



**To:** All Bidders  
**From:** Ryan Fealey, Director of Finance  
**Date:** November 16, 2021  
**RE:** RFP 21-36 Special Education Therapeutic Classroom Services

### ADDENDUM 3

#### VENDOR QUESTIONS & ANSWERS

1. Page 11 reads “Comprehensive programming must include the development of structured safety and crisis management procedures and protocols.”
  - a. Does the District have a preference on the type of programming (ie CPI vs. PCM)?  
**There is no preference on type of programming.**
  - b. What the District’s policy on using physical restraint?  
**Please see the attached policy on seclusion and restraint:**  
[https://www.stamfordpublicschools.org/sites/g/files/vyhliif3841/f/uploads/resolution\\_55\\_restraint\\_revised\\_7-17-19\\_final.pdf](https://www.stamfordpublicschools.org/sites/g/files/vyhliif3841/f/uploads/resolution_55_restraint_revised_7-17-19_final.pdf)
2. Page 12 reads “One mental health professional must be a school psychologist to complete standardized testing.”
  - a. Will the District provide the assessment and retesting materials?  
**Yes**
  - b. Are there any specific assessments or tests the District requires?  
**The district typically uses the WISC, WAIS and WIAT for baseline data. There are many other assessments administered to collect to further data to better understand any areas of identified concerns.**
3. Are the teachers required to have any specialized certifications?  
  
**Required certification for teachers: 165 Comprehensive Special Education, K–12**
4. Can vendors include a floating support/substitute teacher, which will guarantee the District has support when teachers are sick or turn-over, and ensure students are familiar with their support team (supporting continuity of care/less disruption in the classroom)?  
  
**Please include this as part of your proposal if you view it as necessary to implementing the program with fidelity.**

5. Can vendors include additional RBTs to help student move from intensive services to general education and collect data to determine effectiveness?

Yes

6. Page 12 reads “hours will follow a 6.5 hour school day.” a. Can vendors request additional billable time for training professional development, paperwork, and parent/family engagement and support?

Please include this as part of your proposal. The current vendor includes this work as part of the overall contract not as additional billable hours.

7. Page 13 reads “Participate in Connecticut’s School-Based Child Health Program.”

a. Can you please define “participate?”

Vendor must submit billable records to Connecticut’s School-Based Child Health Program.

b. Are vendors required to bill the School-based Child Health Program directly?

Yes

c. Are vendors required to collect data for the District to submit to the SBCH program?

Yes

8. Which vendors are currently providing the services requested in the RFP? Have your current vendors been able to meet all of your existing service needs? If not, which of your needs are not being met?

EBS Healthcare is the current provider.

9. What funding source is being used for this contract?

N/A

10. Is there a total budget amount allotted for this contract? If so, what is that budget?

N/A

11. Are vendors required to bill Medicaid directly for any services rendered? Will all monthly invoices be paid to the selected vendor directly from the District?

Yes

12. Would the district consider a mutual indemnification clause in any resulting contract?

NO

13. Once the bid is awarded: who will be the primary Point of Contact. What is their contact information?

Meghan Osowiecki at [mosowiecki@stamfordct.gov](mailto:mosowiecki@stamfordct.gov)

14. Will the District consider any redlines/deviations to the contract terms during the negotiation phase?

To be determined

15. Will the District provide laptops and all necessary supplies to perform the scope of work or will the vendor be responsible for providing these to staff?

SPS software and will be made available to vendor. However, vendors will procure their own supplies and equipment.

16. What is the tie-breaking criteria proposals with identical scores based on the evaluation criteria?

N/A

17. Due to the question deadline of Friday (11/12) and the 48-hour response time on Tuesday (11/16), is it possible to extend the deadline of Wednesday (11/17) as this will allow for time to process any changes to proposals as well as ensure proposals can be delivered timely?

NO

18. Can rates increase annually by the federally approved Consumer Pricing Index (CPI)?

Please provide competitive hourly and annual rates.

19. Is a proposal narrative required?

Yes

20. Are resumes or licenses required to be submitted with the proposal? If so, are samples acceptable?

Licences/resumes are required at start of services. Samples are acceptable for RFP proposal.