



To: All Bidders
From: Ryan Fealey, Director of Finance
Date: November 9, 2021
RE: RFP 21-36 Special Education Therapeutic Classroom Services

ADDENDUM 1

VENDOR QUESTIONS & ANSWERS

1. IEPs often include the required delivery of retailed services, like speech-language therapy or occupational therapy. Since we noted separate RFPs on your district's website calling for related service providers, are we correct in assuming that our cost projections do *not* need to include hiring/contracting with these providers—that we'd indeed use the district's contracted providers and so do not need to work those fees into our budget?

Speech, OT and PT will be provided by SPS providers so they do not need to be included in the response for this RFP.

2. Conversely, year-round salaries for all of the full-time staff members needed to provide the special education program would fall to us in our budget, yes? We'd be directly hiring and compensating on our own the supervisor, BCBAs, SPED teachers, behavior technicians, etc. (with district approval, of course), correct? **Correct**
3. Still on the budgetary arm (we've learned this is a crucial area for districts!), the RFP specifies that the vendor awarded this contract will be able to use the schools' computers and materials, but does "materials" include the curriculums/software/ apps we favor? Or should we build the licensing costs and fees and such for our chosen curricular content into our price estimate?

The curriculum/materials reference in the RFP, are those provided to all by SPS. If there is specific apps/curriculums/software that you favor, please include the licensing costs/fee into the proposal as they may not be on the SPS list.

4. Lastly, the RFP must include 4 completed forms, but it also includes a sample of a "Corporate Resolution" at the end. Must we/should we include a Corporate Resolution in addition to the 4 required forms, since company principals/ authorizers will already be listed on the other forms? **Yes, please include.**