



**ALBUQUERQUE
PUBLIC SCHOOLS**

Accelerate Progress for Students

Rennette R. Apodaca, MPA, CPPO
EXECUTIVE DIRECTOR OF PROCUREMENT

Raquel Reedy
SUPERINTENDENT

**RFP NO. 19-011 RR
ADDENDUM #1**

September 7, 2018

Please note the following clarifications regarding the RFP:

- See insurance adjustment to General Liability Insurance – per occurrence, and General Aggregate.
- Please see question and answers.

ACKNOWLEDGE ADDENDUM WITH RFP:

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

COMPANY/FIRM NAME

SIGNATURE

DATE

Robert Russell, Senior Buyer



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**Social Work Services for Special Education
RFP No. 19-011 RR**

1. **INSURANCE (If Applicable):** The successful proposer shall purchase and maintain statutory limits of Worker's Compensation, Public Liability and Automobile Liability insurance approved by APS at the time of contract award. Albuquerque Public Schools shall be included as a loss payee and/or additional insured. Public Liability and Automobile Liability insurance shall include at least the following coverage:

General Liability Insurance – per occurrence General Aggregate - \$2,000,000 Product/completed operations aggregate \$1,000,000	\$1,000,000
Bodily injury, per occurrence	\$1,000,000
Medical and medically-related expenses	\$5,000
Vehicle bodily injury, each occurrence, excluding medical and medically related expenses	\$750,000
Property Damage, per occurrence	\$1,000,000

Contractor shall furnish Owner with certificates of insurance with the contract documents and prior to the commencement of work.

**Social Work Services for Special Education
RFP No. 19-011 RR
Questions and Answers**

1. Question: Have the current providers met your needs for social work services?
Answer: This a new procurement, that information is not available.
2. Question: What are the names of your current vendors providing social work services to the district?
Answer: This a new procurement, that information is not available.
3. Question: What are the current bill rates for each of the vendors providing social work services to the District?
Answer: This a new procurement, that information is not available.
4. Question: What is the total number of contracted social workers providing services in the district during the 2017-2018 school year?
Answer: This a new procurement, that information is not available.
5. Question: How many contracted social workers work full-time during the 2017-2018 school year? How many contracted social workers work part-time?
Answer: The question is not applicable to this proposal.
6. Question: Approximately how many social workers does the district anticipate needing for the upcoming school year?
Answer: The anticipated need will be determined by the needs of the students as it is determined by their IEP. Past need is generally not a good predictor of future need.
7. Question: Will these positions be full-time or part-time?
Answer: They will be a combination of both full –time and part-time.

8. Question: 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: The anticipated need will be determined by the needs of the students as it is determined by their IEP. Past need is generally not a good predictor of future need.

9. Question: 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: There will be an equal opportunity, but lowest bill rates may help to place candidates first.

11. Question: What was the annual expenditure for all services during the 2018-2018 school year?

Answer: This a new procurement, that information is not available.

12. Question: What is the approximate date/timeline that bidders will be notified?

Answer: The bidders will be notified in early November.

13. Question: Do the resumes and licenses for potential candidates count towards the 50 page limit?

Answer: No

14. Question: How many months a year will the services be needed for coverage?

Answer: Services will be needed for 9 months a school year.

15. Question: Will summer hours be included in the needed hours requested?

Answer: If student need requires it.

16. Question: How many positions are needed?

Answer: That is determined by the needs of the students, can vary from year to year.

17. Question: Who are the current vendors and what are their rates?

Answer: This is a new procurement, that information is not available.



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18. Question: Regarding RFP page 11, point G, would APS consider Tele-practice from a Certified Social Worker?

Answer: Yes, APS would consider Tele-Practice from a certified Social Worker.

19. Question: Our candidates would be onsite and able to travel to the schools. We are in the process of getting our Revenue and Taxation Certificate. We would get our Albuquerque License upon bid award. Would that be okay?

Answer: Having your license would be a requirement that you would need in order to respond to the proposal.

20. Question: Your proposal RFP-19-011RR requests a NM Board of Social Workers Examiners Supervisor certification for Providers under this RFP. Is this a necessary requirement for all contract Social Workers? Most Social Workers have LCSW or LISW licensure, but not all have Board Supervisor certification?

Answer: No, but the supervisory certification is preferred.