

Addendum #1
RFP #21-001-122 STEM Kits
Questions and Answers

1. What supplemental staffing agencies do you currently use for the following services, if applicable?
a. Speech-Language Pathology
b. Physical Therapy

Not applicable. Wayne RESA does not currently use supplemental staffing agencies

2. What rates do the agencies charge for Speech-Language Pathology and Physical Therapy services?

We do not currently have agency contracts for these services, vendor is expected to include costs in their proposal.

3. Will the RFP be a single or multi-agency award?

Consideration will be given to both a single or multi-agency award.

4. How many hours were utilized in 2020-2021 for these services?

This is a new service being made available to Early On children. Wayne RESA did not use previously.

5. How many hours of Speech-Language Pathology and Physical Therapy does your school district anticipate for the 2021-2022 school year?

This will vary by need, estimated 360 hours Speech Language Pathologist (SLP) and 500 hours Physical Therapist (PT).

6. How much money in 2021-2021 was spent for each service?

This is a new service being made available to Early On children. Wayne RESA has not spent money on this service prior to this RFP.

7. What is the annual spend that is projected for the contract?

How will annual spend be divided per year?

Annual spend will be determined upon review and award of the RFP. It is Wayne RESA's expectation that vendors submit proposals that completely address the specifications provided in this RFP. While price is a factor in the review of proposals, it is not the only factor considered for project award.

8. Will you consider Teletherapy services for each services?

Remote services will be considered; but in-person needs to be an option when safe to do so.

9. Is the district accepting proposals for teletherapy (live, online) Speech services?

Remote services will be considered, but in-person needs to be an option when safe to do so.

10. How many PTs and SLPs do you anticipate needing at each center on a weekly basis?

One Physical Therapist (PT) and one Speech Language Pathologist (SLP) would be able to provide services to all locations.

11. How many hours will the SLPs and PTs work on a weekly basis?
Hours will vary based on need of children, family and Early On staff for consultation.
12. Will the professionals be expected to travel between clinics?
Yes, travel will be expected between clinics and homes when COVID-19 restrictions are lifted.
13. How many in-home visits do you expect each professional to make each day?
This will vary based on need. Depending on location, 4-5 visits can be made per day.
14. Will professionals be provided with PPE?
Wayne RESA does not plan to provide PPE to the awarded supplier(s). It is expected that vendor proposals will thoroughly incorporate all costs associated with their provision of the service.
15. Will the professionals making home visits be compensated for travel time?
It is expected that vendor proposals will thoroughly incorporate all costs associated with their provision of the service. Wayne RESA does not intend to reimburse for mileage/traveling.
16. Who are your current vendors?
Wayne RESA does not currently have vendors for this service. This is a new service being proposed for Early On eligible children.
17. Do you anticipate awarding one or multiple vendors?
Consideration will be given to both a single or multi-agency award.
18. Why are these services going out to bid?
This is a newly proposed service to Early On eligible children to increase the array of services provided and assist current Early On staff to increase their knowledge and skills to assist families of young children with motor and language delays.
19. Who are the current vendors providing physical and speech therapy services?
Wayne RESA does not currently have vendor(s) for this service. This is a new service being proposed for Early On eligible children.
20. What are the hourly bill rates by discipline?
The vendor will be expected to submit the hourly rate based on cost of service provided.
21. Are your current vendors meeting your needs?
Wayne RESA does not currently have vendor(s) for this service. This is a new service being proposed for Early On eligible children.
22. What is the anticipated # of full-time or part-time positions by discipline?
Both positions are anticipated to be part-time.
23. What is the anticipated award date?
As soon as possible; but we estimate between March--April 2021. Wayne RESA will issue a "conditional award to vendor(s) after a thorough review of proposals. If/once the "conditional award" is accepted, Wayne RESA's award decision will be presented to Wayne RESA's Board of Education for review and approval. Upon the board's approval of the contract award request, Wayne RESA will issue the contract (provided as Attachment #8 of the RFP). Services will begin once the contract is fully executed.

24. How will vendors be notified of the award?
Wayne RESA will notify the intended vendor via email.
25. Do you anticipate awarding one or multiple vendors?
Consideration will be given to both a single or multi-agency award.
26. Will assigned therapists have access to therapy materials, supplies, equipment, evaluation kits, and protocols?
Early On teams have evaluation kits and protocols that can be shared with therapists. Materials for interventions should include items that families have available in the home setting.
27. Will assigned therapists have access to computers/ laptops and printers?
Vendors will be expected to have their own computers and technology to do the work. Written reports/interventions can be shared with providers and families electronically.
28. Can pricing increase during the term of the contract?
Wayne RESA will review and consider each proposal; however, per Section D (Evaluation of Proposals and Award, page 9) of the RFP, a vendor's willingness to comply/adhere to the guidelines of the RFP will also be considered for award.
Also, per Proposal Section 3.0 (Comprehensive List of Assumptions, page 6) of the RFP, vendors are expected to include a list of their assumptions for this project. Your firm should include any and all assumptions (including price scenarios/expectations) with your proposal to ensure Wayne RESA has a clear understanding of your firm's proposal.
29. Do you require resumes of potential contracted therapists to be included in our submission?
Though not expressed in Section II (Specifications) of the RFP, submitting resumes would be very beneficial for this project.
30. Does the district reimburse for mileage for travel between schools?
It is expected that vendor proposals will thoroughly incorporate all costs associated with their provision of the service.
31. For Proposal Section 3.0 – Comprehensive List of Assumptions, can you please clarify what specifically we should provide in this section? Are you referring to any exceptions or deviations we might have? If we agree with all terms and requirements set forth in the RFP instructions, do we just note that?
Per Proposal Section 3.0 (Comprehensive List of Assumptions, page 6) of the RFP, vendors are expected to include a list of their assumptions for this project. Your firm should include any and all assumptions (including exceptions and/or deviations) with your proposal to ensure Wayne RESA has a clear understanding of your firm's proposal.

Please also note that, per Proposal Section 13.0 (Exceptions to WCRESA's Master Service Agreement, page 7), vendors are also expected to include- as a separate section-their exceptions to the terms in this document as this will be the document issued for signature after award and Wayne RESA Board of Education approval.

32. Can you please confirm the proposal submittal requirements? Pg. 4 indicates email only and pg. 7 indicates that proposals should also be mailed.
For this RFP, Wayne RESA is **only** accepting emailed submissions due to restrictions related to COVID-19 (our building is currently closed).
Please note that Attachments #4 and #5 must still be notarized

33. Is it your preference for the vendor to have a local office?
Preference may be given to a local office. If not local, staff should be able to travel to the sites for in-person services when restrictions are lifted.
34. Does the RESA intend on awarding to single or multiple vendors?
Consideration will be given to both a single or multi-agency award.
35. If the vendor is able to provide 3 references, will a vendor be disqualified for not providing 3 EDUCATIONAL references?
Though the preference is for vendors to provide references for similar industries, for this project, Wayne RESA will accept references that reflect experiences working with children in other settings.
36. What would be the projected or average weekly hours of service?
This will vary based on need. Hours will be part time (possibly 5-16 hours per week). Hours depend on needs of caseload children, families and providers needing support in motor and language development.
37. How many PTs and SLPs do you currently foresee needing?
We anticipate needing one (1) PT and one (1) SLP to work part time to meet the needs of the Early On population.
38. Would you consider certified therapy assistants such as PTA, SLPA, or CFY?
No
39. How many working days will providers work during the school year?
Current Early On staff provide services Monday through Friday 8:30a.m.-4:30p.m., some evenings and some Saturdays as needed.
40. Would Wayne County RESA consider virtual/teletherapy services in the event distance learning is enforced or required?
Remote services will be considered while COVID-19 restrictions are in place.
41. Since the proposal is to be submitted via email, what is the maximum size document can you receive via email (For Example: 5 MB, 10MB, etc.)?
Wayne RESA's emails are limited to 50 MB
42. Are resumes required at the time of proposal submission **or** only upon award? If so, are sample resumes acceptable with the understanding that vendors will begin recruiting on a best-efforts basis upon award?
Vendors should submit resumes of all proposed team with their proposals.
43. Can the vendor incur any monetary penalties for not having a contracted provider available in a timely manner **or** would your District terminate the contract with the vendor?
The vendor needs to have available staff to do the work immediately. This is not a full-time position.
44. Will the locations listed provide laptops/computers, testing/evaluation materials, and required equipment to the contracted providers during their assignment?
Vendors are expected to have their own computers and technology to do the work. Materials for interventions should include items that families have available in the home setting.

45. Will providers be expected to travel to the listed school campuses on the same day? If so, what will be the district standard rate?
Wayne RESA adheres to the IRS guidelines for travel; however, it is expected that vendor proposals will thoroughly incorporate all estimated costs associated with their provision of the service as Wayne RESA does not intend to reimburse for mileage/traveling.
46. Can you provide the incumbent vendor(s) names and rates providing the PT & SLP services? Has your current vendor(s) been able to satisfy your service needs?
Wayne RESA does not have current vendors. This is a new service being proposed for eligible Early On children.
47. Will the RESA consider an hourly rate *range* depending on the candidates' level of experience **or** are you only seeking a fixed hourly rate?
Wayne RESA will consider a range based on experience.
48. When is the anticipated award date?
Between March and April 2021
49. What is the annual expenditure available or projected for this RFP contract?
It is Wayne RESA's expectation that vendors submit proposals that completely address the specifications provided in this RFP. While price is a factor in the review of proposals, it is not the only factor considered for project award. Wayne RESA will review and consider all proposals.