



23-2410
Special Education and Related Services Providers
May 16, 2024

Addendum #2:

1. Can you provide the name and contact information for the individual who will be coordinating the services for the disciplines at the district? **Answer: This will be coordinated through our ESE department. Directors contact information can be provided once we have completed the evaluation process.**
2. How many hours are there per school day? **Answer: The bell schedule for the district is as follows: Elementary 7:45 a.m. to 2:10 p.m./ Middle 8:15 a.m. to 3:15 p.m./ High 8:45 a.m. to 3:45 p.m.**
3. How many school days are there per year? **Answer: 180**
4. Can we bid for other special education disciplines that are not mentioned in the RFP? **Answer: Only the categories listed are part of this RFP.**
5. When is the anticipated award date for this RFP? **Answer: We plan to evaluate and award prior to July 1st. This could occur anytime between when bids are due on May 29th through July 1st.**
6. Regarding "mark-up %" located in Section 6, Scope of Services, in paragraph 1&2 of page 15; Can vendors request a mark-up % for orientation and training time if vendors have already requested max bill rates? **Answer: This was incorrect in RFP there will be no accepted markup above the max hourly rates that were set in the bid document.**
7. Regarding "30 day notice to hire", located in Section 6, Scope of Services in paragraph 2 of page 17; Can vendors request a buyout percentage or fee for temporary employees converted to permanent hire? **Answer: Yes, vendors can request a buyout and that would be negotiated with the district on a case-by-case basis.**
8. Regarding "business hours", located in section 7, Qualifications in subparagraph I at the top of page 19; How many billable hours in a full time, temporary employee

- work day? **Answer: Minimum hours would be 4 Maximum hours are 8 per day unless overtime is pre-approved with the district.**
9. Will electronic signature be accepted for pages 1&2 and the Appendix IV- Conflict of interest or does the district want an INK signature? **Answer: An electronic signature will be acceptable.**
 10. VI Scope of Services p17: Is there a Perm conversion fee? And if yes how much? **Answer: See question 7**
 11. Are there any bid bonds or performance bonds associated with this RFP? **Answer: No**
 12. Does the district want a COI submitted with the proposal or Evidence of Insurance? **Answer: No this is not needed with proposal**
 13. Does the district want a copy of SC business licensure? **Answer: No, you will not need to provide this with the proposal.**
 14. Can the vendor incur any monetary penalties or be liable for any damages for not having a contracted provider available in a timely manner? **Answer: No there are no monetary penalties or liability associated with not being able to fill a position.**
 15. Can the district please clarify how needs for vendor supplied contractors will be disseminated to awardees post award? **Answer: As the needs arise our ESE department will reach out to vendors to inquire about filling needs. It will be at the discretion of that department to determine the best supplier for the needs at that time.**
 16. Can the district please provide a detailed explanation for how points will be awarded for the pricing section of this solicitation? **Answer: The pricing section is to establish a maximum amount the district is willing to pay for the various positions. Any vendor that can meet the fixed price numbers and who meet any other criteria listed in the RFP will go on a contractor list the district can pull from as needed.**
 17. When is the estimated contract award date, and how will the district communicate award status to vendors? **Answer: Once the bid date closes, we will go through the responses and anyone found responsive and meets all the criteria will be put on the list of qualified vendors that could be pulled from. A list of qualified vendors will go out to everyone who responds to the solicitation, and it will also be posted on the district website. Tentative award date would be within a week of the bid due date.**
 18. How many vendors does the district expect to award a contract to for the services requested in this solicitation? **Answer: All vendors who are deemed qualified will go on the contractors list that the district can pull from as needed. There is no minimum or maximum number of vendors who are able to qualify.**
 19. What is the expected amount of full-time, vendor supplied (SPED Teachers, school psychologists, SLP's, OT's, PT's, and BCBA's) needed during the 2024-25 SY? **Answer: The district known needs for 24-25 SY are: (15) SPED Teachers, (1) psychologist, (1) BCBA, and (2) RBTs. Numbers are subject to change based off need.**
 20. Can the district please provide the total amount of full-time, vendor supplied (SPED Teachers, school psychologists, SLP's, OT's, PT's, and BCBA's) utilized during the 2023-24 SY? **Answer: (1) BCBA, (4) RBT, (12) SPED**

21. Can the district please provide the total amount of full-time, vendor supplied positions utilized during the 2023-24 SY? **Answer: See question 20**
22. Can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied positions during the 2023-24 SY? **Answer: The District is not going to provide this information at this time.**
23. Can the district please describe the supplies and materials that contracted providers will have access to at the district? (wifi, computer access, testing materials, office supplies ect.)? **Answer: All items required to perform their duties will be provided by the district as it would for any district employee.**
24. What travel between schools is expected for these providers? **Answer: Minimal**
25. Will the district review other SPED service classifications if submitted with the vendor proposal? **Answer: No, only the positions specified are part of this solicitation.**
26. What are the district expectations of contract providers to assist in Medicaid reimbursement documentation services? **Answer: For billable services we would require you to bill Medicaid.**
27. What is the average caseload for the providers requested in this solicitation? **Answer: Self Contained- Average (10) Resource Positions- Average (25)**
28. Will the district accept Speech Language pathologist during their Clinical Fellowship Year (CFY)? **Answer: Yes**
29. Can the district please clarify the maximum weekly allowable hours approved for providers requested in this solicitation? **Answer: Hours will be determined by the district based on need. Hours can range between 4-40 weekly. Any hours above 40 is considered overtime and must be pre-approved with the district.**
30. Will the district accept digital proposal submissions? **Answer: Yes, digital proposals can be submitted through Vendor Registry.**
31. Will the district accept contract exceptions? **Answer: This would be considered on a case-by-case basis.**
32. Can the district please confirm if the on-site coordinator has a job description or requirements that the vendor needs to adhere to? **Answer: Yes**
33. Can the district please send job descriptions for the mentioned modalities? **Answer: Full job descriptions can be provided to anyone who makes the qualified vendor list. Job descriptions are also located on the district website for any open positions.**
34. Can the vendor submit rates for some modalities and not all, or does the vendor have to bid on all positions? **Answer: You may submit for any positions on the list you would like. It is not all or none, but you will only be considered for the positions that you do submit for.**
35. Does the district have BCBAs who will supervise the RBTs, or does the vendor need to provide the supervision? **Answer: Vendor will need to provide supervision**
36. Would the district consider alternative Behavioral Technicians to support the Behavioral roles? **Answer: District will consider on a case-by-case basis.**

