



Data Service Center

168 S. Dupont Highway Phone: (302) 504-7200
New Castle, DE 19720 Fax: (302) 504-7201
www.dataservice.org Helpdesk: (302) 504-7222

CENTRAL BIDDING DEPARTMENT

ADDENDUM No. 1

Related Services – RFP #2-19-33

RED CLAY CONSOLIDATED SCHOOL DISTRICT

Date of Addendum: May 23, 2019

OPENING DATE: May 30, 2019 at 2:00 PM

To all prospective bidders under the specifications and contract documents described above, this Addendum to RFP is being issued to answer the following submitted questions:

1. My team and I have been looking through this bid and preparing questions for submittal. I apologize if I may have missed this in the bid, but I could not seem to find a deadline date for questions to be submitted. Is this something you may be able to provide me?
A week before the bid opening date.
2. Can you please tell me if we can bid on a portion of this RFP or do we need to bid on all of the services?
You can bid on a portion of the RFP.
3. Can you just confirm who the insurance needs to endorsed to? Is it Data Service Center? Or is it Red Clay Consolidated?
Red Clay Consolidated School District
4. How should I show proof of current employment in RCSD? and if this is provided, then it is also not necessary to provide my background checks, correct?
You can just provide information that supports your current employment with the district (dates of employment, role, etc). You will not need to provide background checks if you are a current employee (as the district would already have them on file)
5. Do I submit my resume as a means of demonstrating my minimum of 5 years experience and scope of work meeting the criteria outlined?
You can submit any evidence you would like to support your experience
6. As far as budget, I service students across the district as needed - how best to reflect this caseload? Or best to break it down to days of the week and estimated hours?
You need to submit an hourly rate for your services.
7. Business references? May I obtain one from RCSD? Also, individual or other districts?
You should use outside districts



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8. "State of Delaware experience with Children's Services Cost Recovery (Medicaid)" Does this mean the provider will need to bill Medicaid by ourselves?

No, the vendor would work with our Cost Recovery office here at the District.

9. To re-confirm, it states that the Contractor will provide continuing education program to staff, teachers, school administrators, and parents under the criteria for award on pg. 22. Ardor Health only provides continuing education to our contracted staff who will work with the district. **Is this still acceptable by the district?**

Yes

10. To assist in our cost proposal, what would be the maximum billable hours of service for the OT, PT, SLP, Bilingual SLP, School Psychologist, and BCBA services? For example: Full-time 37.5 hours per week (7.5 hours per day) for up to 180 days (36) weeks billable.

37.5 hour per week (7.5 hours per day) during the traditional school year; during ESY or 12 month programming, hours can vary between 4 hours to 7.5 hours per day for 4 days per week for the duration of the program.

11. Would Red Clay Consolidated School District consider online tele-therapy for the speech and occupational therapy services?

No, we are not interested in tele-therapy at this time

12. Regarding the four copies of the proposal to be submitted, can you re-confirm that the vendor should submit one (1) originally signed and three (3) copies of the proposal?

Yes

13. To confirm, are resumes required at the time of proposal submission or only upon award?

Sample resumes at time of proposal

14. To re-confirm from past answers, do you require vendors to guarantee the provision of contracted services, or is it understood that vendors will begin recruiting on a best efforts' basis upon contract award?

It is understood that the vendor will begin recruiting and make every attempt to fill vacancies.

15. To re-confirm from past answers, can the vendor incur in any penalties or be liable for any damages for not having a contracted provider available upon your school's request in a timely manner or would your school terminate the RFP contract with the vendor?

No penalties. We work with several vendors - so if one vendor is not able to fill we work with another approved vendor. We do not terminate the RFP contract due to concerns with filling requests.

16. To re-confirm from past answers, To complete the provision of therapy services, are Testing/Evaluation Materials provided by Red Clay Consolidated School District OR the Vendor?

Evaluation materials are provided by the district.

17. To re-confirm from past answers, will the district provide laptops/computers and/or an email account to the contracted providers during their assignment?

Yes



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18. Can you provide the current incumbent vendor(s) names and fee rates providing the OT, PT, SLP, Bilingual SLP, School Psychologist, and BCBA services? Has your current vendor(s) been able to satisfy your service needs?
- OT/PT – EBS, Cumberland, Therapy Services of DE, Invo Healthcare, Ardor Health Solutions, Nancy Martin (individual contractor), EDU Healthcare, Soliant Health, Staffing Plus
- SLP – EBS, Cumberland, Invo Healthcare, Staffing Plus, Speech Clinic, Ardor Health Solutions
- Psychologists – EBS, Epic, Cumberland/Stepping Stones
- BCBA – EBS (currently no RBTs – looking to add this service)
- Ranging from \$56.00/hour to \$88.00/hour
- Yes, they have been able to satisfy our needs
19. Will Red Clay Consolidated School District consider an all-inclusive hourly price rate range depending on the candidates' level of experience OR does the district only want a fixed flat hourly rate for service?
- Fixed hourly rate for service
20. When is the anticipated award date?
- Within 90 days after RFP opening date.
21. Under "Speech/Language Therapy" it notes:
- "Elementary School(Cross-district) 30-40 students"
"Secondary School(Cross-district) 10-20 students"
- Do you know which students are being taken into account by the numbers above? If Red Clay is talking about the Autism program, for example, I would respond differently than if Red Clay is talking about typical students who may just require some articulation therapy
- The elementary and secondary loads are for traditional SLP services. If the SLP is working with a caseload of students with autism, the load is adjusted based on level of needs and frequency/duration of services.
22. Who is the current Speech Therapy Contractor(s) ?
- The Speech Clinic; Staffing Plus; Invo Healthcare; Cumberland Therapy; EBS; Soliant Health; Back to Basics; Ardor Healthcare
23. How many students are in Speech Therapy in the district?
- 1467 as of 4/30/19
24. Are your current SLP's District Employees or Contractors?
- Contractors
25. How many service hours do Speech Therapy students average per week?
- Dependent on student level of need (ranges 30 minutes to 120 min); some students do not have weekly services but may have bi-weekly (every other week) or consultative services
26. How many school operation days?
- 180 (ESY and 12 month program are additional days)
27. Will the district allow Teletherapy?
- No



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28. What is the current hourly rate you are paying for Speech Therapy Contracted Services?
Ranging from \$56.00/hour to \$88.00/hour
29. Does the current rate include admin, travel, holiday hours, or is that billed separately? If billed separately approximately how many hours was billed non-speech therapy services expenses?
INCLUDED
30. Do Speech Therapy students participate in an ESY program?
Yes, based on IEP team decision
31. Do you allow the usage of SLPAs under SLP supervision?
No
32. Do you participate in Medicaid reimbursement for eligible students?
Yes
33. What agencies do you currently use for OT/PT/SLP/BCBA,RBT/School Psychological services?
**OT/PT – EBS, Cumberland, Therapy Services of DE, Invo Healthcare, Ardor Health Solutions, Nancy Martin (individual contractor), EDU Healthcare, Soliant Health, Staffing Plus
SLP – EBS, Cumberland, Invo Healthcare, Staffing Plus, Speech Clinic, Ardor Health Solutions
Psychologists – EBS, Epic, Cumberland/Stepping Stones
BCBA – EBS (currently no RBTs – looking to add this service)**
34. What rates do those agencies charge for OT/PT/SLP/BCBA,RBT/School Psychological services?
Ranges from \$56/hr to \$88/hr
35. Which agencies are you using the most on the current contract?
EBS, Therapy Services of DE, Speech Clinic
36. Can you please clarify how we should be submitting our pricing for this RFP? On page 19 it states how this budget should be broken down, do you provide a budget sheet to complete? Are there are a certain amount of personnel that we should be putting down? Can you please clarify the administrative costs that need to be included?
Hourly rates for each position; administrative costs would be included if there is any overhead of admin fees
37. How many hours were utilized in 2018 and 2019 for OT/PT/SLP/BCBA,RBT/School Psychological services?
Unknown
38. What was the budget spend on OT/PT/SLP/BCBA,RBT/School Psychological services for the 2018 and 2019 school years?
\$800,000-900,000 across multiple contracts for OT/PT/SLP/Psychologists (BCBA, RCT not previously included)



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39. How many hours of OT/PT/SLP/BCBA,RBT/School Psychological services do you anticipate for the 2019-2020 year?

Unknown

40. What is the annual spend that is projected for the contract? How will it be divided per year?

Multiple contracts totaling over \$900,000