

MOUNT VERNON CITY SCHOOL DISTRICT
165 NORTH COLUMBUS AVENUE
MOUNT VERNON, NEW YORK 10553
E-MAIL: HTHOMPSON@MTVERNONCSD.ORG, Fax: (914)665-3395

TO: All Bidders
FROM: Board of Education of the Mount Vernon City School District
DATE: **August 7, 2024**
RE: RFP # 24/25-02 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 # 2024/25-02 Special Education and Related Services

**MOUNT VERNON CITY SCHOOL DISTRICT
165 NORTH COLUMBUS AVENUE
MOUNT VERNON, NEW YORK 10553**

ADDENDUM NO. 1

This Addendum contains clarifications and/or changes to the requirements of the contract and/or rfp specifications. Such clarifications/changes shall be incorporated into the contract/ rfp documents and shall apply with the same meaning and force as if they had been included in the original documents.

The conditions of the contract shall govern all work and services described in this Addendum. Wherever the conditions of the work and the quality or quantity of materials/services are not fully described in this Addendum, the conditions of the work, etc. included in the original contract and/or rfp specifications for similar items of work shall apply to the work described in this Addendum.

The conditions of the contract, as enumerated in the contract documents and/or the bid specifications apply to all work described in this Addendum.

The following changes shall be and are hereby made:

Question: Would digital proposal submittals be accepted?

Answer: No

Question: We provide training/professional development for Special Education professionals in Science of Reading/Structured Literacy for intervention programs . Do these services fall with the scope of this RFP?

Answer: Yes,

Question: Does the district require services to be on-site/in person, or would the district consider virtual (teletherapy) services under this RFP?

Answer: Yes

Question: Our authorized representative is out of state. Would the district accept electronic signatures or printed color copies of original signatures for the hard-copy proposals?

Answer: No.

Question: Does the district anticipate awarding more than one vendor for this RFP?

Answer: Yes,

Question: For the price Proposal, can you confirm that the vendor shall provide its rate structure (ex. Hourly rates, rates per assessment, and/or other service fees) for the services proposed?

Answer: Yes.

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

Answer: Yes.

Question: Do you require resumes of potential service providers upon proposal submission? If required upon submission, would the district accept blind resumes with the provider names withheld and license numbers partially redacted to protect their privacy

Answer: We will accept resumes with all licenses and all pertinent information regarding the licensor.

Question: For Appendix B – Proposal Sheet, can the vendor write for the district to view the vendor's attached rate sheets for detailed pricing information in lieu of completing the "Type of Related Service" and Rate information" lines?

Answer: Yes.

Question: What is the district's current vendor names and rates for the requested services?

Answer: The vendor's and rates vary. This can be obtained by a foil with the Clerk of the Board of Education.

Question: Can the transmittal letter be electronically signed, or is a physical signature required?

Answer: Physical Signature is required.

Question: Should the vendor have additional terms that it wishes to add to an awarded contract (Form of Agreement) via a Contract Addendum, does the district require the vendor to list its sample Addendum as part of the RFP deviations or exceptions.

Answer: Please refer to the RFP requirements.

Question: Does district require the vendor's description of services or scope under the "Proposer Qualifications" or "Price Proposal" section of the required format

Answer: Refer to the RFP