

Accelerate Progress for Students

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Executive Director

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Superintendent

ADDENDUM #1-QUESTIONS/ANSWERS
RFQ 18-015SC-RA
PSYCHOLOGICAL SERVICES FOR SPECIAL EDUCATION

Are you currently working with any agencies providing Psychological services to your District?

Answer: Yes, Currently there are 8 Psychologists on contract.

Who are your current vendors and what prices do they charge for Psychological?

Answer: Scott Blackwell Ph.D (95/hr), Joseph Cardillo Ph.D (120/hour), Charlene McIver (\$95/hour), Emily Moore (\$95/hour), Aedor Health (\$67/hour), Cumberland Therapy (\$78/hour), EASI Therapy (\$103.78), Soliant Health (\$78/hour).

Have these vendors been able to meet all of your PSY needs?

Answer: Yes, but we are always looking for more providers.

How many Full Time Psychologist did each vendor provide to your District for the current 2016-2017 school year?

Answer: This contract is on an "as needed basis". Usually, based on the request for an IEP on a student. Therefore there are no full time Psychologists; we call the vendor when the special Ed Directors pick which vendor is the best fit for this case.

How many Full Time Psychologist did each vendor provide to your District for the current 2016-2017 school year?

Answer: See above answer.

As referenced on Page. 15 please clarify if you require that therapist resumes and/or licensure be submitted with the proposal?

Answer: Yes this documentation must be included in response in order for use to evaluate RFQ. See Evaluation criteria on page 17.

Will it also be expected that we provide a current business license with the proposal (Pg. 15) or are we able to submit NM business license after confirmation of award?

Answer: We prefer you submit with response, however, if you are awarded a contract you will have to provide the business license with your vendor questionnaire.

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

Answer: Regular working hours for APS are 8:00 A.M. to 4 P.M. Monday thru Friday Work shall be coordinated with APS Special Education representative and the site administrator for minimum interference with any facility schedule. Overtime, weekend and emergency work are not anticipated, See page 11 of RFQ.

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

Answer: Depends on the amount of IEP requests.

Will the district provide all necessary materials and assessments for assigned school psychologists to use?

Answer: See page 14 for details of what APS will provide.

Do you require vendors to guarantee the provision of school psychology services or is it understood that we will begin recruiting on a best efforts basis?

Answer: You must submit "Assigned Personnel" with your response. Of course, this list can change. See Evaluation Criteria on page 17.

Have the current providers met your needs for Psych Services?

Answer: Yes, but we are always looking for more providers.

What are the names of your current vendors providing Psych Services to the district?

Answer: Scott Blackwell Ph.D (95/hr), Joseph Cardillo Ph.D (120/hour), Charlene McIver (\$95/hour), Emily Moore (\$95/hour), Aedor Health (\$67/hour), Cumberland Therapy (\$78/hour), EASI Therapy (\$103.78), Soliant Health (\$78/hour).

What are the current bill rates for each of the vendors providing Psych Services to the district?

Answer: See answer above.

What are the total numbers of contracted Psychs providing services in the district during the 2017-2018 school year?

Answer: Number varies based on IEP requests, which is undetermined at this time.

How many Psychs have each of your vendors provided to the district during the 2017-2018 school year?

Answer: See above answer.

Has the district had any open or unfilled positions during the 2017-2018 school year?

Answer: At this time we are OK but we are always looking for more contracted vendors to help cover anything that might arise during the school year.

How many contracted Psychs work full-time during the 2017-2018 school year? How many contracted employees work part-time?

Approximately how many Psychs does the district anticipate needing for the upcoming school year?

Answer: Based on previous history, Special Education estimates that the usage will be every month for 3 Psych Services are 30. Exact numbers will be determined as per the needs of the IEP.

Will these positions be full-time or part-time?

Answer: This contract is on an "as needed basis". Usually, based on the request for an IEP on a student. Therefore there are no full time/part time Psychologists; we call the vendor when the special Ed Directors pick which vendor is the best fit for each case.

Do you have an estimate of total therapy hours required? If hours for the next school year have not been determined, could you provide us with the total therapy hours that were required this school year?

Answer: Based on previous history, Special Education estimates that the usage will be every month for 3 Psych Services are 30. Exact numbers will be determined as per the needs of the IEP's.

Will each company awarded a contract have an equal opportunity to provide candidates for open positions, or will the companies with the lowest bill rates get first opportunity to place candidates?

Answer: Special education Directors or their representative will determine which vendor best fits the need for each case and will contact that vendor.

What was the annual expenditure for all services during the 2017-2018 school year?

Answer; Unknown at this time depends on IEP requests. Previous years dollar usage was 16-17: \$109,030, 15-16: \$116,540.

Is it acceptable to bid a bill rate range?

Answer: Yes, please be as specific in your pricing as you can in your response.

Does the district provide computers for contracted employees?

Answer: Not usually but will determined what is necessary for each case.

Does the district provide the assessments and materials to be used for evaluations and treatment services?

Answer: See page 14 of RFQ for what APS provides.

Does the district provide an orientation?

Answer: Yes, each new contracted vendor will meet with the special Educations Directors and their representatives to discuss how the program works.

How many working days for therapists each school year?

Answer; Not known at this time. Depends on number of IEP's requested.

How many hours are there in a work day? Work week?

Answer: Regular working hours for APS are 8:00 A.M. to 4 P.M. Monday thru Friday Work shall be coordinated with APS Special Education representative and the site administrator for minimum interference with any facility schedule. Overtime, weekend and emergency work are not anticipated, See page 11 of RFQ.

Does the district provide necessary training sessions, i.e. Medicaid training, that are needed in order for the contracted employees to do their jobs effectively and meet the job expectations.

Answer: Yes, the need for services will be discussed at orientation.

Does the district use an on-line IEP system? If yes, which one?

Answer: I believe that not at this time.

Once the award has been made, how will vendors be notified of the decision?

Answer: You will receive via email a Price Agreement contract to review and sign.

Are you looking to contract with multiple vendors or a single vendor?

Answer: Multiple vendors, we will award to all vendors who meet scoring criteria.

How many contracts do you think you will award as a result of this solicitation?

Answer: Unknown, we will award as many vendors that meet the score necessary on the evaluation criteria.

Will the district consider phone interviews for candidates that are not in the area?

Answer: Usually, however this will have to be determined by the Special Education Directors upon request from the vendor.

What is the district's policy on allowing contracted clinicians to switch companies, from one awarded vendor to another? Would the district allow them to switch during the school year or only at the beginning of a new school year?

Answer: We prefer that any changes be after school year to maintain consistency during the school year.

Please return signed Addendum with your RFQ response.

ADDENDUM #1 ACKNOWLEDGEMENT:

Company/Firm Name

Authorized Signature

Date _____

Steven Carpenter
Senior Buyer

