



Accelerate Progress for Students

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Executive Director

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Superintendent

DATE: 2/23/2024

RFP NUMBER: 24-032 KLL

RFP TITLE: Nursing Services

ADDENDUM NUMBER: 3

Please note the following changes/corrections:

- Opening Date changed from February 29, 2024 at 3:00pm to March 7, 2024 (local time)

See Attached Question and Answers

Question 1: Who are your current incumbents?

Response: Accountable Healthcare Staffing Inc. and RCM Healthcare Services

Question 2: What are the current incumbents' rates for these positions?

Response: Accountable - RN \$63.15, LPN \$48.15
RCM - RN \$42.00, LPN \$37.00

Question 3: Are your current incumbents successfully delivering on all positions?

Response: Intermittent difficulty finding nurses for 1:1 positions

Question 4: How many professionals, in each specialty, do you expect to use during the school year?

Response: For nursing, typically 2-5 nurses

Question 5: Will these professionals be working fulltime (1.0), part time (.5), or as needed?

Response: Full school days with a student at their school site and riding the bus with the student to and from school.

Question 6: How many vendors do you expect to award?



Response: Would like to increase from 2 to 4 vendors to potentially increase availability of needed nurses.

Question 7: Apart from end of tenure, is there any other reason to release this solicitation?

Response: No

Question 8: Can the district please clarify how needs for vendor supplied contractors will be disseminated to awardees post award?

Response: The work will be distributed by the using department as needs and funding are available.

Question 9: Can the district please provide a detailed explanation for how points will be awarded for the pricing section of this solicitation (i.e. lowest bill rate receives maximum points, and next lowest vendor receives a prorated amount; lowest bill rate receives maximum points, and the next lowest vendor receives a predetermined amount of points)?

Response: Yes, a formula is utilized in which the lowest bill rate receives the maximum amount of points.

Question 10: How many vendors does the district expect to award a contract to for the services requested in this solicitation?

Response: Nursing Services would prefer that 4 contracts be awarded (multi-award)

Question 11: Can the district please provide incumbent information and current bill rates for contracts in place for RN and LPN services?

Response: Accountable Healthcare - RN \$63.15, LPN \$48.15
RCM - RN \$42.00, LPN \$37.00

Question 12: What is the expected amount of full-time, vendor RN's and LPN's needed for the remainder of the 2023-24 SY?

Response: up to 5 or possibly more as students who need 1:1 nursing during the school day are now beginning to come back to in-person education post pandemic

Question 13: Can the district please provide the total amount of full-time, vendor supplied RN's and LPN's utilized during the 2022-23 SY?

Response: Three (3)

Question 14: Can the district please provide the total amount of full-time, vendor supplied RN's and LPN's utilized during this current school year?

Response: 0 through vendor, but needed 3 more which could not be supplied and we relied on private duty nurses hired by the family (which impacted their permitted private duty nursing hours through their insurance).



Question 15: Can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied RN's and LPN's utilized during the 2022-23 SY?

Response: 0 as noted in 14. above. There were no candidates available from current vendors for the needed 1:1 positions. We did use agency nurses for some coverage at schools during the pandemic, but will no longer have the ESSER funds to do this moving forward.

Question 16: Can the district please describe the supplies and materials that contracted providers will have access to at the district? (WIFI, computer access, testing material, office supplies, etc.)?

Response: Wi-Fi

Question 17: What travel between schools is expected for these providers?

Response: May need to ride the bus with the student to and from school, or ride the bus with the student for any school sponsored field trips.

Question 18: Will the district review other SPED service classifications if submitted with the vendor proposal?

Response: Special Education may be interested in this for other related services (OT, PT, etc.)?

Question 19: What are the district expectations of contract providers to assist in Medicaid reimbursement documentation services?

Response: Completion of progress notes, medication and procedure administration records, timesheets.

Question 20: How many APS students receive Special Education nursing services, by either an RN or LPN?

Response: 2-5 per SY on average

Question 21: Can awardees also supply RN's and LPN's as district nurses, to assist with the general student population?

Response: Not unless other grant funding is available to the District for this purpose.

Question 22: What is the estimated award and implementation dates for this solicitation?

Response: The estimated date will be April 2024, and will be a four year contract.

Question 23: What is the new budget per year for this bid?

Response: Dependent on the need in the student population.

Question 24: Kindly specify total number of FTE's working and current \$ value spent.



Response: Three (3) but these individuals are contracted with the Families rather than APS. We need nurses who are contracted through APS.

Question 25: How many roles do you anticipate to recruit for yearly during this contract? Can you please share the minimum estimated hours per week for all job positions?

Response: 5 to 6 at 32.5 hours per week if not riding the bus with the student to and from school. Closer to 40 hours per week if riding the bus with the student to and from school.

Question 26: How many vendors do you intend to award?

Response: Multi-award

Question 27: Do you require Resumes of candidates attached to the bid submission? If yes, do we need to submit actual resumes for selected candidates or sample resume?

Response: Yes, they are required with submission, and count towards the 60-page limit.

Question 28: Please provide the list of all the certifications/Licensure which is necessary to attach in the proposal

Response: Licensed Practical Nurses and Registered Nurses with BLS certification, able to provide care such as tracheostomies, ventilator, gastric tube feeding/medications, etc.

Question 29: Does the bidder need to be registered with Secretary of State to submit response?

Response: No

Question 30: What is the interview process like when accepting resumes

Response: We do not anticipate interviews for this Request for Proposal.

Question 31: How many interviews happen prior to offer? How long does it take from submitted a resume to interview to offer?

Response: One interview per nurse with resume submitted, typically a couple of weeks to offer.

Question 32: How will the job requests be shared among multiple awarded contractors?

Response: Four (4) years

Question 33: What is the tentative start date of this engagement?

Response: March 2024

Question 34: If the proposed candidates are not available at the time of award, will the agency allow us to provide replacement personnel with similar or more skills?

Response: Candidate would first have to be vetted, and approved by APS.



Question 35: Provide the names of the Incumbent vendors for this contract? Can you please provide incumbent bid tabulation and/or pricing contract?

Response: Accountable Healthcare - RN \$63.15, LPN \$48.15
RCM - RN \$42.00, LPN \$37.00

Question 36: What are any challenges or pain points with the present contract vendors?

Response: None

Question 37: How many active contractors are working on this contract currently? Do you intend to move these contractors to new vendors, if the incumbents are not awarded again?

Response: Accountable Healthcare, RCM Healthcare Services

None

Question 38: Is APS interested in hearing from MSP or Managed Service companies that consolidate and manage your vendor pool and staffing for you?

Response: No

Question 39: If an MSP company is associated with a parent staffing company, is APS interested in hearing about MSP services through the parent staffing company as an additional service, or would you like a standalone proposal for MSP services?

Response: Standalone proposal

Question 40: Can awardees also supply RN's and LPN's as district nurses, to assist with the general student population? If so, can vendors submit separate bill rates for 1:1 nurses vs. district/health nurses?

Response: No, we are no longer able to utilize agency nurses as district nursing staff as we no longer have ESSER funds for this.

Question 41: What is the NM gross receipts tax percentage attached to this solicitation (e.g. 4.875%, 5%)?

Response: 7.6250

Question 42: What are the district expectations for how these taxes are to be tracked, invoiced, and paid out by vendors?

Response: Albuquerque Public Schools will pay tax on services.

Question 43: What specific policy(s) does the district require vendors to add APS as additionally insured on?

Response: Please refer to Request for Proposal and Insurance requirements.

Question 44: Can the district please provide an overview on the types/acuities of the current vendor-supported nursing cases (e.g. 20, 1:1 cases, with 5 trach's, 5 vents and 10 g-tubes)?

Response: All are 1:1 cases and the number of students and specific needs vary

Question 45: What is the process for vendors to “opt-out” of high acuity, high risk nursing cases (e.g. 1:1 nursing cases with a 30-45min bus ride, for a student on a vent and trach, with no additional support on the bus)?

Response: Not an option as that is the type of student we are contracting care for (e.g. 1:1 cases, may be with a bus ride depending on the need of the student).

Question 46: Is this a new initiative? If not, please provide the names of the current vendor(s) providing the services.

Response: Accountable Healthcare Staffing Inc. and RCM Healthcare Services

Question 47: Can you please let us know the previous spending of this contract?

Response: \$256,500

Question 48: Please confirm if we can get the proposals or pricing of the incumbent(s)

Response: Accountable Healthcare - RN \$63.15, LPN \$48.15
RCM - RN \$42.00, LPN \$37.00

Question 49: Are there any pain points or issues with the current vendor(s)

Response: None

Question 50: Please confirm the anticipated number of awards

Response: We would like four (4) vendor contracts.

Question 51: What agencies do you currently use for Nursing Services?

Response: Accountable Healthcare Staffing Inc. and RCM Healthcare Services

Question 52: What rates do those agencies charge for Nursing Services?

Response: Accountable Healthcare - RN \$63.15, LPN \$48.15
RCM - RN \$42.00, LPN \$37.00

Question 53: Will this be a single or multi-award?

Response: Multi-award



Question: 54: How many hours of Nursing Services were utilized in 2023 and 2022?

Response: 6.5 paid hours per day per 1:1 student (unless additional time on bus to and from school) with an unpaid lunch.

Question 55: How many hours of Nursing Services do you anticipate for the 2024-2025 year?

Response: 6.5 paid hours per day per 1:1 student (unless additional time on bus to and from school) with an unpaid lunch. We anticipate 5 to 6 students with this level of need, but this may change up or down depending on the student population needs.

Question 56: What is the annual spend that is projected for the contract?

Response: This will vary depending on student population needs.

Question 57: On page 28, in the evaluation criteria, Company profile section, can you please clarify what Human Resources information you would like us to include when it says, “information about the company that demonstrates the ability and capacity of the company expressed in terms of its **Human Resources (number, quality, skills and experience)** physical and material resources, financial resources and information resources”. What are you referring to for “**number, quality, skills and experience**”?

Response: Nursing skills and experience with a variety of nursing assessments and nursing skills such as care of individuals with tracheostomies, vents, gastric tube care with feeding and medications, provision of medications, etc.

Question 58: On page 28, in the evaluation criteria, company profile section it states “Demonstrate your company’s competence as it relates to the competencies required to perform the requested services.” Can you please explain what competence you are looking for us to describe, is referring to our competence with providing nursing services?

Response: Competence with providing qualified, skilled nurses to provide services⁹

Question 59: Do you accept DocuSign signatures for original signatures?

Response: No

Question 60: Do you accept Albuquerque Public Schools as a reference?

Response: Yes

Question 61: Do you want us to include resumes of potential candidates?

Response: Yes

Question 62: When writing a reference for NY and it is para specific, who do you list

Response: This is not clear as to what you are referencing in this question.



Question 63: How many openings are there for Area 1 RN and Area 2 LPN?

Response: 5-6 potential 1:1 cases as long as required skills are evident and there is documentation of experience.

Question 64: Is this a Multi Award and how many vendors will be awarded

Response: Multi-award

Question 65: Can you please provide a current average rate of services list?

Response: Accountable Healthcare - RN \$63.15, LPN \$48.15
RCM - RN \$42.00, LPN \$37.00

Question 66: Who are the current awarded vendors?

Response: Accountable Healthcare Staffing Inc. and RCM Healthcare Services

Question 67: What are the current awarded vendors' hourly rates?

Response: Accountable Healthcare - RN \$63.15, LPN \$48.15
RCM - RN \$42.00, LPN \$37.00

Question 68: How many full-time positions does this RFP seek to fill?

Response: Approximately 5-6, which may vary depending on student population needs.

Question 69: How will vendors be notified of award?

Response: The vendors will be notified of award through email.

Question 70: What is the anticipated contract start date?

Response: The anticipated contract start date will be in April.

Question 71: Given that the contract is multi-year, can we include a yearly percentage increase in our pricing?

Response: You will have the opportunity for annual price escalation.

Question 72: Will the district provide PPE for contracted nurses?

Response: Yes

Question 73: Do nursing staff work on teacher work days and professional development days?

Response: Contracted nurses do not.

Question 74: Is the vendor expected to provide substitute nurses when assigned nurse is absent?

Response: Preferred

Question 75: Is it the government's intention to have both RNs and LPNs on site at the same time?

Response: with APS yes, per school possibly

Question 76: Is it the government's intention that all 6.5 hours will be spent at a single location?

Response: Except for field trips if needed

ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL:

Addenda not signed and returned may consider the RFP non-responsive and may be rejected.

COMPANY/FIRM NAME

SIGNATURE

DATE

