

Addendum #3

Staffing Agencies to Support Specialized Instruction – One Year (FY23) with Two Option Years (FY24 & FY25)

Issue Date: Friday, April 22, 2022

Bids Due: Wednesday, May 4, 2022 at 1:00PM

1. We are eager to submit a proposal but did want to inquire as to whether related services (direct and indirect) delivered onsite but via virtual teletherapy would be considered as a main source of delivery or perhaps as a supplemental mode of delivery.

We expect that all services must be delivered in person with one exception. We would like the flexibility to provide a small number of student's virtual therapy when they are homebound, for compensatory services or when we have a vacancy that we are unable to fill.

2. Who are the current vendors providing services?

Our current vendors include: Invo Healthcare, Therapy Travelers, Orange Tree Staffing, CBS Therapy, Stepping Stone Group, and Sunbelt Staffing.

3. Are your current vendors meeting your needs?

For the most part, yes, our current vendors are meeting our needs.

4. What is the anticipated award date?

The anticipated award date is mid to late May but is subject to change.

5. How will vendors be notified of award?

Vendors will be notified of award via email from the Purchasing Department.

6. Do you anticipate awarding one or multiple vendors?

We anticipate awarding multiple vendors.

7. What are the current hourly bill rates by vendor?

This varies by vendor and by position and ranges from \$55 / hour to \$95 hour.

8. If we provide per eval rates, does the district require vendors to provide all of the assessments?

PPSD will provide the assessments

9. How many billable hours are in a school day?

The school day is 6.5-7 hours per day. We have provided over time this year if we have the need.

10. What is the anticipated # of full-time or # of part-time positions?

Occupational Therapists __4__

Physical Therapists _2__

Speech and Language Pathologists – English __5__

Speech and Language Pathologists – Spanish _1__

Nurses (1:1) ____

Orientation and Mobility Training _1__

Behavior Analysts / Autism Specialists __2__

School Psychologists 8.5

11. Is the vendor expected to have a clinic or local office?

The vendor is not expected to have a clinic or a local office.

12. Will services be provided on site or virtually or a hybrid of both for the 22/23 SY?

We expect that all services must be delivered in person with one exception. We would like the flexibility to provide a small number of students virtual therapy when they are homebound, for compensatory services or when we have a vacancy that we are unable to fill.

13. Will assigned candidates have access to materials, supplies, equipment, evaluation kits, and protocols provided by your schools?

Yes, a chromebook, office supplies and testing kits will all be provided by PPSD.

14. Will assigned candidates have access to computers/laptops and printers provided by your schools?

Yes

15. Do contractors have to travel between schools during the workday? If so, are they required to clock out during travel between schools OR are they able to stay clocked in during travel between schools?

Some positions require travel time which is included in the work day

16. Does the school district reimburse for mileage?

No, the school district does not reimburse contracted individuals or agencies for mileage.

17. Does the District plan to issue RFPs for other related services?

At this time, we do not.

18. Do you have a preference for how we bind our bids, i.e. 3-ring binder, binder clip, stapled, etc?

We do not have a preference.

19. Will you accept a teletherapy solution for the Speech language pathology portion?

We expect that all services must be delivered in person with one exception. We would like the flexibility to provide a small number of students virtual therapy when they are homebound, for compensatory services or when we have a vacancy that we are unable to fill.

20. Will the district accept proposals from companies that ONLY provide teletherapy (in regards to SLP, OT, PT, Psych)?

No.

21. May we submit for one or more areas (but not all areas) requested in this RFP?

Yes, you may submit for one or more areas but do not need to submit for all areas.

22. How many positions (part-time vs. full-time) does the district anticipate needing?

Occupational Therapists __4__

Physical Therapists _2__

Speech and Language Pathologists – English __5__

Speech and Language Pathologists – Spanish _1__

Nurses (1:1) ____

Orientation and Mobility Training _1__

Behavior Analysts / Autism Specialists __2__

School Psychologists 8.5

23. Is this a new initiative? If not, please provide the names of the current vendor(s) providing the services.

No, this is not a new initiative. Our current vendors include: Invo Healthcare, Therapy Travelers, Orange Tree Staffing, CBS Therapy, Stepping Stone Group, and Sunbelt Staffing.

24. Can you please let us know the previous spending of this contract?

Historically, the spending has exceeded \$1,000,000 annually.

25. Please confirm if we can get the proposals or pricing of the incumbent(s).

This varies by vendor and by position and ranges from \$55 / hour to \$95 hour.

26. Are there any pain points or issues with the current vendor(s)?

No.

27. Please confirm the anticipated number of awards.

We anticipate awarding multiple vendors.

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

The district's current contracts are expiring June 30, 2022.

29. Is the district willing to accept electronic proposal submissions?

No. Bids must be submitted in accordance with the instructions on page one (1) of the solicitation.

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

Vendors will be contacted by a member of the Specialized Instruction team at the district office for PPSD.

31. Can the district please provide evaluation criteria, with points or percentages for the determining areas of focus?

The district will be looking primarily at cost and at the vendor's demonstrated ability to provide qualified candidates in our needed areas given their previous experience.

32. How many references does the district require?

The district would prefer three references be provided.

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

The estimated contract award date is late May or early June.

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

We anticipate awarding multiple vendors.

35. How many vendors is the district currently utilizing for the procurement of all of these services?

The district is currently utilizing at least six vendors to provide these services.

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

Our current vendors include: Invo Healthcare, Therapy Travelers, Orange Tree Staffing, CBS Therapy, Stepping Stone Group, and Sunbelt Staffing. This varies by vendor and by position and ranges from \$55 / hour to \$95 hour.

37. What is the expected amount of full-time, vendor supplied PTs, OTs, SLPs, 1:1 Nurses, School Psychologists, Behavior Analysts, and O&M Specialists needed for the upcoming 2022-23SY?

Occupational Therapists __4__

Physical Therapists _2__

Speech and Language Pathologists – English __5__

Speech and Language Pathologists – Spanish _1__

Nurses (1:1) ____

Orientation and Mobility Training _1__

Behavior Analysts / Autism Specialists __2__

School Psychologists 8.5

38. Does the district anticipate needing any full-time PTAs, COTAs, or SLPAs?

At this time, we use COTAs but not PTAs or SLPAs. However, we would consider using them in the future, if there are not PTs and SLPs available to fill vacancies.

39. Can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied PTs, OTs, SLPs, 1:1 Nurses, School Psychologists, Behavior Analysts, and O&M Specialists utilized during the 2020-21 SY?

The district cannot provide this level of detail at this time.

40. Can the district please describe if vendor is required to provide any supplies, equipment, materials, testing kits, protocols, PPE, etc. for any of the contracted personnel?

All necessary equipment will be provided

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

Occupational Therapists: 33

Physical Therapists: 25-30, depending on number of schools being covered

Speech and Language Pathologists – English: 60

Speech and Language

Pathologists – Spanish: 60

Nurses (1:1) _____

Orientation and Mobility Training _____

Behavior Analysts / Autism Specialists __oversees 5 classrooms, direct caseload of ~10__

School Psychologists: varies on school level

42. Can the district please clarify if the therapist to student ratio is 1:65?

See answers for question 41

43. Will the district accept SLP Clinical Fellows?

1. Will PPS provide the required supervision for SLP-CFYs?

Yes

b. Is the district willing to accept CFs if the vendor is able to provide the required supervision?

Yes

44. Can the district please clarify education and experience requirements for the Behavior Analysts?

Must be a BCBA, experience in school settings is preferred

45. If it is a requirement for Behavior Analysts to become certified as a CPI trainer, is the district willing to pay for that certification, or is that the responsibility of the vendor?

This will be the responsibility of the vendor.

46. Will an awarded vendor be awarded for all disciplines listed in the solicitation?

Not necessarily.

47. Are candidate resumes required, or only preferred?

Strongly preferred.

48. If required, how many resumes, per discipline are required?

One would be sufficient.

49. Is the district willing to accept resumes that are “blinded” to protect the personally identifying information (PII) for our candidates until the time of award?

Yes.

50. Can the district please clarify who will provide the training and orientation for 1:1 nurses?

Dependent on the position, PPSD administration/personnel

51. Will the district provide medical orders for all students requiring 1:1 nursing services?

Yes

52. Who, from the district, will provide oversight and supervision to contracted clinical personnel?

Dependent on the position, PPSD administration/personnel

53. Is the district willing to accept mutual indemnification?

This does not exist in our standard contract language. Should you wish to include this language, you should include this in your proposal in the “Proposed exceptions, modifications, or deviations to Standard Terms” section.

54. Is it your preference for the vendor to have a local office in RI or a certain mile radius?

Our preference is to work with a vendor with previous experience with Rhode Island.

55. Would a vendor automatically be disqualified if they do not have experience servicing school districts in Rhode Island or of similar demographic to Providence Public School District?

No, we will not automatically disqualify bidders for this.

56. How many related service providers do you foresee needing?

Occupational Therapists __4__

Physical Therapists _2__

Speech and Language Pathologists – English __5__

Speech and Language Pathologists – Spanish _1__

Nurses (1:1) ____

Orientation and Mobility Training _1__

Behavior Analysts / Autism Specialists __2__

School Psychologists 8.5

57. Would you consider certified therapy assistants such as COTA, PTA, SLPA/CFY, or BCaBA?

Yes for COTAs, PTAs, SLPA/CFY

BCaBAs - No, this position must be filled by a BCBA

58. What would be the number of schools served by the related service providers?

It varies from one (1) to five (5) based on position and size of school assignment.

59. Would the district pay for mileage traveling between school campuses on the same day? If so, what will be the district standard rate?

No, the school district does not reimburse contracted individuals or agencies for mileage.

60. How many working days will providers work during the school year?

The school year is 180 days with up to 5 PD days. The calendar is not yet released for 2022-23 school year.

61. Would Providence Public School District consider virtual services for the speech and occupational therapy services in the event distance learning is enforced or required?

We expect that all services must be delivered in person with one exception. We would like the flexibility to provide a small number of students virtual therapy when they are homebound, for compensatory services or when we have a vacancy that we are unable to fill. Should distance learning be enforced or required, the district will re-evaluate this position.

62. What would be the payment terms of Providence Public School District? Net 30?

Yes, PPSD payment terms are Net 30.

63. If Providence Public School District terminates the contract for convenience, will you provide the awarded vendor with a 30-day written notice of termination?

This does not exist in our standard contract language. Should you wish to include this language, you should include this in your proposal in the "Proposed exceptions, modifications, or deviations to Standard Terms" section.

64. Will your District provide laptops/computers, testing/evaluation materials, required equipment, and an email account to the contracted providers during their assignment?

All necessary equipment will be provided

65. Can you provide the incumbent vendor(s) names and rates providing the related services currently? Has your current vendor(s) been able to meet your service needs?

Our current vendors include: Invo Healthcare, Therapy Travelers, Orange Tree Staffing, CBS Therapy, Stepping Stone Group, and Sunbelt Staffing. This varies by vendor and by position and ranges from \$55 / hour to \$95 hour.

66. Will Providence Public School District consider an hourly rate range depending on the candidates' level of experience or does the district only want a fixed hourly rate for service?

The district would prefer a fixed hourly rate but is open to a range corresponding to a candidates' level of experience.

67. When is the anticipated award date?

The anticipated award date is late May to early June but is subject to change.

68. What is the annual expenditure available or projected for this contract?

Historically, the spending has exceeded \$1,000,000 annually.