



**ALBUQUERQUE
PUBLIC SCHOOLS**

Accelerate Progress for Students

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

Raquel Reedy
SUPERINTENDENT

**RFP NO. 19-008RR
ADDENDUM #2**

July 26, 2018

Please note the following clarifications regarding the RFP:

- Questions and Answers Page

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

Speech and Language Services for Special Education

RFP No. 19-008 RR

Questions and Answers

Question: If the hours are on an as-needed or part-time basis, can you please let me know the number of weekly hours the SLP worked during the 2017-18 academic year?

Answer: Amount of SLP services are determined by the needs of the students as determined by their IEP.

Question: How many SLPs do you foresee needing for the 2018-19 school year?

Answer: This need is fluid as the students IEP's drive those levels. Prior year is not necessarily a good predictor of future needs.

Question: Would you consider SLPA or CFY?

Answer: Yes

Question: For what grades will the SLP provide services for **and** what will be the caseload?

Answer: Pre-K to 12. 1,950 minutes per week

Question: How many working days will the SLP work during the school year (For Example: 180 days or less)?

Answer: Up to 180

Question: Are resumes required at the time of proposal submission or only upon award?

Answer: Examples should be included with proposal. Resumes should be available at the time a prospective candidate is interviewed.

Question: Can we incur in any penalties or be liable for any damages for not having an SLP available upon your school's request in a timely manner or would your school terminate the RFP contract with our company?

Answer: APS does have the option to terminate a contract if needs are not met.

Question: To complete the provision of therapy services, are Testing/Evaluation Materials provided by the School **OR** the Vendor?

Answer: Please reference the RFP.

Question: Are the SLP's expected to travel between schools to provide services? If so, at what school locations will they travel between?

Answer: Yes, they can be expected to travel between schools, please reference the RFP.

Question: When is the anticipated award date?

Answer: After APS Board Approval, which can be 30-45 days after close date of RFP.



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Question: Will you consider a price range depending on the candidates' level of experience **OR** do you only want a flat rate?

Answer: Only a flat rate.

Question: What is the annual expenditure available or projected for this RFP contract?

Answer: This need is fluid as the students IEP's drive those levels. Prior year is not necessarily a good predictor of future needs

Question: Can you provide the current vendor(s) providing SLP services? What is the current vendor(s) hourly rate(s)? Has your current vendor(s) been able to satisfy your service needs?

Answer: APS currently uses multiple vendors for SLP services, and the hourly rates vary. Yes, the current vendors have been able to satisfy APS's needs.

Question: What agencies do you currently use for SLP services?

Answer: APS currently uses multiple vendors for SLP services.

Question: What rates do those agencies charge for SLP services?

Answer: The hourly rates vary.

Question: Which agencies are you using the most on the current contract?

Answer: Many vendors are utilized.

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

Answer: This will be a multi-award.

Question: How many hours were utilized in 2017?

Answer: APS is unable to determine.

Question: How many hours of SLP services do you anticipate for the 2018-2019 year?

Answer: Amount of SLP services are determined by the needs of the students as determined by their IEP

Question: How many SLPs do you anticipate for the 2018-2019 year?

Answer: This need is fluid as the students IEP's drive those levels. Prior year is not necessarily a good predictor of future needs.

Question: How much money in 2017 was spent on SLP services?

Answer: Approximately 4.4 million dollars.

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

Answer: This need is fluid as the students IEP's drive those levels.

Question: a) Are you satisfied with your current provider of services?

Answer: Yes



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Question: b) What would like to see with the awarded vendor and our approach to the requested services?

Answer: Professionalism, and able to provided requested services promptly.

Question: Is this for onsite or over the phone?

Answer: On site or via video conference for tele-therapy.

Question: What is the typical caseload for therapists?

Answer: 1,950 minutes per week.

Question: How many schools are typically on a therapist's caseload?

Answer: There are typically two (2) to three (3) schools.

Question: How many working days for therapists each school year?

Answer: There are 180 working days each school year.

Question: In regards to billable hours:

1. Are IEP meetings billable?
2. Are orientation sessions, professional development and other district-sponsored meetings billable?
3. Are we allowed to bill for paperwork and documentation?
4. Are we allowed to bill for mileage and travel between school sites?
5. How many hours are in a typical school day (i.e. how many hours are therapists allowed to be on-site and billing)

Answer Sub 1-2: IEP meetings are billable by invitation or prior approval on attendance.

Answer Sub 3: No

Answer Sub 4: Yes, please refer to RFP.

Answer Sub 5: Billable hours can't exceed contracted hours per week, per provider. School day is 6.5 hours.

Question: On what date do you anticipate making this award and notifying vendors of the award status?

Answer: The award will be made after APS Board Approval.

Question: Who are the current vendors for Speech Language Pathology (SLP) services?

Answer: APS currently uses multiple vendors for SLP services.

Question: Please provide the current bill rate by vendor.

Answer: APS currently uses multiple vendors for SLP services, and the hourly rates vary.

Question: Please provide the # of FTEs (full time equivalents) by vendor

Answer: These are outside the scope of the proposal.

Question: Have your current vendors been able to meet all of your current SLP service needs?

Answer: Yes, the current vendors have been able to meet our current SLP needs.



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- Question: How many SLP openings does the district anticipate filling with this RFP?
Answer: The districts need is based upon the needs of the student as determined by their IEP, prior need is not necessarily a good predictor of future need of services.
- Question: Is the district open to contracting for part-time therapists?
Answer: Yes
- Question: Who is responsible for purchasing assessment equipment and supplies in order to provide services?
Answer: Please refer to the RFP for information.
- Question: What are the district's payment terms?
Answer: The districts payment terms are Net 30.
- Question: Can the district please clarify how needs for contractors will be disseminated to vendors post award?
Answer: Amount of SLP services are determined by the needs of the students as determined by their IEP. (1)
- Question: Can the district please provide a detailed explanation for how points will be awarded for the cost 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)?
Answer: Yes, the lowest flat rate receives the maximum amount of points, and then the previous vendors are prorated, and receive a predetermined amount of points.
- Question: Will providing three (3) references with the requested information in this solicitation meet APS requirements?
Answer: Yes
- Question: How many vendors does the district expect to award a contract to for the services requested in this solicitation?
Answer: This will be a multi-award contract.
- Question: Can the district please provide incumbent information and current bill rates for contracts in place for similar services?
Answer: APS currently uses multiple vendors for SLP services, and the hourly rates vary.
- Question: What is the expected amount of FTE contract, vendor supplied SLP's utilized during the 2018-19 SY? Can the district please provide the total amount of FTE contract, vendor supplied SLP's utilized during the 2017-18 SY?
Answer: The districts need is based upon the needs of the student as determined by their IEP, prior need is not necessarily a good predictor of future need of services. APS currently uses multiple vendors for SLP services, and the hourly rates vary



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Question: Can the district please provide the total amount of billing, broken down by vendor and classification, for all vendor supplied SLP's utilized during the 2017-18 SY?

Answer: APS currently uses multiple vendors for SLP services, and the hourly rates vary.

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

Answer: Please refer to the RFP.

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

Answer: Please refer to the RFP for information.

Question: Have the current providers met your needs for SLP Services?

Answer: Yes

Question: What are the names of your current vendors providing SLP Services to the district?

Answer: APS currently uses multiple vendors for SLP services.

Question: What are the current bill rates for each of the vendors providing SLP Services to the district?

Answer: APS currently uses multiple vendors for SLP services, and the hourly rates vary.

Question: What is the total number of contracted SLP staff providing services in the district during the 2017-2018 school year?

Answer: This need is fluid as the students IEP's drive those levels.

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

Answer: Yes

Question: How many contracted SLPs work full-time during the 2017-2018 school year? How many contracted SLPs work part-time?

Answer: This need is fluid as the students IEP's drive those levels.

Question: Approximately how many SLPs does the district anticipate needing for the upcoming school year?

Answer: This need is fluid as the students IEP's drive those levels.

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

Answer: There will be both.

Question: Do you allow assistants or Clinical Fellows?

Answer: Yes

Question: Will the district provide the CF Supervision, or is the company expected to provide it?

Answer: There will be combination of both.



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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: Amount of SLP services are determined by the needs of the students as determined by their IEP.

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: Vendor's with the lowest cost will first fill positions, if they meet all specified requirements in proposal.

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

Answer: The annual expenditure was 4.4 million dollars.

Question: How many working days for therapists each school year?

Answer: Amount of SLP services are determined by the needs of the students as determined by their IEP.

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

Answer: There are 6.5 hours in a work day, and 32.5 hours in a work week.

Question: In the past APS has been a 6.5 day, which makes it difficult to find candidates. Can the hours per day be negotiable to closer to 8 hours?

Answer: No

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

Answer: Bidders will be notified approximately 30 – 45 days after APS Board Approval.

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

Answer: Vendor will be notified by email.

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

Answer: This will be a multi-award.

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

Answer: No