



DATE: April 26, 2019

TO: All Offerors

FROM: Gaurang P. Pathak
 Manager of Financial Services/Internal Control

SUBJECT: ADDENDUM TO RFP - CONTRACT NO. CHR 2019-25
School Psychologist

ADDENDUM #1 Questions & Answers

Questions	Answers
1. What are the names of your current vendors and what are their bill rates?	The current vendors are: Ardor Health Solutions, Cumberland Therapy Services, EDU HealthCare, Education Based Services, Invo Healthcare, Delta-T group, Maxim Healthcare. The bill rates range between \$66 through \$85 per hour all inclusive.
2. Will the positions be full-time or part-time?	Full-time 37.5 hours per week (7.5 hours per day) billable.
3. Is paper pricing is to be submitted under separate cover?	Yes
4. General questions regarding specifications: a. Why is the district utilizing a solicitation for the services requested in these bids? b. Can the district please clarify if each RFP requires its own dedicated proposal submission? c. Is the district willing to evaluate proposals with Master Service Provider offerings?	<ol style="list-style-type: none"> 1. Aggregate spending will exceed \$50,000 2. Yes. 3. Yes, so long as the services align with the scope and pertains to this RFP only.
4. Due to the detailed information requested in this solicitation, will the district consider an extension of the due date for these RFP's?	No – The amount of time offered for responding to this RFP is similar to previous request

Questions & Answers

<p>5. Will the district consider offering a pre-bid meeting for interested contractors to review questions and specifications?</p>	<p>No.</p>
<p>6. Additional Usage Questions:</p> <ul style="list-style-type: none"> i. What is the anticipated total amount of FTE contract, vendor supplied PT, OT, SLP, Behavior Analysts and School Psychologists needed specifically for DSD and DAP RFP's? ii. In addition, can the district please provide the total amount of FTE contract, vendor supplied PT, OT, SLP, Behavior Analysts and School Psychologists utilized during the 2017-18 SY? iii. In addition, can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied PT, OT, SLP, Behavior Analysts and School Psychologists utilized during the 2017-18 SY? 	<ul style="list-style-type: none"> 1. Not related to this RFP. 2. approximately 30 3. The level of information requested is not readily available at this time. For additional information please refer to answer 1.
<p>7. Text of passage being questioned: "The Christina School District may include in the final contract penalty provisions for non-performance, such as liquidated damages."</p> <ul style="list-style-type: none"> i. Can the district please describe in detail the parameters around this section? ii. Liquidated Damages- Can the district please describe if this is subject to negotiation? 	<p>No decision has been made at this time regarding liquidated damages. Any language associated with liquidated damages will be negotiated at the final contract award.</p>
<p>8. Can the district please clarify if contractor is required to provide Certificate of Insurance (COI) at the time of proposal submission or only if awarded?</p>	<p>If the COI is not provided then proof of eligibility must be provided.</p>
<p>9. Can the district please clarify if Christina School District is to be named as additional insured at the time of proposal, or only upon award?</p>	<p>Yes, at the time of award.</p>
<p>10. What would be the projected <u>or</u> average weekly hours of service for the Speech Language Pathologist (SLP), Occupational Therapist (OT), Physical Therapist (PT), Behavior Analyst (BCBA) and School Psychologist (SSP)? For</p>	<p>Full-time 37.5 hours per week (7.5 hours per day) billable.</p>

Questions & Answers

example: Full-time 37.5 hours per week (7.5 hours per day) billable.	
11. What would be the average student caseload and number of schools served by the SLP, OT, PT, BCBA and SSP?	The majority will be serving one school. Caseloads will vary based on the hours of need for the individual students served.
12. How many working days will the SLP, OT, PT, BCBA and SSP work during the school year (For Example: 180 days or less)?	194 days for the Wilmington Schools, and 180 for the other schools.
13. If the proposal response should be submitted in separate sealed envelopes, is it acceptable for the vendor to submit the separate sealed envelopes in the same package OR do you prefer the separate submittals not packaged together?	It can be in the same package as long as each submission is clearly marked with RFP number.
14. Would the district pay for mileage travelling between school campuses on the same day? If so, what will be the district IRS Standard Rate?	We do not pay mileage. Your hourly rate must be all inclusive.
15. Will this include summer school and the extended school year?	Possibly depending on the need.
16. Should the rate be submitted/broken down by staff by hour or daily rate? What billing mechanism would you like us to submit- by day or hour?	We are asking for an hourly rate.
17. Is it one original and four copies or one original and three copies?	One original and three copies.
18. Do you want four copies of the cost sheet too?	Yes
19. What would be the days and hours that the psychologists would be working?	School days normally Monday through Friday. Full-time 37.5 hours per week (7.5 hours per day) billable.
20. Would they just work during the school year?	Yes.
21. What agencies do you currently use for these services?	Please refer to the answer to question 1.
22. Are you satisfied with your current provider?	Yes
23. Will this be single or multi-award? How many vendors will be awarded for this contract?	This will be a multi-vendor award
24. What bill rates are you accustomed to for these positions?	Please refer to the answer to question 1

Questions & Answers

25. Do we need to have a business license in Delaware prior to answering the bid?	No. But required if awarded the contract.
26. Do the psychologists need to be licensed in Delaware?	Yes.