



To: All Bidders
From: Ryan Fealey, Director of Finance
Date: October 25, 2021
RE: RFP 21-33 IEP Required Occupational & Physical Therapy Services

ADDENDUM 2

VENDOR QUESTIONS & ANSWERS

1. Why is the district utilizing a solicitation for the services requested in this bid?

The district feels this is supportive of the educational model.

2. Can the district please clarify needs for vendor supplied contractors will be disseminated to awardees post award?

The SPS cannot answer this question.

3. Can the district please provide a detailed explanation for how points will be awarded for the pricing section of this solicitation (i.e. lowest bill rate receives maximum points, and next lowest vendor receives a prorated amount; lowest bill rate receives maximum points, and the next lowest vendor receives a predetermined amount of points)?

Pricing will not be the main determining factor to select a vendor.

4. When is the estimated contract award date, how will the district communicate award status to vendors?

The district will evaluate all proposals and will select a vendor (s) within a few months. As stated on page 1 of the RFP, all awards will be posted online at the SPS website via this link.

<https://www.stamfordpublicschools.org/district/finance-purchasing/pages/rfp-contract-award-notification>

5. How many vendors does the district expect to award a contract to for the services requested in this solicitation?

Page 3 of the RFP states: The SPS reserves the right to award this contract to one or multiple vendors provided that one vendor is financially beneficial to the district.

6. Can the district please provide incumbent information and current bill rates for contracts in place for similar services?

Not available

7. Based on the anticipated total hours of 30,872, what is the expected amount of full-time, vendor supplied OTs and PTs needed during the 2021-22 SY?

The vendor should project in their response to the proposal how many FTEs are required.

8. Can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied OTs and PTs utilized during the 2020-21?

Not available

9. Does the district anticipate needing COTAs and PTAs as well?

This may be considered.

10. Can the district please describe the supplies and materials that contracted providers will have access to at the district? (wifi, computer access, testing material, office supplies, etc.)?

As listed in your question.

11. What travel between schools is expected for these providers?

Travel is based on your FTE coverage of the hours.

12. Will the district review other SPED service classifications if submitted with the vendor proposal?

If SPED service means areas of specialty, yes.

13. What are the district expectations of contract providers to assist in Medicaid reimbursement documentation services?

Document all CPT eligible services into a database that we identify.

14. Who, from the district, will provide supervision to contracted employees?

We do not provide supervision that is an expected requirement of the vendor.

15. What are the agency supervision requirements?

Senior experienced staff.

16. Is the expectation that the vendor will have internal therapists providing oversight and supervision of services?

Yes

17. What is the average caseload size for the providers requested in this solicitation?

This information varies on the severity of student needs.

18. Can the district please clarify the maximum weekly allowable hours approved for providers requested in this solicitation?

Full school day.

19. Can the district please offer further clarification on the requirement of “20 prior successful experiences with providing Occupational and Physical therapy services to school-based environment” (i.e. minimum number of hours, locations, locally/nationally, etc.)?

We want the vendor to be extremely experienced with school base service.

20. In the event the requested number of hours, exceeds the anticipated amount of hours required in this solicitation, does the district agree to reevaluate the purchase order and increase accordingly?

Yes

21. Is the district willing to allow awarded vendor to limit waiver of subrogation and primary/non-contributory coverage to General liability only?

No

22. Can the district provide current/Incumbent Contractors the same services as well as their current rates for the project?

Not available