.	15
The CBO's proposal offers a strategic plan, or sufficient evidence of past practices, for communicating with building administration to address the needs of students and families.	15
The CBO has shown evidence of, or has an evidence-based program/method, that specializes in including parents as valued stakeholders in students' educational decisions and outcomes in the proposal	15
TOTAL	**100**

POSITIVE YOUTH DEVELOPMENT PROGRAM CRITERIA	Category Points
This proposal/organization has a valid Diversity Equity and inclusion (DEI) statement and a method of regularly assessing its progress as related to mentorship/positive youth development.	15
e proposal articulates how it can enhance existing school-based service delivery models to p fill in the resource and service gaps based on the needs of the school/s and improve dent outcomes.	20
The proposal effectively develops and engages/exposes students to art, music, theatre, and dance.	10
The proposal has established additional, meaningful connections to engage students with college and career readiness exploration.	15
The proposal's programming shows evidence of including life skills, resiliency, and esteem-building activities.	20
The proposal has aligned its programming with the School Goals and the BPS strategic plan for social emotional learning, amplifying student voices, and cultivating trust.	20
TOTAL	**100**

RFPQ 27-1228-057 STUDENT AND FAMILY SUPPORT PROGRAMS AND SERVICES

Offering Specification

ACADEMIC ENRICHMENT SUPPLEMENTAL PROGRAM CRITERIA	Category Points
This proposal/organization has a valid Diversity Equity and inclusion (DEI) statement and a method of regularly assessing its progress as related to academic enrichment.	15
The proposal articulates how it can enhance existing school-based service delivery models to help fill in the resource and service gaps based on the needs of the school/s and improve student outcomes.	25
The proposal has made a strong effort to align its academic counseling/college preparation and support services with the School Goals and the BPS strategic plan.	15
The proposal has made an effort to align its homework support/exam preparation support with the School Goals and the BPS strategic plan.	15
The proposal has made a strong effort to align its Reading/Literacy support with the School Goals and the BPS strategic plan.	15
The proposal has made a strong effort to align its supplemental instruction support, tutoring support, or academic skills support with the School Goals and the BPS strategic plan.	15
TOTAL	**100**

SOCIAL EMOTIONAL AND WELLNESS SUPPORTS CRITERIA	Category Points
This proposal/organization has a valid Diversity Equity and inclusion (DEI) statement and a method of regularly assessing its progress as related to academic enrichment.	15
The proposal aligns with the Department of Social Emotional and Wellness Support's work to support the whole child via holistic interventions ranging from, but not limited to, Social Emotional Learning Competencies, the Whole School, Whole Community, Whole Child model, Restorative Practices, Trauma Informed Care, Mental Health, Physical Activity, Multi-Tiered Systems of Support, Nutrition, Health Education, and the Youth Risk Behavior Survey.	25
Proposals include supports and services in the areas of wellness promotion for student and staff through avenues such as, but not limited to, assemblies, workshops, professional development and enrichment activities during school/district wellness events.	25
Proposal provides evidence to show program alignment to district wellness policy.	10
Proposal provides program goals to support increase in district data in areas of social, emotional and wellness supports, such as Youth Risk Behavior Survey, SEL screener, attendance, suspension, graduation, etc.	10
Proposal provides detailed narrative of programming and services offered	15
TOTAL	**100**

RFPQ 27-1228-057 STUDENT AND FAMILY SUPPORT PROGRAMS AND SERVICES

Offering Specification

d. **Final Selection**
The Board of Education and its representatives will pre-qualify submissions based on the recommendations of the evaluation team. Following notification of the firm(s) selected, it is expected that a contract will be executed between both parties. The selected firm(s) must be prepared to begin work upon execution of the BPS contract.