

**MOUNT VERNON CITY SCHOOL DISTRICT
165 NORTH COLUMBUS AVENUE
MOUNT VERNON, NEW YORK 10553
E-MAIL: HTHOMPSON@MTVERNONCSD.ORG, Fax: (914)665-1682**

TO: All Bidders
FROM: Board of Education of the Mount Vernon City School District
DATE: **November 7, 2023**
RE: RFP # 2023-24-14 Special Education and Related Services

ADDENDUM # 1

Attached please find Addendum No. 1 for your review and use

PLEASE E-MAIL THIS COVER SHEET TOGETHER WITH YOUR COMPANY'S NAME TO OUR OFFICE AS CONFIRMATION OF RECEIPT.

RFP # 2023-24-14 Special Education and Related Services

Statement/ Questions and Answer

Would digital proposal submittals be accepted?

Answer: No

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

Answer: Due to the various shortages in certification areas.

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

Answer: Determined by district needs.

What is the expected amount of full-time, vendor supplied staff needed during the 2023-24 SY?

Answer: Independent contractors should provide all necessary materials and equipment to perform work.

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.)?

Answer: contractors should provide all necessary materials and equipment to perform work.

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

Answer: Yes

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

Answer: Varies

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

Answer: Varies

Is the district willing to accept mutual indemnification?

Answer: No

Will any deviations or changes to the terms be accepted?

If yes, where should responding vendor list those requests in the response?

Answer: No

Will the district be determining/organizing caseload size for each HCP with regard to student IEP service requirements?

Answer: Yes

Does the district have a digital record storage system that our staff will have access to in order to store progress reports, data, etc.?

Answer: No

Who is the clinical point of contact for our HCP?

Answer: Depends on service

What services are being requested-NP, PA, SLP, PT/OT, Audiologist, staff development services (who does this include)?

Answer: Varies

Scope of work for the requested services?

Answer: Varies

District may require regular or periodic on site consultation by who?

Answer: Service provider.

What are the documentation requirements?

Answer: Accurate records of service delivery

Are any of the nursing services in a 1:1 capacity?

Answer: Yes

Can the district confirm that updated medical orders will be provided for all students requiring clinical support?

Answer: Yes

Is nursing support on transportation required for any students requiring 1:1 clinical care?

Answer: Yes

If yes, can the district please confirm that transportation protocol and safety procedures will be provided to vendor?

Answer: Yes

Is the district expecting the agency to create policies for the district?

Answer: No

Will the districts accept proposals from companies that only provide teletherapy (SLP, OT, PT)

Answer: Please refer RFP Requirements.

Will the district accept Behavior Consultation/FBA/BIP, Speech-Language Pathologist and/or Occupational Therapist services as outlined in the RFP via teletherapy?

Answer: Please refer RFP Requirements.

Can the Transmittal letter be electronically signed, or is a physical signature required?

Answer: Physical Signature