



To: All Bidders
From: Hugh Murphy, Director of Finance
Date: October 9, 2018
Re: RFP 18-13 IEP Required Services Vendor List

ADDENDUM 1

VENDOR QUESTIONS & ANSWERS FOR RFP 18-13

1. To confirm per pg. 1, do you require the vendors to submit a Performance Bond at the time of proposal submission? **NO**
2. Are you requiring vendors to submit a proposal response for all service categories listed on pg. 16 **OR** can the vendor just submit to categories of services they will provide? **Only services that you can provide**
3. When is the anticipated award date for this RFP? **Hopefully Mid November**
4. Will Stamford School District consider an all-inclusive hourly price rate range depending on the candidates' level of experience **OR** does the district only want a fixed flat hourly rate for service? **Preference for a flat rate**
5. Can you provide the current incumbent vendor(s) names and fee rates providing the SLP, Online SLP, Social Worker, BCBA, OT, PT, and/or School Psychologist services? Has your current vendor(s) been able to satisfy your service needs? **I will not provide this information**

6. Do you require vendors to guarantee the provision of therapy services, **or** is it understood that vendors will begin recruiting on a best efforts basis upon contract award? **Services could be required on the day of the award**
7. Can the vendor incur in any penalties or be liable for any damages for not having a contracted provider available upon your school's request in a timely manner **OR** would your school terminate the RFP contract with the vendor? **Termination timeline is 60 days. There is a potential penalty for services not provided**

Online/Teletherapy Related Questions:

8. Does the school district have an IT lab or classroom with a desktop or laptop computer, high resolution webcam, speakers/microphone, high speed internet, adequate lights, and telephone? (printer is optional) **Yes**
9. If/When we get awarded, when can we schedule a trial with the school's IT Department to make sure that everything is working properly? Who will be our point of contact in the IT Department? **Yes**
10. Is there a specific web based IEP System and online assignment program that will be provided by the school, so the therapists can complete the progress notes and IEP? **Yes, Frontline IEP**
11. At some point of the year, the therapist may be requested to attend IEP's, Parents and Teaching Conferences. Will Stamford School District provide us ahead of time the dates that the therapists will need to attend these meetings? **Yes advance notice will be provided**
12. Does Stamford School District have paraprofessionals or speech assistants, as they will need to be present at the time of the service? **Only if the IEP requires it**

Services Related Questions:

13. Per pg. 11, while the hours of service is currently unknown, can you provide the average weekly hours of service worked in the past for the SLP, Online SLP, Social Worker, BCBA, OT, PT, and/or School Psychologist? For example: Full-time 37.5 hours per week (7.5 hours per day) billable. **The range is once per day to four times per week at a session range from 30 min to one hour**
14. How many SLP, Online SLP, Social Worker, BCBA, OT, PT, and/or School Psychologist did you contract last year? **Speech 5, SW 1, Bcba 8, OT/PT 25, Psych 2**
15. Would you consider certified therapy assistants such as COTA, PTA, SLPA or CFY? **No to SLPA. Yes to**

16. What would be the average student caseload and number of schools served in the past by the SLP, Online SLP, Social Worker, BCBA, OT, PT, and/or School Psychologist? **24 schools.**
Speech 40, bcba up to 20, OT/PT 20, SW up to 30 and Psych up to 30
17. Per your answer to questions #7, what kind of penalties can the vendor incur if services are not provided in a timely manner? **Potential \$ penalty**
18. Per your answer to question #13, is the vendor required to only provide service rates per sessions or will you accept an all-inclusive hourly rate? **Hourly rate please**
19. Per your answer to question #13, can you confirm that the providers may work from 7.5 to 30 hours per week or higher if the providers only work one to four times per week? **confirmed**
20. Per your answer to question #14, how many SLP, Online SLP **30 hours per week**, Social Worker **25 -35 hours per week**, BCBA **25-35 per week**, OT P **25 -35 per week**, and/or School Psychologist do you currently anticipate needing for the 2018-19 SY?