

Questions and Answers

for RFP 26-005JO SPED Contracted Services

1. Are you currently working with any agencies providing SPED Contracted Services to your District?

A: YES

2. Who are your current vendors and what prices do they charge?

A: Candor, Bilingualistics, varies

3. Will the district accept a range of rates for each discipline?

A: YES

4. Have these vendors been able to meet all of your SPED Contracted Service needs?

A: NO

5. Is it acceptable to include additional services our company provides outside of the scope of the RFP in the event that the district needs other services in the future (e.g., SLP-CF, SLPA, OT, COTA, PT, PTA, BCBA, etc.)?

A: YES

6. How many LSSP, SLP, and/or TVI (FTE) do you anticipate needing for the upcoming 25/26 school year?

A: Undetermined

7. Does the District need LSSP, SLP, and TVI for evaluations only OR are we to also to provide rates for hourly contract services?

A: BOTH

8. Do you require that clinician resumes and/or licensure be submitted with the proposal, or is it acceptable for us to submit resumes and licensure details after it is determined if we are selected as an awarded vendor?

A: AFTER

9. How many hours are in a typical school day (i.e., how many hours are therapists allowed to be on-site and billing)?

A: 8

10. How many work days are they assigned for the school year?

A: Our last day for students is May 21st and the last day for staff is May 22nd.

11. What is the average caseload by discipline in your District?

A: Varies

12. How will vendors be notified of award?

A: Award letter will be posted to our website.

13. Will assigned therapists have access to therapy materials, supplies, and equipment, provided by your schools?

A: YES

14. Will assigned therapists have access to evaluation kits and protocols for evaluations provided by your schools?

A: YES

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

A: YES

16. Are we required to provide any technology (i.e., laptops, printers, access to teletherapy platform)?

A: Yes, for teletherapy

17. Is the contracting agency able to bill for both direct and indirect treatment time (paperwork, meeting, teacher consultations, etc.)?

A: Limited indirect time based on discipline being contracted (additional time allowed for FIE writing)

18. 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?

A: They may stay clocked in for travel between campuses during the school day within a reasonable distance.

19. Can pricing increase during the 5-year term of the contract?

A: Yes (Only during the renewal time, and we must get written notification of the increase)

20. Will the District accept electronic signatures on required forms?

A: Yes

21. Does the District have a preference of how we bind our response (e.g., staple, binder, clip, etc.)?

A: No

22. Will the district accept 1:1 nursing services for students with clinical complexities?

A: If determined necessary by an ARD committee.

23. Does the district require staffing companies to supply materials?

A: Testing materials are provided.

24. Under what specific circumstances would Pflugerville ISD determine that a vendor has failed to fulfill or abide by the terms, conditions, or specifications of the contract? Additionally, in such an event, which of the listed remedies does the district intend to pursue first, and what criteria guide that decision?

A: Pflugerville ISD would determine a vendor has failed to fulfill or abide by contract terms if services are not delivered as specified (e.g., missed evaluation deadlines, failure to attend required ARD meetings, provision of unqualified personnel, or non-compliance with state and federal requirements).

In such cases, the district will first seek to resolve concerns through written notice and an opportunity to correct the deficiency within a defined timeframe. If corrective action is not achieved, the district may pursue remedies up to and including reduction of payment, contract suspension, or termination. Decisions are guided by the severity and impact of the non-compliance, the vendor's responsiveness, and the urgency of student and compliance needs.

25. Does the district require vendors to bill per eval, or would they be open to hourly pricing?

A: Preference given for flat rate billing for evaluations.

26. Does the district require that they be listed as an additional insured on the vendor's insurance policy?

A: Yes

27. What is the expected amount of full-time, vendor supplied (SPED Teachers, School Psychologists, Social Workers, SLP's, OT's, PT's, RN's, LPN's and SLI's) needed during the 2025-26 SY?

A: Undetermined

28. Apart from end of tenure, is there any other reason to release this solicitation?

A: We want to have several vendors to choose from.

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

A: Varies

30. Will the district review other service classifications if submitted with the vendor proposal

A: If the need arises in the future, we could consider other licensed professionals.

31. Will the district accept proposal including the following services:

a. Paraprofessionals

A: no

b. Behavioral Aides

A: no

c. Registered Behavioral Technician

A: no

d. Behavioral Technician

A: yes, but not currently in need

e. BCBA

A: no

32. Is this a new or existing contract?

A: The district has used contracting services in the past for Speech Language Pathologists, TVI and School Psychologists.

33. What is the main reason this solicitation is out for bid?

A: Follow business practice to gain competitive pricing for services.

34. How many current agencies are you using to fill these needs?

A: 2

35. How many vendors does PISD intend to award for this opportunity?

A: Varies

36. If this is an existing contract:

o Who are the incumbent vendors?

o A: Candor and Amergis

o How long have the incumbent vendor(s) held the contract?

o A: History of contracting but did not use last school year.

o Are you satisfied with the incumbents? If not, what are the current pain points?

o A: Yes - contracting concerns in general center around pricing and availability of licensed, in person providers.

37. Is there a specific or preferred format for our pricing proposal?

A: Please add your pricing proposal in the Catalog provision form on the bid.

38. Are we able to submit a proposal for only the direct therapy? Or does our response have to include both services and evaluations?

A: We are looking for both evaluations and possible direct therapy services.

39. Can you please provide a list of incumbent vendors and their bill rates.

A: Answered above

40. What is the total budget/expenditure allotted for this RFP?

A: Undetermined at this time

41. Can we provide pricing ranges on select disciplines?

A: Yes

42. Please clarify Medicare/Medicaid Billing: Will the vendor be required to bill Medicaid with direct reimbursement going to the vendor through the vendors Medicaid billing number, if applicable? Or will the vendor be required to enter Medicaid billing through the districts billing documents for the district to be reimbursed directly by Medicaid, if applicable?

A: Contracted provider(s) do not bill Medicaid.

43. Can the vendor bill separately for Clinical supervision if required?

A: This would need to be clear in pricing for consideration.

44. How many billable hours are in a typical school day?

A: 8

45. Are willing to accept hourly rates for evaluation services? If not, are you willing to accept a proposal to provide direct services only?

A: Prefer flat rate for evaluations and hourly for direct services but will evaluate both options.

46. Please clarify hours and meal breaks expectations. Will nurses clock in/out for lunch (i.e. 30-minute unpaid lunch?)

A: We would need to discuss what would work best but usually unpaid lunch. Hours would be dependent on what the student needed per their ARD.

47. Will the issued PO be staff/ discipline specific or will it be a lump sum amount?

A: We issue POs specific to discipline

48. Are all hours worked are billable including overtime, lunches, daily hours, meetings, and orientation

A: Some - no overtime. Bill for direct services to students ARD Attendance and report writing. Typically, 8-hour days.

49. Can we get a copy of your invoice with all of the data reporting and format requirements?

A: It will be given if awarded.

50. Do you have any rounding requirements?

A: No

When does your work week start?

A: Monday

51. Can you please provide a sample copy or example of what the remittance looks like for ACH payments?

A: It will be given if awarded.

52. How long have the incumbent suppliers held this contract?

A: answered above

53. Are you satisfied with the incumbent suppliers? If not, what are you unsatisfied with?

A: answered above

54. What is the expectation and frequency for on-call needs?

A: Limited

55. What is expectation and frequency for replacing a candidate that is ill/calls off?

A: For School Psych, SLP there is not an expectation. If it is for a nurse then we would prefer the company have a backup plan as we must provide FAPE for a student and if the student can't come to school because a nurse calls out sick then we are not providing FAPE.

56. Does the district fingerprint and badge? How long once confirmed does the process take for the clinician to start?

A: Yes - depends on the time for fingerprinting to be returned to the district.

57. Please clarify the reporting structure for Supervision of contract staff within the district?

A: Depends on the discipline - Speech Coordinator or Assistant Director of Special Education

58. What position provides clinical supervision within the district?

A: none

59. Does the district provide student logs, documentation forms, etc?

A: Yes

60. Are the medical personnel's license, CPR card, resume and proof of references/background checks required upon submission of bid or upon award? If required on bid is an excel document acceptable?

A: answered above

61. Can you provide the name and contact information for the individual who will coordinate these services at your district?

A: Somer D. Niemann, Executive Director Special Education
somer.niemann@pfisd.net

62. Please clarify if the district or vendor provides any materials (i.e. medical supplies, assessments, protocols/scoring sheets, computers, printers, PPE, etc.).

A: answered above

63. Do you accept new graduates if the vendor provides mentorship?

A: Yes, unless an additional cost for the mentorship.

64. If the vendor already has a contract with the District, can we use this opportunity to adjust our pay rates, or is that something that needs to be negotiated upon contract renewal?

A: Will honor current contract rate.

65. Can you provide insight into why this RFP has been released for bid? Specifically, what are the key drivers or needs prompting this solicitation?

A: answered above

66. What are your insurance requirements?

A: answered above

67. Who is the contact for the staffing needs for the district?

A: answered above