



**ROCKFORD BOARD OF EDUCATION
INVITATION FOR BID ON SUPPLIES, MATERIALS, EQUIPMENT OR SERVICES
FOR SCHOOL DISTRICT NO. 205
ROCKFORD, ILLINOIS**

IFB No. **18-16 Certified Nursing Assistants**

DATE: **March 20, 2018**

RE: **ADDENDUM NO. 1**

To All Bidders:

Attached are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

If you plan to hand deliver your IFB submission on the due date, please note you must check in on the 2nd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Purchasing Department by email to Dane Youngblood, Director of Purchasing at purchasingdeptstaff@rps205.com.

Clarifications:

Attached are answers to requests for information we have received through March 19, 2018.

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By: Dane Youngblood
Director of Purchasing

1. What agencies do you currently use for CNA Services?
 - a. Maxim Healthcare Services.
2. What rates do those agencies charge for CNA services?
 - a. \$24.15/hr.
3. Which agencies are you using the most on the current contract?
 - a. Maxim was the only company awarded the previous bid.
4. Will this be a single or multi award?
 - a. The District reserves the right to split any and all bids as deemed necessary, but the intent is to award this contract to one vendor.
5. Roughly how many hours were utilized in 2017?
 - a. Approximately 45,000 hours were utilized in fiscal year 2017.
6. How many hours of CNA services do you anticipate for the 2018-2019 year?
 - a. Approximately 45,000 hours are anticipated in fiscal year 2019.
7. How much money in 2016 and 2017 was spent on CNA services?
 - a. \$174,293.83 was spent in FY17 and \$10,193.50 was spent in FY16. This service was previously provided by District employees.
8. What is the annual spend that is projected for the contract? How will it be divided per year?
 - a. RPS 205 does not provide budget estimates during the bidding process. Projected costs will be the awarded hourly rate multiplied by 45,000 hours. Payments will be made bi-weekly or monthly based on timesheets.
9. Are you satisfied with your current provider? What would you like to see with the awarded vendor and our approach to the requested services?
 - a. Yes. We expect the awarded vendor to provide human resources support to 40+ CNAs, electronic timekeeping to be approved by principals, and on-going training of employees that relates to the care of students with intellectual disabilities and autism – specifically behavior management and safety.